

### "A Great Place to Live, Work and Play"

### REGULAR COUNCIL MEETING AGENDA

Tuesday, May 12, 2015			Council Chambers Administration Building	
#1	CALL TO ORDER			
#2	ADOPTION OF AGENDA		1	
#3	MINUTES	3.1 Regular Council Meeting minutes held April 28, 2015 – to be adopted.	3	
		3.2 Business Arising from the Minutes		
#4	PUBLIC HEARING			
#5	DELEGATION	5.1 Range Road 234	16	
		5.2 HCL Hydrogeological Consultants Ltd.	20	
#6	BYLAWS	Bylaw 15-746 Road Closure Request	51	
#7	OLD BUSINESS			
#8	NEW BUSINESS	8.1 Township Road 690 Tender Results	55	
		8.2 Crack Sealing & line Painting Tender	58	
		8.3 Light Duty Truck Tender	60	
		8.4 Buffalo Gravel Corp. Gravel Supply	62	
		8.5 Appointment of Pest Inspectors	67	
		8.6 Appointment of Weed Inspectors	69	
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		8.8 Urban Infrastructure Assessment	74	

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		8.15 CAO & Managers' Reports	111
#9	COUNCILLORS BUSINESS & REPORTS		
#10	CORRESPONDENCE	<ul> <li>Invitation Grande Prairie &amp; District Victim Services</li> <li>Meeting at the AAMDC Convention – RCMP</li> <li>Proposed Project – TransCanada</li> <li>Valleyview Municipal Library Board Meeting Minutes</li> <li>Affordable Supportive Living Initiative Program</li> <li>From Our Side of the River</li> <li>Thank You Card – Pat Cooke</li> <li>Chevron Canada Notifications</li> <li>Alberta Energy Regulator Application Notices</li> <li>Enforcement Services Statistics – April</li> </ul>	
#11	IN CAMERA		
	ADJOURNMENT		

### Minutes of a

### REGULAR COUNCIL MEETING MUNICIPAL DISTRICT OF GREENVIEW NO. 16

M.D. Administration Building, Valleyview, Alberta, on Tuesday, April 28, 2015

# 1: CALL TO ORDER Reeve Dale Gervais called the meeting to order at 9:01 a.m.

PRESENT

Reeve

Deputy Reeve Councillors Tom Burton George Delorme

Dale Gervais

Bill Smith Dale Smith Roxie Rutt Les Urness

**Chief Administrative Officer** 

General Manager, Corporate Services

General Manager, Community Services
General Manager, Infrastructure & Planning

Communications Officer Recording Secretary Grant Gyurkovits
Diane Carter

**Dennis Mueller** 

**Rosemary Offrey** 

Lianne Kruger

Mike Haugen

ABSENT Councillor

Dave Hay

#2: AGENDA

ATTENDING

MOTION: 15.04.191. Moved by: COUNCILLOR DALE SMITH That the April 28, 2015 agenda be adopted as presented.

**CARRIED** 

#3.1

REGULAR COUNCIL MEETING MINUTES

MOTION: 15.04.192. Moved by: DEPUTY REEVE TOM BURTON

That the Minutes of the Regular Council Meeting held on Tuesday, April 07, 2015

be adopted as presented.

**CARRIED** 

#3.2

BUSINESS ARISING FROM MINUTES

### 3.2 BUSINESS ARISING FROM MINUTES:

Reeve Gervais commented on the Fire Structural Trailer, stating that he is hoping

the MD logo is displayed prominently.

#/ OLD BUSINESS

### 7.0 OLD BUSINESS

There was no Old Business brought forward.

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**NEW BUSINESS** 

**8.0 NEW BUSINESS** 

**8.1 EVERGREEN CENTER EMERGENCY GENERATOR** 

**EMFRGENCY** GENERATOR MOTION: 15.04.193. Moved by: DEPUTY REEVE TOM BURTON

That Council approve a maximum amount of \$125,000.00 (25% of the total project cost) for an emergency backup generators at Evergreen Park, with funds to come

from the 2015 Disaster Services Budget.

**CARRIED** 

April 28, 2015

**EMERGENCY GENERATOR -**CONTINGENCY

MOTION: 15.04.194. Moved by: COUNCILLOR LES URNESS

That Council authorize Administration to transfer \$125,000.00 from the

Contingency Budget into the 2015 Disaster Services Budget. CARRIED

8.2 INSULATION & HEATING OF CHEMICAL STORAGE SHED

CHEMICAL STORAGE SHED MOTION: 15.04.195. Moved by: COUNCILLOR ROXIE RUTT

That Council approve the upgrades to the Chemical Shed in the amount of \$15,108.45, as per the attached 2015 Chemical Shed Listing, with funds to come

from the 2015 Agriculture Services Capital Budget.

CARRIED

8.3 GOLDEN TRIANGLE CONSORTIUM

**GOLDEN TRIANGLE** 

MOTION: 15.04.196. Moved by: COUNCILLOR ROXIE RUTT

That Council authorize Administration to enter into an agreement to partner in the Golden Triangle Consortium, contributing \$15,000.00 annually, with 2015 funds to

come from the Community Service Miscellaneous Grant.

MOTION TABLED

MOTION: 15.04.197. Moved by: DEPUTY REEVE TOM BURTON

That Council table motion 15.04.196. until further information can be brought

forward and a delegation come to Council.

**CARRIED** 

DELEGATIONS

5.0 DELEGATIONS

**5.1 VALLEYVIEW RCMP – ENHANCEMENT OFFICER** 

Staff Sargent Bruce Bracken introduced RCMP members Sargent Warren Wright from the Fox Creek detachment and Constable John McNickle from the Valleyview detachment and broached the subject of an Enhancement Officer within the MD of

Greenview to Council.

Reeve Gervais recessed the meeting at 9:58 a.m. Reeve Gervais reconvened the meeting at 10:08 a.m.

**ENCHANCEMENT OFFICER** 

MOTION: 15.04.198. Moved by: COUNCILLOR ROXIE RUTT

That Council accept the presentation by Sergeant Bruce Bracken, Valleyview RCMP in regards to an Enhanced RCMP Community Police Position for information as

presented.

**CARRIED** 

#4 PUBLIC HFARING

4.0 PUBLIC HEARING

4.1 BYLAW 14-743 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO **COUNTRY RESIDENTIAL TWO (CR-2) DISTRICT** 

Chair Gervias opened the Public Hearing regarding Bylaw #14-743 at 10:09 a.m.

IN ATTENDENCE Manager, Planning & Development

Sally Rosson Demetri Prevatt

**Development Officer** 

APPLICANT(S) & **PROPERTY** OWNER(S)

Applicant(s) Property Owner(s) Darcy & Patricia Clarke Darcy & Patricia Clarke

PURPOSE OF THE HEARING

The purpose of the hearing is to hear submissions for and opposed to proposed Bylaw 14-743, being a bylaw of the MD of Greenview for the purpose to redesignate 1.21 hectares / 3 acres from Agriculture (A) District to Country Residential One (CR-1) District.

**APPLICANTS** PROPOSAL

To allow a future subdivision for the final lot #8.

QUESTIONS FROM COUNCIL

The Chair called for any questions to the Applicant from Council.

Councillor Dale Smith questioned why there is no designated Environmental Reserve (ER) area to go with the package?

Manager, Planning & Development responded that will be addressed during the subdivision stage. Planning and Development is looking at the rezoning at this time.

Councillor Dale Smith asked if the reserve areas are a separate hearing.

Manager, Planning and development responded, no the reserve area is a condition of the subdivision. In the subdivision design the reserve area will be shown.

REFERRAL AGENCY & ADJHACENT LANDOWNER COMMENTS

The Manager, Planning & Development provided a summary of the responses from the referral agencies.

### **ALBERTA TRANSPORTATION**

No Concerns

### **AGRICULTURAL SERVICES - MD OF GREENVIEW**

No Concerns

### **ATCO ELECTRIC**

No comments or concerns.

### **EAST SMOKY GAS CO-OP**

The East Smoky Gas Co-op Ltd. must be contacted for a line locates(s) 48 hours prior to commencement of any excavation on property with gas line or gas lines. Should the development of this property necessitate the moving of a gas line, this would be done by East Smoky Gas Co-op Ltd. but the cost would be borne by the landowner.

QUESTIONS FROM COUNCIL

The Chair called for any questions from Council.

None were heard.

BYLAW 14-743 PUBLIC HEARING ADJOURNED

Chair Gervais adjourned the Public Hearing regarding Bylaw #14-743 at 10:15 a.m.

### 4.2 BYLAW 14-744 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO COUNTRY RESIDENTIAL ONE (CR-1)

Chair Gervias opened the Public Hearing regarding Bylaw #14-744 at 10:15 a.m.

IN ATTENDENCE

Manager, Planning & Development Sally Rosson
Development Officer Demetri Prevatt
Applicant Bruce A. Beairsto

APPLICANT(S) & PROPERTY OWNER(S)

Applicant(s) Bruce A. Beairsto
Property Owner(s) Sherwin Reimer

INTRODUCTIONS

The Chair asked each Council Member and Staff member to introduce themselves, and asked Council Members if there were any reasons that they should be disqualified from the hearing. Each Member's reply was "No".

PURPOSE OF THE HEARING

The purpose of the hearing is to hear submissions for and opposed to proposed Bylaw 14-744, being a bylaw of the MD of Greenview for the purpose of re-

designating 4.35 hectare (10.75 acre) from Agriculture (A) District to Country Residential One (CR-1) District.

APPLICANTS PROPOSAL

To create a future residential parcel.

QUESTIONS FROM COUNCIL

The Chair called for any questions to the Applicant from Council.

None was heard.

REFERRAL AGENCY & ADJACENT LANDOWNER COMMENTS

The Manager, Planning & Development provided a summary of the responses from the referral agencies.

### **AGRICULTURAL SERVICES - MD OF GREENVIEW**

No Concerns.

### **EAST SMOKY GAS CO-OP**

The East Smoky Gas Co-op Ltd. must be contacted for a line locate(s) 48 hours prior to commencement of any excavation on property with gas line or gas lines. Should the development of this property necessitated the moving of a gas line, this would be done by East Smoky Gas Co-op Ltd. but the cost would be borne by the landowner.

### **PUBLIC WORKS – MD OF GREENVIEW**

Will require approach off RR 262. Other options is a service road from south boundary.

### ATCO ELECTRIC

Will be approaching the landowner for the purpose of acquiring a Power Line Right of Way on all facilities directly affected by this subdivision. Atco Electric will register the Power Line Right of Way on title, in the form of a caveat. Preparation, acquisition and registration of the caveat will be the sole responsibility of ATCO Electric Ltd. The landowner shall not be responsible for any costs related to the aforementioned process.

QUESTIONS FROM COUNCIL

The Chair called for any questions from Council.

None was heard.

QUESTIONS FROM APPLICANT OR PRESENTER The Chair called for any questions from the Applicant or those that had spoken in favour or against the applications with regards to the comments from Planning & Development, the referral agencies, or adjacent landowners.

APPLICANT(S)
FINAL COMMENT

The Chair called for any final comments from the Applicant(s). None was heard.

FAIR AND IMPARTIAL HEARING

The Chair asked the Applicant(s) if they have had a fair and impartial hearing, the Applicant(s) responded "Yes".

BYLAW 14-743 PUBLIC HEARING ADJOURNED

Chair Gervais adjourned the Public Hearing regarding Bylaw #14-744 at 10:30 a.m.

Councillor George Delorme vacated the meeting at 11:02 a.m. Councillor George Delorme re-entered the meeting at 11:07 a.m.

### 5.2 ENCANA PRESENTATION

Encana representatives, John Remmer, Tyson Pylypiw, Greg Henderson and Darcy-Jane McAulay gave an informative presentation to Council.

Reeve Gervais recessed the meeting at 11:15 a.m. Reeve Gervais reconvened the meeting at 11:20 a.m.

**ENCANA** 

MOTION: 15.04.199. Moved by: DEPUTY REEVE TOM BURTON

That Council accept the presentation by Encana as information as presented.

CARRIED

### 8.4 GRANDE PRAIRIE & DISTRICT VICTIM SERVICES

GP & DISTRICT VICTIM SERVICES

MOTION: 15.04.200. Moved by: COUNCILLOR BILL SMITH

That Council approve Pearl Sponsorship in the amount of \$1,000.00 to the Grande Prairie and District Victim Service for the 2015 Black & Gold Gala on May 22, 2015,

with funds to come from the Community Service Miscellaneous Grant.

**CARRIED** 

### 8.5 CANADA DAY FIREWORKS – VALLEYVIEW & DISTRICT RECREATION DEPARTMENT

CANADA FIRE WORKS

MOTION: 15.04.201. Moved by: COUNCILLOR DALE SMITH

That Council approve a grant in the amount of \$1,000.00 to the Valleyview and District Recreation Department to assist with financial support for the Canada Day fireworks, with funds to come from the Community Services Miscellaneous Grants.

**CARRIED** 

### 8.6 VALLEYVIEW & DISTRICT AGRICULTURAL SOCIETY – ANNUAL FAIR & RODEO

ANNUAL FAIR& RODEO MOTION: 15.04.202. Moved by: COUNCILLOR LES URNESS

That Council approve a grant in the amount of \$1,700.00 to the Valleyview & Districts Agricultural Society for the 2015 Valleyview Annual Fair and Rodeo, with

funds to come from the Community Service Miscellaneous Grant.

**CARRIED** 

### **8.7 SKY GUBBINS LETTER OF SUPPORT**

**SKY GUBBINS** 

MOTION: 15.04.203. Moved by: COUNCILLOR BILL SMITH

That Council direct Administration to provide a letter of support to Transport Canada for Sky Gubbins applications for Special Flight Operating Certificate (SFOC).

**CARRIED** 

### 8.8 DEBOLT & DISTRICT AGRICULTURAL SOCIETY

DEBOLT &
DISCTRICT AG
SOCIETY

MOTION: 15.04.204. Moved by: DEPUTY REEVE TOM BURTON

That Council approve grant funding in the amount of \$120,000.00 to the DeBolt & District Agricultural Society for the replacement of the curling rink ice plant, with

 $funds \ to \ come \ from \ the \ Community \ Service \ Miscellaneous \ Grant.$ 

**TABLED** 

MOTION TABLED

MOTION: 15.04.205. Moved by: REEVE DALE GERVAIS

That Council table motion 15.04.204. until DeBolt & District Agricultural Society is

able to make a presentation.

**CARRIED** 

### **8.9 TOOL BITS FOR GRADER BLADES**

TOOL BITS

MOTION: 15.04.206. Moved by: DEPUTY REEVE TOM BURTON

That Council award Alco Industrial Inc. of Edmonton Alberta the Tool Bit Tender for \$84,865.00 with funding to come from the 2015 Operations Road Maintenance

Budget.

**CARRIED** 

### **8.10 SALE OF SURPLUS EQUIPMENT**

SURPLUS EQUIPMENT MOTION: 15.04.207. Moved by: DEPUTY REEVE TOM BURTON

That Council approve the sale of the surplus equipment listed for the June 25th,

2015 Richie Brothers auction in Grande Prairie, Alberta.

**CARRIED** 

### 8.11 RESIDENTIAL ACCESS APPLICANTS

RESIDENTIAL ACCESS

MOTION: 15.04.208. Moved by: DEPUTY REEVE TOM BURTON

That Council approve residential access road requests for the following legal land locations: NW11-67-22-W5 and SE19-70-25-W5 to be constructed by day labour,

with funds to come from the Capital Residential Accesses block funding.

**CARRIED** 

### 8.12 FARMLAND ACCESS APPLICANTS

FARMLAND ACCESS

MOTION: 15.04.209. Moved by: COUNCILLOR ROXIE RUTT

That Council approve farmland access road requests for the following legal land locations: NE30-72-22-W5, NE36-69-26-W5, and NW29-71-26-W5 constructed by day labour with funds to come from the Capital Farmland Accesses block funding.

**CARRIED** 

### **8.13 HEART RIVER HOUSING – SENIORS CONFERENCE**

HEART RIVER HOUSING

MOTION: 15.04.210. Moved by: DEPUTY REEVE TOM BURTON

That Council authorize Councillor Dave Hay to attend the Seniors Conference in

Winnipeg, as a delegate of Heart River Housing.

**CARRIED** 

### 8.14 ENTERPRISE RESOURCE PLANNING (ERP SYSTEM) CHANGE OF SCOPE

ERP - CHANGE OF SCOPE

MOTION: 15.04.211. Moved by: COUNCILLOR ROXIE RUTT

That Council direct Administration to reallocate \$101,377.00 from the 2015 Contingency Budget to the 2015 Enterprise Resource Planning Capital Purchase Budget to enable Administration to purchase 51 User Licenses for the Paramount Purchase Order Module; to increase the number of Diamond User License by 10; to increase the Payroll Employee Self-Service User Licenses to 250 and to update the Greenview Regional Waste Management Commission financial software (ERP) for

compatibility with the MD's ERP System.

CARRIED

### 8.15 PROPOSED AMENDMENTS TO THE SCHEDULE OF FEES

**SCHEDULE OF FEES** 

MOTION: 15.04.212. Moved by: COUNCILLOR DALE SMITH That Council approve the revised Schedule of Fees as presented.

MOTION TABLED

MOTION: 15.04.213. Moved by: DEPUTY REEVE TOM BURTON That Council Table motion 15.04.212. until later in the meeting.

CARRIED

Reeve Gervais recessed the meeting at 11:53 a.m. Reeve Gervais reconvened the meeting at 1:00 p.m.

### **5.3 ALBERTA ENERGY REGULATOR PRESENTATION**

Leanne Chartrand with the Alberta Energy Regulators made a presentation regarding the AER Website Tools and Resources.

Councillor Delorme vacated the meeting at 1:30 p.m. Councillor Delorme re-entered the meeting at 1:35 p.m.

AER PRESENTATION MOTION: 15.04.214. Moved by: DEPUTY REEVE TOM BURTON

That Council accept the presentation by the representatives of the Alberta Energy

Regulator for information as presented.

**CARRIED** 

TABLED MOTION LIFTED

MOTION: 15.04.215. Moved by: DEPUTY REEVE TOM BURTON

That Council lift tabled motion 15.04.212. regarding the revised Schedule of Fees.

**CARRIED** 

MOTION TABLED

MOTION: 15.04.216. Moved by: DEPUTY REEVE TOM BURTON

That Council table motion 15.04.212. until an updated version of the Schedule of

Fees can be prepared.

**CARRIED** 

Councillor Les Urness vacated the meeting at 1:57 p.m. Councillor Les Urness re-entered the meeting at 1:59 p.m.

ENHANCED POLICING POSITION

MOTION: 15.04.217. Moved by: REEVE DALE GERVAIS

That Council request administration invite Staff Sgt. Bruce Bracken back to a future

Council meeting to discuss the Enhanced Policing position proposal.

**CARRIED** 

**8.16 CAO REPORT** 

**CAO REPORT** 

MOTION: 15.04.218. Moved by: COUNCILLOR ROXIE RUTT

That Council accept the CAO report as information.

CARRIED

#6 BYLAWS

6.0 BYLAWS

### 6.1 BYLAW 14-743 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO COUNTRY RESIDENTIAL TWO (CR-2) DISTRICT

BYLAW 14-743 SECOND READING MOTION: 15.04.219. Moved by: COUNCILLOR LES URNESS

That Council give Second Reading to Bylaw No. 14-743, re-designate the proposed 1.21 hectare (3 acre) area as proposed within SW 29-70-24-W5M from Agriculture (A) District to Country Residential Two (CR-2) District.

CARRIED

BYLAW 14-743 THIRD READING MOTION: 15.04.220. Moved by: DEPUTY REEVE TOM BURTON

That Council give Third Reading to Bylaw No. 14-743, re-designate the proposed 1.21 hectare (3 acre) area as proposed within SW 29-70-24-W5M from Agriculture

(A) District to Country Residential Two (CR-2) District.

**CARRIED** 

### 6.2 BYLAW 14-744 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO COUNTRY RESIDENTIAL ONE (CR-1)

BYLAW 14-744 SECOND READING MOTION: 15.04.221. Moved by: COUNCILLOR DALE SMITH

That Council give Second Reading to Bylaw No. 14-744, re-designate the proposed

4.35 hectare (10.75 acre) area as proposed within NW 34-70-26-W5 from

Agriculture (A) District to Country Residential One (CR-1) District.

CARRIED

BYLAW 14-744 THIRD READING MOTION: 15.04.222. Moved by: COUNCILLOR ROXIE RUTT

That Council give Third Reading to Bylaw No. 14-744, re-designate the proposed

4.35 hectare (10.75 acre) area as proposed within NW 34-70-26-W5 from Agriculture (A) District to Country Residential One (CR-1) District.

CARRIED

COUNCILLORS
BUSINESS &
REPORTS

### 9.1 COUNCILLORS' BUSINESS & REPORTS

**9.2 MEMBERS' REPORT:** Council provided an update on activities and events both attended and upcoming, including the following:

### **COUNCILLOR GEORGE DELORME**

Attended the Municipal Planning Commission (MPC) Meeting Attended the Community Planning Association of Alberta (CPAA) Conference Attended the Joint Council Meeting with the Town of Grande Cache

### **COUNCILLOR LES URNESS**

Attended the Community Planning Association of Alberta (CPAA) Conference Attended the Multi Plex Meeting Attended the Joint Council Meeting with the Town of Grande Cache

### **DEPUTY REEVE TOM BURTON**

Attended the Municipal Planning Commission (MPC) Meeting
Attended the Community Planning Association of Alberta (CPAA) Conference and
Organizational Meeting

Attended the East Smoky Recreation Board Meeting

Attended the Committee of the Whole (COW)

Attended the Nitehawk Meeting

Attended the Joint Council Meeting with the Town of Grande Cache

### **COUNCILLOR DALE SMITH**

Attended the Municipal Planning Commission (MPC) Meeting
Attended the New Fish Creek Hall Board Meeting
Attended the Community Planning Association of Alberta (CPAA) Conference
Attended the Smoky Applied Research & Demonstration Association (SARDA)
Toured the New Fish Creek Cemetery and Water point with Wilma Marcotte, and
General Manager, Community Services Dennis Mueller
Attended the Committee of the Whole (COW) Meeting
Attended the Joint Council Meeting with the Town of Grande Cache

### **COUNCILLOR ROXIE RUTT**

Attended the Municipal Planning Commission (MPC) Meeting
Attended the State of the City Address
Attended the Community Planning Association of Alberta (CPAA) Conference
Attended the Committee of the Whole (COW) Meeting
Attended the RCMP Performance Review
Attended the Grande Spirit Foundation Meeting
Attended the Joint Council Meeting with the Town of Grande Cache

### **COUNCILLOR BILL SMITH**

Attended the Community Planning Association of Alberta (CPAA) Conference Attended the Committee of the Whole (COW) Meeting Attended the Wapiti River Management Plan Meeting Attended the Joint Council Meeting with the Town of Grande Cache

### **COUNCILLOR DAVE HAY**

Not in attendance.

### 9.1 REEVE'S REPORT:

### **REEVE DALE GERVAIS:**

Attended the Volunteer Appreciation Supper in Valleyview

Attended the Multiplex Meeting

Attended the Committee of the Whole (COW) Meeting

Attended a Joint Council Meeting with the Town of Grande Cache

### #10 CORRESPONDENCE

### **10.0 CORRESPONDENCE:**

MOTION: 15.04.223. Moved by: DEPUTY REEVE TOM BURTON

That Council accept the correspondence as presented for information.

**CARRIED** 

Reeve Gervais recessed the meeting at 2:51 a.m. Reeve Gervais reconvened the meeting at 3:09 p.m.

### # 11 IN CAMERA

### 11.0 IN CAMERA CONFIDENTIAL ITEMS

### IN CAMERA

MOTION: 15.04.224. Moved by: COUNCILLOR LES URNESS

That, in compliance with Section 197(2) of the Municipal Government Act, this

meeting go In Camera at 3:09 p.m.

**CARRIED** 

### 11.1 PERSONNEL

(FOIPP; Section 19; Confidential Evaluations)

### **11.2 DRAFT POLICY**

(FOIPP; Section 23; Local Public Body Confidences)

### **OUT OF CAMERA**

MOTION: 15.04.225. Moved by: COUNCILLOR BILL SMITH

That, in compliance with Section 197(2) of the Municipal Government Act, this

meeting come Out of Camera at 5:32 p.m.

**CARRIED** 

### CAO BAND

MOTION: 15.04.226. Moved by: DEPUTY REEVE TOM BURTON

That Council place the Chief Administrative Officer on Step Two of the CAO band

effective May 1, 2015.

**CARRIED** 

### #12 ADJOURNMENT

### 12.0 ADJOURNMENT

MOTION: 15.04.227. Moved by: COUNCILLOR ROXIE RUTT

That this meeting adjourn at 5:34 p.m.

CARRIED

REEVE CHIEF ADMINISTRATIVE OFFICER



### **Request for Decision**

SUBJECT: Range Road 234

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER:

DEPARTMENT: CAO Services GM: GG PRESENTER: GG

FILE NO./LEGAL:

STRATEGIC PLAN:

LEGAL/ POLICY REVIEW:

FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - N/A

Council Bylaw / Policy (cite) -N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation from Amanda Gladue as information.

BACKGROUND / PROPOSAL:

For Council's information, below are the chronological events following when Amanda Gladue first applied for residential access on RR 234 as reviewed.

May 27, 2013 - stamped received Road Construction Access Request

**May 13, 2014** - Motion: 14.05.262 That Council approve two residential access road requests to be constructed by day labour with monies to come from the 2014 Residential Access Block funding for the following legal land location; N ½ 28-70-23 W5 and SW 4-70-23-W5 "subject to an agreement being reached with the Sturgeon Lake Cree Nation."

May 26, 2014 - Attempted to Schedule meeting was rescheduled.

**May 29, 2014** - Amanda Gladue was given the original road request package at meeting, consisting of Policy No: 4001, road request, Invoice for 20% security deposit.

June 10, 2014 - Amanda Gladue called and requested additional package, faxed June 10 2014.

July 28, 2014 - letter drafted to Richard Kappo from Dale Gervais, sent after July 28 2014.

**Date unknown** - Reeve Gervais met with Chief Richard Kappo sometime after July 28, 2014 to discuss a possible agreement, Reeve Gervais returned to comment during a regular Council meeting that SLCN was not partial to an agreement to upgrade a portion of road leading through SLCN lands to Twp. 704A.

**Date unknown** - repeated attempts to reach Amanda Gladue by phone to let Amanda know of the discussion by Council, voice mail box full, option to leave number (yes).

**Date unknown** - Chief Kappo is in contact with Reeve Gervais to discuss the possibility of having a contractor complete the road construction on RR 234.

**May 1, 2015** – General Manager Gyurkovits sends Councillor Darwin Hamelin specification information and landowner conditions as requested. The information had been requested on behalf of Chief Kappo for discussions at their May 5, 2016 council meeting.

OPTIONS - BENEFITS / DISADVANTAGES:
Options – none
Benefits – none
Disadvantages - none
COSTS / SOURCE OF FUNDING:
None
ATTACHMENT(S):

none



### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

May 29, 2014

Amanda Gladue Box 1416 Valleyview, AB, T0H 3N0

Attention: Amanda Gladue

Dear Amanda

RE: Residential Access Road Construction - Range Road 234 - SW 4-70-23 W5

Your request for the construction of residential access located on Range Road 234 – SW 4-70-23 W5 was presented to Greenview Council on May 13<sup>th</sup>, 2014.

Please be advised that Council passed the following motions:

That Council approve two residential access road requests to be constructed by day labour with funds to come from the 2014 residential access Block funding, for the following legal land locations; N  $\frac{1}{2}$  28-70-23 W5 and SW 4-70-23 W5, subject to an agreement being reached with the Sturgeon Lake Cree Nation.

As per our Policy No: 4001 Greenview requires a 20% security deposit to commence the construction phase. When you have established permanent residency as defined within Policy No. 4001 please notify Greenview in writing which will allow us to refund your deposit. Costs are outlined below.

Estimated Construction Cost (attached) \$ 216,900.00 Security Deposit 20% \$ 43,380.00

Your residential road construction is also subject to reaching an agreement with the Sturgeon Lake Creek Nation. Greenview is in the process of drafting an agreement for the Sturgeon Lake Cree Nations Council's review and approval. This agreement will define the role each party will play in relation to the residential construction and future maintenance.

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office	
Box 1079, 4806-36 Ave	Box 1079, 4802-36 Ave	Box 1079, 4707-50th Street	Box 404, Lot 9, Block 1, Plan0728786.	Box 214, 10028-99st Street	
Valleyview, AB T0H 3N0	Valleyview, AB TOH 3NO	Valleyview, AB TOH 3NO	Grovedale, AB TOH 1X0	Grande Cache, AB TOE 0Y0	
Phone: 780.524.7600	Phone: 780.524.7602	Phone: 780.524.7603	Phone: 780,539,7337	Phone: 780.827.5155	
Fax: 780.524.4307	Fax: 780.524.5237	Fax: 780.524.4130	Fax: 780.539.7711	Fax: 780.827.5143	
Toll Free: 1.888.524.7601			www.mdgreenview.ab.ca		

Should you require additional information or clarification please contact the undersigned.

Sincerely,

**Grant Gyurkovits** 

General Manager, Infrastructure & Planning

GG/as

### Attachments:

- Invoice
- Road Request
- Policy 4001
- Construction Estimate



### **Request for Decision**

SUBJECT: HCL Hydrogeological Consultants Ltd.

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MANAGER: GC

DEPARTMENT: Infrastructure & Planning GM: GG PRESENTER: GG

LEGAL/ POLICY REVIEW: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

FILE NO./LEGAL:

STRATEGIC PLAN:

Provincial (cite) - none

Council Bylaw / Policy (cite) - none

RECOMMENDED ACTION:

MOTION: That Council accept the presentation from Hydrogeological Consultants Ltd as information.

BACKGROUND / PROPOSAL:

Greenview acquired Hydrogeological Consultants Ltd. (HCL) in 2012 to complete Phase 1 of a ground water tabletop assessment for Grovedale/Landry Heights. HCL started Phase 2 field exploration in 2013 within Grovedale to determine a location within the area of Grovedale to drill a well for the purpose of testing and licensing for a Municipal water supply.

HCL's services in 2014 were utilized in Grande Cache to identify water wells that were registered to Greenview and to conduct a condition assessment on these wells identified. HCL in 2014 installed data loggers in 11 active water wells located at Greenview water points. These are some of the highlights that HCL will be discussing during their presentation. Greenview has completed a sizable amount of investigational review and works related to exploration in Grovedale and well identification over the past couple of years. Moving forward, Greenview will utilizing the professional experience of Associated Engineering to guide Greenview through the next three years in the water and sanitary division of the environment department.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

Options - none

Benefits - none

Disadvantages - none

COSTS / SOURCE OF FUNDING:		
• none		
ATTACHMENT(S):		

Power Point presentation

### HCL groundwater consulting environmental sciences

# M.D. of Greenview

Water Supply Well Review/Recommendations

2015-04-16 Meeting

### **HCL Project Overview**

- 2012
- Hydrogeological Assessment at Grovedale
- 2013
- Groundwater Licensing
- Little Smoky, Sunset House, Sweathouse, New Fish Creek
- 2014
- Water Well Confirmation
- 4 of the 6 Grande Cache Co-ops
- 11 Technical Reviews of water supply wells
- 7 watering points
- 4 municipal water supply wells
- Water Test Hole Drilling and Aquifer Testing at Grovedale



### 13 Sites 9 Sites with 2014 Reviews

Note: Grovedale, Little Smoky, Sunset House and Sandy Bay were not part of the 2014 Technical review.

# 2014 Technical Review Highlights

The technical review included:

- Collection of historical data from Greenview
- Site reconnaissance survey of the sites
- Review of the Conditions associated with the Licence(s)
- Installation of data loggers to measure and record water levels
- Completion of aquifer tests
- Collection of groundwater samples

The new data were compared to historical data and issues were identified with recommendations LeveITROLL data loggers were installed in water supply wells located at:

- DeBolt (3), Ridgevalley, Crooked Creek, Goodwin, Sturgeon, South Wapiti
- Puskwaskau, Sweathouse, New Fish Creek

LevelTROLL data loggers currently installed at Little Smoky and Sunset House

### DeBolt

- 2005 WSW to be licensed
- Obs data logger needed
- **Legal location Licence Amendment**
- WUR Condition Licence Amendment
- Annual groundwater samples
- Bi-annual data logger calibrations
- WUR updates
- Annual Review

### 2005 WSW not currently licensed

1982 WSW Licence (no expiry): 9,870 m³/year

1997 WSW Licence (no expiry): 13,574 m³/year Total: 23,444 m³/year

## South Wapiti

- 2009 WSW to be licensed
- Annual groundwater samples
- Bi-annual data logger calibration
- **Annual Review**

### Sturgeon

- 2009 WSW to be licensed
- Annual groundwater samples
- Bi-annual data logger calibration
- Annual Review



## Ridgevalley

- **WUR Condition Licence Amendment**
- Bi-annual data logger calibration
- Annual chemical analysis
- **WUR** updates
- **Annual Review**

# **Crooked Creek**

- WUR Condition Licence Amendment
- Non-compliance PST within 100 metres
- Bi-annual data logger calibration
- Annual chemical analysis
- WUR updates
- Annual Review

### Goodwin

- WUR Condition Licence Amendment
- Bi-annual data logger calibration
- Annual chemical analysis
- WUR updates
- Annual Review

## Puskwaskau

- WUR Condition Licence Amendment
- Bi-annual data logger calibration
- Annual chemical analysis
- WUR updates
- Annual Review

## Sweathouse

- Name change Licence Amendment
- WUR Condition Licence Amendment
- Bi-annual data logger calibration
- Annual chemical analysis
- WUR updates
- Annual Review

Licence (no expiry): 1,364 m³/year Term Licence: 11,906 m³/year Total: 13,270 m³/year

Term Licence No. 00344528-00-00 expires: January 15, 2025

# New Fish Creek

- WUR Condition Licence Amendment
- Bi-annual data logger calibration
- Annual chemical analysis

34

- **WUR** updates
- Annual Review

Licence (no expiry): 8,630 m³/year Term Licence: 1,947 m<sup>3</sup>/year

Total: 10,577 m³/year

Term Licence No. 00344530-00-00 expires: January 15, 2025

## Little Smoky

Bi-annual data logger calibration

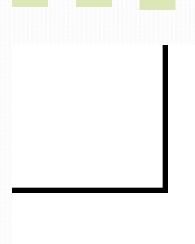
- Annual chemical analysis
- WUR updates
- Annual Review

### Sandy Bay

- WUR Condition Licence Amendment
- Confirm Condition 6 of Amendment
- Data logger needed
- Bi-annual data logger calibration
- Annual chemical analysis
- WUR updates
- Annual Review

- Active Watering Point Not Licensed
- Water Test Hole 1-14 can replace 1994 Watering Point WW as Water Supply Well
- Groundwater monitoring requirement
- Bi-annual data logger calibration
- Annual chemical analysis
- WUR updates
- Annual Review

## Sunset House



- 1981 WSW data logger needed
- WUR Condition Licence Amendment
- Bi-annual data logger calibration
- Annual chemical analysis
- **WUR updates**
- Annual Review

Licence (no expiry): 4,935 m³/year, old watering point Term Licence: 6,205 m³/year, new facility

# Water Wells to be Licensed

- DeBolt
- Sturgeon
- South Wapiti
- Grovedale



## Data Loggers

- Water wells without data loggers
- DeBolt observation water well
- Sandy Bay water supply well
- Grovedale
- Sunset House (Old Watering Point if still used)



# Data Logger Calibration

- Download and calibrate LevelTROLL data loggers
  - twice per year by trained personnel Process data to be uploaded



# Water Use Reporting (WUR)

- Apply to ESRD to amend current licence(s) to WUR uploads twice per year
- Enter required data into ESRD WUR database twice per year



## Annual Reporting

- groundwater resource from each site that includes: Conduct an annual technical review of the
- Review of water-level data
- Review of chemical quality
- Review the diversion data/performance of the aquifer
- Recommendations



## Recommendations

- License four water supply wells
- Install data loggers in four water wells
- WUR Licence Amendments for 10 licences
- WUR for 14 licences
- Semi-annual calibration of 12 data loggers
- Annual review of 14 existing licences



### Summary

## Licence/Monitoring Summary

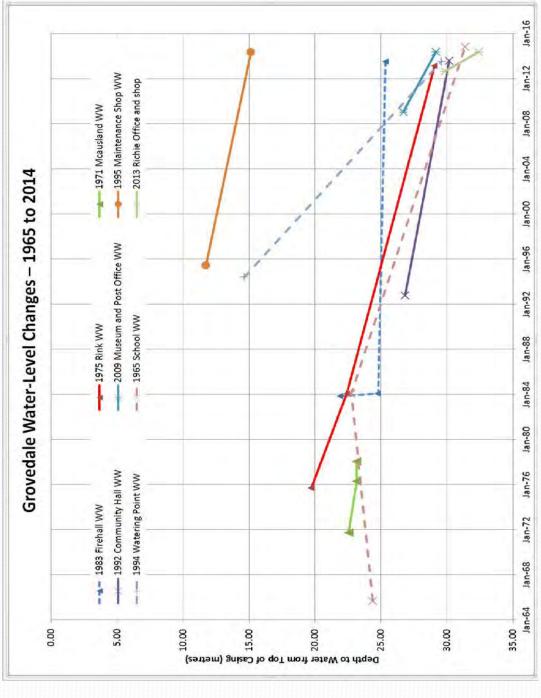
	Number of						
Status	Licence(s)	Diversion	Water Levels	Chemistry	WUR	Data Logger	Annual Review
Licensed	2	3	4	3	Required	3	Recommended
Unlicensed	0	1	1	Annual		1	Recommended
Unlicensed	0	1	1	Annual		1	Recommended
Licensed	1	1	1	Recommended	Required	1	Recommended
Licensed	1	1	1	Recommended	Required	1	Recommended
Licensed	1	1	1	Recommended	Required	1	Recommended
Licensed	1	1	1	Recommended	Required	1	Recommended
Licensed	2	1	1	Annual	Required	1	Recommended
Licensed	2	1	1	Annual	Required	1	Recommended
Licensed	2	2	1	Annual	Required	1	Recommended
Licensed	1	1	1	Annual	Required	0	Recommended
Licensed	1	1	1	Annual	Required	1	Recommended
Unlicensed	0	3	1	Recommended		0	Recommended
	Status Licensed Unlicensed Licensed		Licence(s)  2  0  0  1  1  1  2  2  2  2  2  2  2  1  1  1	Licence(s) Diversion 2 3 3 0 1 1 1 1 1 1 1 1 2 2 1 2 2 1 2 1 1 1 1 1	Licence(s)       Diversion       Water Levels         2       3       4         0       1       1         1       1       1         1       1       1         1       1       1         1       1       1         2       1       1         2       1       1         2       2       1         1       1       1         1       1       1         1       1       1         1       1       1         0       3       1	Licence(s)         Diversion         Water Levels         Chemistry           2         3         4         3           0         1         1         Annual           1         1         1         Annual           1         1         1         Recommended           1         1         1         Recommended           2         1         1         Annual           2         1         1         Annual           2         2         1         Annual           1         1         Annual           1         1         Annual           1         1         Annual           2         2         1         Annual           1         1         Annual         Annual	Licence(s)         Diversion         Water Levels         Chemistry         WUR           2         3         4         3         Required           0         1         1         Annual         Required           1         1         1         Recommended         Required           1         1         1         Recommended         Required           2         1         1         Annual         Required           2         1         1         Annual         Required           2         2         1         Annual         Required           1         1         Annual         Required           2         2         1         Annual         Required           1         1         Annual         Required

### Requires Licensing



- 2012 Hydrogeological Assessment
- 3 potential water sources identified
- 2 shallow bedrock aquifers (Aquifer 1 and Aquifer 2)
- Cardium (~800 metres)
- 2013 Aquifer Testing
- Two water wells identified in Aquifer 1
- 1992 Community Hall WW and 1994 Watering Point WW
- 2-hour pumping and 2-hour recovery tests conducted with each water well indicated significant long-term yields

- 2014 Water Test Hole Drilling
- 1 Water Test Hole completed in Aquifer 1
- 2-hour pumping and 2-hour recovery test indicated significant long-term yield
- 48-hour pumping and 48-hour recovery test indicated depletion aquifer
- Analysis of data collected as part of a field verification of nearby water wells indicated that shallow aquifers show signs of depletion
- Aquifer 1 is not suitable for a long-term water supply for Grovedale



- Aquifer 2
- Richie Brothers Construction completed a water well in Aquifer 2 at 14-33-069-06 W6M in Sep 2012. Data were not in groundwater database at time of 2012 Hydrogeological Assessment
- Limited aquifer testing information available indicates that aquifer will not meet water needs of Grovedale

- Cardium Formation
- Grovedale, utilizes a water supply well completed in Ainsworth Lumber Co., approx 7 km east of the Cardium
- Long-term yield sufficient for supply of water for Grovedale and Landry Heights
- TDS: 3,000 mg/L range
- High cost to drill and complete
- Water treatment more substantial than shallow bedrock aquifer
- Disposal of post-treatment waste



SUBJECT: Road Closure Request – Government Road Allowance SW 35-71-2 W6

**SUBMISSION TO:** REVIEWED AND APPROVED FOR SUBMISSION Regular Council Meeting

**MEETING DATE:** May 12, 2015 CAO: MH MANAGER:

DEPARTMENT: Infrastructure & Planning GM: PRESENTER: GG

FILE NO./LEGAL: LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

### **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) - NA

### RECOMMENDED ACTION:

MOTION: That Council approve first reading of Bylaw 15-746 closing the original government road allowance adjoining the South boundary of SW 35-71-2 W6M as per Section 22 of the Municipal Government Act.

MOTION: That Council approve the sale of the government road allowance adjoining the west boundary of SW 35-71-2 W6M approximately 2.00 acres (actual size to be determined by legal survey) at the price of \$3,750.00 per acre to Jewel Moehling for a total price of \$7,500.00 plus GST, plus all associated survey and transfer costs, subject to Ministerial approval, third reading of Bylaw 15-746.

MOTION: That Council hold a Public Hearing for Bylaw 15-746 on June 9, 2015 at 10:00 a.m. in Council Chambers.

### BACKGROUND / PROPOSAL:

Prior to the received application, Greenview was notified from Bearisto through email that a Real Property Report was completed. Further to this notification a request had been received from Kay, McVey Smith & Carlstrom LLP on behalf of Peter and Jewel Moehling to have the original government road allowance adjacent to their property closed. The road allowance is lying west of a 4.4 acre parcel within the SW 35-71-2 W6M. The landowners are requesting to purchase the road allowance of approximately 2.0 acres and consolidate the land with their acreage.

In the fall of 2009 when the Moehling's purchased the property they were unaware of the encroachment of the residence and outbuildings on the road allowance. Once the encroachment was discovered, the Moehling's sought to purchase a portion of the road allowance.

The Moehling's original application to close and purchase the road allowance was endorsed by Council and a purchase price of \$7050.00 per acre was established by Council. The original Bylaw 12-670 received first reading on April 10, 2012. Prior to the public hearing, and second and third reading, the Moehling's were to provide a real property report (RPR) for the site. The RPR was received on July 24, 2014.

As per the MGA Section 188 First Reading of Bylaw 12-670 was automatically rescinded prior to the RPR being received. As such, Administration is submitting a new Bylaw to begin the process again. The following is a chronological order of events for Council's information.

### **Chronological Order of Events**

February 16, 2012 Greenview received a letter from Kay McVey Smith & Carlstrom LLP (lawyer) requesting to close the government road allowance.

April 10, 2012 Request for Decision (RFD) was presented to Council pertaining to Bylaw 12-670 Road

Closure Request – Government Road Allowance for SW 35-71-2 W6M for Peter and Jewel

Moehling.

12.04.215 MOTION: That Bylaw 12-670, being a bylaw to close the original government road allowance adjoining the west boundary of SW 35-71-2 W6M as per Section 22 of the Municipal Government, is hereby granted first reading.

12.04.216 MOTION: That Council **tables** the request for sale of the government road allowance adjoining the west boundary of SW 35-71-2 W6M approximately 2.0 acres (actual area size to be determined by legal survey) to Peter and Jewel Moehling for the price of \$2,250 per acre plus GST plus all associated survey and transfer costs, subject to Ministerial approval and third reading of Bylaw 12-670.

12.05.287 MOTION: That Council approves the sale of the Government Road Allowance adjoining the west boundary of SW 35-71-2 W6M approximately 2.0 acres (actual size to be determined by legal survey) subject to a Real Property Report to Peter and Jewel Moehling for the price of \$7,050 per acre plus all associated survey and transfer costs, subject to Ministerial approval and third reading of Bylaw 12-670.

Greenview sent letter to Kay, McVey, Smith and Carlstrom stating the above motions were carried. Real Property Report to provide information for all building and sewer locations. Also stated that Moehling's may be required to purchase additional lands from other property owner to satisfy encroachments and setback requirements of property line and 41 meters (134 feet) from the property line adjacent to the district road. Costs were outlined on preliminary quotes. If they so wished to follow through with closure to send the application fee if not to provide a letter stating not to carry forward.

Real Property Report was received as per Gwen Charlton email sent to Tim Burnham referring him to Tony Winia.

Received Formal Letter of request for the Road Closure request from Gurevitch Burnham Law Office as per requested by Development.

May 8, 2012

May 15, 2012

July 24, 2014

July 25, 2014

July 31, 2014	Received payment from Burnham Gurevitch for the Road Closure Application fee of \$500.00.
February 12, 2015	Reviewed file and viewed title realizing that one name is now on title, updated file, and documents necessary as Mr. Moehling's had passed away since first request.
April 10, 2015	RFD to go to Council May 12, 2015 with request to close the Government Road Allowance as per Bylaw #15-746.
April 13, 2015	Letters to Utility Referrals and Land Owners were sent out with a 30 day response time for referral responses and two weeks are required for advertising. Given this Administration is recommending that the public hearing be scheduled for June 9, 2015 if approved.

### OPTIONS - BENEFITS / DISADVANTAGES:

Options – Council could deny the first reading to Bylaw 15-746 closing the government road allowance adjoining the west boundary of SW 35-71-2 W6M as per section 22 of the Municipal Government Act.

Benefits – The consolidation would make it easier for the landowner to sell in the future and the building would be within the boundaries.

Disadvantages – No foreseen disadvantages as there is already a road in the area that parallels this unused road allowance.

### COSTS / SOURCE OF FUNDING:

There is no expense to the Municipality as all costs associated with the survey and transfer will be paid by the landowner.

### ATTACHMENT(S):

**Location Map** 



### **Jewel Moehling**



SUBJECT: **Township Road 690 Tender Results** 

**SUBMISSION TO:** Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** May 12, 2015 CAO: MH MANAGER:

**DEPARTMENT:** Infrastructure & Planning/Construction & GM: PRESENTER: GG GG

Maintenance

FILE NO./LEGAL: LEGAL/ POLICY REVIEW:

STRATEGIC PLAN: FINANCIAL REVIEW:

### **RELEVANT LEGISLATION:**

**Provincial** (cite) – New West Partnership Trade Agreement.

Council Bylaw / Policy (cite) – Expenditure Control Policy – AD 12

### RECOMMENDED ACTION:

MOTION: That Council award Township Road 690 re-grade contract and other works to Northern Road Builders Inc., from LaCrete, AB for \$2,222,651.00 funded through the 2015 Capital Budget.

### BACKGROUND / PROPOSAL:

The estimated project price in the approved 2015 Capital budget is \$4,600,000.00.

Seventeen sealed tenders were received by the closing date of May 1, 2015. One tender was deemed to be noncompliant.

Contractors	Bid
Northern Road Builders	\$2,222,651.00
Chemco Electrical Contractors Ltd.	\$2,581,568.32
CAP Management Services Ltd.	\$3,019,856.06
PetroWest Construction LP	\$3,267,777.77
Cox Contractors Ltd.	\$3,290,550.10
Norellco Contractors Ltd.	\$3,542,989.03
1070539 AB Ltd o/a Driedger Construction	\$3,594,537.50
Crow Enterprises Ltd.	\$3,608,227.00
Sure Grade Construction Ltd.	\$3,655,920.39
MCL Group Ltd.	\$3,696,389.00
BTO Contracting Ltd.	\$3,753,657.02
Dechant Construction Ltd.	\$3,794,112.06
Prairie Mountain Oilfield Construction Inc.	\$3,867,055.00
Klassen Brothers Northern Ltd.	\$3,986,370.50
Thompson Bros. (Constr.) LP	\$4,867,074.10
Rockhard Contractors Inc.	\$6,553,834.50

The lowest tender was submitted by Northern Road Builders Inc. with a bid of \$2,222,651.00. WSP Canada Inc. has reviewed the bid and found they have met the contractual requirements at the bid stage. WSP Canada Inc. design estimate excluding site occupancy was \$2,779,037.10.

Construction Costs	Totals
Contract Amount (Less Site Occ.)	\$2,164,151.00
Contingency (10%)	\$216,415.10
Potential Site Occ. Bonus (3 Days)	\$2,700.00
Engineering - All Scope Phases	\$395,771.00
Totals	\$2,779,037.10

OPTIONS - BENEFITS / DISADVANTAGES:

Options – That Council could choose to defer the project.

Benefits – The benefit of proceeding would improve the road geometrics and safety of sight lines on Twp. Rd 690 and the intersection of Hwy 40 and Weyerhaeuser Road.

Disadvantages - The disadvantage by not proceeding with the re-grade of Twp. 690 will continue to cause sightline safety concerns, road geometrics and grade issues leading to Hwy 40.

COSTS / SOURCE OF FUNDING:

Funding to come from the 2015 Capital Budget.

ATTACHMENT(S):

Recommendation Letter.



WSP File: 141-25311-00

May 5, 2015

M.D. of Greenview No. 16 4806 – 36<sup>th</sup> Avenue Valleyview, Alberta T0H 3N0

ATTENTION: Mr. Grant Gyurkovits, General Manager, Infrastructure and Planning

**RE:** Contract No. 141-25311-00

**Township Road 690** 

From: W. of Range Road 65 To: Jct. of Highway 40

km 0.60 to km 8.60 (8.00 km)

Local Road Grading and Other Work

Tenders were received from a total of seventeen (17) bidders for the above noted project on May 1, 2015. One of the bids were deemed to be non-compliant, (MDP Oilfield Services Ltd.) as there was no Consent of Surety attached. Upon review of all of the tenders, the bid from CAP Management Services has been deemed to be compliant as the Bid Bond and Consent of Surety were in order. The low bidder was **Northern Road Builders** Inc. with a total tender value of \$2,222,651.00 (excluding GST). We have reviewed the bid from Northern Road Builders Inc. and have found they have met the contractual requirements at the bid stage.

If awarded to Northern Road Builders Inc., we anticipate expenditures for this project as follows:

	Totals
Contract Amount (Less Site Occ.)	\$ 2,164,151.00
Contingency (10%)	\$ 216,415.10
Potential Site Occ. Bonus (3 days)	\$ 2,700.00
Engineering - All Scope Phases	\$ 395,771.00
TOTALS	\$ 2,779,037.10

The above totals do not incude GST

Your councils' decision regarding the awarding of this contract to **Northern Road Builders Inc.** is hereby requested. The complete listing of the tender results and the tender summary are also attached for your information.

Please contact the undersigned if you require further information or clarification.

Yours truly,

Doug Buyar, Area Manager

Attachments

Cc: Kevin Sklapsky, Manager, Construction & Maintenance, MD of Greenview No. 16

Greg Rantala, Project Manager, WSP

Garth McCulloch, Regional Manager, WSP

WSP Canada Inc. 7710 Edgar Industrial Court Red Deer AB T4P 4E2 www.wspgroup.com



SUBJECT: Crack Sealing and Line Painting Tender

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER: GM

DEPARTMENT: Infrastructure & Planning/Operations GM: PRESENTER: GM

FILE NO./LEGAL: N/A LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - N/A

Council Bylaw / Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That council award the 2015 Line Painting / Crack Sealing tender in the amount of \$170,866.00 to 624091 Alberta Ltd. Operating as R & N Maintenance Western Division from East Lake Airdrie, Alberta with the funds to come from the 2015 Road Maintenance Operations Budget.

### BACKGROUND / PROPOSAL:

Greenview annually completes a Line Painting and Crack Sealing program on all asphalt road surfaces where required. This year there were two bids in response to the Alberta Purchasing Connection advertisement. The lowest bid belonging to 624091 Alberta Ltd. Operating as R & N Maintenance Western Division who has worked with Greenview before and has proven to be a competent contractor.

SUPPLIER	CRACK SEALING	LINE PAINTING	TOTAL
AAA Striping and Seal	\$97,664.43	\$85,154.00	\$182,818.43
Coating Service			
624091 Alberta Ltd. o/a	\$65,500.00	\$105,366.00	\$170,866.00
R/N Maintenance			

### OPTIONS - BENEFITS / DISADVANTAGES:

**Options** – Council could choose not to proceed with the crack sealing / line painting program.

**Benefits** – The benefits by accepting the recommendation are history with the contractor providing good workmanship at the lowest possible price.

**Disadvantages** – none

COSTS / SOURCE OF FUNDING:

Funding to come from the 2015 Road Maintenance Operations Budget.



SUBJECT: Light Truck Tender

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER: GM

DEPARTMENT: Infrastructure & Planning/Operations GM: GG PRESENTER: GM

FILE NO./LEGAL: N/A LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - N/A

**Council Bylaw / Policy** (cite) – Policy number AD 12 Expenditure Control

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of one new 2016 seven passenger Ford Expedition Ltd Max from Rainbow Ford Sales in Rocky Mountain House Alberta in the amount of \$58,821.94 with funds from the 2015 Capital Budget.

### BACKGROUND / PROPOSAL:

The original Light Truck Tender advertised asked for a seven passenger SUV vehicle. When the bids were opened none of the submissions met the requested specifications. The six dealerships that bid on this tender were then contacted and all were given the same opportunity to meet the requirements. Rainbow Ford submitted two expeditions, both were seven passenger SUV's. The 2016 Expedition Max accommodates extra cargo space needed for luggage, hauling administrative supplies (such as for yearly BBQ's, etc). The recommended Expedition Max has second row captain seats for easy access to the back row seating, with back row seats that fold down flat for easy loading. This SUV fits Council's request for easy access with plenty of room and the needs for staff and cargo space.

SUPPLIER	VEHICLE	PRICE	COMPLIANCE TO SPEC
Rainbow Ford Sales Inc.	Expedition XLT	\$50,394.94	meets spec
			no fold away mirrors
Rainbow Ford Sales Inc.	Expedition Ltd. Max	\$58,821.94	meets spec
			no fold away mirrors
Cochrane Dodge	Grand Caravan	\$33,935.00	Did not meet spec
			non-compliant
Edmonton Motors	Chevrolet Tahoe	\$67,725.00	did not fill out spec sheet
			non-compliant
Brooks Motor Products	Yukon XL SLT	\$63,894.00	did not fill out spec sheet
			non-compliant

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Windsor Ford	Expedition Ltd. Max	\$60,002.77	no fold away mirrors
Derrick Dodge	-	-	no response

Additional funds of \$8,821.94 will be needed for the SUV purchase if accepted. Currently the 2015 Budget only provides \$50,000 for this vehicle.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council could accept the lowest price SUV from Rainbow Ford.

Benefits - The benefit of accepting this motion will give Council and staff the accessibility and cargo space needed.

Disadvantages - The disadvantage of not accepting the motion will provide Council and staff with a SUV with less cargo space then Greenview has now with the Chevy suburban.

COSTS / SOURCE OF FUNDING:

Funds to come from the 2015 Capital Budget.

ATTACHMENT(S):



SUBJECT: Buffalo Gravel Corp. Gravel Supply

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER:

DEPARTMENT: Infrastructure & Planning/Operations GM: PRESENTER: GM

LEGAL/ POLICY REVIEW: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite): N/A

FILE NO./LEGAL:

STRATEGIC PLAN:

Council Bylaw / Policy (cite): N/A

RECOMMENDED ACTION:

MOTION: That council approve the purchase of 100,000 tonne of gravel from Buffalo Gravel Corporation from their gravel pit located on the Smokey River just south of Bezanson in the amount of \$1,050,000.00 funded from the 2015 Capital Gravel Budget.

### BACKGROUND / PROPOSAL:

Buffalo Gravel Corporation offered crushed gravel that meets Greenview's specification for 2:20 and 2:25 for \$10.50 per/tonne load and scaled. Buffalo Gravel Corporation is proposing a long term contract for the supply of aggregate as a multi-year contract with Greenview. Before presenting a multi-year contract to Council, staff prefers to wait until Greenview runs a gravel haul out of Buffalo Gravel Corporation pit first, allowing Greenview time to decide whether the operation, material and pit location is best suited for Greenview's needs. Of the 100,000 tonnes; 30,000 tonnes will be 2:20 and 70,000 tonnes will be 2:25 all material would be hauled to the lignite stock pile site for the use on the FTR and/or used during Greenview's local road re-graveling program in 2015.

If this motion is passed there will be \$1,746,000.00 remaining in Council's gravel budget.

### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – Council may choose to deny the offer to purchase this aggregate from Buffalo Gravel Corporation.

**Benefits** – The benefit of purchasing gravel from others at a reasonable competitive price helps preserve Greenview's gravel stocks for future years.

**Disadvantages** - The disadvantage could result in a higher cost to re-stock lignite.

\_\_\_\_\_

### COSTS / SOURCE OF FUNDING:

Funding to come from the 2015 Capital Gravel Budget.

### ATTACHMENT(S):

- Buffalo Gravel Corp. proposal
- Screen analysis for the 2:20 aggregate
- Screen analysis for the 2:25 aggregate

### **BUFFALO GRAVEL CORP.**



Box 537 Grande Prairie, AB T8V 3A7 Phone (780) 532-6559 Fax (780) 532-3727

Gord Meaney Municipal District of Greenview No. 16 Operations Services Office 4802 36 Avenue, Box 1079 Valleyview AB T0H 3N0 April 20,2015

Dear Gord:

As per our discussion on 220 crushed gravel located at our pit on the Smokey River.

We would like a larger term contract if possible.

A suggestion would be a 4 year contract and priced for 2 years. After 2 year negotiation the price for the next 2 year with an automatic extension for another 2 years. Either party can cancel the contact instead of extending for another 2 years.

Otherwise 10 year contract and negotiate prices every 2 years.

For 2015 we would like \$10.50 loaded and weighed at our pit.

For 2016 we would like \$10.75 for 100,000 tonnes. Anything over 100,000 would be \$10.50

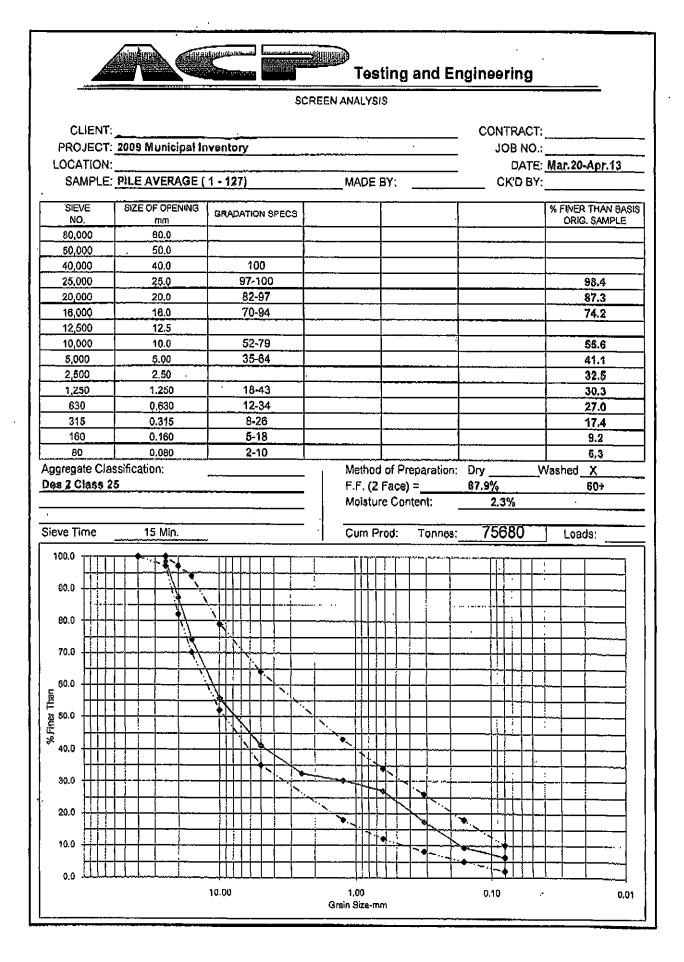
For 2017 we would like \$11.00 for 100,000 tonnes and \$10.75 for anything over 100,000 tonnes.

Call me if you have any questions.

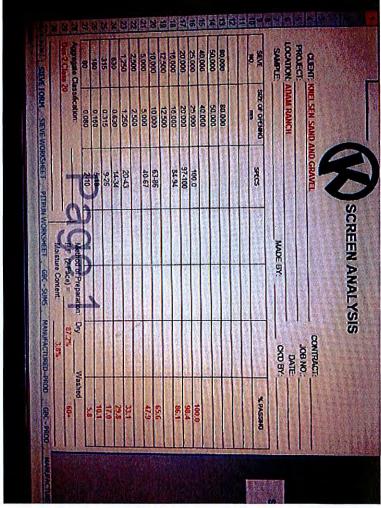
Thank you,

Ross Adam

Faxed April 20, 2015 (780-524-5237)



Sent from my iPhone





SUBJECT: Appointment of Pest Inspectors

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER: QFB

DEPARTMENT: Community Services/Agriculture GM: DM PRESENTER: QFB

FILE NO./LEGAL: N/A LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

### **RELEVANT LEGISLATION:**

Provincial (cite) – Agricultural Pests Act Chapter A-8 RSA 2000.

Council Bylaw / Policy (cite) – N/A

### RECOMMENDED ACTION:

MOTION: That Council appoint the following individuals: Kristin King, Dennis Haglund, Maureen Bly, Chantal Shepherd, Heidi Wicker, Jennifer Hammel, Jesslyn Alguire, and Seannah Rose as Pest inspectors for the Municipal District of Greenview No. 16 under Section 10 of the Agricultural Pests Act A-8 for the term of their employment.

### BACKGROUND / PROPOSAL:

Greenview Council is required to appoint Pest Inspectors under the Agricultural Pests Act A-8 on an annual basis. The Pest Inspectors work from May to October and will inspect for the species listed in the Pest and Nuisance Control Regulation AR 184/2001.

Section 10 of the Agricultural Pests Act provides as follows:

### Appointment of Inspectors by Local Authority

**10(1)** The local authority of a municipality shall appoint a sufficient number of inspectors to carry out this Act and the regulations within the municipality.

### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – Council may or may not choose to appoint pest inspectors for Greenview as per the recommended action.

**Benefits** – To be compliant with the Agricultural Pests Act, Greenview is required to appoint a sufficient amount of individuals as Pest Inspectors.

**Disadvantages -** Greenview, would not be compliant with the Agricultural Pests Act if Pest Inspectors were not appointed.

### COSTS / SOURCE OF FUNDING:

There is no extra cost associated with appointing Agricultural Services Staff as inspectors under the Agricultural Pests Act. Funding for the inspector positions comes out of the 2015 Agriculture Services Department Operating Budget.

### ATTACHMENT(S):

N/A



SUBJECT: Appointment of Weed Inspectors.

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER: QFB

DEPARTMENT: Community Services/Agriculture GM: DM PRESENTER: QFB

FILE NO./LEGAL: N/A LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

### **RELEVANT LEGISLATION:**

Provincial (cite) – Weed Control Act Chapter W-5.1 SA 2008.

Council Bylaw / Policy (cite) - N/A.

### RECOMMENDED ACTION:

MOTION: That Council appoint the following individuals: Kristin King, Dennis Hagglund, Maureen Bly, Chantal Shepherd, Heidi Wicker, Jennifer Hammel, Jesslyn Alguire, and Seannah Rose as Weed inspectors for the Municipal District of Greenview No. 16 under Section 7 of the Weed Control Act W-5.1 for the term of their employment.

### BACKGROUND / PROPOSAL:

Greenview Council is required to appoint Weed Inspectors under the Weed Control Act W-5.1 on an annual basis. The Weed Inspectors work from May to October and will inspect for the species listed in the Weed Control Regulation AR 19/2010.

Section 7 of the Weed Control Act provides as follows:

### **Municipal Inspectors**

**7(1)** A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the municipality.

### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – Council may or may not choose to appoint weed inspectors for Greenview as per the recommended action.

**Benefits** – To be compliant with the Weed Control Act, Greenview is required to appoint a sufficient amount of individuals as Weed Inspectors.

**Disadvantages** - Greenview, would not be compliant with the Weed Control Act if a sufficient amount of Weed Inspectors were not appointed.

### COSTS / SOURCE OF FUNDING:

There is no extra cost associated with appointing Agricultural Services Staff as inspectors under the Weed Control Act. Funding for the inspector positions comes out of the 2015 Agriculture Services Department Operating Budget.

### ATTACHMENT(S):

N/A



SUBJECT: Fox Creek RCMP Acknowledgment of Consultation Report

**SUBMISSION TO:** REVIEWED AND APPROVED FOR SUBMISSION Regular Council Meeting

**MEETING DATE:** May 12, 2015 CAO: MANAGER: MH

**DEPARTMENT: Community Services** GM: DM PRESENTER: DM

FILE NO./LEGAL: N/A LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the Acknowledgement of Consultation Report as presented by Sergeant Warren Wright of the Fox Creek RCMP Detachment at the Committee of the Whole meeting held April 21, 2015.

### BACKGROUND / PROPOSAL:

Sergeant Warren Wright made a presentation to Council at the Committee of the Whole meeting on April 21, 2015.

The Fox Creek RCMP Detachment will be focusing on three community priority issues in 2015:

- 1. Organized Crime-Drug Trafficking
- 2. Police/Community Relations-Visibility in Community
- 3. Crime Reduction Initiatives-Reduce Person, Property, as well as Serious Organized Crime

An Acknowledgement of Consultation Report is attached and requires Council and the Fox Creek RCMP detachment to collectively agree on the community priorities that the detachment should focus on in 2015.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council has the option to either approve, modify or reject the proposed community priorities

Benefits -The benefit of approving the community priorities is that Greenview and the Fox Creek RCMP will collectively have clear direction as to what areas should be focused on in 2015

Disadvantages - N/A

COSTS / SOURCE OF FUNDING:	
N/A	
ATTACHMENT(S):	

Acknowledgement of Consultation Report



# Mounted Police du Canada

# Royal Canadian Gendarmerie royale

Annual Performance Plan

Plan annuel de rendement

# Acknowledgement of Consultation

# Attestation de la consultation

# District / Detachment Information - Renseignements sur le district ou le détachement

Fiscal Year - Année financière

2015 - 2016

K DIVISION

WESTERN ALBERT DISTRICT FOX CREEK DETACHMENT

#### Community Name(s) - Nom(s) de la(des) collectivité(s)

1. Municipal District of Greenview

This letter acknowledges that the stakeholders of the above-noted La présente lettre atteste que les responsables de la région du detachment / district / unit area or community(ies) and the RCMP have consulted and discussed our progress against last year's priority issues. Further it has been agreed that over the coming year we will collectively focus on the following priority issues.

détachement/district/service ou de la ou des collectivités susmentionnées et de la GRC se sont consultés et ont discuté des progrès accomplis par rapport aux enjeux prioritaires de l'année dernière. Il a aussi été convenu que les enjeux suivants constituent les enjeux prioritaires sur lesquels nous concentrerons conjointement nos efforts au cours de l'année à venir.

#### Community Priority Issue(s) - Enjeu(x) prioritaire(s) pour la collectivité

- 1. Organized Crime-Drug Trafficking
- 2. Police / Community Relations-Visibility in Community
- 3. Crime Reduction Initiatives-Reduce Person, Property, as well as Serious Organized Crime

District / Detachment Commander - Chef de district / détachement	al C	
Sgt. Warren Wright	Jan Sund Set	ZA15/04/28
District / Detachment Commander	Signature - Signature	Date
Community Representative - Représentant(e) de la collectivité		
Reeve Dale Gervais		
Name - Nom	Signature - Signature	Date
CAO Mike Haugen		
Name - Nom	Signature - Signature	Date



# **Request for Decision**

SUBJECT: **Urban Infrastructure Assessments** 

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** May 12, 2015 CAO: MH MANAGER:

DEPARTMENT: **CAO Services** GM: PRESENTER: DM

FILE NO./LEGAL: LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - NA

Council Bylaw / Policy (cite) – NA

#### RECOMMENDED ACTION:

MOTION: That Greenview prepare and undertake a detailed infrastructure assessment study, funded by Greenview, for each of the Towns of Fox Creek, Grande Cache, and Valleyview contingent upon a respective Town wishing to undertake such a study.

#### BACKGROUND / PROPOSAL:

As part of recent discussions with the Towns of Grande Cache, Fox Creek, and Valleyview, it has been identified that in some cases an accurate picture of the status of Town infrastructure is lacking. This data gap makes it difficult to accurately plan for future needed capital works.

If the Towns had an in-depth assessment, this would make planning easier and give a more accurate measure of future sustainability. Administration also believes that such plans would prove to be useful information during discussions regarding a new Community Development Initiative agreement (the current agreement expires in 2017).

As the infrastructure would be inherited by Greenview in the case of a dissolution and our organization would need the data anyway, as well as the usefulness of the data in upcoming CDI and partnership discussions, Administration feels that there is benefit to having these studies undertaken one a one-time basis (it would be Administration's recommendation to include their regular update as a condition of CDI funding after 2017).

Depending upon the size of the Town, the cost per plan is estimated to be between \$200,000.00 and \$300,000.00. Greenview's revenues for the current year are anticipated to be higher than was budgeted for and Administration believes that Greenview could absorb these costs without compromising other areas of the budget. It is suggested that if Council agrees with the project, that Greenview would develop the RFP and be the client. The study parameters would be the same for all three towns and determined by Greenview with input from the Towns.

Such studies are common and include a number of detailed assessments and modelling. Study components range from producing life cycle charts of components (water treatment plants, etc.), taking camera footage of all sewer lines, and developing future cost estimates for hard infrastructure. These are a few of the things they provide and are listed here to help give Council a clearer understanding of the project deliverables.

Once the tenders (or Requests for Proposals) are received they would be brought back to Council with a recommendation to award (or not).

**OPTIONS - BENEFITS / DISADVANTAGES:** 

Options – Council may choose to not undertake this study or to provide a lower than 100% funding allotment

Benefits – The data produced from these studies will be of benefit to both the Towns and Greenview in future planning and partnership discussions.

Disadvantages - The disadvantage to this study is the opportunity cost paid. Funding this project will mean that the required funds are not available for other Greenview projects that may be proposed.

COSTS / SOURCE OF FUNDING:

The source of funding would come from Greenview's engineering budget. The amount required would put this budget area over the approved amount. Administration anticipates that a budget adjustment could be made by Council once a firm is chosen and exact costs are known.

### ATTACHMENT(S):

None



# **Request for Decision**

SUBJECT: **Grande Cache Recreation Facility Funding** 

**SUBMISSION TO:** REVIEWED AND APPROVED FOR SUBMISSION Regular Council Meeting

**MEETING DATE:** May 12, 2015 CAO: MH MANAGER:

**DEPARTMENT: CAO Services** GM: PRESENTER: DM

FILE NO./LEGAL: LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - NA

Council Bylaw / Policy (cite) - NA

#### RECOMMENDED ACTION:

MOTION: That Council provide the Town of Grande Cache with \$6.0 Million, retroactively, towards the construction costs of the Grande Cache Recreation Facility contingent upon Greenview receiving an ownership share of said facility equal to the total funding amount provided, to be funded from the Capital Infrastructure Reserve.

MOTION: That Council terminate the Repayment Agreement of 28 November 2013 between the Municipal District of Greenview No. 16 and the Town of Grande Cache and that all scheduled future payments outlined in said agreement be waived. And further, that the termination and waiving of the Repayment Agreement be contingent upon Greenview receiving an ownership share of the Grande Cache Recreation Facility equal to the amount of waived repayments (\$4.5 Million) plus \$1.5 Million.

#### BACKGROUND / PROPOSAL:

Council for the Municipal District of Greenview has endorsed the practice of treating the Towns of Valleyview, Fox Creek, and Grande Cache in a fair and consistent manner moving forward. It should be noted that the term fair is not meant to entitle each Town to funding or services at an equal level.

To this end Council has, through discussions with Town of Grande Cache Council, reached a proposed agreement regarding funding of community multiplexes. As Greenview is providing a large amount of funding to the proposed multiplex in Valleyview, and has in principle committed to a large share of the proposed facility in Fox Creek, Council has chosen to contribute a larger amount to cover Greenview's portion of the construction costs of the facility already built in Grande Cache.

The original construction price of the Grande Cache facility was \$24 Million. Of this amount Greenview contributed \$1.5 Million dollars. An additional \$10.5 Million would be required to cover a 50% share of the capital costs. As part of the Community Development Initiative funding provided to the Towns, Greenview has already forwarded \$6.5 Million as an advance. Of this amount, \$2 Million has already been repaid. Staff suggest that as the remaining amount is already with the Town, that the repayments be waived and this money used to off-set Greenview's additional contribution. This would require terminating the payback agreement. Staff is recommending that this be contingent upon Greenview receiving an ownership share of the facility proportionate to the funding provided, including the \$1.5 Million initial funding.

To achieve a 50% contribution after waiving the repayments, Greenview would have to contribute an additional \$6 Million:

Original Greenview Contribution: \$1.5 Million Recognition of waived repayments: \$4.5 Million Additional amount to be advanced: \$6.0 Million Total Funding: \$12 Million

Staff is recommending that the additional money be advanced contingent upon Greenview receiving an ownership share of the facility proportionate to the money advanced. Taken in total with the repayment schedule, this would mean Greenview would own 50% of the facility.

Staff would then begin work on establishing an agreement governing recreation operating costs.

#### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – Council could choose to provide no additional funding or provide funding in a different amount with other conditions.

**Benefits** – Provision of this funding would ensure that Greenview is acting consistently towards each of Grande Cache, Fox Creek, and Valleyview.

**Disadvantages** – Providing this funding represents an opportunity cost, as Council will no longer have these funds available to use for other projects/programs.

COSTS / SOURCE OF FUNDING:

The additional funding would have to come from Greenview's reserves.

### ATTACHMENT(S):

None



# **Request for Decision**

SUBJECT: Reserves Policy 1502

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER:

DEPARTMENT: Corporate Services/Finance GM: RO PRESENTER: RO

LEGAL/ POLICY REVIEW: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) - N/A

FILE NO./LEGAL:

STRATEGIC PLAN:

Council Bylaw / Policy (cite) - Policy 1502 and Procedures 1502-01

RECOMMENDED ACTION:

MOTION: That Council approve the revised Reserves Policy 1502 as presented.

BACKGROUND / PROPOSAL:

This policy was discussed In-Camera between Administration and Council at the April 28<sup>th</sup> meeting. As Council is aware our current reserves do not adequately reflect the projects for which they are reserved. Administration could have brought these unrestricted reserves to Council to reallocate, but Administration is of the opinion that the current reserve policy is not detailed enough, thus the proposed changes.

These revisions will allow Council to more clearly depict the purposes for which reserves are kept and to ensure that appropriate reserves are in place to fund the many capital expenditures needed in the future. Reserves should be allocated for planned capital expenditures more so than unplanned.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council may provide further input regarding the revised policy.

**Benefits** – The benefits include ensuring that interested onlookers are aware of the plans Council has for using the reserves. This increases transparency and helps mitigate the impression that Greenview does not have any need for the reserves.

**Disadvantages** – There are no perceived disadvantages to the recommendation.

COSTS / SOURCE OF FUNDING:

NA

# ATTACHMENT(S):

- Current copy of Policy 1502 and Procedures 1502-01
- Copy of the proposed revised policy

Title: RESERVE FUNDS

Policy No: 1502

**Approval: Council** 

Effective Date: February 25, 2013

**Supersedes Policy No: AD 21** 



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

"A Great Place to Live, Work and Play"

**Policy Statement:** The Municipal District of Greenview No. 16 (Greenview) will provide for specific purpose reserves that support viable and sustainable financial administration.

**Purpose:** The Municipal Government Act requires in section 243(1) that: "An operating budget must include the estimated amount of each of the following expenditures and transfers: ...(d) if necessary, the amount needed to provide for a depreciation or depletion allowance, or both, for its municipal public utilities as defined in section 28; (e) the amount to be transferred to reserves; (f) the amount to be transferred to the capital budget"

The Municipal Government Act requires in section 243(2) that: "An operating budget must include the estimated amount of each of the following sources of revenue and transfers: ... (h) transfers from the municipality's accumulated surplus funds or reserves;

### **Principles:**

- 1. Council shall authorize the transfer of funds to and from the Reserve Funds by resolution.
- 2. All unallocated surplus funds will be allocated to a reserve within any financial year.
- 3. Quarterly reports shall be provided to Council on any commitment on, transfer to, and transfer from a reserve
- 4. The procedures regarding Reserve Funds shall be approved and revised by Council.

Approved: <u>13.02.122</u>



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

"A Great Place to Live, Work and Play"

**Procedure Title: RESERVE FUNDS** 

Procedure No: 1502-01

**Approval: CAO** 

Effective Date: February 25, 2013

**Supersedes Procedure No: (None)** 

### 1. **Definitions**

1.1. (None)

#### 2. Responsibilities

- 2.1. Chief Administrative Officer, or designate, to:
- 2.1.1. Ensure that all transactions regarding reserves are approved by and reported to Council.
- 2.1.2. To transfer funds to and from Reserve Funds as directed by resolution of Council where Council deems that such transfers should occur.
- 2.2. <u>Chief Financial Officer to:</u>
- 2.2.1. Manage reserves in accordance with this procedure.
- 2.2.2. Provide quarterly reports to Council on any commitment on, transfer to, and transfer from a Reserve Fund.
- 2.2.3. Present in each annual capital and operating budget the transactions necessary to comply with this procedure, and to bring Reserve Funds to the minimum levels.
- 2.2.4. To transfer all existing reserves to the Reserve Funds specified below effective December 31, 2012.

### 3. Reserve Fund Regulations

3.1. Each Reserve Fund shall be regulated as provided below.

#### 4. Tax Rate Stabilization Reserve

- 4.1. <u>Purpose</u>: This reserve is used to smooth out year to year fluctuations in the budget due to extraordinary or unplanned expenses or revenues, and to provide sufficient available funds for cash flow purposes to ensure that Greenview can operate without short-term borrowing.
- 4.2. <u>Receives</u>: This reserve receives any unallocated surplus balance at the end of a financial year.
- 4.3. <u>Interest</u>: This reserve receives all interest from investments not allocated to any other reserve.
- 4.4. <u>Maximum or Minimum</u>: This reserve should contain a maximum level of funds equal to Greenviews annual budgeted expenditures without including amortization. This reserve has no minimum.

#### 5. **Green View FCSS Reserve**

- 5.1. <u>Purpose</u>: This reserve is used to set aside FCSS program surpluses from the FCSS programs operated by Greenview on behalf of the Town of Valleyview. The Green View FCSS Board shall determine the use of funds in this reserve.
- 5.2. Receives: This reserve receives any surplus balance at the end of a financial year.
- 5.3. Interest: This reserve receives no interest.
- 5.4. Maximum or Minimum: This reserve has no maximum or minimum.

### 6. **Vehicle/Equipment Reserve**

- 6.1. <u>Purpose</u>: This reserve is used for unplanned capital purchases of automotive equipment or heavy equipment that occurs outside the normal budget process.
- 6.2. <u>Receives</u>: This reserve receives any amortization of "Equipment" or "Automotive Equipment".
- 6.3. <u>Interest</u>: This reserve receives no interest.
- 6.4. <u>Maximum or Minimum</u>: This reserve should contain a minimum level of funds equal to ten (10%) percent of the "Equipment" and "Automotive Equipment" Audited Financial Statements Tangible Capital Assets Net Book Value. This reserve has no maximum.

#### 7. Building Reserve

- 7.1. <u>Purpose</u>: This reserve is used for unplanned capital purchases or repairs of buildings that occur outside the normal budget process, and for the future replacement of buildings.
- 7.2. Receives: This reserve receives any amortization of "Buildings".

- 7.3. Interest: This reserve receives interest.
- 7.4. <u>Maximum or Minimum</u>: This reserve should contain a minimum level of funds equal to ten (10%) percent of the "Buildings" Audited Financial Statements Tangible Capital Assets Net Book Value. This reserve has no maximum.

### 8. Utility Reserve

- 8.1. <u>Purpose</u>: This reserve is used for unplanned capital purchases or repairs of buildings and infrastructure that occur outside the normal budget process, and for the future replacement of buildings and infrastructure.
- 8.2. <u>Receives</u>: This reserve receives any amortization of "Engineering Structures Water", "Engineering Structures Wastewater", "Engineering Structures Solid Waste", and "Engineering Structures Landfill".
- 8.3. Interest: This reserve receives interest.
- 8.4. <u>Maximum or Minimum</u>: This reserve should contain a minimum level of funds equal to ten (10%) percent of the "Engineering Structures Water", "Engineering Structures Wastewater", "Engineering Structures Solid Waste", and "Engineering Structures Landfill" Audited Financial Statements Tangible Capital Assets Net Book Value. This reserve has no maximum.

#### 9. Capital Infrastructure Reserve

- 9.1. <u>Purpose</u>: This reserve is used to balance the year to year expenditure fluctuations in the 10 Year Capital Plan provided for repair, upgrading and construction of capital assets including roads, bridges, buildings, utility facilities, underground utilities, parks, etc.
- 9.2. <u>Receives</u>: This reserve receives funds specifically allocated in the operating budget and receives any amortization of "Engineering Structures Road" including storm drainage water facilities, and "Engineering Structures Bridges".
- 9.3. Interest: This reserve receives interest.
- 9.4. <u>Maximum or Minimum</u>: This reserve should contain a minimum level of funds planned to offset year to year expenditure fluctuations in the 10 Year Capital Plan. This reserve has no maximum.

### 10. Pit Reclamation Reserve

- 10.1. <u>Purpose</u>: This reserve is used for the environmental reclamation of landfills and gravel pits, and as the source and return of deposits and guarantees regarding reclamation.
- 10.2. <u>Receives</u>: This reserve receives funds specifically allocated in the operating budget, plus per tonne charges on waste interred by landfills, and gravel mined for Greenview use, to pay for environmental reclamation.

10.3. <u>Interest</u>: This reserve receives interest.

10.4. <u>Maximum or Minimum</u>: This reserve has no maximum or minimum.

# 11. End of Procedure

Approved: <u>13.02.122</u>

As Amended: <u>13.12.701</u>

Title: RESERVES

Policy No: 1502

**Approval: Council** 

Effective Date: May 12, 2015

Supersedes Policy No: 1502 and

Procedures 1502-01



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

"A Great Place to Live, Work and Play"

**Policy Statement:** The Municipal District of Greenview No. 16 (Greenview) will plan for and provide specific purpose reserves that support a viable and financially sustainable municipality.

**Purpose:** To establish reserves that will allow for future planned and unplanned expenditures required by the municipality.

#### **Principles:**

- 1. Council shall authorize the transfer of funds to and from the Reserves by resolution.
- 2. All unallocated surplus funds will be allocated to a reserve within any financial year.
- 3. Quarterly reports shall be provided to Council regarding committed reserves, as well as the transfer to, and transfer from reserves.
- 4. The procedures regarding Reserves shall be approved and revised by Council.

#### **Procedures**

#### 1. Definitions

NONE

#### 1. Responsibilities

#### 1.1. Administration

- 1.1.1. Ensure that all transactions regarding reserves are approved by and reported to Council.
- 1.1.2. To transfer funds to and from Reserve Funds as directed by resolution of Council where Council deems that such transfers should occur.
- 1.1.3. Manage reserves in accordance with this procedure.

- 1.1.4. Provide quarterly reports to Council regarding committed reserves and any transfers to and from reserve funds.
- 1.1.5. Present in each annual capital and operating budget the transactions necessary to comply with this procedure, and to bring Reserve Funds to the minimum levels.
- 1.1.6. To transfer all existing reserves to the Reserve Funds specified below effective December 31, 2014.

#### 2. Reserve Regulations

2.1. Each Reserve Fund shall be regulated as provided below.

#### 3. Road Infrastructure Reserve

- 3.1. <u>Purpose</u>: This reserve provides funds for future years' road construction budget, based on approved capital plans. This reserve will contain an additional amount of \$2 Million to allow Greenview the ability to react to positive or negative pricing shifts.
- 3.2. <u>Receives</u>: This reserve receives funds specifically allocated in the operating budget and receives any amortization of "Engineering Structures Road."
- 3.3. Interest: This reserve receives 10% of annually earned interest.

#### 4. Bridge Replacement Reserve

- **4.1.** <u>Purpose</u>: This reserve provides funds for future replacement costs of bridges. Annual contribution based on life cycle costing of bridges.
- 4.2. <u>Receives</u>: This reserve receives funds specifically allocated in the operating budget and receives any amortization of "Engineering Structures Road."
- **4.3.** <u>Interest</u>: This reserve receives 5% of annually earned interest.

## 5. Project Carry Forward Reserve.

- 5.1. Purpose: This reserve will hold all funds for projects that have been carried over from one year to a subsequent year. This reserve will be funded as needed in any given year.
- 5.2. <u>Receives</u>: This reserve receives prior years project carryover funds
- 5.3. Interest: This reserve receives no interest.

#### 6. Equipment and Vehicle Fleet Reserve

6.1. <u>Purpose</u>: This reserve ensures funds for replacing equipment and vehicles as per Council's replacement policy. The annual contribution based on yearly depreciation of vehicles.

- 6.2. <u>Receives</u>: This reserve receives any amortization of "equipment" or "motor vehicle". Salvage revenues received from disposal of equipment and vehicles will be placed into this reserve in addition to the annual contribution listed above.
- 6.3. <u>Interest</u>: This reserve receives 10% of annually earned interest.
- 6.4. <u>Maximum or Minimum</u>: This reserve should contain a minimum level of funds equal to ten (10%) percent of the "Equipment" and "Automotive Equipment" Audited Financial Statements Tangible Capital Assets Net Book Value. This reserve has no maximum.

#### 7. Disaster Response Reserve

- 7.1. <u>Purpose</u>: This reserve provides funds for emergency funding for Greenview to deal with disasters when they occur, with minimal impact to the approved Operating and Capital Budgets.
- 7.2. <u>Receives</u>: This reserve receives an annual contribution of \$100k.
- 7.3. Interest: This reserve receives 10% of annually earned interest.
- 7.4. <u>Maximum or Minimum</u>: This reserve shall have a minimum balance of \$1 Million to a maximum balance of \$3 Million.

#### 8. Fire Facilities

- 8.1. <u>Purpose</u>: This reserve provides funds for Greenview's share of replacement or construction of Fire Halls and other fire infrastructure (dry hydrants, etc.) within Greenview and the Towns of Fox Creek, Valleyview, and Grande Cache.
- 8.2. <u>Receives</u>: This reserve receives annualized contribution based on Fire Hall construction or replacement schedules. Starting with \$7 Million.
- 8.3. Interest: This reserve receives 10% of annually earned interest.

#### 9. Fire Apparatuses

- 9.1. <u>Purpose</u>: This reserve provides funds for the purchase of Greenview's fire apparatus for Greenview Fire Stations and Greenview's share of apparatus purchases for the Towns of Valleyview, Fox Creek, and Grande Cache.
- 9.2. <u>Receives</u>: This reserve receives annualized contribution based on apparatus replacement schedule. Receives any proceeds from sale of apparatus. Minimum value of 300k to allow for any emergency purchases.
- 9.3. <u>Interest</u>: This reserve receives 5% of annually earned interest.

#### 10. Facilities Reserve

10.1. <u>Purpose</u>: This reserve provides funds for replacement or construction costs for Greenview facilities such as offices and maintenance shops. Facilities relating to utilities and emergency services will be funded through their own respective reserve funds. An

- 10.2. Receives: This reserve receives annual amortization of "Buildings."
- 10.3. Interest: This reserve receives 10% of annually earned interest.

### 11. Solid Waste Reclamation Reserve

- 11.1. <u>Purpose</u>: This reserve provides funds for post closure liability costs for Greenview waste sites such as transfer stations. Post closure liability costs for regional landfills will be budgeted for by Greenview Regional Solid Waste Management Commission.
- 11.2. Receives: This reserve receives funds based on the life cycle of the transfer stations.
- 11.3. Interest: This reserve receives no interest.

#### 12. Wastewater Reserve

- 12.1. <u>Purpose</u>: This reserve provides funds for replacement or construction of wastewater collection systems and networks within Greenview. Annual contributions based on depreciation.
- 12.2. <u>Receives</u>: This reserve receives funds based on the life cycle of the wastewater facilities and the annual amortization.
- 12.3. Interest: This reserve receives 10% of annually earned interest.

#### 13. Water Reserve

- 13.1. <u>Purpose</u>: This reserve provides funds for replacement or construction of water distribution systems and networks within Greenview.
- 13.2. Receives: This reserve receives funds based on the life cycle of the water systems and the annual amortization.
- 13.3. Interest: This reserve receives 10% of annually earned interest.

#### 14. Developer Contributions

- 14.1. <u>Purpose</u>: This reserve is funded by cash in lieu payments and off-site levies collected from developers.
- 14.2. <u>Receives</u>: This reserve receives funds received from development agreements and off-site levies.
- 14.3. <u>Interest</u>: This reserve receives no interest.

#### 15. Economic Development Reserve

- 15.1. <u>Purpose</u>: This reserve provides funds for municipal development projects (property development, etc.) as depicted in the long-term capital plan.
- 15.2. Receives: This reserve receives funds based on Council's Economic Development Plan.

15.3. Interest: This reserve receives no interest.

#### 16. Recreation Reserve

- 16.1. <u>Purpose</u>: This reserve provides funds for construction or replacement of Greenview's recreation facilities (campgrounds, multiplexes, etc.). Annualized contributions based on depreciation for existing facilities. Annual contribution to be used for development of future facilities.
- 16.2. <u>Receives</u>: This reserve receives annual Recreation asset amortization plus any other contributions Council provides.
- 16.3. <u>Interest</u>: This reserve receives 10% of annually earned interest.

#### 17. Green View FCSS Reserve

- 17.1. <u>Purpose</u>: This reserve is used to set aside FCSS program surpluses from the FCSS programs operated by Greenview on behalf of the Town of Valleyview. The Green View FCSS Board shall determine the use of funds in this reserve.
- 17.2. Receives: This reserve receives any surplus balance at the end of a financial year.
- 17.3. Interest: This reserve receives no interest.
- 17.4. Maximum or Minimum: This reserve has no maximum or minimum.

#### 18. Gravel Pit Reclamation Reserve

- 18.1. <u>Purpose</u>: This reserve is used for the environmental reclamation of landfills and gravel pits and as the source and return of deposits and guarantees regarding reclamation.
- 18.2. <u>Receives</u>: This reserve receives funds specifically allocated in the operating budget, plus per tonne charges on waste interred by landfills, and gravel mined for Greenview use, to pay for environmental reclamation
- 18.3. Interest: This reserve receives no interest.
- 18.4. Maximum or Minimum: This reserve has no maximum or minimum.

#### 19. Operating Contingency Reserve

- 19.1. This reserve provides funds to supply Greenview with emergency operating funds in case of a large scale disaster or other disruption to funding sources. Will be equivalent to \$13M the average of three months operating costs.
- 19.2. Receives: This reserve receives funds any unallocated surplus funds received during the year.
- 19.3. Interest: This reserve receives 10% of annually earned interest.
- 20. End of Procedure



# **Request for Decision**

SUBJECT: Reserves Allocations

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 12, 2015 CAO: MH MANAGER:

DEPARTMENT: Corporate Services/Finance GM: PRESENTER: RO

LEGAL/ POLICY REVIEW: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

FILE NO./LEGAL:

STRATEGIC PLAN:

Provincial (cite) - N/A

Council Bylaw / Policy (cite) - Policy 1502 (R)

RECOMMENDED ACTION:

MOTION: That Council approve the allocation of the Municipal District's Reserves as follows:

Road Infrastructure Reserves - \$22,825,000;

**Bridge Infrastructure Reserves - \$3,300,000**;

Equipment & Vehicles Reserves - \$1,000,000;

Disaster Reserve - \$2,000,000;

Fire Facilities Reserve - \$7,000,000;

Fire Equipment Reserve - \$1,400,000;

Facilities Reserve - \$7,500,000;

Solid Waste Reserve - \$1,000,000;

Wastewater Reserve - \$3,750,000;

Water Reserve - \$3,750,000;

Operating Contingency Reserve - \$5,000,000;

Recreation Reserve- \$11,500,000;

**Gravel Pit Reclamation Reserve - \$1,347,447**;

Green View FCSS Reserve - \$85,250;

Capital Project Carryover Reserves - \$47,850,496; and

Unrestricted Reserves - \$949,006.

#### BACKGROUND / PROPOSAL:

Based on the approved Reserves Policy 1502; Administration is recommending the above allocations to commence the process of allocating reserves for planned as well as unplanned capital expenditures and emergencies.

The current reserves balance is \$120,257,199 (rounded up). Currently the reserves balance is made up of the following:

- Gravel Pit Reclamation Restricted Reserve - \$1,347,447;

- Green View FCSS Restricted Reserve \$85,250;
- Tax Stabilization Restricted Reserve \$4,152,525;
- Building Restricted Reserve \$1,155,725;
- Capital Infrastructure Reserve \$54,998,069;
- Utility Restricted Reserve \$7,242,355;
- Vehicle and Equipment Capital Restricted Reserve 3,378,988;
- Unrestricted Reserves \$53,896,840

The reserve balance is subject to change when the Financial Statements are finalized by Hawkings LLP Dumont.

Although Administration is recommending these allocations based on the planned expenditures we are aware of at this time, please understand that Council at any regularly scheduled meeting may reallocate reserves from one reserve to another and may create any other reserve as necessary.

If approved by Council, these changes will be reflected in the Audited 2014 Financial Statements.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council may choose to change the proposed reserve allocations.

Benefits – The benefits include ensuring that interested onlookers are aware of the plans Council has for using the reserves rather than generating the impression that Greenview does not have any need for the reserves.

Disadvantages - None

COSTS / SOURCE OF FUNDING:

Municipal District of Greenview Reserves

ATTACHMENT(S):

Copy of the proposed revised policy



# **Request for Decision**

SUBJECT: **Proposed Amendments to the Schedule of Fees** 

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** April 28, 2015 CAO: MH MANAGER: DEPARTMENT: Infrastructure & Planning GM: GG PRESENTER:

FILE NO./LEGAL: LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - N/A

Council Bylaw / Policy (cite) – Bylaw 12-673 – Schedule of Fee's

RECOMMENDED ACTION:

MOTION: That Council approve the revised Schedule of Fees as presented.

#### BACKGROUND / PROPOSAL:

The Schedule of Fees was last amended May 27, 2014. Due to a variety of changes Administration felt it necessary to bring forward the following changes for Council's approval. Agricultural changes include the addition of new equipment, inclusion of equipment not listed on the previous schedule, and ASB request in price changes.

Development changes are related to charges that were not listed on the previous Schedule of Fees.

Environmental connection fees now reflect this is a fee and not a deposit (this has never been a deposit).

Operations department is proposing a change to dust control to correct a clerical error.

The land acquisition rates have been revised to mirror our past practice. The purchase price of Land acquired on parcels less than 40 acres will be determined using the Phase Maps. The price for Land acquired on parcels greater than 40 acres will remain at a set rate of \$1,500.00 per acre across Greenview as per set out in the Schedule of Fee's.

The proposed revisions are outlined in red.

#### **OPTIONS - BENEFITS / DISADVANTAGES:**

Options – Council may choose to approve the Schedule of Fee's excluding "Schedule D" until further information can be provided.

Benefits – Schedule of Fees would be up to date and consistent to each department as necessary.					
Disadvantages	s – There are no perceived disadvantages to Administration's recommendation.				
COSTS / SOURC	CE OF FUNDING:				
N/A					

# ATTACHMENT(S):

- Schedule of Fees (Proposed Revised March 30,2015)
- Comments from Troy Britles, Assessment Valuation Manager, Accurate Assessment.

(IMPOSED BY BYLAW NO. 12-673)

#### Amended: May 5, 2015

The amount which the Municipal District of Greenview No. 16 may charge for the supply of information, goods and services, shall be the amounts set out opposite the section number and/or description below, plus Goods and Services Tax where applicable:

SECTION		DESCRIPTION	FEE IN \$\$
1 (a)	Е	Tax certificate to registered landowner	N/C
1 (b)	E	Tax certificate to others per roll number	50.00
1 (c)	Е	Tax Search to others per roll number	50.00
1 (d)	E	Online Tax Certificate to others	25.00
1 (e)	E	Online Tax Search	15.00
2 (a)	E	Assessment record to landowner per roll number	5.00
2 (b)	E	Assessment record to others per roll number	10.00
3 (a)	E	Certificate of Compliance	100.00
3 (b)	E	Development Permit Applications, \$50 per \$100,000 or portion thereof	50.00
3 (c)	E	Development Appeal Fee (refundable if successful)	500.00
3 (d)	E	Land Use Bylaw Amendment Application	800.00
3 (e)	E	Subdivision Applications, first parcel out	450.00
3 (f)	E	- each additional parcel created	150.00
3 (g)	E	Subdivision Endorsement Fees, per Title Created	150.00
3 (h)	E	Subdivision Appeal Fee (refundable if successful)	500.00
3 (i)	E	Business License Fee - new application	20.00
3 (j)	E	Business License Fee - annual renewal	10.00
		Development Permit Fees (Section 3 (k) to 3 (s): If construction commences before	
		obtaining a Development Permit the following fees shall be applied:	
3 (k)	Е	Single Family Dwellings/Manufactured Homes & accessory buildings or structures.	
		Floor Area: Equal to or greater than 1076 sq. ft. (Per Permit)	1,000.00
3 (I)	E	Multiple Residential (Per Unit)	1,000.00
3 (m)	E	Minor Home Occupations (Per Permit)	200.00
3 (n)	E	Major Home Occupations (Per Permit)	5,000.00
3 (o)	E	Commercial (Per Permit)	5,000.00
3 (p)	E	Industrial (Per Permit)	5,000.00
3 (q)	E	Signs (Per Permit)	500.00
3 (r)	E	Accessory Buildings, detached garages & structures Floor Area: Less Than: 225 sq. ft. (Per Permit)	100.00
3 (s)	Е	Accessory Buildings, detached garages & structures Floor Area: Greater Than: 225	
. ,		sq. ft. (Per Permit)	1,000.00
3 (t)	E	Rural Addressing Signage New/ Replacement ( Per Sign)	50.00
3 (u)	Ε	Individual Lot Sign (Per Sign)	50.00
3 (v)	E	Large Address Sign with address Tab for Subdivisions of 4 lots or greater ( Per Sign)	800.00
4 (a)	Е	Tax Notification Charges	75.00
5		Photoconving	
5 5 (a)	Т	Photocopying - Tax, Utilities, and other documents, per page	0.50
3 (a)	'	- rax, otilities, and other documents, per page	0.50
5 (b)	Т	- Minutes or Bylaws, per page	1.00
6	Т	- Documents:	
6 (a)	T	- Planning or otherwise, any size	10.00
6 (b)	T	Faxed Copies, per page (incoming/outgoing)	1.00
6 (c)	T	Access to Information (FOIP), Research - per hour	25.00
7 (a)	E	N.S.F. cheques or closed account cheques	50.00

<sup>=</sup> Exempt from Goods & Services Tax.

T = Tax Applicable; charge G.S.T. over and above the price shown.

(IMPOSED BY BYLAW NO. 12-673)

## Amended: May 5, 2015

		Maps and Photos:		
8(a)	Т	- Ortho Printing and Plotting - refer to Scheo	dule "A" attached	
8(b)	Ε	- GIS Maps - refer to Schedule "B" attached		
8 (c)	T	- Cadastral Maps - refer to Schedule "C" atta	ached	
- ( )	_			
8 (e)	Т	Picnic Tables:		
		Non-profit organizations - community e		no charge
		Private affair, non-public event - \$10 pe Delivery charge, per loaded kilometer	er table per day up to maximum or	100.00/day 2.00/km
8 (f)		Barbecue:		2.00/ KIII
0 (1)		Non-profit organizations - community e	ovent	no charge
		Private affair, non-public event - \$100 p		100.00 / day
		Deposit (all organizations) (Motion #04		200.00
		Delivery charge, per loaded kilometer	•	2.00
9 (a)	Ε	Road Allowance Permits, application fee		100.00
		plus advertising costs, plus per quarter secti	on or portion thereof, per year:	+ costs + 10.00
		Deed Cleans Application For		¢500.00
0 (h)	Т	Road Closure Application Fee		\$500.00 * 30.00
9 (b)	ı	Snowplowing Signs;  * Any driveway beyond 400 meters shall pay	, \$20,00 plus \$100,00 per hour for time	30.00
		over the first ½ hour.	730.00 plus \$100.00 per nour jor time	
	Т	Lost or replacement signs, each		30.00
9 (c)	T T	Culverts - used or salvaged		30.00
3 (0)	•	- 500 mm or less, per meter		13.00
		- 600 mm, per meter		15.00
		- 700 mm, per meter		16.00
		- 800 mm, per meter		25.00
		- 900 mm, per meter		28.00
		- 1000 mm, per meter		29.00
		- 1200 mm or greater, per meter		30.00
9 (d)	T	- grader blades, used, each		5.00
9 (e)	E	Dust Control (set annually), per application		
		for <b>residents and landowners</b> / per 200 met	ters / plus \$5.35 <del>\$6.00</del> /m sections over	150.00 <del>200.00</del> /
		200 m	to April 15th and your	200 m
		(up	to April 15 <sup>th</sup> each year)	100.00 <del>150.00</del>
	,	Dust Control (set annually), per application	of calcium product –	/100 m
		for multi-parcel subdivisions:	or calcium product	/100 III
	Е	Dust Control (set annually), per application	of calcium product –	
		for industrial and road use agreement hold		1605.00 /300 m
		sections over 300 m (up to April 15		\$5.50 per linear
				meter
9 (f)	Е	Private Approach Construction Application f	ee (refundable)	100.00
9(g)		Subdivision Approach Security Deposits:		
9(g)(i)		Gravel Approach		3,500.00
9(g)(ii)		Asphalt Approach		8,000.00
9 (h)	E	Seismic pre-inspections, per occurrence		100.00
9 (i)	E	Seismic post-inspections, per occurrence		100.00
9 (j)	E	Seismic non-compliance, per inspection Overload Road Ban Fees	Non-Refundable Payment	100.00 1,125.00/km
9 (k)	E		Plus Security Deposit (refundable	6,375.00/km
			(subject to final inspections)	0,373.00/KIII
9 (I)		Fixed Fee for the TRAVIS MJ Permitting Syst	• • •	15.00 per
. ,		5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5		permit
9 (m)		Haying or Pasturing Permits - application fee	e	100.00
		plus per acre charge (per year)		+ 15.00
9 (n)	E	Community Aggregate Payment Levy, per to	onne	0.25

<sup>=</sup> Exempt from Goods & Services Tax.

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(IMPOSED BY BYLAW NO. 12-673)

### Amended: May 5, 2015

10		Agricultural Rental Equipment - as per attached Schedule "D" / Rental Equipment Listing	
10 <del>.1 (</del> a)	Т	Weeds of the West Book	32.79
10 <del>.2 (b)</del>	T	Guide to Crop Protection - Chemical/Cultural	<del>15.00-</del> 12.00
10 (c)	т	Weed Seedling Guide	10.00
10 (c) 10 (d)	Ť	Nutrition and Feeding Management for Horse Owners	20.00
10 (d) 10 (e)	Ť	Horse Health	15.00
10 (c)		Horse Health	13.00
11	Т	Right - of-Way: From Properties up to 40 Acres	Attached Charts
	•	Right - of-Way: From Properties over 40 Acres	\$1,500/acre
		Right - of-Way: From Properties minimum payment	\$150.00/per land
		The contract the c	acquisition.
		On parcels more than 40 acres, where an existing residence is on the property,	\$3,000/acre
		for up to 50 meters each side of the residential driveway	4-//
11 (a)	Т	Borrow Pit Acquisition	\$1.00/ m <sup>3</sup>
(0)	•	55.15.11 1 1.7 (oqu.50.00)	Ψ2.007
12	Т	Fencing:	
12 (a)	Т	Removal of old fence by landowner	\$2,000/mile
. ,			(\$1,250/km)
12 (b)	Т	Removal of old fence by M.D. without replacement	\$1,000/mile
. ,			(\$625/km)
12 (c)	Т	Replacement of old fence by landowner with MD supplying material	\$4,000/mile
. ,		,	(\$2,500/km)
12 (d)	Т	Replacement of old fence by landowner including labour and materials	\$8,000/mile
			(5,000/km)
12 (e)	Т	Replacement of old fence by M.D.	No
` '			Compensation
10 ( )	_		400 #
13 (a)	E	Home Support	\$20 *
		*This fee can be varied as evaluated and approved by the FCSS Manager.	
1.4.(-)	_	Adult Wolf Carcass	¢200.00
14 (a)	E	Adult Wolf Carcass	\$300.00
15 (a)	Т	Spray Exemption Signs (Onetime fee only)	Free
15 (b)	Ť	Lost or Replacement Signs, each	30.00
	•		20.00

<sup>=</sup> Exempt from Goods & Services Tax.

(IMPOSED BY BYLAW NO. 12-673)

Amended: May 5, 2015

### **SCHEDULE "A"**

## **ORTHO PRINTING & PLOTTING PRICING**

Based on size and quality of paper, image and graphics.

Standard Laser, Black & White - Letter size	
8 ½" x 11" graphics	\$ 3 residents, \$5 non-residential
8 ½" x 11" photo	\$ 3 residents, \$ 5 non-residential
8 ½" x 11" photo and graphics	\$ 3 residents, \$ 5 non-residential
Color Laser - Letter size	
8 ½" x 11" colour graphics	\$ 5 residents, \$10 non-residential
8 ½" x 11" photo	\$ 5 residents, \$10 non-residential
8 ½" x 11" photo, colour graphics	\$ 5 residents, \$10 non-residential
Plus III I O III P	
Plotter on High Quality Paper - Letter size (ANSI A)	45
8 ½" x 11" colour graphics	\$ 5 residence, \$10 non-residence
8 ½" x 11" photo, B/W	\$ 5 residence, \$10 non-residence
8 ½" x 11" photo, colour graphics	\$10 residence, \$15 non-residence
includes names, land parcels, rivers, lakes, streams, roads, co	ontours
Plotter on High Quality Paper - Ledger Paper (ANSI B)	
11" x 17" colour graphics	\$15 residence, \$20 non-residence
11" x 17" colour graphics 11" x 17" photo	\$15 residence, \$20 non-residence
11" x 17" photo 11" x 17" photo colour graphics	\$20 residence, \$25 non-residence
11 x 17 prioto coloui grapilics	\$20 residence, \$25 non-residence
Plotter on High Quality Paper - Small Plot (ANSI C)	
17" x 22" colour graphics	\$15 residence, \$20 non-residence
17" x 22" photo	\$20 residence, \$25 non-residence
17" x 22" photo colour graphics	\$25 residence, \$35 non-residence
Plotter on High Quality Paper - Medium Plot (ANSI D)	
22" x 34" colour graphics	\$20 residence, \$30 non-residence
22" x 34" photo	\$25 residence, \$30 non-residence
22" x 34" photo colour graphics	\$35 residence, \$45 non-residence
Plotter on High Quality Paper - Medium Plot (ANSI E)	
22" x 34" colour graphics	\$20 residence, \$30 non-residence
22" x 34" photo	\$25 residence, \$30 non-residence
22" x 34" photo colour graphics	\$35 residence, \$45 non-residence
Platter on High Quality Paper Medium Plat (ANCLE)	
Plotter on High Quality Paper - Medium Plot (ANSI F)	¢2E residence ¢4E non residence
28" x 40" colour graphics 28" x 40" photo	\$35 residence, \$45 non-residence
	\$45 residence, \$65 non-residence
28" x 40" photo colour graphics	\$55 residence, \$85 non-residence
5' x 8' Colour Landownership Maps (Accurate Assessment	\$50 each
5 x 5 Colour Landownership Maps (Necarate Assessment	950 Cucii

to print)

T = Tax Applicable; charge G.S.T. over and above the price shown.

<sup>=</sup> Exempt from Goods & Services Tax.

(IMPOSED BY BYLAW NO. 12-673)

Amended: May 5, 2015

## **SCHEDULE "B"**

### **GIS MAP PRICING**

	Per Township	AltaLIS	Per	
		License	Lay	er
Photo	End User License from Municipality/Tarin Ortho Imagery (Air Photos)		\$	400
AltaLIS 1:5K	End user License from AltaLIS Cadastre	\$ 200	\$	250
1:20 K	ATS Grid (Township, Range & Sections Grids)	\$ 16	\$	30
	Hydrography (rivers, lakes)	\$ 16	\$	30
	Transportation (roads)	\$ 16	\$ \$	30
	Geo-Administrative (Town boundaries, etc.)	\$ 16	\$	350
	Contours (elevations)	\$ 20	\$	35
Muni	End User License from Municipality			
	Farmland Polygons		\$	50
	Improvement Points		\$	40
	Industrial Data		\$	40
	Digital Pictures of Improvements		\$	30
EUB	End user License from Ensight			
	Wells		\$	40
	Well Production			40
	Pipeline		\$ \$	50
	Facilities (Gas Plants)		\$	30
Lease	End user License from Municipality			
	Disposition (land Leased from Crown)		\$	800
	TOTALS Per Township		\$	1,925
	TOTALSTEL TOWNSHIP		٧	1,523

There will be a processing charge of \$75.00

Above prices include G.S.T.

<sup>=</sup> Exempt from Goods & Services Tax.

(IMPOSED BY BYLAW NO. 12-673)

Amended: May 5, 2015

# SCHEDULE "C"

### **CADASTRAL MAP PRICING**

Base Maps		Legals / Roads / Lakes / Rivers / Subdivisions / Contours			
Format		Single License	Key Map	Per Sheet	Bundle (8)
Hardcopy		License	\$ 25	\$ 20	\$ 75
Digital (Pdf)	No printing privileges	View Only	\$ 30	\$ 20	\$ 150
Digital (Pdf)	With printing privileges	View Only	\$ 50	\$ 30	\$ 200
Ownership Maps		_	ds / Lakes / Rive es / Map Points		
Format		Single License	Key Map	Per Sheet	Bundle (4)
Hardcopy			\$ 25	\$ 20	\$ 90
Digital (Pdf)	No printing privileges	View Only	\$ 30	\$ 30	\$ 100
Digital (Pdf)	With printing privileges	View Only	\$ 50	\$ 50	\$ 150
Oil and Gas Wells Format		Well and Facili Single	/ Lakes / Rivers ty Location / Sta Key Map		Parcels / Bundle (8)
Hardcopy		License	\$ 25	\$ 50	\$ 300
Digital (Pdf)	No printing privileges	View Only	\$ 30	\$ 70	\$ 400
Digital (Pdf)	With printing privileges	View Only	\$ 50	\$ 100	\$ 600
Oil and Gas Wells / Pipeline  Legals / Roads / Lakes / Rivers / Subdivisions / Pa Well, Facility & Pipeline Location / Status / Ope					
Format		Single License	Кеу Мар	Per Sheet	Bundle (8)
Hardcopy			\$ 25	\$ 300	\$1,000
Digital (Pdf)	No printing privileges	View Only	\$ 30	\$ 350	\$1,200
Digital (Pdf)	With printing	View Only	\$ 50	\$ 500	\$1,500

privileges

<sup>=</sup> Exempt from Goods & Services Tax.

(IMPOSED BY BYLAW NO. 12-673)

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

Amended: May 5, 2015

# SCHEDULE "D" RENTAL EQUIPMENT PRICING

Equipment Type	Location	2010 Schedule of Fees Other Regulations			
WEED & INSECT CONTROL EQUIPMENT					
	Mallarrian	CFO OO + C C T Fach Day /2 Days Maying in it is a un)			
DEMCO FIELD SPRAYER = 500 Gal. Tank, 40' Boom (VV)	Valleyview Crooked Creek	\$50.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
-300 Gal. Tank, 35' Boom (C/C & VV)					
Trailer Mount c/w GPS T500 DEMCO SPRAYER	ALL LOCATIONS  Grovedale	\$50.00 + G.S.T.			
1000 2200 01 12.1.2.1	Grovedale	\$50.00 + G.S.T. Foam: Cost + 10% incl. G.S.T.			
<del>500 Gal. Tank (G.D.); 40' Boom;</del>		Foam: Cost + 10% Incl. G.S.I.			
BOOM BUSTER SKID MOUNT BOOMLESS SPRAYERS	Valleyview	3 Days Maximum if Lineup \$20.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
250 Gal30' coverage	valleyview	\$20.00 + G.S.T. Each Day (5 Days Maximum if Lineup)			
WATER TANK ON TRAILER (FOR SPRAYING)	GROVEDALE	\$25.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
WATER TANK ON TRAILER (FOR SPRAYING)	GROVEDALE	\$25.00 + G.S.T. Each Day (3 Days Maximum II Lineup)			
ESTATE SPRAYER <del>S (PULL TYPE)</del>	All Locations	\$20.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
50 Gal. Tank; 15' Boom [Valleyview & Crooked Creek]					
30 Gal. Tank; 10' Boom [Grovedale]					
ESTATE SPRAYER (3 POINT HITCH)	VALLEYVIEW	\$20.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
QUAD WICK APPLICATOR	All Locations	\$10.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
Front Mount; 10' Wide					
QUAD MOUNT SPRAYERS	All Locations	\$10.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
12 Gal. Tank; 8' Boom, 10 gal tank 12' "Boom-buster" [V.V.]					
BACKPACK SPRAYER	All Locations	\$5.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
15 Litre <del>; 425 Solo</del>		\$5.00 + G.S.T.			
		First 3 Days			
		Each Additional Day			
HAND WICK APPLICATOR	All Locations	Free First 3 Days, \$5.00 + G.S.T. Each Additional Day.			
Holds 600 ml.		(3 Days Maximum if Lineup)			
PEACOCK MODEL 60 GRANULAR PESTICIDE BAIT	Valleyview	\$30.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
APPLICATOR	7				
Holds 135 lbs. Bran; Gas engine; sits in pickup box					

MANURE SPREADERS		
BUNNING 7.5 VERTICAL MANURE SPREADER	Valleyview	\$200.00 + G.S.T. Each Day (3 Days Maximum if Lineup)
FERTILIZER SPREADER	VALLEYVIEW	\$100.00 + G.S.T. Each Day (3 Days Maximum if Lineup)

EARTH MOVING EQUIPMENT		
1000 EARTH MOVER CAT 70, 12 yard scraper, 200 hp +	VALLEYVIEW	\$200.00 + G.S.T. Each Day (3 Days Maximum if Lineup)
To be moved only with tractor or 3 ton +  900 EARTH MOVER	Crooked Creek GROVEDALE	\$150.00 + G.S.T. Each Day (3 Days Maximum if Lineup)
Over 100 H.P.	<del>Valleyview</del>	, , , , , , , , , , , , , , , , , , ,
	Crooked Creek	
425 EARTH MOVER Under 100 H.P.	Grovedale	\$100.00 + G.S.T. Each Day (3 Days Maximum if Lineup)
12' <del>UNI BLADE</del> PULL-TYPE <del>GRADER</del> BLADE max 150 hp, 6 kph max operating speed	Valleyview	\$10050.00 + G.S.T. Each Day (3 Days Maximum if Lineup)
VEE DITCHER 120—300 HP.; Max. 6' wide; 24" deep cut	Valleyview	\$50.00 + G.S.T. Each Day (3 Days Maximum if Lineup)

(IMPOSED BY BYLAW NO. 12-673)

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

Amended: May 5, 2015

# SCHEDULE "D"

Equipment Type	Location	2010 Schedule of Fees	Other Regulations	
	POST POUNDERS			
POST POUNDER HEAVY HITTER – 13 HP Honda Motor; Pull	ALL LOCATION		Day (3 Days Maximum if Lineup)	
Type, Pin Hitch	<del>Valleyview</del>	(1/2 DAY RENTAL AVAILA	BLE)	
	Crooked Creek	4		
HEAVY HITTER – 13 HP Honda Motor; Pull Type, Pin Hitch	Grovedale	\$80.00 + G.S.T.	Each Day  3 Days Maximum if Lineup	
			з раух махинин и шнеир	
	BIN CRANE			
WESTEEL-BIN CRANE	Valleyview	\$100.00 + G.S.T. Each Day	(3 Days Maximum if Lineup)	
	CATTLE EQUIPMEN	IT		
CATTLE SQUEEZE — Pin Hitch, palpation cage (VV)	All Locations	\$25.00 + G.S.T. Each Day (	3 Days Maximum if Lineup)	
2" ball hitch, palpation cage [C/C & G/D]				
LOADING CHUTE — 5 panels with walkway (VV)	All Locations	\$25.00 + G.S.T. Each Day (	3 Days Maximum if Lineup)	
10 10' Panels; Pin Hitch [C/C]; 2" Ball Hitch [C/C & G/D]				
PANEL TRAILER	Valleyview	\$25.00 + G.S.T. Fach Day /	3 Days Maximum if Lineup)	
20 10' Panels; Pin Hitch	valleyview	\$25.00 + G.S.T. Edcil Day (	5 Days Maximum ii Lilleup)	
SPARE PANELS	CROOKED CREEK	Free First 3 Days, \$5.00 +	G.S.T. Each Additional Day	
	GROVEDALE	1,7,7	,	
DEHORNERS GOUGERS	Valleyview	Free First 3 Days, \$5.00 +	G.S.T. Each Additional Day	
BURDIZZO CLAMPS HOOF TRIMMERS	Valleyview			
GALLAGHER SMART READER (TAG READER)	Valleyview	Free, \$100 Deposit Required. (3 Days Maximum if Lineup)		
	CONSERVATION EQUIP	MENT		
50' HEAVY HARROW WITH GRANULAR APPLICATOR	VALLEYVIEW	•	(3 Days Maximum if Lineup)	
33' RITEWAY HEAVY HARROW + 2055 VALMAR	<del>Valleyview</del>	\$150.00 + G.S.T. Each Day	(3 Days Maximum if Lineup)	
+ 1655 VALMAR WITH GRANULAR APPLICATOR	Grovedale			
30' LAND ROLLER	VALLEYVIEW	\$200.00 + G.S.T. Fach Day	(3 Days Maximum if Lineup)	
30 LAND ROLLER	VALLETVIEW	\$200.00 + 0.3.1. Lacii Day	(3 Days Maximum ii Lineup)	
14' DISC	GROVEDALE	\$400.00 + G.S.T. Each Day	(3 Days Maximum if Lineup)	
	•			
	BROADCAST SEEDE	RS		
TRUCK MOUNT SEEDER	Valleyview	\$10.00 + G.S.T. Each Day (	3 Days Maximum if Lineup)	
OLIAD MOLINIT SEEDER	Vallounier	¢10.00 + C C T F==b D== /	2 Days Mayimum if Linguin	
QUAD MOUNT SEEDER	Valleyview <del>C/C &amp; G/D share</del>	\$10.00 + G.S.T. Each Day (	3 Days Maximum if Lineup)	
HAND SEEDER CYCLONE SEEDERS	Valleyview	Free First 3 Days, \$5.00 +	G.S.T. Each Additional Day	
(belly grinder)	,	2.2232.3.243, 93.00		
· · · · · · · · · · · · · · · · · · ·				
\A	/ATER PUMPING EQUI	OMENT		
P.T.O. WATER PUMP AND PIPE TRAILER - AB. Agriculture	Valleyview		(3 Days Maximum if Lineup)	
Unit	,	\$100.00 + G.S.T. pump	( / )	
1 mi. of 6" pipe and P.T.O. Unit; 80 HP Recommended		\$150.00 + G.S.T. pipe		
		Each Day + Each Mile of Pi	<del>pe</del>	

(IMPOSED BY BYLAW NO. 12-673)

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

Amended: May 5, 2015

## **SCHEDULE "D"**

Equipment Type	Location	Location 2010 Schedule of Fees			
	MISCELLANEOUS EQU	JIPMENT			
SURVEY EQUIPMENT	Valleyview	\$10.00 + G.S.T. Each Day (3	Days Maximum if Lineup)		
METAL DETECTOR	Valleyview	\$10.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
HAY SAMPLER, MEASURING WHEEL.	Valleyview	Free First 3 Days, \$5.00 + G.	S.T. Each Additional Day		
BIN PROBE, SOIL SAMPLER	valleyview	11ee 111st 3 Days, \$3.00 + 0.	3.1. Lacii Additional Day		
32' RITEWAY LAND ROLLER	Valleyview	<del>\$200.00</del>	Each Day		
SCARE CANNONS	VALLEYVIEW	Free First 3 Days, \$5.00 + G.	S.T. Each Additional Day		
RODENT TRAPS (TWO STYLES)	VALLEYVIEW	\$10.00 + G.S.T. Each Day (3 Days Maximum if Lineup)			
		(\$100.00 DEPOSIT REQUIRE	D)		

DELIVERY RECOVERY OF A.S.B. EQUIPMENT						
MINIMUM ONE HOUR CHARGE FOR RECOVERY DELIVERY OF	EQUIPMENT					
RECOVERY OF RENTAL EQUIPMENT REQUIRING 1-TON MIN. FOR TRANSPORT	\$ <del>80</del> 100.00 / hr + G.S.T.					
RECOVERY OF RENTAL EQUIPMENT REQUIRING VEHICLE UNDER 1-TON FOR TRANSPORT	\$ <del>60</del> 75.00 / hr + G.S.T.					
CLEANING (WHEN EQUIPMENT IS RETURNED UNCLEAN)	\$60.00 / HR + G.S.T.					

All decisions being at the Agricultural Fieldmans discretion

(IMPOSED BY BYLAW NO. 12-673)

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

#### Amended: May 5, 2015

## **SCHEDULE "D"**

### VALLEYVIEW AREA

Parcel Size										
in Acres		RESIDENTIAL PRICE PER ACRE								
	Phase 1		Phase 2		Phase 3		Phase 4		Phase 5	
0-1	\$ 24,000		\$	22,000	\$ 16,000		\$ 13,000		\$ 12,000	
1-3	\$	12,000	\$	11,400	\$	8,150	\$	6,750	\$	6,675
3-5	\$	8,300	\$	8,000	\$	5,700	\$	4,700	\$	4,650
5-10	\$	5,500	\$	5,250	\$	3,750	\$	3,100	\$	3,050
10-20	\$	3,300	\$	3,200	\$	2,250	\$	1,900	\$	1,850
20-30	\$	2,200	\$	2,150	\$	1,500	\$	1,250	\$	1,200
30-40	\$	1,650	\$	1,600	\$	1,150	\$	950	\$	900

## **DEBOLT AREA**

Parcel Size								
in Acres	RESIDENTIAL PRICE PER ACRE							
	F	Phase 1 Phase 2 Phase 3 Phase 4 Phase				Phase 5		
0-1	\$	40,000	\$	36,000	\$	32,000	\$ 24,000	\$ 16,000
1-3	\$	20,000	\$	18,000	\$	15,800	\$ 12,000	\$ 8,000
3-5	\$	14,150	\$	12,650	\$	11,000	\$ 8,450	\$ 5,600
5-10	\$	9,300	\$	8,300	\$	7,250	\$ 5,550	\$ 3,650
10-20	\$	5,650	\$	5,050	\$	4,400	\$ 3,350	\$ 2,250
20-30	\$	3,750	\$	3,350	\$	2,950	\$ 2,250	\$ 1,500
30-40	\$	2,850	\$	2,550	\$	2,200	\$ 1,700	\$ 1,100

#### **GROVEDALE AREA**

Parcel Size in	Landry Heights	Grovedale	Aspen Grove		RESID	ENTIAL PI	RICE PER A	ACRE	
Acres	Price/Acre	Price/Acre	Price/Acre	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6+
0-1	\$ 55,000	\$ 43,000	\$ 23,000	\$ 49,000	\$ 47,000	\$ 30,000	\$ 28,500	\$ 26,000	\$ 25,000
1-3	\$ 27,300	\$ 21,600	\$ 11,800	\$ 24,500	\$ 23,500	\$ 14,800	\$ 14,300	\$ 13,100	\$ 12,650
3-5	\$ 19,150	\$ 15,150	\$ 8,300	\$ 17,150	\$ 16,500	\$ 10,350	\$ 10,000	\$ 9,200	\$ 8,850
5-10	\$ 12,550	\$ 9,950	\$ 5,450	\$ 11,250	\$ 10,850	\$ 6,800	\$ 6,600	\$ 6,050	\$ 5,850
10-20	\$ 7,650	\$ 6,050	\$ 3,300	\$ 6,850	\$ 6,600	\$ 4,150	\$ 4,000	\$ 3,650	\$ 3,550
20-30	\$ 5,100	\$ 4,000	\$ 2,200	\$ 4,600	\$ 4,400	\$ 2,800	\$ 2,700	\$ 2,450	\$ 2,350
30-40	\$ 4,000	\$ 3,000	\$ 1,700	\$ 3,450	\$ 3,300	\$ 2,100	\$ 2,000	\$ 1,850	\$ 1,750

#### **GREEN AREA**

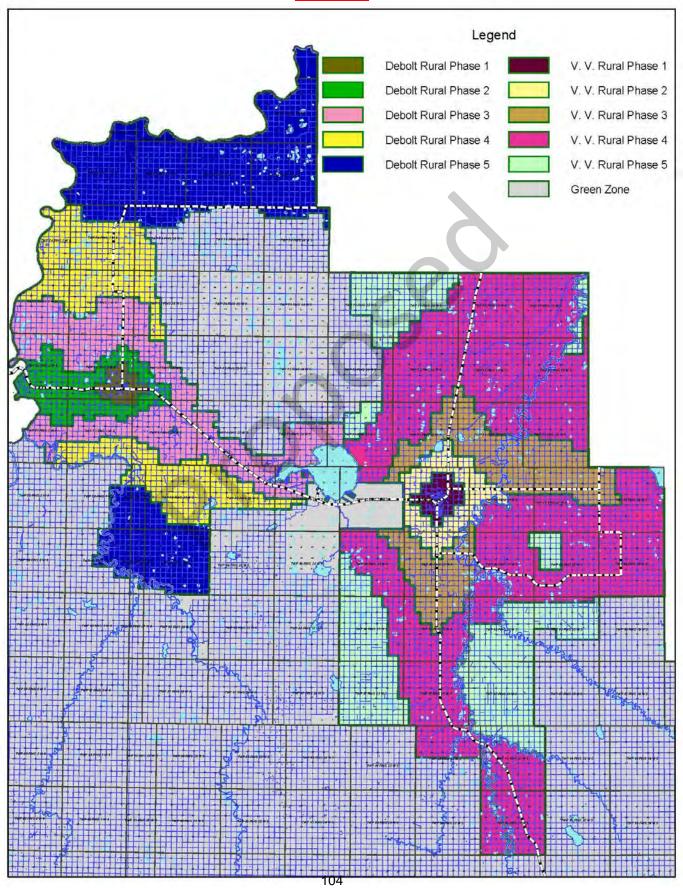
Parcel Size	Price per
in Acres	Acre
0-1	\$ 3,300
1-3	\$ 1,650
3-5	\$ 1,150
5-10	\$ 750
10-20	\$ 450
20-30	\$ 350
30-40	\$ 300

(IMPOSED BY BYLAW NO. 12-673)

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

Amended: May 5, 2015

# **Schedule D**

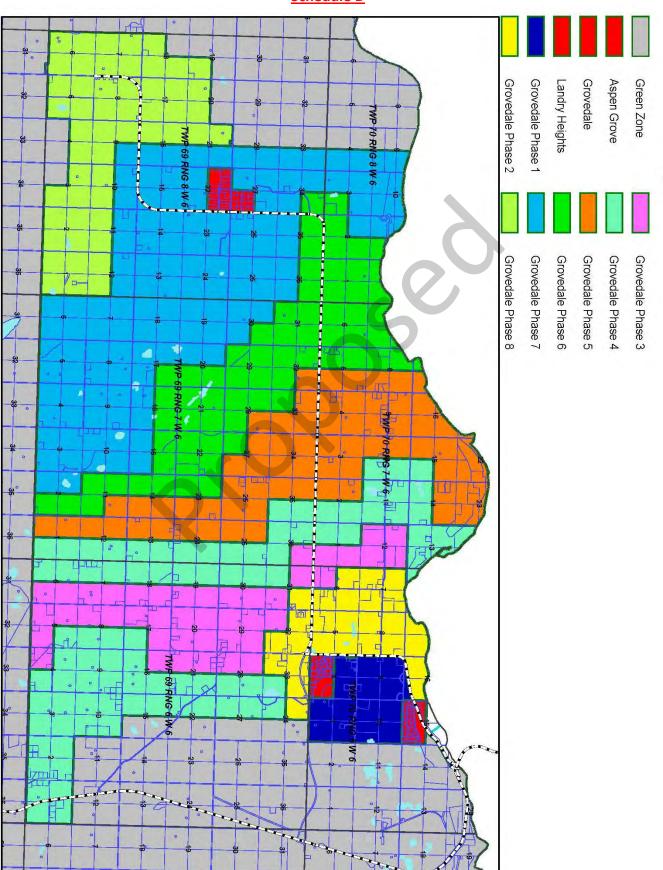


(IMPOSED BY BYLAW NO. 12-673)

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

Amended: May 5, 2015

# **Schedule D**



Legend

(IMPOSED BY BYLAW NO. 12-673)

#### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Amended: May 5, 2015

#### **SCHEDULE "E"**

# WATER CONSUMPTION FEES FOR ALL M.D. OF GREENVIEW WATER DISTRIBUTION SYSTEMS All fees are effective as of January 1<sup>st</sup>, 2015.

## **Underground Water Distribution Systems (DeBolt, Ridgevalley etc.)**

Residential Users \$3.50 per m3 Non Residential Users \$4.00 per m3

Installation Fee \$8,000.00 deposit (based on actual invoice)

Connection Fee \$500.00 per service

#### **Valleyview Rural Water Line Users**

Valleyview Rural Water Line Users \$3.50 per m3

Connection Fee \$12,500.00 connection fee/per service

Utilities Account Deposit \$100.00

Water Meter Damage (Owner Responsibility) based on actual replacement costs

#### **Water Point Facilities**

Potable Water Points Residential/Agriculture
Potable Water Points Commercial
Non-Potable Water Points
\$3.50 cubic meter
\$8.50 cubic meter
\$2.00 cubic meter

# Wastewater Collection System (DeBolt, Ridgevalley etc.)

Sanitary Service Installation Fee \$8,000.00 deposit (based on actual invoice)

Connection Fee \$500.00 per service deposit



# **Request for Decision**

SUBJECT: **Communications Internship Program** 

SUBMISSION TO: REVIEWED AND APPROVED FOR SUBMISSION Regular Council Meeting

**MEETING DATE:** May 12, 2015 CAO: MH MANAGER:

**DEPARTMENT: CAO Services** GM: PRESENTER: DC

FILE NO./LEGAL: LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - n/a

Council Bylaw / Policy (cite) – Greenview Communications Plan, 2013

#### RECOMMENDED ACTION:

MOTION: That Council direct Administration to recruit a temporary Communications Intern and transfer \$25,000.00 from Council's 2015 Advertising Budget to Corporate Services' Payroll Budget to fund the Communications Internship Program.

#### BACKGROUND / PROPOSAL:

To assist in delivering Council's Communications Plan during the summer and fall of 2015 there is need for additional support. Adopted in July 2013, the plan recommended monitoring progress on Council's communications objectives and determining in future whether additional communications staff may be required. As stated in the plan "needs identified in the research phase of this project necessitate a degree of communications work that is beyond what one full-time communication professional can feasibly handle".

As our organization has grown, communications requests from internal and external stakeholders have increased as predicted in 2013. This is a testament to the importance of a communications program and increasing strength of our brand. However, this growth also places increased demand on the Communications Department. Assistance has been provided thus far by all departments, with Corporate Services and Community Services staff providing a lot of time to support Greenview organizational communications activities. While support from each department is key to achieving Greenview's communications objectives, given staff workloads the need for a temporary staff person has been identified to support communications projects and upcoming summer events.

Prior to forming the Communications Department, the Greenview Memorial Golf Tournament and Ratepayer Barbeques were previously coordinated by staff within Corporate Services and throughout the organization. To ensure that Council's main public relations events are a quality experience for our stakeholders, dedicated support is key to ensuring that these events are a success. We will also be holding Open Houses for the Municipal Development Plan in conjunction with the Annual Ratepayer Barbeques in June and July.

We have expanded Greenview's public relations offerings by adding attendance at local trade shows and sponsorship of major events such as the World Jet Boat Races and Tour of Alberta. Our sponsorship contract with Tour of Alberta recommends that Greenview provide a promotions team at key local events throughout our municipality this summer. Also of note, in Budget 2015 Council has approved participation in local parades and we will be launching a photo contest. Details of both projects will be brought forward at a future Council meeting. With the assistance of a Communications Intern it will be possible to deliver on these objectives without requiring a lot of overtime from staff in other areas of the organization.

Reporting to the Communications Officer within CAO Services, the intern will also assist with writing and editing of our regular communications products (Meadows to Mountains, Greenview Pages, Staff Newsletter, Council Highlights, news releases and website), photography and establishing a social media presence.

Together with event promotional outreach, the intern will be dedicated to social media following guidelines to be established by the Communications Officer and approved by Council. Stakeholders have indicated interest in interacting with Greenview through social media, however the existing workload of the Communications Department has prevented moving forward with this element of our Communications Plan beyond maintaining our Twitter feed. Several areas linked to our organization (Agriculture Services, FCSS, Recreation, Protective Services and the Tour of Alberta) are also eager for Greenview to establish a greater social media presence. We would be able to make more effective use of social media tools with a staff member dedicated to reviewing social media accounts, providing real time responses, or redirecting inquiries to social media champions.

The Communications Intern proposal is an interim measure to ensure adequate coverage for summer/fall 2015. It is proposed that the intern would be hired for a period of five months (June to November 2015). The intern program would cost approximately \$25,000 in salary, vacation pay, overtime and employer contributions. Since this is a temporary position, we would not provide accommodation assistance. As part of Budget 2016, Administration will prepare a request to participate in a registered post-secondary cooperative program for a Communications Co-op Student.

#### **OPTIONS - BENEFITS / DISADVANTAGES:**

Options – Council may choose to approve the request, defer it to Budget 2016 discussions, or deny the request.

**Benefits** – The Communications Intern will help to further Council's communications objectives, build Greenview's brand recognition, and provide greater service delivery to our stakeholders (Council, Administration and ratepayers).

**Disadvantages** – Public relations events in Summer 2015 may not have adequate staff coverage. Additional overtime from existing staff will be necessary to achieve basic communications objectives and the implementation of some communications projects will be delayed.

#### COSTS / SOURCE OF FUNDING:

\$25,000 to be redirected from Council's Advertising Budget to Corporate Services' Payroll Budget. There are available funds under Council's Communications Advertising Budget to cover this amount. The funds are available due to modifications to the Greenview Pages marketing plan in response to changing to a bi-weekly publication in Valleyview, delayed implementation due to workload and cost efficiencies in the other markets.

ATTACHMENT: N/A



### **Request for Decision**

SUBJECT: Mighty Peace Watershed Alliance (MPWA) – Letter of Support

REVIEWED AND APPROVED FOR SUBMISSION **SUBMISSION TO:** Regular Council Meeting

**MEETING DATE:** May 12, 2015 CAO: MH MANAGER: **DEPARTMENT: CAO Services** GM: PRESENTER:

FILE NO./LEGAL: LEGAL/ POLICY REVIEW: STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) - N/A

Council Bylaw / Policy (cite) -N/A

RECOMMENDED ACTION:

MOTION: That Council provide a Letter of Support for Mr. Dave Hay to sit on the Mighty Peace Watershed Alliance Board.

BACKGROUND / PROPOSAL:

Dave Hay holds a seat on the Mighty Peace Watershed Alliance as an individual citizen.

Mr. Hay came onto the Mighty Peace Watershed Alliance Board midway through the two year term and is up for election for the next two year term. To be included with his nominations papers Mr. Hay is required to have a Letter of Support for his seat on the board.

The MPWA annual general meeting is scheduled for May 22, 2015 in Fairview. If Council chooses to provide a Letter of Support it can be e-mailed prior to that date.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council may choose not to provide a Letter of Support.

Benefits - A Letter of Support will benefit Mr. Dave Hay in his task in securing a seat on the Mighty Peace Watershed Alliance Board.

Disadvantages - None

COSTS / SOURCE OF FUNDING:

None

ATTACHMENT(S):

• N/A



# Manager's Report

**Function:** Infrastructure & Planning

Submitted by: Grant Gyurkovits General Manager, Infrastructure & Planning

#### **General Manager, Infrastructure & Planning, Grant Gyurkovits**

Sent letter to Town of Valleyview advising of Council's decision to partner for the purchase of a Recycle Ranger in the amount \$12,500.00

#### Manager Construction & Maintenance, Kevin Sklapsky

- Huckleberry Tower Road Completed road inspection April 10th and road is still covered with snow and ice. I will complete another inspection on the first or second week of May to assess the site and complete some erosion protection work.
- RR 230 Remains in winter shutdown. Contractor and consultant were onsite May 1st to look at the project and the contractor will be supplying an updated schedule as to when they will return to commence work.
- Old High Prairie Road Currently in preliminary design stage. Land acquisition process has started and continues, there may be a few landowners that may not sell land so alternative alignments may need to be looked at which would delay the project.
- Cosy Cove RR245 Land acquisition has begun and a delegation came to the C.O.W. meeting. Other alignment and or design options may have to be looked into which would delay the project.
- Township Road 690 The right of way that was accessible was cleared by day labor forces. The project was tendered out and closed on May 1st. Recommendation to award project is included in the May 12th Council package.
- Road Requests 3 farmland and 2 residential were approved at the last Council. Letters were sent to all applicant to inform them of Council's decision.
- Gordey Drainage Held site inspection on April 24<sup>th</sup> with consultant and contractor to review concerns with the project. They will determine if the concerns are design or construction issues.

#### Supervisor, Facility Maintenance, Alfred Lindl

- General Maintenance, complete issues of our Maintenance Task List.
- All parking areas at Facilities in Valleyview cleaned from winter debris.
- Monthly check on Generators, Floor drains, Filter's, Sumps.

- Outside Window cleaning at our Facilities VV-Admin, OPS, FSO, FCSS, Ambulance, Fire Hall, Medical Clinic.
- Water pump trailers are in place, Fire water pumps in place.
- Overhead Door service and repairs at OPS-FSO-Fire Hall VV-Ambulance VV.
- Trailer T11 and John Deer Tractor T63 went for Auction at Ritchie Brothers and sold for \$2,500.00 and \$10,000.00.
- Assembling furniture at new rental apartment.
- FSO: New shelving for Murray, Shellie and Colleen in progress.
- New Grovedale Shop: Together with Gord Meaney we taking care about construction and status.
- <u>Swan Lake:</u> Spring cleanup, open campsites, open boat ramp, open docks and did adjustments.
- Grovedale Fish Pond: Spring cleanup, received new floating docks.
- Vet-Clinic: We had to clean all floor drains with a Vac-Truck at big animal area, rekeying door locks 15 key cuts for main floor, 10 key cuts for second floor, 5 key cuts for animal area (RCMP- Peace Officer).
- New Fish Creek: Cleanup and landscaping after construction at front of NFC-Community Hall, using two loads of Gravel for parking area, we not done west of hall needs top soil for landscaping, NFCcemetery adjusting Gate for better and easier access.

#### **Manager Operation, Gord Meaney**

- RFD's that have been presented to council this month were for the Tool Tender, Sale of Surplus Equipment, Grader Blade Tender, Light Truck Tender and Dust Control Product.
- Road bans are still in place and a constant surveillance of the roads is taking place on a daily basis to see when they can be lifted.
- The JCB tractor/backhoe was delivered to the Grovedale shop.
- The Murtron stockpile transfer is complete.
- A partial extraction of the Wapiti Goodwin stockpile has taken place this month and transferred to stockpiles in the east sector of Greenview.
- The Grovedale shop is presently getting the electrical, mechanical and plumbing systems installed. The concrete floor has been poured and the office petitions are in place.
- Regular maintenance on our road system is ongoing and overtime is being kept to a minimum.
- Communication with Ledcor has been ongoing but fruitless to date in regards to information that we are requested.
- Met with A.A.M.D.C. and N.J.P.A. to determine what liabilities there were regarding purchasing of heavy equipment through them.
- Met with Ross Adam at his pit location near Bezanson to inspect his aggregate. He is going to submit a proposal to Greenview regarding a long term agreement for the supply of aggregate from his pit.
- Making trips to Grovedale about once a week to see how the operation is going.

#### Manager Environmental Services, Gary Couch

- Working on making progress with all Environmental Capital projects.
- Drinking water safety plan has been started for all Water Point and Plants.
- Working on upgrades at the Ridgevalley Water Treatment Plant.
- Trouble shooting electrical issues at two new Water Points, should be resolved by May 7<sup>th</sup>.
- Started reconciliation for all water distribution systems, this will confirm the customer usage matches the water quantities leaving the plants.
- Working on preliminary data collection for the Grovedale Water Point.
- Working with Greenview hydrogeological company to register and evaluated all wells in Greenview's name.
- Day to day operations, addressing concerns and answering inquiries.

#### Manager Planning & Development, Sally Rosson

- Agenda Preparation for May 13<sup>th</sup> Municipal Planning Commission Meeting and conducting Field Inspections.
- Finalization of the Holmen/Fisher Subdivision.
- Subdivision & Road Plan Endorsements.
- Ongoing Staff Training.
- Applications which have been received as of May 5, 2015: 119 Development Permits; 15 Leases; 19 Subdivisions; and 6 Land Use Amendments.





# Manager's Report

**Function: Community Services** 

Submitted by: Dennis Mueller, General Manager, Community Services

#### **Community Services General Manager, Dennis Mueller**

- Applicants for the Economic Development Officer position were interviewed during the last week of April.
- The public presentation of the multiplex schematic design will be presented May 6<sup>th</sup> at the Memorial Hall in Valleyview. A walkthrough presentation along with design boards will be on display.
- A Medical Clinic Meeting will be held on May 6, 2015 with Allison Chisholm, Alberta Health Services Physician Resource Planner in attendance as a delegate.

#### Agricultural Services Manager, Quentin Bochar

- Agriculture Services Department met with the Towns of Valleyview and Fox Creek regarding weed inspection services. The Town of Grande Cache has opted out of the agreement, we were appointed as weed inspectors in mid-July, and control work was completed in Mid-August, Grande Cache has decided that they would like to do their own inspection and control work. We have provided the Grande Cache Town Operations Department with the required information on how to set up their own inspection and control program.
- Agricultural Services Staff attended the Transportation Corridor Meeting on April 16<sup>th</sup>, 2015 and the Water Boot Camp in Peace River, April 17<sup>th</sup> hosted by Northern Sunrise County.
- Agriculture Service seasonal staff have begun their employment with Greenview, 7 weed inspectors and 4 spray crew, still attempting to fill the positions for another spray crew member and yard man.
- Objectives for the rest of the month are to complete training for seasonal staff, start the appropriate programs, and have fun while doing it.
- ASB Workshops and Events:

#### June

9th – Weed Awareness Workshop (Grovedale)

10<sup>th</sup> – Weed Awareness Workshop (DeBolt)

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

Green View FCSS hosted two volunteer appreciation events during National Volunteer Week in April. The Valleyview Appreciation Dinner had attendance of 167 people, and 70 were in attendance in Grovedale. The attendance numbers at both events were higher than previous years, and the FCSS staff demonstrated excellence in teamwork delivering these successful events.

- Green View FCSS was invited to attend the Sturgeon Lake Cree Nation Teddy Bear Safety Fair on April 21st. This fair focused on programming for families with children aged 0-6. Many social service providers and families were in attendance.
- The HEART team (health, education, & action in relationships team) continues to meet on a monthly basis. The team is currently planning a domestic violence conference scheduled September 15<sup>th</sup> & 16<sup>th</sup>.
- The Canadian Volunteer Income Tax program continues to grow. We have one staff member and two volunteers who have filed 165 returns this year thus far, including refunds such as GST; Guaranteed Income Supplement and the Canadian Child Tax Benefit, as a result, over \$714,000.00 has returned to community members. This is one example of how Green View FCSS assists residents in poverty reduction.
- The Northwest Spring Regional Conference will be held in High Prairie on April 29th and 30th. Five Board Members and the Manager will attend.
- FCSS Directors Network will take place in Drumheller May  $4^{th} 8^{th}$ . The FCSS Manger will attend this conference and assist with mentoring new Directors across the province.
- Summer Day Camp dates have been set, and advertising has begun. All dates, times and locations can be viewed on our Facebook Page.

#### **Protective Services Manager, Jeff Francis**

- Greenview staff safety training has been scheduled for May 4<sup>th</sup> 28<sup>th</sup>. Greenview has developed programs to address vehicle inspections and ATV use. Greenview is hosting a training session for management and FCSS staff called Mental First Aid to meet the upcoming legislation that addresses wellness and mental health in the workplace.
- The Greenview Safety Department has partnered with Valleyview Agriculture Society to host an event on May 28th at the Agplex Hall to address prevention strategies for farm related stress and mental health. This is a pilot project to assess the publics' interest. Pending the outcome, the possibility of additional events across Greenview may result.
- Gordon Ellert from Alberta Transportation has expressed interest in holding traffic safety presentations for Greenview staff and ratepayers. His presentations address farm equipment safety, ATV safety, Road Safety and applicable legislation for farm operations/equipment. Shellie will be looking into the opportunities to hold his presentations.
- As per the approved Protective Services 2015 Capital Budget, the Grande Cache Water Tender for the Grande Cache Fire Department is posted to the Alberta Purchasing Connection and will close on May 12th, which means an RFD will be coming forward at the May 26, 2015 Council meeting.
- Attended the 2015 Northwest Fire Conference, Greenview sponsored Chief Rick Lasky as a delegate to address leadership. His theme was "Pride and Ownership of Fire Departments." This year the event was attended by 110 delegates, setting an attendance record for this annual event.
- The sod turning event is scheduled May 19th at 1:30 p.m. in DeBolt and 4:00 pm. in Grovedale at the new fire hall sites.

#### **Recreation Services Coordinator. Adam Esch**

Hamlet of Little Smoky Update, 2015 Community Enhancement Project-River Day Use Sites Administration is meeting with the Hamlet of Little Smoky Community Center Group on May 15th, 2015 to identify and discuss the big questions: project benefits, project concerns and further information that may be

required for the 2015 Community Enhancement Project. Following this introductory discussion, details of the design itself as well as ongoing maintenance and operation of the site will be discussed if it is determined that the project will move into the development phase.

#### **Existing Facility Upgrades**

The existing facility upgrades and any required correspondences are currently on schedule. Upgrades such as garbage/recycle bins, picnic tables, floating docks, gazebo, and signage kiosks will be fitted in spring and early summer. Site specific signage and roadway signage will be fitted into the summer schedule.

#### Susa Creek Coop – Tourist Cabins on Grande Cache Lake

The Susa Creek Co-op is planning on continuing their efforts. Greenview Administration is assisting the Co-op with the planning/design phase. The Co-op has made progress with the project and additional support has been received through Aboriginal Affairs. The group intends to develop a business plan over the spring and summer.

#### **Grovedale Fish Pond – Community Enhancement Project**

Administration is continuing to work with a core community group from the Grovedale area to establish a community vision and plan to enhance the Grovedale Fish Pond Facility. The goal of the group is to identify the community's current and future recreational needs and wants, as well as address issues the facilities has encountered such as vandalism. Currently, the group has developed a concept design for gathering ideas and acquiring feedback sourcing social media to communicate to the community along with local postings and door knockings.

The Concept Design consists of the following three main categories of recreation:

- 1. Community/Day Park Recreation, i.e. picnic and walking trails.
- 2. Traditional Outdoor Recreation, i.e. overnight camping and group use
- 3. Basic Water Body Recreation, i.e. family trout fishing.

#### **Dollar Lakes Update**

The Alberta Conservation Association has indicated to Greenview Administration that they are making some progress in obtaining a lease from Alberta Environment and Sustainable Resources Development and will be submitting the lease application in the near future. Greenview Administration will continue to follow the developments of this project.



#### "A Great Place to Live, Work and Play"

### Manager's Report

**Function:** Corporate Services

Submitted by: Rosemary Offrey Date: May 12, 2015

#### **General Manager Corporate Services**

During a Council meeting in March, Council members mentioned that other municipalities were using Air Miles Card to book travel etc. for the municipality, thus saving hundreds of dollars per year. Administration checked with the local ATB (the MD's banking partner) regarding an Air Miles Card, the ATB didn't have access to Air Miles Cards but they had an ATB Gold MasterCard that provides 1.5 points for every dollar spent. Greenview can use these points for flights through an ATB approved travel agent, for hotel reservations, etc. The new ATB Gold MasterCard have been dispersed to the Greenview card holders.

The new ERP (Financial Software System) update; we went live in Accounts Payables (Purchasing) at the end of April. Payroll time entry went live April 27<sup>th</sup>. The first payroll processing will take place the third week of May. Data collection for Taxation, Utilities and Accounts Receivables started May 1<sup>st</sup> and will continue with configuration of these modules until July. At which time these modules will go live. There will be an ERP trainer on site from June 1<sup>st</sup> to the 4<sup>th</sup> to train the Reception staff from the Administration Building, Valleyview and Grovedale Operations Shops in cash receipting and training will be provided for the Taxation, Utilities and Accounts Receivable modules.

Corporate Services has shared the new general ledger codes with managers and we continue to work with the managers to tweak the new coding system to ensure we capture the information they need.

The auditors' will be in attendance at the May 26<sup>th</sup> regular Council meeting to present the 2014 audited financial statements and the Information Returns to Council. The returns must be submitted to the Minister of Municipal Affairs on May 29<sup>th</sup>.

#### **Finance & Administration Manager**

Donna as have been working with auditors on the 2014 financial statements. She is responsible for coordinating insurance claims and coverage for new equipment/vehicles/buildings, etcetera. She has attended the ERP module configuration meetings. Completed the month end reports. Released 13,890 tax notices for May 1<sup>st</sup>. Donna oversees the Finance and Administration staff, this area keeps her busy with the day to day activities.

#### **Financial Reporting Manager**

Bill prepared the 1<sup>st</sup> quarter report. He assisted with Diamond coding requirements and he is finalizing the 2014 audit requirements (gravel inventory and amortization – reserves) and month end reports.

#### **Human Resources**

The positions of Recreation - Inventory Coordinator, Seasonal Recreation inventory Assistant, and Agricultural Services Seasonal Positions – Vegetation Control and Weed Inspectors (12), Facilities Seasonal Positions – Groundskeeper/Labourers (3), Operations Seasonal Positions - Mower Operators, Brushing Crew (8) were filled since last report.

The following positions are currently open: Assistant General Manager, Infrastructure & Planning, Recreation, Economic Development Officer – Community Services, Development Officer, HR Generalist (maternity leave), and FCSS Coordinator – Summer Programs and Yard Man.

Resignations since last report – Development Officer.

#### **Information Systems**

Shane has been busy receiving new technology equipment, configuring the equipment and distributing it to the end users. He presented to Council and was approved to purchase a new telephone system. He supervised the creation of new virtual servers to replace the older server operating systems. He prepared and dispersed technology for the seasonal hires. At senior management's request he prepared user access cards for all external staff to the Administration Building. Of course he took care of all the other daily request made of him.





### CAO's Report

**Function:** CAO

May 12th, 2015 Date:

Submitted by: Mike Haugen

#### Society of Local Government Managers (SLGM)

As you review this I am away attending the annual SLGM conference. This year I am attending the extended conference which includes a three day session/workshop on regional collaboration and partnerships. The conference runs Monday through Thursday and I have taken Friday as a vacation day.

#### **Provincial Election**

Letters are being sent to each of the three MLAs elected in the area. The letters are congratulatory and express Greenview's excitement in working with the respective MLA during the upcoming term.

#### **Valleyview Multiplex Public Meeting**

I attended the Open House for the Valleyview Multiplex on May 6<sup>th</sup>, 2015. The event was well attended and the vast majority of comments and conversation indicated excitement for the project. Comments are still being compiled and will be reviewed by the Committee before coming back to the respective Councils.

#### **Community Development Initiative Funding**

For Council's information, I have provided direction to Communications Officer Diane Carter to arrange a photo opportunity later this year for presenting the CDI funding to each of the Towns. I believe this help to increase Greenview's profile as well as assist in educating the public about this funding program.

#### **Financial Assistance For Achievement Recognition Awards**

As per Council's policy, this is to inform you that the following grants were given by Greenview:

- Madison Wright (\$300.00) Confirmed on the GPRC Wolves U16 roster to attend the National Volleyball tournament, May 14<sup>th</sup> – 16<sup>th</sup> in Calgary, AB.
- St. Stephens Catholic School Choir (\$1,800.00) Provincial Choir Festival in Edmonton, May 8, 2015.

#### **Upcoming Dates:**

Peace Regional Petroleum Show:

Federation of Canadian Municipalities:

Greenview Golf Tournament:

Grande Cache Ratepayer BBQ:

DeBolt Ratepayer BBQ:

Valleyview Ratepayer BBQ:

Grovedale Ratepayer BBQ:

June 23<sup>rd</sup>

June 23<sup>rd</sup>

June 23<sup>rd</sup>

June 23<sup>rd</sup>