

MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Tues	ADOPTION OF AGENDA MINUTES PUBLIC HEARING DELEGATION BYLAWS OLD BUSINESS	9:00 AM Council Char Administration Bu	
#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		1
#3	MINUTES	 Regular Council Meeting minutes held December 8, 2015 – to be adopted. 	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	4.1 Bylaw 15-758 Rezone from Rural Commercial (RC) District to Agriculture (A) District	28
#5	DELEGATION	5.1 Heart River Housing – Fox Creek Affordable Housing Project	11
#6	BYLAWS	6.1 Bylaw 15-758 Rezone from Rural Commercial (RC) District to Agriculture (A) District	28
#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 2016 Grant Request	41
		8.2 Meeting with the Minister of Municipal Affairs	45
		8.3 Northern Lakes College – Community Education Committee	47
		8.4 2016 Consolidated Budget Approval	50
		8.5 CAO / Managers' Report	53

#9 COUNCILLORS BUSINESS & REPORTS

#10 CORRESPONDENCE

- 2015/2016 Community Partnership Program
- Alberta Order of Excellence
- Telling Our Story South Peace Regional Archives
- Ante Creek Receipt Meter Station
- Forest Industry a Key Part of Alberta's Green Future
- Municipal Affairs Regional Partnership
- Art at the Museum
- Caribou Child & Youth Centre
- Golden Triangle Consortium
- Monthly Peace Officer Report
- Alberta Recycling 2016 Tire Marshalling Grant
- East Smoky Recreation Board Minutes October
- East Smoky Recreation Board Minutes November
- Grande Cache Landfill
- Heart River Housing Grant in Lieu of Taxes on Government owned Units

#11 IN CAMERA

#12 ADJOURNMENT

Minutes of a

REGULAR COUNCIL MEETING MUNICIPAL DISTRICT OF GREENVIEW NO. 16

M.D. Administration Building,

Valleyview, Alberta, on Tuesday, December 08, 2015

1:

CALL TO ORDER

Reeve Dale Gervais called the meeting to order at 9:02 a.m.

PRESENT

Reeve

Deputy Reeve

Councillors

Dale Gervais Tom Burton

Dave Hay Bill Smith Dale Smith Les Urness

Roxie Rutt

ATTENDING

Chief Administrative Officer

General Manager, Corporate Services General Manager, Community Services

General Manager, Infrastructure & Planning

Communications Intern Recording Secretary Mike Haugen

Rosemary Offrey Dennis Mueller

Grant Gyurkovits Smriti Shakargaye

Lianne Kruger

ABSENT

Councillor

George Delorme

#2: AGENDA MOTION: 15.12.598. Moved by: COUNCILLOR ROXIE RUTT That the December 8, 2015 agenda be adopted as presented.

CARRIED

#3.1 REGULAR COUNCIL MEETING MINUTES

MOTION: 15.12.599. Moved by: DEPUTY REEVE TOM BURTON

That the Minutes of the Regular Council Meeting held on Tuesday, November 24, 2015 be adopted with corrections.

 Add FCSS Regular Meeting, FCSS Organizational Meeting and Valleyview Chamber of Commerce Christmas Gala to Councillor Dale Smith Members Business.

CARRIED

#3.2 BUSINESS ARISING FROM MINUTES

3.2 BUSINESS ARISING FROM MINUTES:

Deputy Reeve Tom Burton inquired on how the Greenview Vet Clinic lease renewal is progressing.

General Manager Dennis Mueller responded that administration is continuing to work on the lease agreement and will update Council to the status at the appropriate time.

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#4 PUBLIC HEARING **4.0 PUBLIC HEARINGS**

There were no Public Hearings presented.

#5

DELEGATIONS

5.0 DELEGATIONS

There were no Delegations presented.

#6 BYLAWS

6.0 BYLAWS

There were no Bylaws presented.

#7

OLD BUSINESS

7.0 OLD BUSINESS

There is no Old Business to report.

#8

NEW BUSINESS

8.0 NEW BUSINESS

8.1 INTERIM OPERATING & CAPITAL BUDGET

OPERATING &

CAPITAL BUDGET

MOTION: 15.12.600. Moved by: COUNCILLOR ROXIE RUTT

That Council adopt the 2015 Operating Budget as the 2016 Interim Operating Budget until such time as the 2016 Operating and Capital Budget is approved.

CARRIED

8.2 LEGAL OPINION REGARDING HIGHWAY 666

LEGAL OPINION

MOTION: 15.12.601. Moved by: COUNCILLOR BILL SMITH

That Council accept the legal advice regarding Highway 666 agreement

between Ledcor and Greenview as information.

CARRIED

8.3 REVIEW OF SIGN MANAGEMENT IN OTHER LOCALITIES

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SIGN MANAGEMENT

MOTION: 15.12.602. Moved by: DEPUTY REEVE TOM BURTON

That Council accept the Sign Management Strategies In Other Localities report for information as presented and direct Administration to draft a Moderate Approach Bylaw for the Municipal District of Greenview No. 16 regarding sign

management.

CARRIED

8.4 2014 & 2015 WATER RETENTION PONDS & BURROW PITS

PONDS &
BURROWN PITS

MOTION: 15.12.603. Moved by: COUNCILLOR ROXIE RUTT

That Council accept 2014 & 2015 Water Retention Ponds & Burrow Pits listing

as information.

CARRIED

AER MEETING

MOTION: 15.12.604. Moved by: REEVE DALE GERVAIS

That Council direct administration to send a letter to the Town of Fox Creek

requested to be included in the next meeting with AER.

CARRIED

Reeve Dale Gervais recessed the meeting at 10:06 a.m. Reeve Dale Gervais reconvened the meeting at 10:21 a.m.

8.5 DISPOSAL OF OLD RECYCLE BINS

RECYCLE BINS

MOTION: 15.12.605. Moved by: COUNCILLOR DALE SMITH

That Council approve the disposal / donating of obsolete recycle bins at various

Transfer Stations.

CARRIED

8.6 LITTLE SMOKY WATER DISTRIBUTION SYSTEM

LS WATER
DISTRIBUTION
SYSTEM

MOTION: 15.12.606. Moved by: REEVE DALE GERVAIS

That Council directs administration to incorporate the temporary Little Smoky Water Distribution Connection Fee of \$12,500.00 in the Schedule of Fees

Bylaw.

CARRIED

8.7 GRANDE CACHE COMMUNITY CHRISTMAS DINNER

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GC COMMUNITY CHRISTMAS DINNER

MOTION: 15.12.607. Moved by: DEPUTY REEVE TOM BURTON
That Council provides a \$5000.00 sponsorship to support the Grande Cache

Christmas Dinner from the Grande Cache Community Christmas Dinner Committee to come from the Community Services Miscellaneous Grant.

CARRIED

8.8 COMMUNITY FUTURE – 9TH ANNUAL WOMEN IN THE NORTH CONFERENCE

WOMEN IN THE NORTH CONFERNCE

MOTION: 15.12.608. Moved by: COUNCILLOR ROXIE RUTT

That Council approve Friends of WIN Sponsorship in the amount of \$500.00 to

Community Futures Peace Country for the 2016 Women in the North Conference scheduled April 13, 2016 in Peace River, Alberta, with funds to

come from the Community Service Miscellaneous Grant.

CARRIED

8.9 STATE OF AGRICULTURAL DISASTER CRITERIA

AGRICULTURAL DISASTER CRITERIA

MOTION: 15.12.609. Moved by: COUNCILLOR DALE SMITH

That Council direct Administration to forward to the Alberta Association of Municipal Districts and Counties (AAMDC) Greenview's 2015 State of

Agricultural Disaster Criteria.

CARRIED

8.10 2016 RATEPAYER BARBEQUES

RATEPAYER BBQ'S

MOTION: 15.12.610. Moved by: DEPUTY REEVE TOM BURTON Council will host the Annual Ratepayer Barbeques in June and July 2016 with funding to come from the 2016 Communications Citizen Engagement Budget. The barbeques will be held from 5:00 p.m. to 7:00 p.m. as follows:

- •in Valleyview at the Greenview Administration/Operations Buildings on June 14, 2016
- •in Grande Cache at Eagle's Nest Hall on June 21, 2016
- in Grovedale at the Grovedale Community Hall Building on July 19, 2016
- •in DeBolt at the new Community Services Building on July 26, 2016.

CARRIED

8.11 2016 GREENVIEW GOLF TOURNAMENT

GREENVIEW GOLF TOURNAMENT

MOTION: 15.12.611. Moved by: COUNCILLOR ROXIE RUTT

That Council host the 2016 Greenview Memorial Golf Tournament at Grande Cache Golf & Country Club on Wednesday June 22, 2016 with fundraising

proceeds to be donated to the Grande Cache Food Bank.

CARRIED

2016 CHRISTMAS STATUTORY HOLIDAYS & OFFICE CLOSURE

2016 CHRISTMAS HOLIDAY MOTION: 15.12.612. Moved by: COUNCILLOR DALE SMITH

That Council approve Wednesday December 28, 2016 as the 2016 Staff

Christmas Floater Holiday with all Greenview Offices being closed.

CARRIED

NEW YEARS HOLIDAYS

MOTION: 15.12.613. Moved by: COUNCILLOR ROXIE RUTT

That Council approve Friday December 30, 2016 as the statutory holiday in lieu

of January 1, 2017 with all Greenview Offices being closed.

CARRIED

CLOSING GREENVIEW OFFICES

MOTION: 15.12.614. Moved by: DEPUTY REEVE TOM BURTON

That Council approve closing all Greenview Offices on Thursday December 29,

2016 to the public.

CARRIED

Councillor Dale Smith vacated the meeting at 11:31 a.m.

8.13 ALBERTA'S CONTINUED SUPPORT OF THE FOREST INDUSTRY

FOREST INDUSTRY

MOTION: 15.12.615. Moved by: REEVE DALE GERVAIS

That Council direct administration to prepare correspondence and forward to the Alberta Ministers and MLAs requesting that the Alberta Government

continue to support the Forest Industry.

Councillor Dale Smith re-entered the meeting at 11:33 a.m.

Councillor Roxie Rutt vacated the meeting at 11:34 a.m. Councillor Roxie Rutt re-entered the meeting at 11:35 a.m.

CARRIED

8.14 CAO / MANAGERS' REPORT

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MANAGERS' REPORT

MOTION: 15.12.616. Moved by: COUNCILLOR DALE SMITH

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

CARRIED

Reeve Dale Gervais recessed the meeting at 12:03 p.m. Reeve Dale Gervais reconvened the meeting at 1:06 p.m.

#9 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 BILL SMITH

Attended the Agricultural Services Board Meeting
Attended the Peace Country Forage Association Meeting
Attended the Operational Budget Presentations
Attended the Grovedale Community Club Meeting

COUNCILLOR ROXIE RUTT

Attended the FCSS Conference

Attended the Peace Library System Meeting

Attended the Greenview Christmas Party

Attended the Operational Budget Presentations

Attended the Alberta Care Joint Meeting

Attended the Northern Lake College Community Education Committee Meeting

COUNCILLOR DALE SMITH

Attended the FCSS Conference

Attended the Operational Budget Presentations

Attended a Bill 6 Information Meeting

Attended the Greenview Christmas Party

DEPUTY REEVE TOM BURTON

Attended the DeBolt Library Board Meeting

Attended the Greenview Christmas Party

Attended the Operational Budget Presentations

Attended the Joint Town of Valleyview, Sturgeon Lake Cree Nation and

Greenview Meeting

Attended the Canada Cup Opening Ceremonies

COUNCILLOR DAVE HAY

Attended the Capital Budget Presentations

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Attended the Operational Budget Presentations
Attended the Alberta Association of Municipal Districts & Counties (AAMDC)
Fall Convention
Attended the Heart River Housing Meeting
Attended Grande Spirit Meeting

COUNCILLOR LES URNESS

Attended the Greenview Christmas party
Attended the Operational Budget Presentations
Attended a Bill 6 Information Session
Attended the Joint Town of Valleyview, Sturgeon Lake Cree Nation and
Greenview Meeting

COUNCILLOR GEORGE DELORME

Not in attendance.

9.1 REEVE'S REPORT:

REEVE DALE GERVAIS

Attended the Joint Town of Valleyview, Sturgeon Lake Cree Nation and Greenview Meeting
Attended the Grande Prairie Chamber of Commerce Coffee Break
Attended the Greenview Staff Christmas Party
Attended the Operational Budget Presentation

Attended the Operational Budget Presentation Attended the Canada Cup Opening Ceremonies

MOTION: 15.12.617. Moved by: COUNCILLOR DALE SMITH

That Council direct administration to provide a letter of support to the Premier regarding delaying third reading of Bill 6.

CARRIED

#10 CORRESPONDENCE

10.0 CORRESPONDENCE

MOTION: 15.12.618. Moved by: DEPUTY REEVE TOM BURTON That Council accept for information the correspondence presented.

CARRIED

#11 IN CAMERA

11.0 IN CAMERA

December 08, 2015

IN CAMERA

MOTION: 15.12.619. Moved by: COUNCILLOR DALE SMITH

That the meeting go to In-Camera, at 1:30 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

11.1 INFORMATION THAT IS OR WILL BE AVAILABLE TO THE PUBLIC

(FOIPP; Section 29;1) (Verbal)

OUT OF CAMERA

MOTION: 15.12.620. Moved by: COUNCILLOR ROXIE RUTT

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

meeting come Out of Camera at 1:45 p.m.

CARRIED

#12 ADJOURNMENT

12.0 ADJOURNMENT

MOTION: 15.12.621. Moved by: COUNCILLOR ROXIE RUTT

That this meeting adjourn at 1:46 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER	REEVE



REQUEST FOR DECISION

SUBJECT: Heart River Housing – Fox Creek Affordable Housing Project

File Number, Legal or N/A.

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION MEETING DATE: January 12, 2016 CAO: MH MANAGER: INT DEPARTMENT: CAO SERVICES GM: INT PRESENTER: INT

LEGAL/ POLICY REVIEW: INT

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) - N/A

FILE NO./LEGAL:

STRATEGIC PLAN:

Council Bylaw / Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council accept for information the presentation from Heart River Housing regarding the Fox Creek Affordable Housing Project.

BACKGROUND / PROPOSAL:

To address the need for affordable housing in the region, Heart River Housing is proposing to build a 40 unit mixed use apartment building complex on land donated by the Town of Fox Creek. This is a multi-phase project consisting of four phases over twenty years.

Heart River Housing is looking to confirm a firm commitment from both the Town of Fox Creek and the MD of Greenview as to project support and funding.

OPTIONS - BENEFITS / DISADVANTAGES:

Options - N/A

Benefits - N/A

Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

This project has not been included in budget and would need to be funded through reserves or future budgets.

ATTACHMENT(S):

• Fox Creek Affordable Housing Proposal

Heart River Housing



FOX CREEK AFFORDABLE HOUSING



PROPOSAL TO:

ALBERTA SENIORS
HOUSING DIVISION

3RD FLOOR, 44 CAPITAL BOULEVARD
10044 - 108TH STREET
EDMONTON, AB T5J 5E6

JANUARY 2015

EXECUTIVE SUMMARY

The Town of Fox Creek is located strategically along Highway 43 in close proximity to Alberta's resource-rich northwest. The oil, gas and forestry industries depend on the Town for homes, schools, shopping, recreation, entertainment and services. While the 2011 census pegged the population of Fox Creek at 1969, this number has been known to swell up to 10,000 people when the "shadow population" is counted during times of peak employment. Many workers have no choice but to reside in work camps as they are unable to find long term residences in the area. Families are unable to live together because of the lack of affordable housing in the area.

Heart River Housing (HRH) is a non-profit Society and it was established as a Management Body under the Alberta Housing Act. On behalf of eleven (11) municipalities, HRH administers and operates 980 housing units, built and/or owned by the Government of Alberta. There are 1400 individuals living in these units. The Management Body employs 100 full and part-time staff with its headquarters in High Prairie and regional offices in Fox Creek, Valleyview and Falher. In addition HRH has contracted corporate services for Ridgevalley, Valleyview and Slave Lake

Many of the current clients of HRH are living in social housing, when in fact they would be able to move into market affordable housing, if there was more of this type of accommodation available in this area. The situation has become even more difficult for families in need of housing since HRH can access additional rent supplement funding from the Provincial Government but is unable to find rent space available. Young professional families are even finding it difficult to accumulate enough savings for a down payment on a starter home.

The Province currently owns three (3) duplexes and six (6) single-detached houses in Fox Creek of which all the houses have Canadian Mortgage and Housing Corporation (CMHC) Agreements, two (2) expired in 2014 and the other four (4) will expire in 2017.

To address the unmet need for affordable housing in this region, HRH is proposing to build a 40 unit mixed-use apartment building on land to be donated by the Town of Fox Creek. This being a multi-phase project, Phase 1 would consist of 29 housing units. In addition to the ongoing support of the HRH member

municipalities, the MD of Greenview and the Town of Fox Creek have pledged financial support for this Project, in conjunction with private and corporate funders.

Phase 1 of this project is estimated to cost \$9.2 million of which \$3 million has already been earmarked from funders. HRH is requesting a \$6.2 million contribution from the Provincial Ministry of Seniors, Housing Division's Affordable Housing Program for this project.

The partners, the land, the servicing, the operational and local supports are prepared to begin construction on this project by August 2016 pending provincial contribution and support.

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PROPOSAL

WHO IS HEART RIVER HOUSING?

Heart River Housing (HRH) is a Management Body established by a Ministerial Order under the Alberta Housing Act. HRH represents eleven (11) municipalities in Northern Alberta and provides 626 units of housing that are accessible to low or moderate income households.

Together, the 11 member Board of Directors (see Appendix 1) and 70 dedicated staff, administer, and maintain 470 units of non-market housing throughout a 38,000 square kilometer region. This geographical region is diverse, vibrant and rich in natural resources that help to fuel the economic engines of Alberta and Canada. HRH administers seniors and social housing on behalf of the following municipalities:

- Big Lakes County
- Village of Donnelly
- Town of Falher
- ❖ Town of Fox Creek
- Village of Girouxville
- M.D. of Greenview
- Town of High Prairie
- ❖ Town of McLennan
- M.D. of Smoky River
- Northern Sunrise County
- Town of Valleyview

The Head Office for HRH is located in High Prairie, with Regional Offices in Falher, Fox Creek and Valleyview.

HRH makes housing available for approximately 900 individuals in 3 seniors lodges (169 beds); 12 seniors self-contained apartment complexes (130 units); subsidized family housing units (149), HRH owned affordable housing units in Fox Creek and High Prairie area (47 units), two projects contract-managed in Valleyview (8 units) and rent supplement programs in 135 privately-owned units.

WHAT IS THE CURRENT NEED?

In the Town of Fox Creek, HRH owns and manages 10 seniors self-contained apartments. These units provide safe, affordable housing for independent seniors with modest incomes. Vacancy rates are low and the current wait list time is estimated at 6 to 12 months. There are 8 applicants on the wait list as of December, 2014.

In Fox Creek, HRH manages 6 provincially owned single family homes of which two (2) have CMHC Agreements that expired in 2014; the remaining 4 expire in 2017 and 3 provincially-owned duplex units. There are also 4 rent supplement units in Fox Creek.

The current occupants of social housing in Fox Creek are predominantly single parent families with one or two children. These families, with only a few exceptions, could be housed in 2 bedroom apartment-style units; however, due to the shortage of affordable rentals in the area, these families are residing in 3 bedroom houses with full basements and large yards.

Based on community information, the vacancy rate for market housing in Fox Creek is 0%. A 2 bedroom apartment that rented for \$650.00 per month in 2011 now costs \$1050.00 per month. The shortage of affordable rentals has placed a heavier financial burden on the low and modest income families, as well as young families and newcomers to the area. This coupled with the shortage of 1 or 2 bedroom apartments has created a critical affordable housing shortage in the area. The increase in economic activity in Northern Alberta, while increasing employment opportunities, has also contributed to the affordable housing shortage. Some employers are assisting their workers by providing work camps or temporary housing. However, families generally have to locate elsewhere to find suitable accommodations. The social effects from families being separated and stressed may contribute to family dysfunction and an increase in the need for community and protection services.

The target group for this proposal is the low to moderate income families already living and/or working in the area. There are categories of new professionals who fall into this target group. Families with one income or new professionals often find that they are kept out of the housing market because of their relatively low family income.

Table 1 shows the amount of family income required to rent a 2 bedroom unit in 3 different types of housing accommodations.

	MARKET	AFFORDABLE	SOCIAL
Monthly Income	\$3,000	\$2,350	\$1,500
30% of income	\$900	\$720	\$450

Table 1 Family Income by Housing Type

WHAT DOES HRH PROPOSE TO DO?

HRH would like to address the shortage of affordable family housing by building a 40 unit multi-phase mixed use housing apartment building with commercial units on the ground floor. Phase 1 would consist of 29 units.

Not only does a mixed residential/commercial building provide a more effective financial proposition, but it also provides a more stable and safe living arrangement for the residents. HRH can be more flexible and adapt its provision of affordable and social housing better to the evolving needs of the community.

HRH proposes to build **29** housing units, comprised of the following:

9,000 square feet of commercial ground floor space;

10 - 2 and 3 bedroom units at market rent;

10 – 1, 2 and 3 bedroom units at affordable rents (at least 20%) below market rent; 50% targeted to seniors.

9 – 1 and 2 bedroom units of social housing (maximum rent of 30% of income)

WHAT ARE THE FACTORS FOR SUCCESS?

Partnerships are essential in the short term to get a project built and to operate it over the long term. HRH has been in existence since 1962 and benefits from having an existing, positive relationship with its 11 member municipalities. It has a successful funding and operational partnership with the Province of Alberta. The Town of Fox Creek has agreed to donate the land and funding of \$1 million to this project. In addition, the Municipality is prepared to assist with community consultations, servicing, and general knowledge of the area and construction requirements.

The M.D. of Greenview will contribute project funding of \$2.5 million, as well as their expertise, as required.

Private industry will contribute up to \$300,000 along with their input and support. HRH itself will allocate \$200,000 towards this project.

HRH is financially stable as seen in its recent audits filed with the Ministry of Seniors, Housing Division. It has demonstrated that it can be an excellent and efficient provider of safe, affordable and appropriate housing as is shown in its current Business Plan.

Support comes from many sectors including the residents, the local MLA and the businesses in the area. This project would increase the commercial space available in close proximity to the local hospital. There will be opportunities for additional professional offices and services to be located in a convenient area for residents.

HOW WILL SUCCESS BE MEASURED?

The goals for this project fall into two broad categories of effectiveness and efficiencies. HRH intends to monitor the results of this project and incorporate the lessons learned into all of its operations.

Goal #1: EFFECTIVENESS – APPROPRIATE AND AFFORDABLE HOUSING IS AVAILABLE IN FOX CREEK TO MEET THE NEEDS OF AREA RESIDENTS

This will be demonstrated by increases in:

- Quality living spaces for those in need
- Family health and social well-being
- New professionals (e.g. teachers, RCMP, etc.) able to live in same community as employment
- New businesses attracted and retained in this area, existing business are located near the hospital.

Goal #2: EFFICIENCIES - RESOURCES AND PARTNERSHIPS ARE LEVERAGED FOR THE MAXIMUM BENEFIT OF THE COMMUNITY

This will be demonstrated by increases in:

- Social housing units of appropriate size for single families
- Self-reliance of individuals and less reliance on government supports
- Stable, long-term employer-employee relationships
- Economic diversity and development in the area
- Families paying affordable rents (30% of their income)

CAPITAL BUDGET

The estimated construction cost of a three story, 40 unit mixed residential and commercial building in the Town of Fox Creek, including land and servicing, is \$9.2 million. Capital budget breakdown, site plans and architect drawings will follow in mid February. The 1, 2 and 3 bedroom suites would range in size from 750 to 850 square feet.

PROPOSED CAPITAL PROJECT CONTRIBUTIONS						
Town of Fox Creek M.D. of Greenview	\$2,500,000					
Private Sector	\$300,000					
Heart River Housing	\$200,000					
Province of Alberta Affordable Housing Program	\$6,200,000					
TOTAL REVENUE	\$9,200,000					

Table 2 Proposed Capital Project Contributions

PROJECTED OPERATING COSTS

The following assumptions have been made to estimate the operating budgets for this project:

A. Revenue Projections

- Revenues to increase from .05% to 2% depending on source
- Rent estimated at 2% vacancy rate / 80 % full first year
- Rent includes water / sewer /gas
- Utility recovery only includes power at \$50/month
- Rent supplement revenue only shown as a potential source of revenue
- Commercial space rented at \$1.20/sq. foot/75% full first year

B. Expenditure Projections

- Operating & administration costs are combined
- 2.5% increase in costs anticipated each year
- Taxes are based on community information
- Maintenance is estimated at \$120/month/unit
- Capital maintenance reserves calculated at \$20/month/unit

Additional Notes:

Commercial common areas are costs that need to be negotiated with tenants for property maintenance this cost is included in the rent. The intention is to collect these costs from the business operators.

Table 3 below shows how rents have been calculated based on the size of the unit and the type of accommodation.

CALCULATION OF REVENUE and MONTHLY RENTAL RATES

	MARKET UNITS	(23% of project units)				
# of Units Monthly Rent Total						
1 Bedroom	0	\$750	\$0			
2 Bedroom	9	\$900	\$8,100			
3 Bedroom	1	\$1,000	\$1,000			
Totals	10		\$9,100			

AFFORDABLE UNITS (50% of project units)							
	# of Units	Monthly Rent	Total Rent				
1 Bedroom	1	\$600	\$600				
2 Bedroom	8	\$720	\$5,760				
3 Bedroom	1	\$800	\$800				
Totals	20		\$7,160				

SOCIAL HOUSING UNITS (28% of project units)							
# of Units Monthly Rent Total Rent							
1 Bedroom	1	\$375	\$375				
2 Bedroom	8	\$450	\$3,600				
3 Bedroom	0	\$500	\$0				
Totals	9		\$3,975				

COMMERCIAL SPACE						
Square Footage	\$/sq. foot/month	Total				
9,000	\$1.20	\$10,800				
Yearly Total		\$129,600				

Table 3 Calculation of Rental Rates

Table 4 below demonstrates clearly that even with a conservative estimate of revenue and expenses, there would be insufficient cash flow to service a long term debt for the construction of these buildings. The estimated cost per year to borrow \$3,500,000 based on Alberta Lending and Capital Authority average 3 year lending rate of 1.6% and a 25 year amortization period with principal and interest included would be \$169,848 per year.

	ANNUAL REVENUE PROJECTIONS									
	2016	2017	2018	2019	2020	2021	% increase			
Residential Rent	264,336	323,812	325,431	327,058	328,694	330.337	0.5%			
Commercial Rent	80,000	127,008	128,278	129,561	130,856	132,165	1%			
Utility Recovery	24,000	24,480	24,970	25,469	25,978	26,498	2%			
Vacancy Allowance	-5,287	-5,392	-5,500	-5,610	-5,722	-5,836	2%			
	\$363,049	\$469,908	\$473,179	\$476,478	\$479,806	\$483,163				

ANNUAL EXPENSE PROJECTIONS							
Taxes	120,000	123,600	126,075	129,227	132,458	135,769	2.5%
Maintenance	72,000	73,800	75,645	77,536	79,475	81,461	2.5%
Utilities	110,400	113,160	115,989	118,889	121,861	124,907	2.5%
Commercial Costs	21,600	22,140	22,694	23,261	23,843	24,439	2.5%
Admin & Operating	91,200	93,480	95,817	98,212	100,668	103,184	2.5%
Capital Reserves	14,400	14,760	15,129	15,507	15,895	16,292	2.5%
	429,600	440,340	451,349	462,633	474,199	486,054	
Surplus/ -Deficit	-66,551	29,568	21,830	13,846	5,608	-2,890	

POTENTIAL RENT SUPPLEMENT ADDITIONAL REVENUE										
11 units at \$250/month	33,000	33,165	33,331	33,497	33,665	33,833	0.5%			
Surplus/Deficit	Surplus/Deficit -33,551 62,733 55,161 47,343 39,273 30,943									

Table 4 Revenue and Expense Projections

SUMMARY AND CONCLUSIONS

Heart River Housing (HRH) is in an excellent position to manage an affordable housing project throughout the planning, building, and operating stages. HRH has the capacity to leverage its existing infrastructure and excellent relationships to increase and improve the accommodation choices for individuals and families, especially seniors and families with low incomes.

By choosing to seek funding for a mixed use residential/commercial building, HRH is demonstrating its flexibility and creativity. The Management Body is future-oriented and proactive. It is seeking to build on its own foundation and leverage the many resources currently found within the people and the vast geographical area that it serves.

The need for affordable and appropriately-sized housing units continues to grow and it has become a major issue for employers and their workers in northern Alberta. To have families separated for weeks at a time due to the unavailability of long term housing is a problem that this Management Body seeks to solve.

This proposal asks for a fair contribution to the capital costs of \$4.5 million from the Alberta Affordable Housing Program, HRH will work with the other partners to insure the contributions of \$4 million are in place. Cost projections validate that without provincial funding, HRH cannot afford to build these units. However, HRH is willing and able to plan, build and operate these units for years to come at no cost to the municipalities or province.

HRH has targeted this as one of our major goals in our 2016-2020 business plans and has engaged the services of an architect to complete a Needs Analyses of this project; the information will include preliminary drawings of the building, site plan, architectural drawing, bylaw and zoning review, site servicing requirements. HRH appreciates this opportunity to put this proposal forward, this information plus letters of support will follow in mid February 2016. HRH would be pleased to provide further information when it is required.

REFERENCES

 $Heart\ River\ Housing\ website: \underline{www.heartriverhousing.com}$

Alberta Seniors website: www.seniors.alberta.ca
Statistics Canada website: www.statcan.gc.ca

APPENDIX 1. LIST OF CURRENT BOARD MEMBERS

Board Me	mber	Municipality
Chair:	Donna Buchinski	Town of Falher
Vice Chair:	Brian Panasiuk	Town of High Prairie
Directors:	Myrna Lanctot	Village of Donnelly
	Frank Sutherland	Big Lakes County
	Dwayne Stout	Town of McLennan
	Raoul Johnson	M.D. of Smoky River
	Carmen Ewing	Village of Girouxville
	Jim Joelson	Town of Valleyview
	Dave Hay	M.D. of Greenview #16
	Marie Dyck	Northern Sunrise County
	Jim Ahn	Town of Fox Creek



REQUEST FOR DECISION

SUBJECT: Bylaw 15-758 / NE-20-70-24-W5

REGULAR COUNCIL MEETING SUBMISSION TO: REVIEWED AND APPROVED FOR SUBMISSION

CAO: MEETING DATE: January 12, 2016 MΗ MANAGER: SAR GM: INT PRESENTER: LD

INFRASTRUCTURE & PLANNING/PLANNING & DEPARTMENT:

DEVELOPMENT

FILE NO./LEGAL: A15-013 / NE-20-70-24-W5 LEGAL/ POLICY REVIEW: INT

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, Division 12, Bylaws, Regulations, Planning Bylaws 692 (1) - (9). In accordance with Section 692 of the Municipal Government Act (MGA), prior to giving Second Reading to a Bylaw, Council must hold a Public Hearing. Section 606 of MGA outlines the requirements for advertising, stating that Notice of the Bylaw must be published at least once a week for two consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw relates and at least five days prior to the meeting, or mailed or delivered to every residence in the area to which the proposed Bylaw is to be held.

Council Bylaw / Policy – MD of Greenview No. 16 Land Use Bylaw 03-396: Section 8, Amending this Bylaw; 8.1, Contents of Amendment Application; and 8.2, The Amendment Process. – Municipal Development Plan Bylaw No. 03-397: Section 1.2, Goals of the Plan; 3, Agriculture.

Section 3, Agriculture - The preservation and promotion of the agricultural land base are major goals of this Plan. This involves limiting the types of non-agricultural activities allowed on better agricultural land.

Section 3.1, Objectives – (a) to minimize the loss of better agricultural land to non-agricultural uses; (b) to encourage development of the agricultural community and promote the rights of farmers to continue normal agricultural operations; and (c) promote the construction of agriculture operations in a sustainable manner.

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 15-758, to re-designate the portion of NE-20-70-24-W5 located north of Highway 43 from Rural Commercial (RC) District to Agriculture (A) District, as per attached Schedule 'E'.

MOTION: That Council give Third Reading to Bylaw No. 15-758, to re-designate the portion of NE-20-70-24-W5 located north of Highway 43 from Rural Commercial (RC) District to Agriculture (A) District, as per attached Schedule 'E'.

BACKGROUND / PROPOSAL:

The application was received from JAR Rentals Corp. (Robert and Kelly Cloutier), the owners of the portion of NE-20-70-24-W5 located north of Hwy 43, which parcel is located west of Valleyview in the Sturgeon Lake South area, Ward 7. They propose to rezone the vacant 39.77 hectares (98.27 acres) from Rural Commercial (RC) District to Agriculture (A) District as per the attached Schedule 'A'. Upon re-designation to Agriculture (A) District, Map 199 would be deleted.

The previous landowner rezoned the parcel to Rural Commercial (RC) District to allow for development of "Cloud 9' campground, which never occurred. The Cloutiers purchased the land approximately one year ago and now wish to locate a cabin on the property.

Referral comments received from Alberta Transportation, ATCO Electric and East Smoky Gas Co-op all indicated they had no concerns with the proposed rezoning.

OPTIONS - BENEFITS / DISADVANTAGES:

Option – 1. That Council consider the information from the Public Hearing and grant Second and Third Readings to Bylaw No. 15-758.

Option - 2. That Council Table Bylaw No. 15-758, for further discussion or information.

Option - 3. That Council consider the information from the Public Hearing and defeat Second Reading to Bylaw No. 15-758.

Benefits – The benefit is that it promotes and preserves the agricultural land base of the municipality.

Disadvantages – The disadvantage is that commercial development will no longer be allowed unless the land is rezoned in the future.

COSTS / SOURCE OF FUNDING:

The application has been endorsed by the landowner(s), and the applicable fees have been received on Receipt Number 212346.

ATTACHMENT(S):

- Schedule 'A' Application & Sketch
- Schedule 'B' Location Map
- Schedule 'C' Farmland Report and Map
- Schedule 'D' Referral Responses
- Schedule 'E' Bylaw 15-758

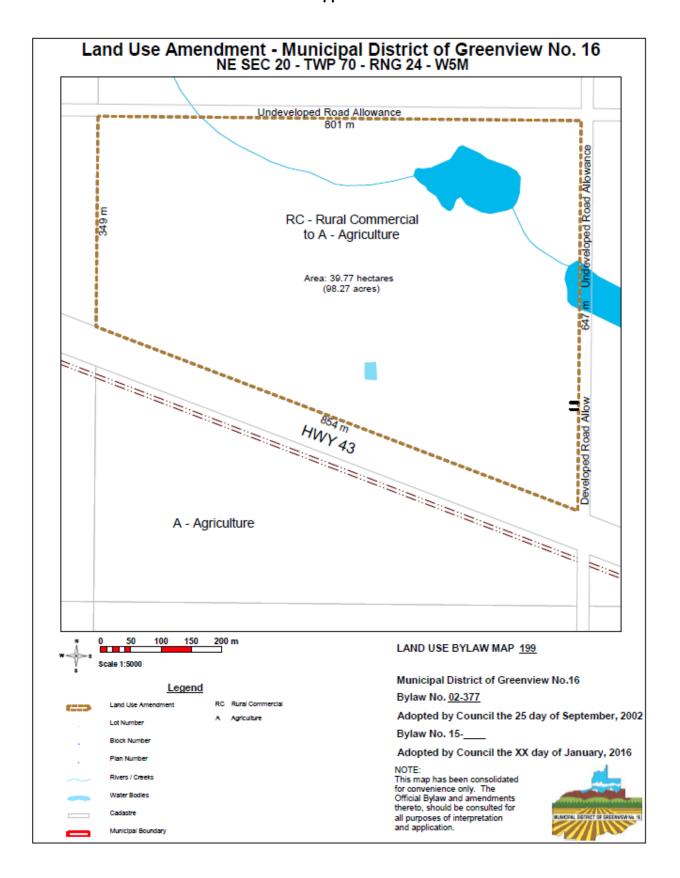


MUNICIPAL DISTRICT OF GREENVIEW No. 16

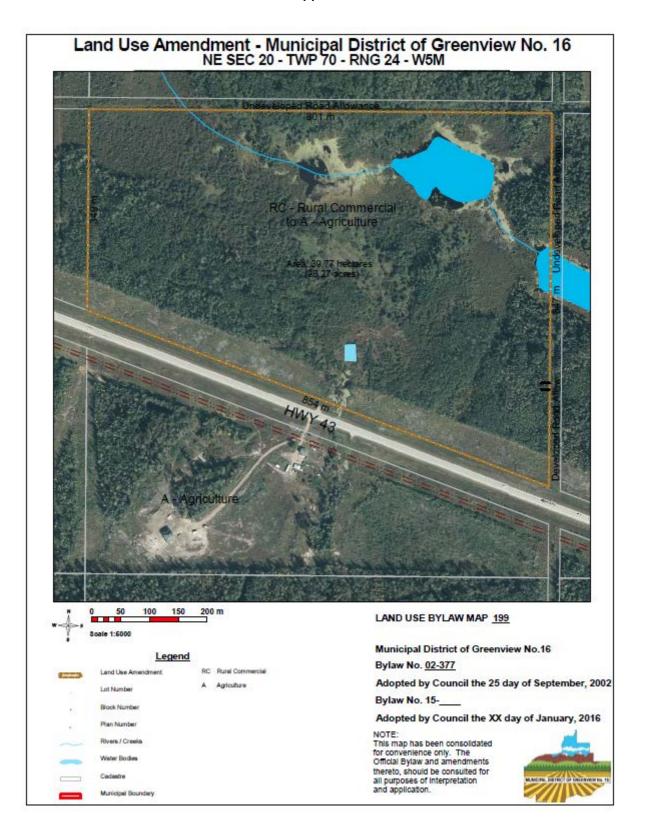
Schedule 'A' - Application and Sketch

1	TARRIGATION FORMS	FOR ADMINISTRATIVE USE LUB MAR NO. BYLAW NO.
	F APPLICATION – FORM A	199
The state of the s	rict of Greenview 179, Valleyview AB TOH 3NO	APPLICATION NO.
	4307 Toll Free 1.866.524.7608	RECEIPT NO. 212346
www.mdgre	eenview.ab.ca	ROLL NO. 38496
		RFLA RATING N/A
		plete if Different from Applicant
NAME OF APPLICANT(S) ROBERT & Kelly Cloudier	NAME OF REGISTERED LANDOWNER(S	5)
ADDRESS 93.59 - 70 aue ·	ADDRESS 9359-70 auc	
	-	2/2
POSTAL CODE TELEPHONE (Res.) (Bus.)	POSTAL CODE TELEPHONE	
78 V - 678 780 822 0650	T8V-6T8 780-83	
780-832-9550	10 0 10 100.83	2-9550
egal description of the land affected by the proposed an		1
QTR./L.S. SEC TWP. RG. M. NE 20 70 24 W.5.M.	OR REGISTRATION PLAN NO.	BLOCK LOT
and Use Classification for Amendment Proposed:	COFT. 142	328 130
FROM: Rural Commercial	TO: Agriculture	
easons Supporting Proposed Amendment:		
		ng.
hysical Characteristics: Describe Topography, Pasture land with Vegetation	on: Trees 4 grasses.	Soil: Rich black soil
Describe Topography: Pasture land with Vegetation		Soil: Rich black soil
Describe Topography: Pasture land with Vegetation Natural Creek land with Vegetation Vater Services: Existing Source: NONE		Soil: Rich black soil
Describe Topography: Pasture land with Vegetation Nature Services: Existing Source: NONE ewage Services:	Proposed Water Source: 1000	Soil: Rich black soil.
Vegetation Describe Topography: Pasture land with Vegetation Veget	Proposed Water Source: 1000	Soil: Rich black soil
Vegetation Describe Topography: Pasture land with Vegetation Veget	Proposed Water Source: 1000 Proposed Disposal: Self corre	Soil: Rich black soil. Digal tank. Lained 2000 gal tonk.
Vegetation Describe Topography: Pasture land with Vegetation Veget	Proposed Water Source: 1000 Proposed Disposal: Self corre	Soil: Rich black soil. Digal tank. Lained 2000 gal tank. MUNICIPAL DISTRICT OF GREENVIEW No. 16
Vegetation Describe Topography: Pasture land with Vegetation Veget	Proposed Water Source: 1000 Proposed Disposal: Self corre	Soil: Rich black soil. Digal tank. Lained 2000 gal tonk.
Vegetation Describe Topography: Pasture land with Vegetation Vater Services: Existing Source: NONE peroach(s) Information: Existing: 2 private entrances I/We have enclosed the required Application Fee of \$800.00	Proposed Water Source: 1000 Proposed Disposal: Self corre	Soil: Rich black soil. Digal tank. Lained 2000 gal tank. MUNICIPAL DISTRICT OF GREENVIEW No. 16
Vegetation Describe Topography: Pasture land with Vegetation Vater Services: Existing Source: NONE ewage Services: Existing Disposal: NONE pproach(s) Information: Existing: 2 private entrances I / We have enclosed the required Application Fee of \$ 800.00 Date: Sept ///5 Applican	Proposed Water Source: 1000 Proposed Disposal: Self corre Proposed: Proposed: All Laborations The Many Characteristics	Soil: Rich black soil. Digal tank. Digal tank. MUNICIPAL DISTRICT OF GREENVIEW No. 16 RECEIVED SEP 02 2015
Vegetation Describe Topography: Pasture land with Vegetation Vater Services: Existing Source: NONE ewage Services: Existing Disposal: NONE pproach(s) Information: Existing: 2 private entrances I / We have enclosed the required Application Fee of \$ 800.00 Date: Sept ///5 Applican	Proposed Water Source: 1000 Proposed Disposal: Self corre Proposed: Proposed: All Laborations The Many Characteristics	Soil: Rich black soil O gal tank. Lained 2000 gal tank. MUNICIPAL DISTRICT P GREENVIEW No. 16 RECEIVED SEP 02 2015
Vegetation Describe Topography: Pasture land with Vegetation Vater Services: Existing Source: NONE ewage Services: Existing Disposal: NONE pproach(s) Information: Existing: 2 private entrances I / We have enclosed the required Application Fee of \$ 800.00 Date: Sept ///5 Applican	Proposed Water Source: 1000 Proposed Disposal: 5elf corre Proposed:	Soil: Rich black soil O gal tank. Lained 2000 gal tank. MUNICIPAL DISTRICT P GREENVIEW No. 16 RECEIVED SEP 02 2015
Date: Register Describe Topography; Pasture land with Vegetation Vater Services: Existing Source:	Proposed Water Source: 1000 Proposed Disposal: Self corre Proposed: Proposed: Authority Characteristics red Landowner(s): Mile United	Soil: Rich black soil. Digal tank. Cained 2000 gal tank. MUNICIPAL DISTRICT F GREENVIEW No. 16 RECEIVED SEP 0 2 2015 VALLEYVIEW
Date: Applicar NOTE: Registers NOTE: Registers	Proposed Water Source: 1000 Proposed Disposal: Self corre Proposed: Proposed: Attley Characteristics Attley Characteristics and Landowner(s): Attley Characteristics and Landowner(s) Signatures required	Soil: Rich black soil Digal tank. Carned 2000 gal tank. MUNICIPAL DISTRICT OF GREENVIEW No. 16 RECEIVED SEP 0 2 2015 VALLEYVIEW If different from Applicant.
Date: Register Describe Topography; Pasture land with Vegetation Vater Services: Existing Source:	Proposed Water Source: 1000 Proposed Disposal: Self corre Proposed: Proposed: At the Characteristic and	Soil: Rich black soil. Digal tank. WUNICIPAL DISTRICT OF GREENVIEW No. 16 RECEIVED SEP 0 2 2015 VALLEYVIEW if different from Applicant. ith Section 33 of the Freedom of
Date: Register Any personal information that the Municipal District of Greenview Information and Protection of Privacy Act. The information collected is the Municipality, in particular for the purpose of our Development protection.	Proposed Water Source: 1000 Proposed Disposal: Self corre Proposed: Proposed: Attack Characteristics Proposed: Atta	Soil: Rich black soil O gal tank. MUNICIPAL DISTRICT P GREENVIEW No. 16 RECEIVED SEP 0 2 2015 VALLEYVIEW if different from Applicant. with Section 33 of the Freedom of an operating program or activity of the collection please contact the

Schedule 'A' - Application and Sketch



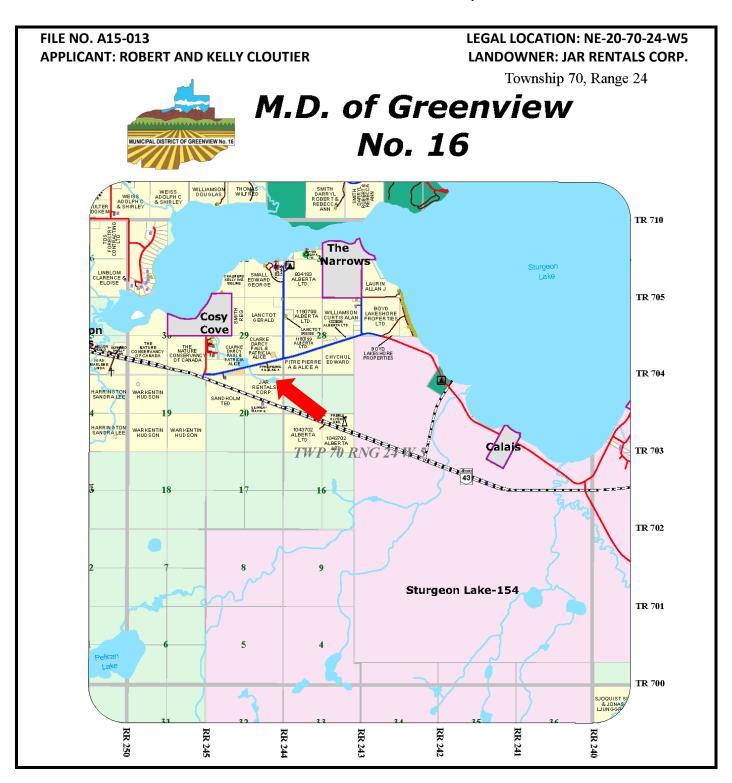
Schedule 'A' - Application and Sketch



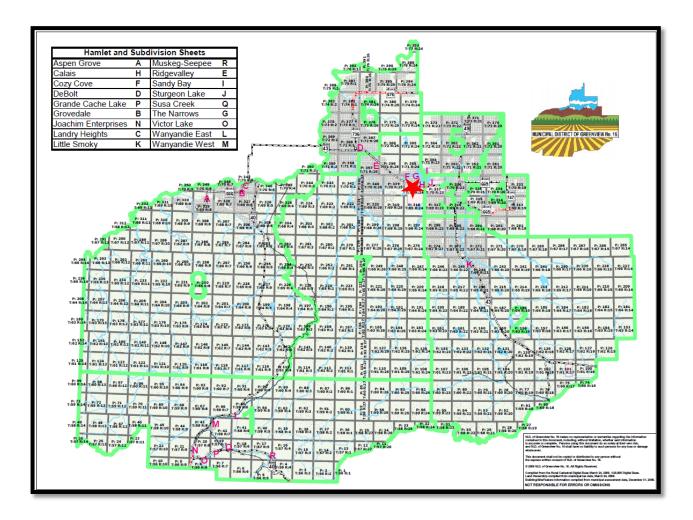


MUNICIPAL DISTRICT OF GREENVIEW No. 16

Schedule 'B' - Owner Location Map



Schedule 'B' - Owner Location Map





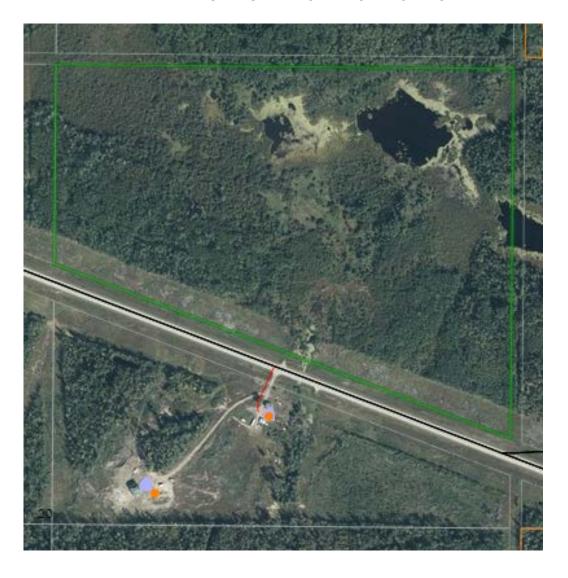
MUNICIPAL DISTRICT OF GREENVIEW No. 16

Schedule 'C' - Farmland Report and Map

PROPOSED LAND USE AMENDMENT

FILE NO. A15-013 LEGAL LOCATION: NE-20-70-24-5 APPLICANT: ROBERT AND KELLY CLOUTIER LANDOWNER: JAR RENTALS CORP.

FARMLAND REPORT NOT APPLICABLE FOR THIS PARCEL





MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Schedule D' – Referral Responses



Room 1401, 10320 - 99 St Grande Prairie, AB T8V 6J4 Phone: (780) 538-5310 Fax: (780) 538-5384

Our Ref: 70-24-5

September 29, 2015

Municipal District of Greenview No. 16 Box 1079, 4806 – 36 Ave Valleyview, Alberta T0H 3N0

Proposed Land Use Amendment Rural Commercial to Agriculture A portion of the NE 20-70-24-W5M Highway 43, west of Valleyview Cloutier

File: A15-013

Thank you for referring the proposed land use amendment to Alberta Transportation for review and comment.

Alberta Transportation has no particular concerns with the proposed Land Use Amendment Rural Commercial to Agricultural (RC to A).

Yours truly,

Gerry Benoit

Development and Planning Technologist

Schedule 'D' - Referral Responses

From: <u>LandInquiries@atcoelectric.com</u>

To: <u>Jenny Cornelsen</u>

 Subject:
 AEL2015-1228 - A15-013 JAR Rentals

 Date:
 September 28, 2015 8:08:15 AM

Good Morning Jenny,

ATCO Electric has no comments or concerns with this application.

Thank you.

Rita Klasson

Land Administrator|Land Administration

ATCO Electric | Distribution | Land Management

18th Floor CWB ¦10303 Jasper Avenue, Edmonton, AB T5J 5C3

Phone: (780) 508-4688 Mailing Address:

ATCO Electric Ltd. 10035 - 105 Street, Edmonton, AB T5J 2V6

Attn: Rita Klasson - 18CWB

From: Gary Couch
To: Jenny Cornelsen

 Subject:
 RE: A15-013 JAR Rentals

 Date:
 September 28, 2015 9:56:44 AM

Good Morning,

I have no concerns with this application

Thanks

Gary Couch

Manager, Environmental Services

Schedule 'D' - Referral Responses

09-30 00:12 EASTSMOKYGASCOOP 1780957254 >> 780 524-4307 P 1/1 MUNICIPAL DISTRICT OF GREENVIEW No. 16 **NOTICE TO REFERRAL AGENCIES** Faxed: September 25, 2015 File No.: A15-013 **Legal Description:** NE-20-70-24-W5 Applicant: ROBERT AND KELLY CLOUTIER PROPOSED LAND USE AMENDMENT: Rural Commercial - RC to Agriculture - A Please provide your comments on the PROPOSED LAND USE AMENDMENT AND SUBSEQUENT SUBDIVISION in the space provided below or attach any additional comments on a separate sheet. If you have any questions regarding the attached, please contact our office. Deadline for your written comments: NOON, November 02, 2015 insofar as your agency is concerned. See Sketch attached. If no comment is received by the above-specified date, it will be deemed as 'no objection'. If you have any questions regarding the attached, please contact Planning and Development Manager Sally Ann Rosson at 780.524.7600 or sally.rosson@mdgreenview.ab.ca. No Concrews **COMMENTS:** Bor HARDER NAME (PLEASE PRINT) SIGNATURE Please check box for corresponding referral agency Circulated to: ☐ Alberta Culture and Tourism (CT) - Rebecca Traquair: Historical.Lup@gov.ab.ca; C) Alberta Environment and Parks (AEP) - Jack McNaughton: Jack,McNaughton@gov.ab.ca; (780) 624-6180 □ Alberta Environment and Parks (AEP) - James Proudfoot; James.Proudfoot@gov.ab.ca; (780) 538-5522 ☐ Alberta Environment and Parks (AEP) - Marsha Trites-Russel: marsha.trltes-russel@gov.ab.ca; Alberta Municipal Affairs - Tony Winla: Tony.winia@gov.ab.ca; (780) 833-4326 Alberta Transportation - Gerry Benoit: Gerry.Benoit@gov.ab.ca; ☐ ATCO Electric - RIta Klasson: LandInquiries@atcoelectric.com; East Smoky Gas Co-op - Bill Harder: bill@esgas.ca; (780) 957-2544 M.D. Agricultural Services - Quentin Bochar; quentin.bochar@mdgreenview.ab.ca; (780) 524-5237 M.D. Environmental Services - Gary Couch: gary.couch@mdgreenview.ab.ca; (780) 524-4432 M.D. Road Manager - Norm Patterson: Norm.Patterson@rndgreenview.ab.ca; (780) 524-5237 □ Northern Gateway Public Schools - Michael Gramatovich: mike.gramatovich@ngps.ca; (780) 778-6719 Administration Office Operations Suliding Family & Community Support Services Grovedale Sub-Office Grande Cache Sub-Office

Valleyview, A8 TOH 3NO Phone: 780.524.7600 Fax: 780.524.4307	Valleyvlew, AB TOH 3NO Phone: 760.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB TOH 3NG Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan0738786, Grovedale, AB TOH 1X0 Phone: 780.539,7337 Fax:780.539.7711	Box 214, 10028-995t Street Grande Cache, AB TOE DYD Phone: 780.827,5155 Fax: 780.827,5143
1811	ree: 1.888.524.7601		www.mdgreenvie	w.ab.ca





BYLAW NO. 15-758 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw No. 03-396, being the Land Use Bylaw for the Municipal District of Greenview No. 16

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

1. That Map No. 199 in the Land Use Bylaw, being Bylaw No. 03-396, be deleted as a result of reclassifying the following area to Agriculture (A) District, being:

All that portion of the North East of Section Twenty (20)
Within Township Seventy (70)
Range Twenty-Four (24) West of the Fifth Meridian (W5M)
Located north of Highway 43

As identified on Schedule "A" attached.

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

Read a first time this <u>24</u> day of November, A.D., <u>2015</u> .
Read a second time this day of <u>January</u> , A.D., 2016.
Read a third time and passed this day of <u>January</u> , A.D., 2016.

REEVE

CHIEF ADMINISTRATIVE OFFICER

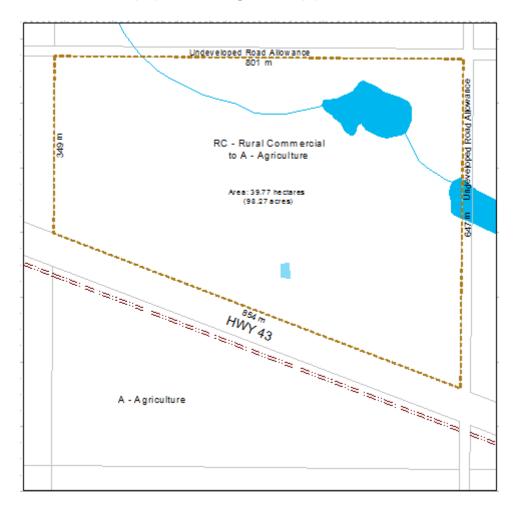
SCHEDULE "A"

To Bylaw No. 15-758

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that portion of the North East of Section Twenty (20) Within Township Seventy (70) Range Twenty-Four (24) West of the Fifth Meridian (W5M) Located north of Highway 43

Is reclassified from Rural Commercial (RC) District to Agriculture (A) District as identified below:





REQUEST FOR DECISION

CAO:

MΗ

SUBJECT: 2016 Grant Requests

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: January 12, 2016

DEPARTMENT: COMMUNITY SERVICES GM: INT 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 authorize funding to the grant recipients in the amounts indicated on the 2016 Approved Grant Listing, with funds to come from the 2016 Community Service Miscellaneous Grant.

BACKGROUND / PROPOSAL:

On December 15, 2015 the Committee of the Whole reviewed and recommended that Council approve the grants as indicated on the 2016 Approved Grant Listing. The Committee of the Whole reviewed each of the grant applications during the meeting and made recommendations accordingly. The approved grant listing titled, "2016 Approved Grant Listing" resulted from the meeting.

The 2016 Community Service Miscellaneous Grant Budget has been increased to \$1,500,000.00, with the approval of the 2016 Approved Grant Listing of 1,252,535.46 the remainder will be \$247,464.54.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to deny the approval of the 2016 Approved Grant Listing as presented or make alterations accordingly.

Benefits – The benefit of approving the 2016 Approved Grant Listing as presented is that the grant recipients may be provided with funding in a timely manner.

Disadvantages – There are no perceived disadvantages with approving the 2016 Approved Grant Listing as presented.

REVIEWED AND APPROVED FOR SUBMISSION

INT

INT

MANAGER:

COSTS / SOURCE OF FUNDING:

The funds for the grants will come from the 2016 Community Service Miscellaneous Grant.

ATTACHMENT(S):

• 2016 Approved Grant Listing

2016 Approved Grant Listing

-113,735.46 BUDGET TOTAL	BUDGET TOTAL				2	2016 Approved Grants	irants
	Operating Requested	Capital Requested	Total Amount Requested	Operating Approved	Capital Approved	Approved	Comments
Grant Applicant:							
Valleyview & Districts Agricultural Society		\$ 22,279.70	\$ 22,279.70		\$ 15,000.00	\$ 15,000.00	
Prairie Rose 4-H Light Horse and Hound Club	\$ 14,275.00		\$ 14,275.00	\$		- \$	Submit the application to Ag. Services.
Valleyview & District 4-H Council	\$ 1,000.00		\$ 1,000.00	· \$		- \$	Submit the application to Ag. Services.
Wildrose 4-H Multi Club		\$ 1,700.00	\$ 1,700.00		- \$. \$	Submit the application to Ag. Services.
Little Smoky Spurs 4H Club - New Club	\$ 3,400.00	\$ 12,462.69	\$ 15,862.69	- \$	- \$	- \$	Submit the application to Ag. Services.
Cranberry Rodeo Association	\$ 25,000.00	\$ 45,000.00	\$ 70,000.00	\$ 25,000.00	\$ 35,000.00	\$ 60,000.00	
Grovedale Cemetery		\$ 96,171.51	\$ 96,171.51		. \$. \$	
Sturgeon Heights Community Club Cemetery	3,000.00		3,000.00	\$		- \$	
9 ATB Financial	\$ 500.00		\$ 500.00	\$ 500.00		\$ 500.00	
Parkinson Alberta Society	\$ 40,000.00	\$ 5,000.00	\$ 45,000.00	\$	- \$	- \$	
Art of the Peace Visual Arts Association	\$ 10,000.00	\$ 8,585.00	\$ 18,585.00	. \$. \$	- \$	
Red Willow Players Theatre	\$ 8,000.00		\$ 8,000.00	\$ 8,000.00		\$ 8,000.00	
Grande Prairie Live Theatre & Reel Shorts Film	\$ 7,000.00		\$ 7,000.00	\$ 4,000.00		\$ 4,000.00	
Band of Bandits Society	\$ 17,000.00		\$ 17,000.00	\$		- \$	
15 Bandit Booster Society		\$ 36,000.00	\$ 36,000.00		. \$	- \$	
Valleyview & District Chamber of Commerce	\$ 6,000.00		\$ 6,000.00	\$		- \$	
Town of Grande Cache Death Fest	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00		\$ 25,000.00	
Valleyview PAL Society 2015	\$ 14,800.00		\$ 14,800.00	\$ 7,400.00		\$ 7,400.00	
Penson School - Grovedale	\$ 5,000.00		\$ 5,000.00	\$ 2,500.00		\$ 2,500.00	
New Fish Creek Community Association		\$ 8,760.00	\$ 8,760.00		\$ 8,760.00	\$ 8,760.00	
Valleyview Health Centre Foundation		\$ 105,574.00	\$ 105,574.00		\$ 55,000.00	\$ 55,000.00	
22 Grovedale Rural Crime Watch	\$ 2,000.00		\$ 2,000.00		. \$. \$	Submit application to Protective Services.
City of Grande Prairie, Pursuit of Excellence Fund	\$ 10,000.00		\$ 10,000.00	· \$		- \$	
24 Dance in Motion Dance Society	\$ 6,000.00		\$ 6,000.00	٠,		\$	
25 Swan City Snowmobile Club	\$ 53,000.00	\$ 97,211.00	\$ 150,211.00		\$ 97,211.00	\$ 97,211.00	

2016 Approved Grant Listing

-113,735.46 вирсет тота	BUDGET TOTAL				7	2016 Approved Grants	Grants
	Operating Requested	Capital Requested	Total Amount Requested	Operating Approved	Capital Approved	Approved	Comments
Grant Applicant:							
26 Camp Tamarack Association		\$ 30,000.00	\$ 30,000.00		•	· •	
Pox Creek Nordic and Trail Club		\$ 334,000.00	\$ 334,000.00		\$ 167,000.00	\$ 167,000.00	
Valleyview Riverside Golf Course		\$ 100,000.00	\$ 100,000.00		\$ 50,000.00	\$ 50,000.00	
29 Grande Cache Golf & Country Club		\$ 64,686.00	\$ 64,686.00		\$ 32,343.00	\$ 32,343.00	
Metis Nation of Alberta Association Local Council #1994 30 of Grande Cache	\$ 16,321.46		\$ 16,321.46	\$ 16,321.46		\$ 16,321.46	
Grande Prairie Sport Council	\$ 15,000.00		\$ 15,000.00	\$ 15,000.00		\$ 15,000.00	Contingent on being successful with the bid.
Grande Prairie Voice for Life Association	\$ 5,000.00		\$ 5,000.00			- \$	Submit application to Green View FCSS.
Grande Prairie and District Grief Support Association	00'000'5 \$		\$ 5,000.00			- \$	Submit application to Green View FCSS.
34 Grande Prairie & District Victim Services	\$ 2,500.00		\$ 2,500.00			- \$	Submit application to Green View FCSS.
John Howard Society of Grande Prairie	00.022,6 \$		\$ 9,550.00	٠ •		- \$	Submit application to Green View FCSS.
36 Knowledge Tree Early Learning Childcare Centre	\$ 11,400.00	\$ 9,000.00	\$ 20,400.00		\$ 7,500.00	\$ 7,500.00	
Royal Canadian Legion Branch #278 Grande Cache	\$ 1,500.00		\$ 1,500.00	\$	- \$	- \$	Submit application to Green View FCSS.
38 1st Grande Cache Brownies Unit	\$ 4,000.00		\$ 4,000.00	\$		\$	
39 Grande Prairie Hospice Palliative Care Society	\$ 20,000.00		\$ 20,000.00	\$ 20,000.00		\$ 20,000.00	
Peace Area Riding for the Disabled Society (PARDS)		\$ 102,000.00	\$ 102,000.00		\$ 51,000.00	\$ 51,000.00	
Big Horn Golden Age Club - Grande Cache		\$ 50,000.00	\$ 50,000.00		\$ 50,000.00	\$ 50,000.00	
Valleyview SunValley Pioneers		\$ 10,000.00	\$ 10,000.00		\$ 10,000.00	\$ 10,000.00	
Ridgevalley Seniors Home		\$ 381,957.63	\$ 381,957.63		\$ 300,000.00	300,000,000	
Grande Cache Minibus Society	\$ 50,000.00		\$ 50,000.00	\$ 50,000.00		\$ 50,000.00	
QEII Hospital Foundation	\$ 100,000.00		\$ 100,000.00	\$ 100,000.00		\$ 100,000.00	
Valleyview Library			- \$	\$		- \$	Wait until the assessment is done on the building.
Philip J. Currie Dinosaur Museum	\$ 250,000.00		\$ 250,000.00	\$ 100,000.00		\$ 100,000.00	
Operating and Capital Totals:	\$ 741,246.46	\$ 1,520,387.53		\$ 373,721.46	\$ 878,814.00		
Grand Total:	\$2,261,633.99	66.		\$1,252,535.46	35.46		



REQUEST FOR DECISION

SUBJECT: Meeting with the Minister of Municipal Affairs

File Number, Legal or N/A.

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: January 12, 2016 CAO: MH MANAGER: INT DEPARTMENT: CAO SERVICES GM: INT PRESENTER: MH

LEGAL/ POLICY REVIEW: INT

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – NA

FILE NO./LEGAL:

STRATEGIC PLAN:

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council direct Administration to request a meeting with the Minister of Municipal Affairs regarding Linear Assessment and Taxation.

BACKGROUND / PROPOSAL:

Reeve Gervais has indicated his belief that Greenview should attempt to meet with the Minister of Municipal Affairs regarding linear assessment and taxation. This is in light of the review that the Provincial government has promised as part of their election platform as well as recent initiatives by the Alberta Urban Municipality Association to compose/suggest changes to the current taxation system. Specifically to lobby for some sort of revenue sharing regarding linear property.

Administration believes that an attempted meeting with the Minister would be of value, given the large share of Greenview's revenue that is derived from linear assessment. It is also suggested that if Greenview was to be successful in gaining an audience with the Minister, that other municipalities and groups such as the AAMD&C be invited to attend or contribute, without making the meeting too large.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may direct Administration as per the recommendation or choose not to pursue a meeting with the Minister of Municipal Affairs.

Benefits – An audience with the Minister of Municipal Affairs would allow Greenview to show the importance of the current taxation system to Greenview as well as demonstrate the large amount of sharing/partnerships that that revenue is used for.

Disadvantages -	There are no	perceived	disadvantages to	requesting an	audience w	vith the Minis	ter of M	unicipal
Affairs.								

COSTS / SOURCE OF FUNDING:

Any costs associated with the meeting would be funded accordingly in the approved 2016 Operating Budget.

ATTACHMENT(S):

None



REQUEST FOR DECISION

SUBJECT: Northern Lake College Community Education Committee

File Number, Legal or N/A.

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION MEETING DATE: January 12, 2016 CAO: MH MANAGER: INT DEPARTMENT: CAO SERVICES GM: INT PRESENTER: LK

LEGAL/ POLICY REVIEW: INT

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

FILE NO./LEGAL:

STRATEGIC PLAN:

Council Bylaw / Policy (cite) – Greenview Policy CO 02

RECOMMENDED ACTION:

MOTION: That Council appoint Councillor Roxie Rutt to participate on the Northern Lakes College Community Education Committee.

BACKGROUND / PROPOSAL:

Northern Lakes College has sent an invitation to Council requesting that Councillor Roxie Rutt participate on the Community Education Committee (CEC).

The CEC is comprised of members of Student Council, First Nations, Metis, Municipalities, Chambers of Commerce, and community groups. With these groups they work to identify program services and needs for their communities and will assist the college with marketing and recruitment activities.

Nominees will participate on the CEC for a two year term.

OPTIONS - BENEFITS / DISADVANTAGES:

Options – Council has the option to not appoint a council member to participate on the committee.

Benefits – Administration feels the benefit by participating on the Committee is that Greenview's Economic Development initiatives could be furthered.

Disadvantages – Administration feels the value of participating with this group outweighs the disadvantages of costs incurred through mileage, honorariums etc.

COSTS / SOURCE OF FUNDING:

Funding for honorariums and meeting attendance included in Council budget.

ATTACHMENT(S):

• Letter from Northern Lakes College





Office of the Regional Manager

Peace River Campus
Bag 700
Peace River, Alberta, T8S 1Z3
(780) 624-5176 ext 3705
Email: delorey@northernlakescollege.ca

Fax: 780-624-5567

December 11, 2015

Mike Haugen, CAO MD of Greenview No. 16 Box 1079, 4806-36 Avenue Valleyview, Alberta T0H 3N0

Fax: 780-524-4307

ATTENTION: Mr. Mike Haugen

Northern Lakes College is inviting participation of Roxie Rutt from your council to attend the Community Education Committee (CEC) for the Valleyview campus. One of the main roles of a Northern Lakes College CEC is to work with College staff, students, and community leaders. The committees identify program and service needs for their communities, and region, support individual students, and advise each about the practices in community education. Also, the committee will assist the College with marketing and recruitment activities. The committee is comprised of key stake holders, such as: a member of the student council, First Nation, Métis, Municipality, Town, Chamber of Commerce and a community group.

The nominating authority can nominate someone for 2 year terms. All nominations are sent to the President of Northern Lakes College for approval. The CEC will meet up to five times a year. Included is the Term of Reference for the Council and Community Education Committees.

When the council approves Ms. Rutt - please fax or forward the letter to my attention.

Thanks so much for your participation....it is very much appreciated.

Sincerely,

K C Delory, MAIS, Ed.D (c)

Regional Manager



REQUEST FOR DECISION

ACAO:

DM

INT

SUBJECT: **2016 Consolidated Budget Approval**

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

MEETING DATE: January 12, 2016

MANAGER: DEPARTMENT: **CORPORATE SERVICES/FINANCE** GM: RO PRESENTER: RO

FILE NO./LEGAL: File Number, Legal or N/A. LEGAL/ POLICY REVIEW: INT

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – Section 242 (1) Each Council must adopt an operating budget for each calendar year. Section 245 Each Council must adopt a capital budget for each calendar year. Section 248 (1) A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by Council.

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the 2016 Consolidated (Operational and Capital) Budget as presented.

MOTION: That Council accept the 2017, 2018 Consolidated (Operational and Capital) Budgets as information.

BACKGROUND / PROPOSAL:

Administration completed the 2016/2017/2018 budget presentation to Council on December 1, 2015. As noted in the memo that was provided by Administration along with the 2016 budget presentations Council will note the following:

- Each year of the budget includes projected assessment increases. The amount of increase for each class differs. Maintaining the current mill rate will produce additional tax revenues based solely on projected assessment growth;
- The future of the Well Drilling Equipment Tax (WDET) is still an unknown and has potential to greatly impact the budget. Staff have built the budget based on a yearly WDET of \$9 Million, which is over \$4 Million dollars less than in 2015;
- It has been assumed that the WDET at \$9,000,000 will continue for all three years;
- The projected 2016 revenues of \$119,014,171 include only secured grant funding such as the Municipal Sustainability Initiative it also includes the education requisition;

- The 2016 revenue is projected to increase by \$4,364,172;
- Payroll amounts include all proposed new Staff and the cost for casual staff to cover the satellite offices in Grovedale and Grande Cache while the full-time staff are on holidays;
- Payroll amounts include merit increases for those Staff that are not at the final step on the Job Band. There is no guarantee that all Staff will receive merit increases; however, these are included;
- Payroll amounts include the Cost of Living Allowances/Market Adjustments as per Council's decision;
- The 2016 operating budget represents approximately \$13 Million increase over 2015. This is primarily due to an increased budget by \$1,229,500 for crushing 740,000 tonnes of gravel, extra cost to cover trucking cost of \$1,950,000 for stockpile to stockpile hauls and the increase in the road maintenance budget of \$1,000,000 to ensure there is sufficient funds for the increased services. There is an increase in the road services by \$2,400,000 to cover Dust Control application on the FTR with related cost of \$926,725 for product and other equipment. There is an increase for facility maintenance of \$700,000 which is due to the increased number of facilities, education requisition expected to increase by \$1.6M and the expansion of the community services department's service levels by \$2.8M, this includes the Community Development Initiative Agreements. Council will recall that some of things that were proposed as capital budgets are now included in the operational budgets since they don't fit the TCA criteria for a capital expense;
- Some of the changes within the individual departments are due to Administration changing the accounting to reflect more accurate cost in the departments;
- The proposed budget includes an increase in the level of funding for the Community Services support that was added in 2015 for the Towns of Fox Creek and Grande Cache;
- In 2016 Administration is proposing a Staff increase of approximately 5.67 FTEs (Full Time Equivalents). Administration highlighted these positions to Council during the capital budget presentations. Notable proposed new full-time positions include a Problem Wildlife Officer, Human Resource Manager, Admin Support to serve Agricultural Services/Shop and Health & Safety, Facilities Maintenance has 1 additional Groundskeeper/Labourer, there is an Admin Support position to serve Protective Services/Recreation areas, plus part-time Recreation Maintenance Person, and a temporary Fire Technician (2 months);
- The proposed block funding for grants to community groups was increased at per Council's direction following Council's grant approvals at the Committee of the Whole meeting on December 15, 2015. The STARS grant has been moved to Protective Services Budget.
- The 2015 Project Carryover amounts included in the 2016 budget is subject to change due to ongoing 2015 expenditures.

OPTIONS - BENEFITS / DISADVANTAGES:

Options -

- Council may approve the consolidated (operational and capital) budget today.
- Council may approve the capital budget today.

• Alternatively, Council may choose to not approve any area of the 2015 budget. (This is not recommended by Administration).

Benefits – By Council approving the 2016 consolidated budget today, this will allow Administration to efficiently move ahead with planned expenditures such as preparing tender calls for the many capital projects/expenditures included in the budget.

Disadvantages – None.

COSTS / SOURCE OF FUNDING:

2016 Property Taxes, Provincial Grant and other Revenues as well as Greenview's Reserves.

ATTACHMENT(S):

- Greenview Overall Budget Summary 2016/2017/2018 Budget
- Copy of the Department Operational & Capital Summaries
- Copy of the Capital Projects/Expenditure Data Sheets



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Infrastructure & Planning

Submitted by: Grant Gyurkovits, General Manager Infrastructure & Planning

Date: 1/12/2016

General Manager, Infrastructure & Planning, Grant Gyurkovits

- Attended meeting with landowner for the Gordey Drainage Project.
- Completed Performance Appraisal's

Manager Construction & Maintenance, Kevin Sklapsky

- Gordey Drainage Waiting on contractor to provide final paperwork, once received the consultant will
 complete the as-built drawing, final reports, etc. Attended a meeting with the ratepayer and agreed upon
 the scope of work which all parties signed. Greenview will complete the outlined work in 2016 to relieve
 the ratepayers concerns.
- FTR Improvements Hauled additional surfacing gravel to the Km 50 62

Supervisor, Facility Maintenance, Alfred Lindl

- General Maintenance on Maintenance Task List.
- Monthly check on Generators, Floor drains, Filter's, Sumps.
- Snow removal and Ice care at our Facilities.
- Admin Building: Staff did a wonderful job on Christmas decorations and on the Christmas Float. "1St Prize"
 - Replaced the chimney on our backup boiler, had rusted out which created CO2 in the chimney shaft.
- FSO: Generator installation is still in progress it's 70% complete.
 - Mechanic office: completed an asbestos assessment on the floor tiles, the report was negative and forwarded on to the Health and Safety Officer.

- Grovedale Shop A: on Jan 06/2016 we have a Meeting regarding changing the makeup air, the reason for the change is because the existing makeup air unit creates too much negative pressure. The contractor Abtec, the Engineer, Gord and Alfred will be attending this meeting.
- We have a Health Inspector coming on Jan. 07/2016 to inspect the Basement of a rental house, regarding mold. The owner has completed the improvements, if no mold is detected Greenview can rent the house again.
- Sunset House School/Community Hall: have started the furnace replacement work. Upgrades to the sumps and crawl space have started and we have the ventilation replacement 95% done. The upgrade on the electric is approx. 70% done.
- Normal Maintenance on all Facilities.

Manager Operation, Gord Meaney

East Sector:

- Crew is working on winter maintenance ice blading, snow clearing on roads and driveways as well as salt and sanding.
- Working on sign installations in various locations.
- Completed beaver control issues for this year.
- Installed an approach at Sunset House residential.
- Cleaned up the brush pile at the VV stock yard.
- Completed PA's for 2015.

Shop:

- Received the remaining diagnostic software which prevented the transportation of six Greenview trucks
 having to go to Grande Prairie for servicing and has given the shop an opportunity to take on more indepth repairs on light vehicles as well as heavy trucks and equipment.
- Training is ongoing in-house for the diagnostic scanner.
- Mechanics made 5 trips to Grovedale for equipment repair.
- Moved all furniture and files out of office for floor repairs and relocated to Ag Services temporary office.
- The shop CVIP licence was updated.
- Completed PA's for 2015.

West Sector:

- Finished gravel placement on the FTR between km. 50 and 62.
- Finalized deal with Ledcor regarding hwy. 666 only to find out that they dedicated a truck to this road two weeks prior to the signing of the contract.
- Crew is working on winter maintenance ice blading, snow clearing on roads and driveways as well as salt and sanding.
- Sign repairs.
- Rural address sign installations.
- PA's completed for 2015.

Manager Environmental Services, Gary Couch

Water and Distribution

- Pump testing of the new well at Ridgevalley will be performed the week of Jan 11 to 15.
- Working with HCL Hydrogeological, Associated Engineering, and Roy Northern on the requirements necessary to have two water test wells drilled on Crown property South of Grovedale for the new water treatment plant.
- Continue to work on the water meter reconciliations, leakage reports, and billing practices.
- Reviewing and making proposed changes to the utility by laws and policies.
- Streamlining operating procedures in the department.
- Completed the final license applications for the remaining water supply wells that were not licensed.

Wastewater

- Finalizing the Proposed Industrial Sewage Lagoon Report for the Little Smokey/Fox Creek Area
- Implemented some new procedures for operation and maintenance at the sewer lift stations in Grovedale, Ridgevalley, and Debolt.
- Monitoring usage at the sewage lagoons by vac-truck companies.

Solid Waste

- Continue to develop a system for solid waste management in the Grand Cache area.
- Reviewing operations at all solid waste landfills and transfer stations.
- Had two break and enter incidents over the holidays. The Debolt transfer station's new "take it or leave it" building and the old office were vandalized. As well the Regional Landfill had a vehicle drive through the fence and enter the site. Minimal damage was found and it is believed that most of the criminals time was spent getting their vehicle unstuck, from the looks of the tracks in the ditch.

Manager Planning & Development, Sally Rosson

- Planning & Development Staff working on the Municipal Planning Commission Agenda preparation for the January 13, 2016 meeting.
- Land Use Bylaw Citizen Panel Meeting has been scheduled on February 1, 2016 from 5 to 9 pm in Greenview's Administration Office.
- The Associated Engineering Report was discussed with Scheffer Andrew to clarify the municipal infrastructure growth rate for the Grovedale Area. Scheffer Andrew will now be working on the Draft Development Concepts for the Grovedale Area Structure Plan by outlining two schedules should the growth rate vary from the Report. The Development Concept will be provided at the next Citizen Panel meeting which has yet to be scheduled along with the Open House.
- By the January 30, 2016 deadline, the Planning & Development Department staff will be finalizing their review of the Planning Processes for: Land Use Amendment; Development Permit; Subdivision Application by preparing a detailed Check Listing outlining steps of the Planning Process. The detailed report will be prepared by the Development Officers including their findings from their site visits and recommend changes to update the Planning & Review Processes for Management's review.

•	With a relaxed start to the New Year as of January 5, 2016, the following applications were received: 2 Business Licenses; and 7 Development Permit Applications; 1 Subdivision Application through the Christmas season; and no additional Amendment Applications.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Community Services

Submitted by: Dennis Mueller, General Manager Community Services

Date: 1/7/2016

General Manager Community Services, Dennis Mueller

• There will be a multiplex site meeting on January 12th with the Project Manager, contractors and engineers to discuss the progress to date and the upcoming construction schedule. Greenview Administration will keep Council informed as to the status of the construction as it progresses. To date 165 piles of the 326 piles required have been completed. They are currently working on grade beams, pile caps and the rebar subcontractor is prefabricating the steel cages and placing rebar in formwork. These site activities will likely continue to the end of the month.

The Project Manager is preparing a report regarding the disposal of the site's topsoil and clay. The information will be made available to Greenview Council.

- Administration is prepared to launch the Senior Housing Questionnaire to Greenview residents (see attachment). The questionnaire will serve to provide information on the requirement for any additional senior housing initiatives within Greenview. Out of the 645 seniors 65 and older within Greenview, Administration's goal is to collect 200 300 completed questionnaires with Green View FCSS taking the lead on this project. Questionnaires will be made available via Greenview's newsletter, Greenview's website, Green View FCSS Home Support, Green View FCSS clients, various Senior Drop In Centres and by way of some Green View FCSS initiatives in DeBolt and Grovedale.
- Greenview's previous Economic Development Officer was approved to register for a Building Sustainable Communities seminar in September 2015. The invoice was inadvertently not submitted for payment until recently.

Agricultural Services Manager, Quentin Bochar

- Agriculture Services Administration attended an Ice Rescue Technician Course that provided training to enable work on the ice for the Swan Lake Aeration Project.
- Agriculture Services worked in partnership with Recreation to setup construction fencing as a safeguard around the open water at the Swan Lake winter aeration area. The project included the addition of signage and lighting to warn the public of the hazards.
- ASB Workshops and Events: There are none scheduled at the current time.

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

- Green View FCSS Board has entered into an agreement with the Town of Grande Cache to subsidize
 the Aboriginal Community Activity Fee Assistance Pilot Program. The purpose of the program is to
 remove the financial barrier for members of the aboriginal community in order to permit them with
 access to the Grande Cache Recreation Centre. Memberships will be provided free of charge to
 families or individuals in addictions recovery, healing after a traumatic experience, adjusting to life
 changes or for individuals with physical and mental disabilities. This program will be administered
 by the Town of Grande Cache FCSS and is available only to Greenview residents who meet the
 specific criteria.
- The 2016-2018 Green View FCSS Strategic Plan was approved by the Green View FCSS board at the November 16th meeting. The plan will be of great benefit to not only the board but administration in providing quality programs and services to meet the needs of the community.
- Administration will present the 2016 Green View FCSS Budget to the Town of Valleyview Council on January 11, 2016.
- The next regularly scheduled Green View FCSS board meeting is January 20, 2016.

Protective Services Manager, Jeff Francis

- Collaboration will begin on developing and implementing the 2016 Safety Action Plans for each department
 that are based on the prior year's COR (Certificate of Recognition) and AMHSA (Alberta Municipal Health
 and Safety Association) audit results. Each department will be assisted in meeting the overall action plan
 targets assigned to them. The action planning process is intended to assist Greenview to continuously
 improve its safety program.
- The new safety specific computer system will be finalized soon and work will commence with the vendor to begin the install. The computer system will be a module from the Joe Software suite and integrates with our current payroll and finance systems. It is projected that the install and testing will take 2-3 months to complete. Adequate training time will be allotted for staff to familiarize with the new system. Once implemented fully (May 2016), all staff will have access to safety information and reports directly from a

cell phone, computer, iPad, or other web based device. The anticipated benefits of a computer based system are increased program efficiency, safety communication and participation. This will result in providing additional time for the Safety Officer to inspect more field operations.

- JHA (job hazard assessments) are currently under review to meet the hazard training requirements, legislation, and COR (Certificate of Recognition). JHA's are in place for all job titles and continue to be developed for equipment and critical tasks. JHA's consist of 4 main elements: identifying hazard, hazard controls, staff participation and training documentation. The deadline for the completion of JHA Reviews has been set for January 22, 2016. Participation in JHA reviews directly impacts the annual COR (certificate of recognition) audit results. The goal for 2016 will be to complete 100% of all JHA reviews.
- Protective Services has engaged Yellowhead County in the development of a mutual aid agreement in regard to fire services. The premise of the negotiations is to develop a reciprocal agreement where no fees for services or retainers will apply. This agreement is in early development stages whereby only verbal discussions have taken place. At this time Yellowhead County is receptive to a proposed agreement.
- The Protective Services department is in discussions with the County of Grande Prairie for a fee for service agreement. In this agreement the County would be providing hazardous material handling and rope rescue response services for Greenview. These technical responses require responders who have been specifically trained to respond and use specialized equipment. Greenview staff would be on the scene to provide support to the County responders. This agreement will take some burden off our volunteers with regards to acquiring the specialized training required for responding to these low frequency incidents.
- After sending fire resources to the Town of High Level to provide them with support in their efforts to fight the wildfire last spring, it was found that an agreement between the municipalities for the employment or deployment of emergency resources would have eased the process. Greenview has taken a leadership position in the development of an Emergency Resources Agreement. The agreement sets out a request for resource framework, an acceptable fee schedule and a delegation of authority to permit emergency specialists to work on behalf of a municipality.

After the initial development of the agreement internally a number of local Fire Chiefs and Managers were invited to join a consultation committee. The feedback collected from this committee has resulted in adjustments to the agreement. The Alberta Emergency Management Agency has reviewed the agreement and are satisfied with the content. The agreement will be submitted to the member partners of the Peace Regional Fire Chiefs Association for review prior to presenting it to the municipalities at the Northern Alberta Elected Leaders meeting.

Progress on the DeBolt and Grovedale Public Services Buildings have been progressing over the holiday season, however the DeBolt site was broken into and some tools were stolen. Grovedale's building is now temporarily heated to permit the progress on the interior concrete and framing work. The construction company is anticipating the install completion of the permanent heating system by the third week of January. To ensure safety at the DeBolt and Grovedale Public Services sites a quote has been requested for fencing around the 30' deep dugouts. This proposed project was not included in the original construction tender.

Recreation Services Coordinator, Adam Esch

Johnson Park Update

The First Nations Consultation for Johnson Park is complete and determined to be adequate by the province. Administration is now working with Alberta Environment and Parks Lands Division to acquire final approval of the lease from the province. After approval is received Administration will file development permit applications for the proposed 2016 developments.

• Swan Lake Aeration

The temporary construction fencing, lighting and signage has been installed around the open water aeration area at Swan Lake. The site has been well received by the general public who have provided positive feedback to Administration at the site. A contractor has been hired to perform daily required checks to inspect the site and ensure the safeguards remain in place.

• Dollar Lakes Update

The Dollar Lakes Survey has been completed and the First Nations Consultation is determined adequate by the province. The Alberta Conservation Association will likely have a miscellaneous lease formally applied on the crown land surrounding both bodies of water in early 2016.

Economic Development Officer,

• The vacant Economic Development Officer position is currently advertised to invite applications.



Senior Housing Questionnaire

Greenview Council recognizes that our population is aging, and as a result is gathering information about current and future seniors housing needs in the municipality. This needs assessment will be in the form of surveys and focus groups. Information and access to the needs assessment survey will take place through social media; Greenview newsletter; Grovedale newsletter; Administration offices and Home Support Workers. The survey will be anonymous, and results will be posted in the specified distribution areas.

1.	What is your age category?		
	☐ Under 50	□ 81-90	
	□ 50-60	□ 91-100	
	□ 61-70	□ 100+	
	□ 71-80		
2.	Which of these communities do you	reside or are located closest to you?	
	\square Grovedale	☐ DeBolt	\square Ridgevalley
	☐ Sunset House	☐ Sweathouse	☐ Little Smoky
	☐ New Fish Creek	☐ Fox Creek Area	☐ Grande Cache Area (including Cooperatives and Enterprises)
	☐ Other	(specify)	
3.	How long have you resided in the ar	ea?	
	☐ Less than 3 years	☐ 5-10 years	☐ Over 10 years
4.	What is your current marital status?		
	☐ Single	☐ Married	☐ Other

5.	Please indicate your current living	status?			
	\square Renting	\square Living in sub	sidized housing.	☐ Living in a senior f	acility.
	☐ Home Owner	☐ Living with r	relatives.	☐ Other	(specify)
6.	If you were to relocate to senior he	ousing/facility, wl	here would be your prefe	erence?	
	☐ Nearby City	☐ Nearby	Town	\square Neighboring Com	munity
7.	Are you aware of the senior housing	ng options availab	ole in your area? Yes	□ No	
8.	Please rate the necessity for senio	r housing options	in your community?		
	☐ Not required. ☐ Required	, not urgent.	\square Required, somewhat	urgent. \square Require	d, urgently.
9.	Are you or someone in your family	currently on a w	aiting list for a senior ho	using facility? Yes	□ No
10.	Would you prefer to rent or own in	ndependent senic	or housing? Rent	Own	
11.	How would you rate your current l	knowledge of mo	nthly fees for senior hou	sing costs?	
	☐ Poor. ☐ Somewhat k	knowledgeable.	\square Very knowledgea	ble. \square Expert.	
12.	How would you rate your knowled	lge on current wa	it times to access senior	housing?	
	☐ Poor. ☐ Somewhat k	knowledgeable.	☐ Very knowledgea	ble. \square Expert.	
13.	Would you require your living arra	ngements to be s	ubsidized? 🗆 Yes 🗀 I	No	
14.	If a senior's housing development	was established i	n your area, what would	be your preference?	
	\square Age friendly apartment/co	ondominium/hou	se. \square Lodge.		
	\square Facility for couples with di	ifferent care need	ds. \square Other $_$		(specify).
15.	What community senior services a	re most importar	nt to you?		
	☐ Meals on Wheels		☐ Home Support	☐ Medical services	
	☐ Access to 24/7 nurses aid		☐ Covered parking	☐ Transportation	
	☐ Meal preparation		☐ Other	(specify)	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager, Corporate Services

Date: January 12, 2016 (December 2015)

General Manager Corporate Services

Following many months of the department's EA working with and coordinating the 2016 Operational and Capital Budget, I am pleased that the final budget documents, (or what I hope to be the final), will be presented to Council at the January 12, 2016 Budget meeting for approval.

Corporate Services staff continue to configure the Questica Budgeting module. As soon as the configuration has been completed we will import a copy the 2016 budget into the Questica system. Training for the Questica Module will be provided to the managers and team leads later in 2016 prior to the start of the 2017 budget development process.

Training was provided to most of the managers and team leads for the new electronic purchase order system on January 6, 7, & 8. There are concerns noted by the participants that we will address in the coming weeks. For those individuals who were not able to participate in the training, the Corporate Services EA is available to provide that one on one training. IT has created another Server to host the Paramount Purchase Order System and the Virtual City Hall Module. The Purchase Order module will go live next week. The Virtual City Hall module is planned to go live mid to late March.

Finance & Administration Manager, Donna Ducharme

Greenview's Finance & Administration Manager is working with the Audit team on the pre-audit checks and coordinating the 2015 Audit review. She is also working on catching up with the many adjusting journal entries, batch postings and finalizing the bank reconciliations that has accumulated since May 2015. As well as the normal day to day activities along with any other items that pop up.

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 T0H 3N0	Valleyview, AB T0H 3N0	Grovedale, AB T0H 1X0	Grande Cache, AB T0E 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 F	ree: 1.888.524.7601		www.mdgreenvie	w.ab.ca

Greenview, Alberta

Human Resources, Sandra Rorbak

Positions filled since last month's report: FCSS Coordinator, Youth – Community Services. Open competitions include: Agricultural Supervisor Trainee (maternity leave cover), Admin Support, Casual – Grande Cache, Economic Development Officer, Finance Officer- Financial Reporting; as well as Utilities Operator (2) positions and a Utility Operator Trainee position. Executive Search – AGM Infrastructure & Planning – (interviews in progress) – coordination of events by HR Officer, Recruitment. Resignations/Terminations since last report: none.

Information Systems, Shane Goalder

This past month the IT Technician has been occupied with setting up new employees with Greenview electronic access and equipment. He finalized the Information Systems Operational and Capital Budget and provided ongoing technical support for the new ERP financial system. Installed a computer and printer at the Grovedale Shop/Office to provide easy timesheet entry access to the Grovedale employees. He also completed many other IT support tasks as requested by staff.