



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

Tuesday, July 12, 2016

9:00 AM

Council Chambers  
Administration Building

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#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	3
	3.1 Regular Council Meeting minutes held June 28, 2016 – to be adopted.	
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	11
#6	BYLAWS	21
	6.1 Bylaw 16-767 Big Mountain Industrial Park Area Structure Plan	
	6.2 Bylaw 16-765 Parks and Recreation Protection	48
#7	OLD BUSINESS	
#8	NEW BUSINESS	63
	8.1 Request for Reimbursement of Development Permit Fees	
	8.2 Road Allowances: General Restrictions and Licencing	71
	8.3 Haying and Pasturing General Restrictions and Permits	81
	8.4 Sunset House Water Point	90
	8.5 Water Bottle Filling Station	93

	8.6 Lagoon Treated Wastewater for Fracturing	97
	8.7 Resolution for the Shutdown of Coal Fired Power Generation Stations	99
	8.8 Grande Cache Medical Centre	105
	8.9 Pace – Board of Directors Appointment	111
	8.10 Agriculture Appeal Committee Appointment	115
	8.11 CAO/Managers’ Report	117
#9	COUNCILLORS BUSINESS & REPORTS	
#10	CORRESPONDENCE	
	<ul style="list-style-type: none"> <li>• Alberta Municipal Water Wastewater Partnership</li> <li>• Alberta Recreation &amp; Parks Association</li> <li>• 2015 Repsol Community Report</li> <li>• CWTA Recycle My Cell in Alberta</li> <li>• 2016 Census of Population</li> <li>• Public Lands – SML 060086, 070062, 070064</li> <li>• Certificate of Appreciation – Royal Canadian Legion Alberta</li> <li>• Peace Officer Monthly Report</li> </ul>	
#11	IN CAMERA	
	11.1 Disclosure Harmful to Business Interests of a Third Party (FOIPP; Section 16)	1
#12	ADJOURNMENT	

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
M.D. Administration Building,  
Valleyview, Alberta, on Tuesday, June 28, 2016

**# 1:** Reeve Dale Gervais called the meeting to order at 9:02 a.m.  
**CALL TO ORDER**

<b>PRESENT</b>	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton George Delorme(9:05 a.m.) Dave Hay Roxie Rutt Bill Smith Dale Smith Les Urness
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<b>ATTENDING</b>	Chief Administrative Officer General Manager, Corporate Services Acting Chief Administrative Officer General Manager, Infrastructure & Planning Communications Officer Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyurkovits Diane Carter Lianne Kruger
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**ABSENT**

**#2:** MOTION: 16.06.223. Moved by: COUNCILLOR DALE SMITH  
**AGENDA** That the June 28, 2016 agenda be adopted with additions:

- 8.6 Little Smoky A La Peche Caribou Range Plan
- 8.7 MGA Solid Waste Review

CARRIED

**#3.1** MOTION: 16.06.224. Moved by: DEPUTY REEVE TOM BURTON  
**REGULAR COUNCIL** That the Minutes of the Regular Council Meeting held on Tuesday, June 14,  
**MEETING MINUTES** 2016 be adopted as amended.

CARRIED

**#3.2** **3.2 BUSINESS ARISING FROM MINUTES:**  
**BUSINESS ARISING**  
**FROM MINUTES**

**#4** **4.0 PUBLIC HEARINGS**  
**PUBLIC HEARINGS**

There were no Public Hearings scheduled.

#5  
DELEGATIONS

**5.0 DELEGATIONS**

There were no Delegations present.

#6  
BYLAWS

**6.0 BYLAWS**

**6.1 BYLAW 16-765 PARKS AND RECREATION PROTECTION**

BYLAW 16-765  
FIRST READING

MOTION: 16.06.225. Moved by: COUNCILLOR DALE SMITH  
That Council give first reading to Bylaw 16-765 titled Parks and Recreation Protection Bylaw with amendments to item 3.3.2 stating generator times from 11 p.m. to 7 a.m. unless for medical reasons.

CARRIED

BYLAW 16-765  
SECOND READING

MOTION: 16.06.226. Moved by: COUNCILLOR ROXIE RUTT  
That Council give second reading to Bylaw 16-765 titled Parks and Recreation Protection Bylaw.

CARRIED

MOTION: 16.06.227. Moved by: COUNCILLOR GEORGE DELORME  
That Council direct administration to investigate the creation of a bylaw to support the Grande Cache Source Water Protection Plan around the air strip, Victor Lake and the Town of Grande Cache.

CARRIED

**6.2 BYLAW 16-766 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO COUNTRY RESIDENTIAL ONE (CR-1) DISTRICT**

BYLAW 16-766  
FIRST READING

MOTION: 16.06.228. Moved by: COUNCILLOR DALE SMITH  
That Council give First Reading to Bylaw No. 16-766, to re-configure the area previously rezoned Country Residential One (CR-1) District under Bylaw No. 06-494 located in the southwesterly corner of SW-5-71-24-W5 to a parcel measuring 235 metres by 249 metres, returning the cancelled area to Agriculture (A) District; and re-designate a 4.04 hectare (9.98 acre) area adjacent to the east boundary of Plan 032 3744, Block 1 Lot 1 from Agriculture (A) District to Country Residential One (CR-1) District, as per attached Schedule 'E'.

CARRIED



**BYLAW 16-766  
PUBLIC HEARING**

**MOTION: 16.06.229.** Moved by: COUNCILLOR ROXIE RUTT  
That Council schedule a Public Hearing for Bylaw No. 16-766 to be held on July 26, 2016, at 10:00 a.m. to re-configure the area previously rezoned Country Residential One (CR-1) District under Bylaw No. 06-494 located in the southwesterly corner of SW-5-71-24-W5 to a parcel measuring 235 metres by 249 metres, returning the cancelled area to Agriculture (A) District; and re-designate a 4.04 hectare (9.98 acre) area adjacent to the east boundary of Plan 032 3744, Block 1 Lot 1 from Agriculture (A) District to Country Residential One (CR-1) District, as per attached Schedule 'E'.

CARRIED

**#7  
OLD BUSINESS**

**7.0 OLD BUSINESS**

There was no Old Business to report.

**#8  
NEW BUSINESS**

**8.0 NEW BUSINESS**

**8.4 2016 SENIOR HOUSING SURVEY SUMMARY REPORT**

**2016 SENIOR  
HOUSING SURVEY**

**MOTION: 16.06.230.** Moved by: COUNCILLOR ROXIE RUTT  
That Council accept for information the 2016 Senior Housing Survey Summary Report and authorize administration to proceed with the recommendations as stated in the report.

CARRIED

Reeve Dale Gervais recessed the meeting at 10:03 a.m.  
Reeve Dale Gervais recessed the meeting at 10:12 a.m.

**8.1 2015 FINANCIAL STATEMENT PRESENTATION**

Mr. Chris Pan was present to answer any questions from Council regarding the 2015 Financial Statement.

**MUNICIPAL  
DISTRICT RESERVES**

**MOTION: 16.06.231.** Moved by: COUNCILLOR DALE SMITH  
That Council approve the allocation to the Municipal District's Reserves as follows:

- Project Carry Forward Reserve - \$27,597,656
- Facilities Reserve - \$3,500,000
- Recreation Reserves - \$2,000,000
- Water Reserve - \$5,000,000
- Equipment and Vehicle Fleet Reserve - \$1,500,000
- Wastewater Reserve - \$2,000,000

- Bridge Replacement Reserve - \$2,000,000
- Fire Apparatus Reserve - \$2,000,000
- Road Infrastructure Reserve - \$3,000,000

Reeve Dale Gervais recessed the meeting at 12:00 p.m.

Reeve Dale Gervais reconvened the meeting at 12:59 p.m.

Deputy Reeve Tom Burton did not return to the meeting.

CARRIED

**2015 FINANCIAL  
STATEMENTS**

MOTION: 16.06.232. Moved by: COUNCILLOR DAVE HAY  
That Council approve the 2015 Audited Financial Statements and the 2015 Financial Information Return, with changes, as presented by Hawkings EPP Dumont Chartered Accountants for submission to the Minister of Alberta Municipal Affairs.

CARRIED

**8.2 TAX RECOVERY – PUBLIC SALE OF LAND**

**TAX RECOVERY**

MOTION: 16.06.233. Moved by: COUNCILLOR ROXIE RUTT  
That Council set the terms and conditions that apply to the public sale of land as per the attached advertisement and adopt the “Opinion of Value” prepared by Accurate Assessment Group with reserve bid prices as follows:

Roll #147117	NE-19-70-23-W5	Plan 725TR Block 1 Lot 4	Opinion \$ 30,000
Roll #147118	NE-19-70-23-W5	Plan 725TR Block 1 Lot 3	Opinion \$ 30,000
Roll #147119	NE-19-70-23-W5	Plan 725TR Block 1 Lot 2	Opinion \$ 30,000
Roll #150792	NE-34-66-11-W6	Plan 8821490 Block 14	Opinion \$ 5,000
Roll #154752	SE-16-67-21-W5		Opinion \$ 80,000
Roll #186273	NW-16-67-21-W5		Opinion \$ 50,000
Roll #186274	SE-16-67-21-W5		Opinion \$ 50,000
Roll #228566	SW-6-71-24-W5		Opinion \$185,000
Roll #292660	NE-34-66-11-W6	Plan 8821490 Block 13	Opinion \$ 85,000
Roll #299622	NE-17-67-21-W5		Opinion \$ 50,000
Roll #299623	NW-17-67-21-W5		Opinion \$ 75,000
Roll #299624	SE-17-67-21-W5		Opinion \$ 50,000
Roll #299625	SW-17-67-21-W5		Opinion \$ 75,000

Roll #309698	NW-17-71-25-W5	Plan 0625422 Block 1 Lot 1	Opinion \$350,000
Roll #311066	SW-26-65-21-W5	Plan 9820795 Lot 1	Opinion \$ 75,000
Roll #313774	NW-31-74-25-W5		Opinion \$ 85,000
Roll #313775	NE-31-74-25-W6		Opinion \$ 85,000

CARRIED

**PUBLIC AUCTION  
DATE**

**MOTION: 16.06.234. Moved by: COUNCILLOR DALE SMITH**  
That Council set September 15, 2016 at 9:00 a. m. as the Public Auction Date for the sale of the following properties:

Roll #147117	NE-19-70-23-W5	Plan 725TR Block 1 Lot 4	Opinion \$ 30,000
Roll #147118	NE-19-70-23-W5	Plan 725TR Block 1 Lot 3	Opinion \$ 30,000
Roll #147119	NE-19-70-23-W5	Plan 725TR Block 1 Lot 2	Opinion \$ 30,000
Roll #150792	NE-34-66-11-W6	Plan 8821490 Block 14	Opinion \$ 5,000
Roll #154752	SE-16-67-21-W5		Opinion \$ 80,000
Roll #186273	NW-16-67-21-W5		Opinion \$ 50,000
Roll #186274	SE-16-67-21-W5		Opinion \$ 50,000
Roll #228566	SW-6-71-24-W5		Opinion \$185,000
Roll #292660	NE-34-66-11-W6	Plan 8821490 Block 13	Opinion \$ 85,000
Roll #299622	NE-17-67-21-W5		Opinion \$ 50,000
Roll #299623	NW-17-67-21-W5		Opinion \$ 75,000
Roll #299624	SE-17-67-21-W5		Opinion \$ 50,000
Roll #299625	SW-17-67-21-W5		Opinion \$ 75,000
Roll #309698	NW-17-71-25-W5	Plan 0625422 Block 1 Lot 1	Opinion \$350,000
Roll #311066	SW-26-65-21-W5	Plan 9820795 Lot 1	Opinion \$ 75,000
Roll #313774	NW-31-74-25-W5		Opinion \$ 85,000
Roll #313775	NE-31-74-25-W6		Opinion \$ 85,000

CARRIED

**8.3 GREENVIEW RECREATION MASTER PLAN ADVISORY COMMITTEE**

**GREENVIEW  
RECREATION  
MASTER PLAN**

**MOTION: 16.06.235. Moved by: COUNCILLOR DALE SMITH**  
That Council accept the Terms of Reference for the Greenview Recreation Master Plan Advisory Committee.

CARRIED

## 8.5 CAO REPORT

### CAO REPORT

MOTION: 16.06.236. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept the CAO Report as information.

CARRIED

## 8.6 Little Smoky A La Peche Caribou Range Plan

### CARIBOU RANGE PLAN

MOTION: 16.06.237. Moved by: COUNCILLOR LES URNESS  
That Council accept for information the discussion on the Little Smoky and A La  
Peche Caribou Range Plan.

CARRIED

## 8.7 MGA Solid Waste Review

### MUNICIPAL GOVERNMENT ACT REVIEW

MOTION: 16.06.238. Moved by: REEVE DALE GERVAIS  
That Council direct administration to investigate the concerns of the Alberta  
Association of Independent Landfill Operators in regards to the MGA.

CARRIED

### #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 Municipal Planning Commission Meeting  
Attended the Grande Prairie Tourism Board Meeting  
Attended the Seven Generations Energy Presentation  
Attended the Committee of the Whole Meeting  
Attended the Wapiti River Management Plan Meeting  
Attended the MGA Summer Tour in Grande Prairie  
Attended the Community Futures Meeting

### COUNCILLOR ROXIE RUTT

Attended the Grande Prairie Public Library Meeting  
Attended the FCSS Meeting  
Attended the Alberta Care Meeting  
Attended the Alberta Association of Municipal Districts and Counties MGA  
Review  
Attended the Seven Generations Energy Presentation

Attended the Committee of the Whole Meeting  
Attended the Grande Cache Ratepayer BBQ  
Attended the Greenview Golf Tournament  
Attended the MGA Summer Tour in Grande Prairie  
Attended the Grande Spirit Meeting  
Attended the Peace Regional Archives Meeting

**COUNCILLOR DALE SMITH**

Attended the Municipal Planning Commission Meeting  
Attended the Valleyview Ratepayer BBQ  
Attended the FCSS Meeting  
Attended the Smoky Applied Research and Demonstration Association Meeting  
Attended the Committee of the Whole Meeting  
Attended the Alberta Association of Municipal Districts and Counties MGA Review  
Attended the Seven Generations Energy Presentation  
Attended the Grande Cache Ratepayer BBQ  
Attended the Greenview Golf Tournament

**COUNCILLOR DAVE HAY**

Attended the Valleyview Ratepayer BBQ  
Attended the Valleyview Recreation Board Meeting  
Attended the Municipal Planning Commission Meeting  
Attended the Committee of the Whole Meeting  
Attended the MGA Summer Tour in Grande Prairie  
Attended the Heart River Housing Meeting

**COUNCILLOR LES URNESS**

Attended the Valleyview Ratepayer BBQ  
Attended the Municipal Planning Commission Meeting  
Attended the Committee of the Whole Meeting  
Attended the Grande Cache Ratepayer BBQ  
Attended the Greenview Golf Tournament

**COUNCILLOR GEORGE DELORME**

Attended the Municipal Planning Commission Meeting  
Attended the Grande Cache Water Protection  
Attended the Committee of the Whole Meeting  
Attended the Seven Generations Energy Presentation

**DEPUTY REEVE TOM BURTON**

Not in attendance

**9.1 REEVE'S REPORT:**

**REEVE DALE GERVAIS**

Attended the Municipal Planning Commission Meeting  
Attended the Valleyview Ratepayer BBQ  
Attended the Committee of the Whole Meeting  
Attended the Grande Cache Ratepayer BBQ  
Attended the Greenview Golf Tournament  
Attended the MGA Summer Tour in Grande Prairie  
Attended the Northern Alberta Mayor & Reeves Meeting  
Attended the Hillside High School Graduation Ceremonies

#10  
CORRESPONDENCE

**10.0 CORRESPONDENCE**

MOTION: 16.06.239. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept for information the correspondence presented.

CARRIED

#11 IN CAMERA

**11.0 IN CAMERA**

There was no In Camera presented.

#12  
ADJOURNMENT

**12.0 ADJOURNMENT**

MOTION: 16.06.240. Moved by: COUNCILLOR ROXIE RUTT  
That this meeting adjourn at 2:11 p.m.

CARRIED

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CHIEF ADMINISTRATIVE OFFICER

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REEVE



# REQUEST FOR DECISION

SUBJECT: **Providing Physical Access Request**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: July 12, 2016  
DEPARTMENT: INFRASTRUCTURE & PLANNING  
FILE NO./LEGAL: NE-20-66-22-W5  
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH MANAGER: INT  
GM: GG PRESENTER: DP  
LEGAL/ POLICY REVIEW: INT  
FINANCIAL REVIEW:

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## RELEVANT LEGISLATION:

### **Provincial (cite) – *Municipal Government Act***

#### S. 640 – Land Use Bylaw

(4) Without restricting the generality of subsection (1), a land use bylaw may provide for one or more of the following matters, either generally or with respect to any district or part of district established pursuant to subsection (2)(a):

(h) the location and amount of access to lots from roads and ensuring that there is at least one means of access from each lot to a road;

#### S. 650 – Condition of Issuing Development Permit

(1) A council may in a land use bylaw require that, as a condition of a development permit's being issued, the applicant enter into an agreement with the municipality to do any or all of the following:

(a) to construct or pay for the construction of a road required to give access to the development;

### **Council Bylaw / Policy (cite) – *Municipal Development Plan***

#### S. 9.2 – Transportation

9.2.1 All public roads and accesses shall be sited and constructed in accordance with Municipal District standards.

### **Council Bylaw / Policy (cite) – *Policy & Procedures Manual***

#### EES 01 – Access Definition for Road Requests

The M.D. is required to provide or ensure legal access to property but is not required to provide physical access. When Council authorizes a road to be constructed to provide physical access to a quarter section(s) or a parcel of land, the road shall be constructed under the following conditions.

(1.0) All new roads being constructed to a quarter section(s) or parcel of land shall be constructed to the quarter section line with a suitable turn-around.

(2.0) When the quarter section line or property line lies within a low area, muskeg, creek or other physical barrier unsuitable to access the parcel, the road shall be constructed sufficiently past such barrier to surpass any hindrance.

(3.0) When a low area, muskeg, creek or other physical barrier does not allow for acceptable access and would create substantial increase to the cost of the project, the issue will be brought to Council for review.

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RECOMMENDED ACTION:

**MOTION: That Council accept for information the presentation by Amy Garrett.**

**MOTION: That Council provide Administration with direction on providing temporary physical access to NE-20-66-22-W5.**

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BACKGROUND / PROPOSAL:

In early May 2016, Amy and William Garrett (Applicant & Landowners) met with a member of the Planning & Development team to discuss a development proposal for a Quarter Section of land that is located at NE-20-66-20-W5 and owned by the Garretts. The development proposal sought to utilize two office trailers as a Dwelling Unit – Manufactured in a cultivated portion of the Quarter Section that is adjacent to the eastern property line but south of an area of muskeg. Physical access to the home site was proposed off of a low profile, substandard road (the road) that was located in a municipal right-of-way that runs along the eastern edge of the property.

Due to the narrow width of the road, an oilfield services business sign located in the road allowance and the absence of a Registered Road Plan, Planning & Development assumed that the road was an oilfield service road maintained by a firm working in the area. After contacting the firms that were potentially responsible for maintaining the road (Escalade Energy Inc. and Marquee Energy Ltd.), the Garretts learned that the road was no longer being used or maintained by either firm.

The Garretts informed Administration of their discovery during a second discussion that also took place in early May. During this discussion, Staff advised the Garretts that the road would no longer be recognized as an oilfield service road due to its apparent abandonment. Planning & Development is not be able to Approve a development permit for a permitted use without physical access being provided via a road constructed to meet Greenview's adopted specification for a local road design. As the road could no longer provide physical access to the Garrett's property, Administration informed the Garretts that physical access would have to be provided by building an access road within the road allowance adjacent to the Garrett property and constructed to Greenview standards from the terminus of Range Road 224 to a private approach and driveway to be located on NE-20-66-22-W5.

In addition to stating the need for a new access road, Administration also notified the Garretts that Greenview would cover the cost of building the stub road but a Road Construction Request would need to be submitted by the Garretts and these requests could be a lengthy process. After talking with members of both the Construction & Maintenance and Planning & Development teams, the Garretts submitted a Development Permit application (D16-122) on 11 May 2016 and a Road Construction Request on 2 June 2016.



Just prior to June 2, 2016 of receiving the residential road request, Construction & Maintenance (C&M) had one phone call conversation with the Garretts on the application process on whether or not, if accepted, the road would be built this year. The answer given was that, even if approved, it may not be built in 2016 depending on the environmental assessment and timing. Also discussed, was the security deposit that could be valued to a maximum of \$50,000 depending on the estimated value of construction.

C&M second conversation with the Garretts was a follow-up phone call, notifying the Garretts that Greenview had been out to the site to collect the data to run through the road criteria and that they would hear back from Greenview when completed.

C&M third conversation was to inform the Garretts that the road criteria was considered low at 4.7 and that the security could be around \$30,000 but we would not know for sure until a proper assessment had been completed on construction costs.

As recently as July 5, the site was revisited by Staff to assess the Garrett's situation. The road is a low elevated grade, sub-standard structure that needs to be widened. The 900mm center line culvert at the intersection may need to be lengthened to accommodate road widening. Garrett's approach, leading to their place of residence needs a culvert.

It was discussed with the Garretts that Greenview may need road widening and borrow to build the road to meet MD standard designed road, both of which was agreed to by Garretts.

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#### **OPTIONS – BENEFITS / DISADVANTAGES:**

##### **Option #1 – Council can direct Administration to:**

- 1) build a temporary access road within the road allowance adjacent to NE-20-66-22-W5;
- 2) add the construction of a permanent access road within the road allowance adjacent to NE-20-66-22-W5 to a future construction schedule; and
- 3) waive the security deposit required for access to proposed residential developments according to Policy No. 4001.

##### **Option #2 – Council can direct Administration to:**

- 1) build a temporary access road within the road allowance adjacent to NE-20-66-22-W5; and
- 2) add the construction of a permanent access road within the road allowance adjacent to NE-20-66-22-W5 to a future construction schedule; and
- 3) collect the security deposit required for access to proposed residential developments according to Policy No. 4001.

**Option #3 – Council can refuse Amy and William Garretts' request to have an access road built within the road allowance adjacent to NE-20-66-22-W5.**

**Benefits –** Could depend on the option chosen.

**Disadvantages –** Could depend on the option chosen.

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COSTS / SOURCE OF FUNDING:

Funding for any construction works on the road allowance will be taken from the Residential Access Roads Budget.

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ATTACHMENT(S):

- Garrett Power Point Presentation
- Letter to Administration from Amy & William Garrett

## Lianne Kruger

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**From:** Amy Garrett <amy\_e\_garrett@hotmail.com>  
**Sent:** Monday, July 04, 2016 10:27 AM  
**To:** Teresa Marin  
**Subject:** Request to speak at Council July 12

Hi Teresa,

Thank you for speaking to me this morning.

I am requesting presence to speak at the July 12 Council meeting to ask the Council to consider moving forward with our road building and development permit.

Details -

In April 2016, my adult daughter tried to commit suicide. This culminated in her coming home, where my husband and I and our other 3 children live with his parents. His parents don't approve of her being home with us and it has required we move. Because we already have property and a place to go, and all our money is going to this property, we opted to work on getting our home site built, using oil field "office trailers" (not permanent buildings) until the time comes we can buy or build a home. They are self contained, all that we need is a septic tank and we can move in. However, we will be drilling a well and putting in power right away. Both Atco and our uncle, Brad Saville (well drilling) are just waiting for word from us.

We discovered during this process that we need a development permit to put in a septic tank, so we halted our progress and started that process.

We were told that we couldn't get a development permit without local road access, and an approach built. There is a road running along our property line, where we have our home site, and the MD initially told us it was an oil field road and we had to get permission from the oil company to use it - *at which time we could have gotten the development permit, with an agreement to build our own approach.*

After dozens of phone calls and emails, we found that it is not an oil field road and the MD has full control of it. Suddenly, a road and approach built to country specs is required to get a development permit. At a cost to us of approximately \$30,000 as a deposit in case we decide not to live there. My husband and his parents have lived here for about 15 years. My kids and I have lived here for almost 5 years. We are local and plan to stay that way. We aren't some random outsiders coming in and wanting the county to build a road and then we do nothing with it. We are local, we have roots here.

I called this morning and found out our road priority is low and likely won't happen any time soon because we don't have the cash for a deposit. The development permit won't happen because of that, and we can't even go onto our property and just do the work and pay the \$5,000 fine for developing without a permit, because we were warned a stop order could be issued and we could be thrown off our property.

The MD was fine with giving us a development permit if an oil company could have given us access to the road, built as it is now. It's basically a glorified driveway and needs gravel. I want to ask the Council to consider giving us some leniency, since the road will eventually be built, and let us have the development permit now so we can move onto our home. There has to be some solution that we, as landowners and tax payers, have access to, that doesn't require us selling the property (in a terrible economy) just so we have the money to rent a house.

Thank you for your time, Amy and William Garrett

This is the corner of RR664/TR224 going east onto Hebert's land on road allowance. It is basically a driveway.





This is the same corner as is in the previous slide, facing south.  
We request permission to lease/maintain this portion for approximately 200 metres.



Township Road 224 South from Range Road 664 is usable; it needs some maintenance and gravel; it is as good as Range Road 664 East from Township Road 224, basically a driveway, and in as good a condition as many driveways in the MD for purposes of emergency services access.





- All along the property on 664 is muskeg. There are no other house site options.

- We are requesting permission to maintain Township Road 224 South of Range Road 664 for approximately 200 metres with grading and gravel, as needed. The remaining road would be maintained for our farming use.

- We propose this solution for a period of at least a year, so that the MD may see we live on the land and the road construction would not be in vain.







## REQUEST FOR DECISION

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SUBJECT:	<b>Bylaw 16-767 Big Mountain Industrial Park Area Structure Plan</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2016	CAO: MH	MANAGER:
DEPARTMENT:	INFRASTRUCTURE & PLANNING/PLANNING & DEVELOPMENT	GM:	PRESENTER: LL
FILE NO./LEGAL:	SE-1-69-6-W6, PLAN 8822869, LOT 2	LEGAL/ POLICY REVIEW:	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

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### RELEVANT LEGISLATION:

**Provincial** (cite) – *Municipal Government Act, RSA 2000, c M s.*

**Council Bylaw / Policy** (cite) – *Municipal Development Plan Bylaw No. 03-397 and Land Use Bylaw 03-396.*

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### RECOMMENDED ACTION:

**MOTION:** That Council give First Reading to Bylaw No. 16-767, for the Big Mountain Industrial Park Area Structure Plan.

**MOTION:** That Council schedule a Public Hearing for Bylaw No. 16-767, for the Big Mountain Industrial Park Area Structure Plan, to be held on August 23, 2016, at 10:00 a.m.

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### BACKGROUND / PROPOSAL:

Administration has received a preliminary Area Structure Plan for the proposed Big Mountain Industrial Park from Opus Stewart Weir Ltd., on behalf of the Applicant, as part of a requirement for land use application A16-002. The land use amendment application proposes to re-designate a 49.67 hectare  $\pm$  (122.75 acre) area from Agriculture (A) District to Industrial (I) District within SE-1-69-6-W6, Plan 8822869, Lot 2, in the Grovedale area, Ward 8

An Area Structure Plan provides a framework for the subsequent subdivision and development of an area of land within a municipality. An Area Structure Plan describes the sequence of development anticipated for the lands, the land uses proposed for the area, and the general locations of transportation routes and public utilities. An Area Structure Plan contains land use and development guidance for the general public, developers, landowners, Municipal Planning Commission members and Council.

The preliminary Area Structure Plan has been prepared pursuant to Section 633(1) of the Municipal Government Act which states that an area structure plan, “(a) must describe (i) the sequence of development proposed for the area, (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area, (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and (iv) the general

location of major transportation routes and public utilities, and (b) may contain any other matters the council considers necessary.”

Furthermore Section 6.2.5 of the Municipal Development Plan states that “The Municipal District may require that an Area Structure Plan be prepared for a proposed rural industrial park. These plans shall address the following issues to the satisfaction of the Municipal District: (a) conformity with this Plan, other statutory plans, if any, and the Land Use Bylaw; (b) proposed lot layout and phasing; (c) impacts on adjacent uses, environmentally sensitive areas, and recreational uses, including provision for buffers; (d) proposed methods of water supply, sewage disposal, and storm drainage; (e) access, internal circulation, and impacts on the transportation network; and (f) allocation of municipal and environmental reserve, if required.”

Administration has reviewed the preliminary Area Structure Plan, and the Plan meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration is satisfied that the Plan addresses policies for utilities and servicing, transportation networks and the development of industrial lots. In addition to the Plan, the Applicant will be required to complete a Stormwater Management Plan at the time of subdivision, as per Greenview’s Engineer Design and Construction Standards.

The preliminary Area Structure Plan is being brought forward to Council for First Reading and to schedule a Public Hearing. Once Administration has Council approval to proceed with the preliminary Area Structure Plan, the Plan will be circulated to referral agencies, and notice will be given to landowners in the area.

---

#### OPTIONS – BENEFITS / DISADVANTAGES:

**Option – 1.** That Council pass a motion to give First Reading to Bylaw No. 16-767 as presented, and further pass a motion to schedule a Public Hearing for August 23, 2016, allowing enough time for the Area Structure Plan to be circulated as per legislation.

**Option – 2.** That Council pass a motion to give First Reading to Bylaw No. 16-767 with amendments, and further pass a motion to schedule a Public Hearing for August 23, 2016, allowing enough time for the Area Structure Plan to be circulated as per legislation.

**Option - 3.** That Council table Bylaw No. 16-767 for further discussion or information.

**Option - 4.** That Council refuse to give First Reading to Bylaw No. 16-767.

**Benefits** – The benefits are that an Area Structure Plan will ensure that development proceeds in an orderly and economic way, and that proposed developments will not have negative implications for the municipality, the environment, adjacent landowners or future residents.

**Disadvantages** – The disadvantages are that industrial development may conflict with adjacent land uses.

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#### COSTS / SOURCE OF FUNDING:

The cost of the Big Mountain Industrial Park Area Structure Plan is borne by the Developer.

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ATTACHMENT(S):

- Big Mountain Industrial Park Area Structure Plan

# **Big Mountain Industrial Park Area Structure Plan**





## ***Big Mountain Industrial Park – Area Structure Plan***

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Opus Stewart Weir Ltd  
Sherwood Park Office  
Suite 140, 2121 Premier Way  
Sherwood Park AB T8H 0B8  
Canada

Telephone: +1 780 410 2580  
Facsimile: +1 780 410 2589

Date: June 28, 2016  
Reference: S-38820.00  
Status: Draft

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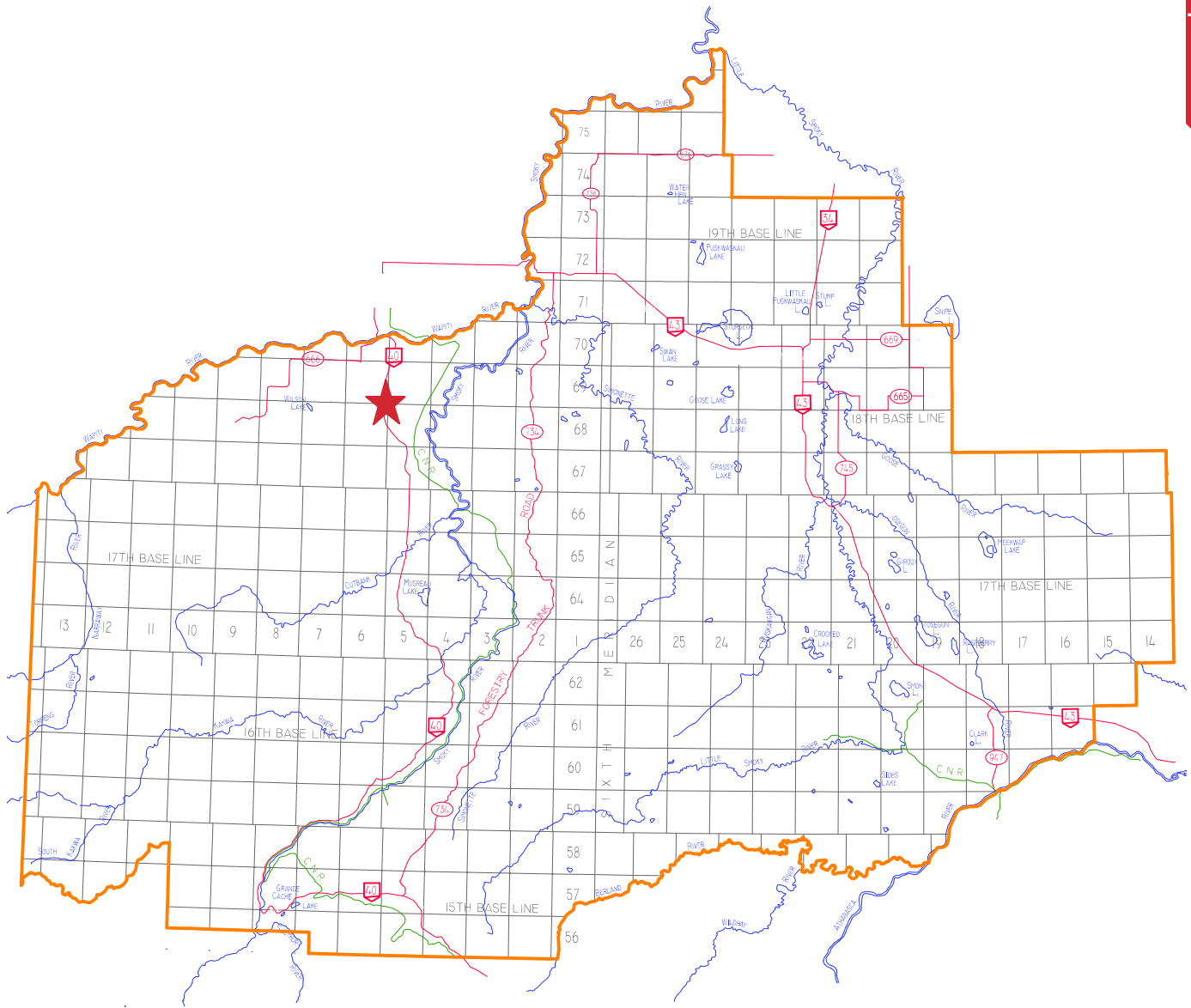
## 1.0 INTRODUCTION

The Municipal District of Greenview No. 16 (the M.D.) is located in the southern portion of the Peace River Region (Figure 1). Its location is strategic as most goods bound for points north will pass through Greenview. There is a wide diversity of resources from oil and gas to lumber and mining, as well as tourism opportunities. Rapid development of these resource sectors has resulted in Greenview being host to a strong and diverse economic base.

The Big Mountain Industrial Park Area Structure Plan provides for light industrial uses, with the land use designation of the “I” - Industrial District, on a parcel of 43.7 ha (108 ac), on Lot 2, Plan 886 2869, a portion of the SE 1-69-6-W6M, to accommodate 19 industrial lots. This proposed development is strategically located with access to the Two Lakes area and the Gold Creek area which takes advantage of the provincial infrastructure.

The Area Structure Plan, hereinafter referred to as the “Plan”, describes how the subject property can be subdivided and developed in a coordinated and sustainable way, in accordance with the policies of the M.D. of Greenview No. 16. The Plan complies with the Municipal Government Act and relevant policies of the M.D. including the Municipal Development Plan (MDP 2003) and the Grovedale Area Structure Plan.

One of the primary objectives of the M.D. for the Grovedale area is for the establishment of industrial businesses to be developed on the east side of Highway 40. The location of this proposed development complies with this objective.



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Sherwood Park, Alberta  
780.410.2580

*The M.D. of Greenview No. 16*  
1913212 Alberta Ltd.

Figure 1  
June 2016

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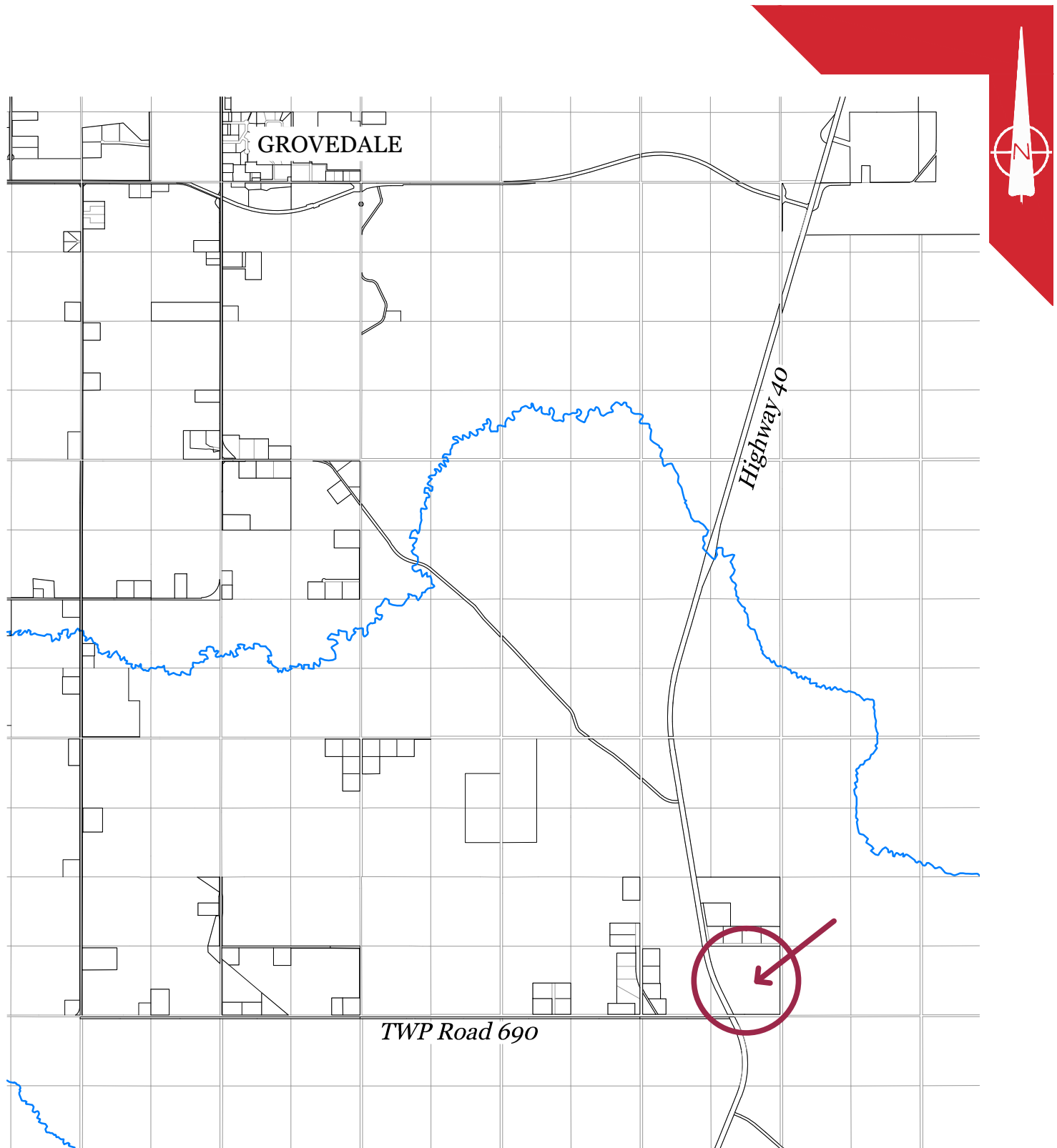
### **1.1. Purpose and Scope**

This document was prepared in response to increasing development pressure in the Municipal District. Historically, the broader area has consisted of large forest reserves, agriculture, resource extraction, recreation and wildlife, and settlement areas.

Recently the Grovedale area has experienced a growth rate higher than the rest of the Municipal District due to country residential and industrial development demands. The site is located in an area that has some agricultural activity, some country residential but is mainly heavily forested with deciduous trees.

The preparation of the Area Structure Plan is an initial step to managing growth. It should be noted however that the timing of specific developments may accelerate or slow depending on a variety of socio-economic factors and conditions.

The subject land (Figure 2) is located in a primarily industrial area and the industrial components of this proposed development will provide small lots for the companies that support the neighbouring larger industries.



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Sherwood Park, Alberta  
780.410.2580

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*Overall Location Map*  
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Figure 2  
June 2016

## **1.2. Policy Context**

### **1.2.1. Provincial Land Use Policies**

In Alberta, Land Use Planning is administered under the Municipal Government Act (MGA). In addition, the Provincial Land Use Policies and the Subdivision & Development Regulation are two main documents established by the Province to provide municipalities with a planning process to follow.

While the M.D. of Greenview is located within the Upper Peace Region, currently there is no Regional Plan in place to guide development from a Provincial perspective.

### **1.2.2. Strategic Directions Plan (2014)**

The growth strategy is based on the desire to promote and accommodate growth that will preserve and strengthen the positive attributes of the Municipal District. The communities work collaboratively to drive economic growth, create progressive infrastructure, provide recreational and cultural opportunities, and ensure environmental stewardship of the incredible natural resources.

### **1.2.3. Municipal Development Plan No. 03-397 (MDP)**

The Municipal Development Plan (MDP) is a Municipal District wide document that provides broad policy direction regarding the location of various land uses, the provision of municipal reserves, appropriate infrastructure for the servicing of development and the protection of environmentally sensitive areas and hazard lands. The MDP also determines other matters such as when ASPs, concept plans or outline plans are required.

The MDP requires that all proposals for industrial development be considered only in accordance with an Area Structure Plan. The ASP will address the following:

- a) the impact on adjacent land uses,
- b) transportation,
- c) provision of water and sewer,
- d) storm water,
- e) the provision for municipal reserve,
- f) the impact on community services such as fire protection, and
- g) the municipal servicing costs associated with the development (if any), and
- h) landscaping and buffering and any other matters identified by the M.D.

Section 1.3.2 of the MDP states that the M.D. shall accommodate growth:

- by supporting agricultural production through the opening of new agricultural lands,
- through the development of uses which support and benefit agriculture,
- by supporting the exploration and extraction of natural resources,

- by promoting and accommodating developments which contribute to a diversification of the area's economy,
- by supporting the expansion of the rural population base in appropriate locations, and,
- by supporting the improvement of transportation facilities and utilities.

In accordance with Section 6 of the MDP, industrial and commercial development ranges from major industries to home-based businesses. There is diversification of industrial to service several resource sectors, including agriculture, forestry, mining, oil and gas, and recreation and wildlife.

The objective of section 6.1(a) is to promote and accommodate the development of industrial and commercial uses at appropriate locations. In the case of this proposal, the site is at an excellent location with direct access from Highway 40 and lends itself to the type of diversity in industry that the MDP supports.

The development will cater to those who have larger land requirements for uses not suited to an urban area. The development proposed in this ASP will not require municipal servicing, which is also supported by the MDP.

With respect to transportation, section 9.2.1 of the MDP requires that public roads and accesses are constructed to the standards of the Municipal District. Section 9.2.3 states that all subdivision and development in close proximity to a highway shall meet the requirements of Alberta Transportation.

The development under this ASP will provide private water and sewer service in accordance with provincial standards. Soil percolation tests will be provided if required by the municipality and the location of disposal systems will be sited. A stormwater management plan would be required at the time of subdivision.

#### **1.2.4. Grovedale Area Structure Plan (2005)**

The Big Mountain Industrial Park ASP also falls under the goals and policies of section 2.5, Rural Industrial of the Grovedale ASP, adopted in January of 2005. The types of industrial uses considered in accordance with the Grovedale ASP are:

- natural resource extraction industries,
- oil and gas processing plants and related operations,
- agricultural industries,
- storage yards,
- small scale industrial pursuits, and
- major home occupations.

The intention of the Big Mountain Industrial Park is well suited to the goals of the Grovedale ASP.

Section 2.5 (c) states that Rural Industrial uses may be considered in the Agricultural area, providing that policies of section 2.5(e) are followed:

- accessibility to a highway to the satisfaction of Alberta Transportation or to a municipal road to the satisfaction of the M.D.,
- located on lands that have a low capability for agricultural use and are suitable for development, and
- adequate provision for water supply, sewage disposal and fire protection.

#### **1.2.5. Land Use Bylaw No. 03-396**

The subject property is currently designated as “A”-Agricultural. As part of this proposal, an amendment to the Land Use Bylaw will be required to change the land use designation to “I”-Industrial District. All amendments to the LUB will be consistent with the MDP and consistency must be maintained throughout all other policy documents.

The proposed development meets these objectives and have been addressed in this ASP.

### **1.3. Planning Process**

The implementation of the Area Structure Plan is the responsibility of Council. The plan will be advertised and a Public Hearing will be held to receive feedback from the public during a regular Council meeting.

The proposed development requires the adoption of the ASP and a land use bylaw amendment to redesignate the land from “A”-Agricultural District to “I”- Industrial District. In both cases these processes require adoption by bylaw. After the proposal is referred to various agencies and internally to administration, Council gives 1st reading of the bylaw and a Public Hearing. After the Public Hearing, if Council is satisfied that all concerns have been heard, they may give the Bylaw 2<sup>nd</sup> and 3<sup>rd</sup> readings. Once finalized, the subdivision application can be processed.

## **2.0 PLAN AREA AND SITE ANALYSIS**

The plan area is located in the westerly portion of the Municipal District. The subject property is a parcel of 43.7 ha (108.6 ac) in size. The parcel is located to the southeast of Grovedale on the east side of primary Highway 40 and is in the Grovedale Area Structure Plan study area.

The subject property is vacant and has not yet been developed. The property is heavily forested with deciduous trees.

The picture below (Figure 3) is taken from a point close to the intersection of Highway 40 and Township Road 690 looking east. The name of the project comes from the Big Mountain Creek that flows to the east of the subject property.

The site is relatively flat and gently slopes toward the northeast from the southwest (Figure 6). The majority of this parcel and the land immediately surrounding it has a slope of 5% or less. To accommodate drainage, a stormwater management plan will be prepared at the subdivision application stage if required.



*View from Highway 40 looking Northeast,  
heavily forested with deciduous trees.*

## 2.1. Existing Development and Proposed Land Uses

Figure 4 shows the surrounding land uses. The properties depicted in white are residential parcels and the properties in yellow show agricultural uses. The residential lots will be buffered by a proposed 50 metre wide strip, the full width of the quarter section. The buffer is heavily forested with naturally growing deciduous trees. This buffer will be put in place to address noise concerns and visual impact on the adjoining residential lands.

Agricultural uses directly border the subject property to the west across Highway 40 with more residential parcels approximately ¼ mile to the west. The site is bordered on the east and south by crown land that is controlled by the province.

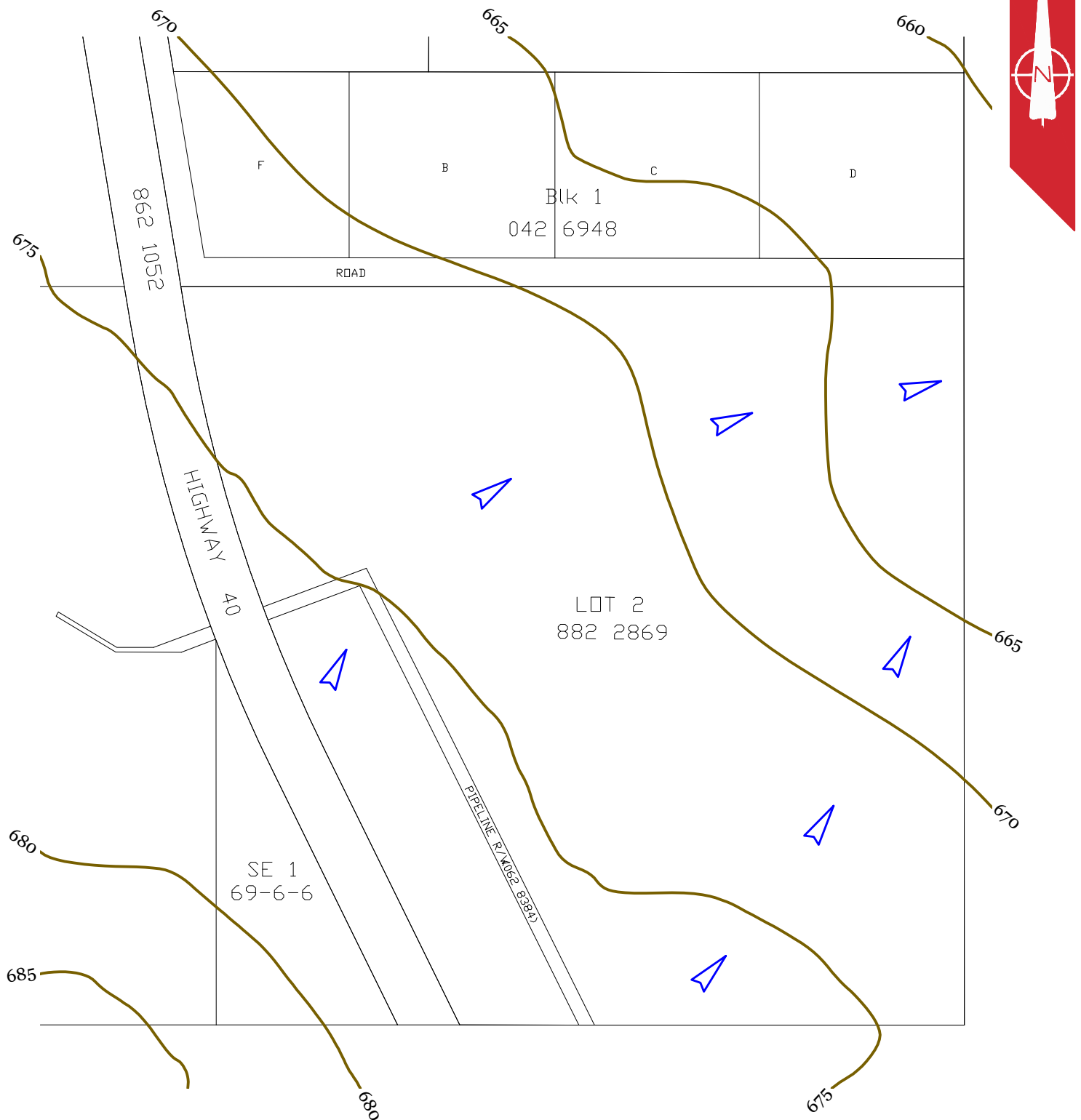
### ***Goals:***

- a) To minimize the possibility of conflicts between potentially incompatible and uses.
- b) To provide for development and employment opportunities in the rural area.
- c) To provide a mixture of industrial uses and activities.
- d) To minimize the impact of industrial development on the adjacent residential development as much as possible.

### ***Policies:***

- a) No residential uses or developments will occur on the subject property; development will consist of industrial uses.
- b) Growth shall occur in accordance with the proposed Plan for 19 lots as shown in Figure 5. Requests to develop outside the parameters of this plan will require the approval of the M.D. of Greenview.
- c) The redesignation of the land will follow the M.D.'s amendment procedures and requirements.
- d) The application for subdivision or development shall be accompanied by preliminary engineering drawings and specifications for roads, stormwater, and any other information the M.D. might require in support the subdivision and development.
- e) Industrial development shall meet the parking requirements as specified in the M.D.'s Land Use Bylaw.
- f) Industrial development should be designed to create an attractive focal point.
- g) Lighting, including security and parking area lighting, shall use energy efficient fixtures and be designed/oriented/shaded to prevent light spillage onto any adjacent property or area.





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Sherwood Park, Alberta  
780.410.2580

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*Site Contours*  
1913212 Alberta Ltd.  
Figure 4  
June 2016



## **2.2. Natural Environment and Open Space**

The M.D. consists of a significant amount of crown land that is provincially controlled. These lands accommodate a large diversity of major economic activities, including oil and gas, forestry, sand and gravel extraction and agriculture. Environmental features throughout the M.D. such as rivers and lakes support a great deal of recreational activities.

The subject property is privately owned. It is heavily forested and there are no natural bodies of water for which appropriate setbacks will be required. There are no hazard lands of concern, such as those subject to slumping, erosion or flooding.

The M.D. identifies the need for resource activity such as forestry, mining, oil and gas exploration and other related industry. It is recognized that patterns of human settlement and activity can take place safely while limiting the impact to the natural environment.

The deciduous timber to be removed from the site will be salvaged and hauled to the local Norbord Inc. mill for further use. The appropriate permit applications are in place.

The land has a low capacity for agricultural use because of the heavy tree growth. An aerial photograph has been provided to give a better appreciation of the natural and physical site context.

## **2.3. Environmental Standards**

As part of the General Regulations of the Land Use Bylaw, Section 9.2 requires that development shall not be allowed to detrimentally affect natural features such as ponds, streams wetlands and forested areas.

### ***Policies:***

- a) stripping of vegetation or grading shall be done in a manner which will minimize soil erosion by ensuring that the extent of the disturbed area and the duration of its exposure is minimized,
- b) all necessary approvals will be obtained from Alberta Environment and Parks.

### **2.3.1. Wildlife and Vegetation**

In this general area there is the possibility of habitat for migrating birds. If that is the case, federally there may be some restriction of timing of when there can be disturbances. A more detailed look may be appropriate at the subdivision stage.

The vegetation of the parcel is very dense and appears to consist of a mixed stand of trees with multiple layers. These stands are often trees of different heights and sometimes species are intermixed throughout the stand.

A variety of balsam poplar, trembling aspen, blue spruce and willow are typical deciduous trees in this area of Alberta.

### ***Policy***

- a) natural vegetation will be retained wherever possible.

### **2.3.2. Soils**

This area of the M.D. consists of fluvial deposits and forested soils. The site in particular is class 3 of the Canadian Land Inventory system meaning that the soils are of an average status on a scale of 1 to 5, class 1 being the best for agricultural purposes. Approximately 80% of the soils on the parcel is considered to be acceptable for agricultural but likely would yield low productivity. The other 20% is poor agricultural soil with poor drainage.

The average soil type in the area is gray soils formed under expanding clay. There is also likely a high sodium content.

#### ***Policies:***

- a) Any slumping, erosion or flood prone areas to be found shall remain in their natural state to reduce risk to life or property.
- b) Development shall take place while the best effort will be made to conserve as much natural vegetation as possible.

### **2.3.3. Historical Resources**

No historical significant resources are listed on this parcel with the Alberta Historical Resources Foundation.

## **2.4. Utilities and Servicing**

The M.D. requires that, with the exception of development located within the serviced area of a hamlet, all developments will provide private water and sewer services in accordance with provincial standards.

### **2.4.1. Potable Water Supply:**

All individual lot owners will be responsible for their own water supply by either drilling water wells or using cisterns.

### **2.4.2. Sanitary Sewage Collection:**

All sanitary sewage systems will use pump out tanks. Individual lot owners will be responsible for the collection and disposal of sewage.

### **2.4.3. Stormwater Pond**

The property is sloping slightly allowing drainage to flow from the southwest to the northeast. A storm pond will be constructed as a public utility lot with access to the internal road.

### **2.4.4. Electrical Services:**

Electrical utility distribution and servicing will be coordinated by Atco Electric at the request of the developer.

### **2.4.5. Natural Gas Services:**

Atco Gas will provide natural gas distribution to the proposed properties.

#### **2.4.6. Communications Services:**

TELUS Communications is the service provider of communication services for the plan area.

#### **2.4.7. Emergency Services:**

The plan area will rely on services available in the M.D. of Greenview. Fire protection services are available and will be the responsibility of the Municipal District.

#### **2.4.8. Abandoned Wells and Pipelines**

There are no abandoned wells on the subject property. There is, however, an existing right of way for a decommissioned oil pipeline. The right-of-way runs diagonally through the parcel in close proximity to the highway. The actual pipeline has been physically removed and the right-of-way has been discharged.

#### **2.4.9. Stormwater Management**

The site will be graded to direct flow from the developed lots to the ditches on either side of the internal access road. A stormwater management pond is proposed as a public utility lot (PUL) shown on the northeast corner of the property (Figure 5). Surface water will be directed to the pond through ditches and culverts constructed along both sides of the internal access road. The storm pond is to be constructed at the northeast corner of the quarter section for stormwater management purposes and for fire suppression.

#### **2.4.10. Road Standards**

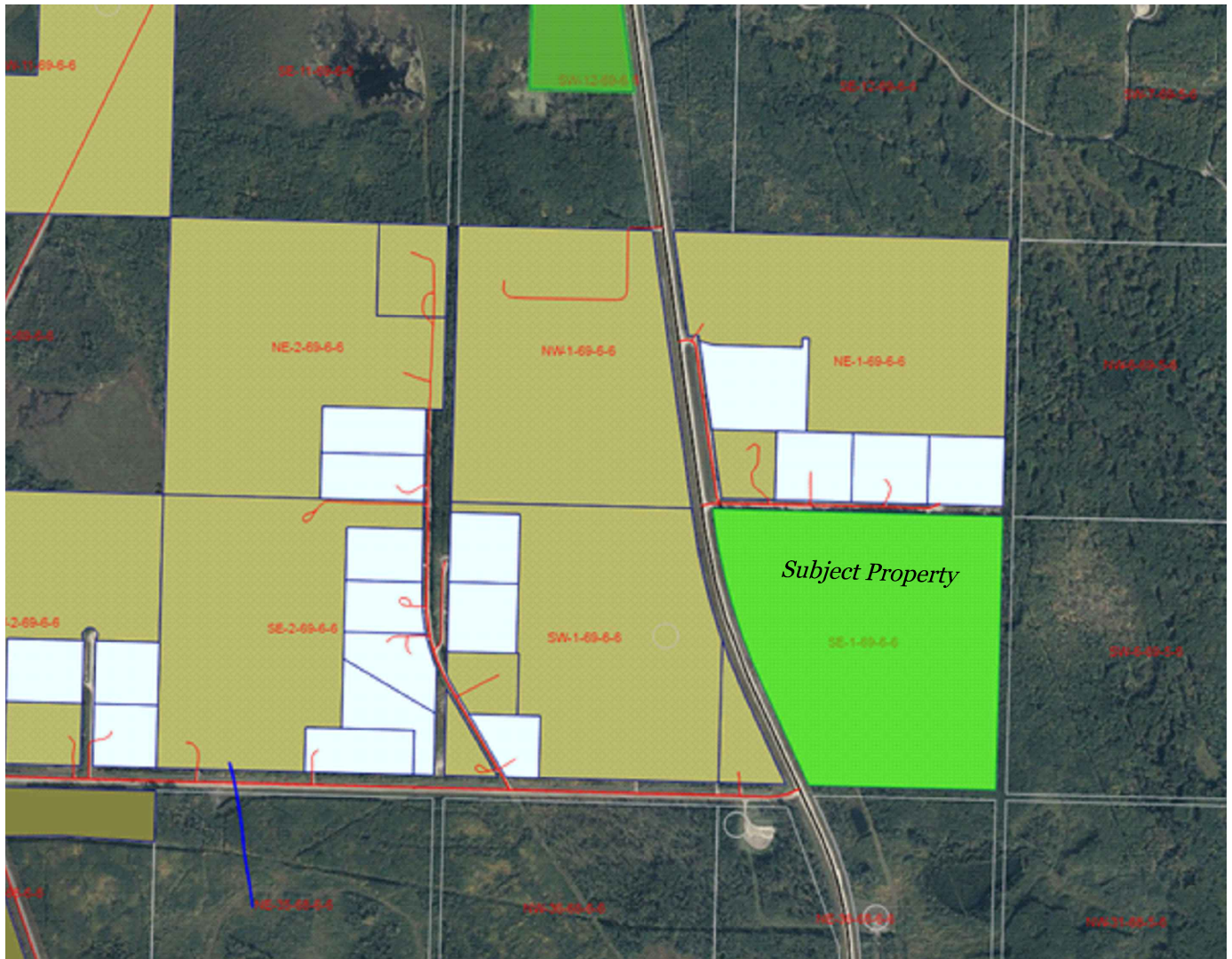
A single access roadway is proposed in the form of a loop from Township Road 690 and centrally is located on the property. Undeveloped road allowance, an extension of Township Road 690, runs along the southern boundary of the parcel to an undeveloped road allowance along the easterly boundary.

Construction of the continuation to the east of Township Road 690 will be designed in a typical rural cross-section with ditches on both sides. Approaches to individual lots will be constructed at the development permit stage. Roads will be constructed in accordance with M.D. policies.

An 8 metre (25 ft.) right-of-way is proposed for the internal roadway, as per the Greenview Engineering Design and Construction Standards. Rural roads are constructed with a gravel base and cold mix surface top.

In accordance the LUB, pursuant to the Public Highways Development Act, developments occurring within 400 metres of the right-of-way of a highway or within 800 metres of an intersection of a district road with a highway will require a Highway Development Permit from Alberta Transportation.

If required, an emergency exit could be provided onto Highway 40 with knock down bollards to prevent daily use of the access. This could be achieved using the existing access at the northwest corner of the site through the west end of the Municipal Reserve (buffer) but would be addressed at the time of the subdivision application.



#140, 2121 Premier Way  
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780.410.2580

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*Surrounding Land Uses*  
1913212 Alberta Ltd.  
Figure 5  
June 2016

### **3.0 PROPOSED DEVELOPMENT CONCEPT**

#### **3.1. Industrial Development**

Currently the district that provides the best fit in the Land Use Bylaw is the “I” – Industrial District. The purpose of the “I” – Industrial District, in this case, is to provide for light industrial uses that require relatively large tracts of unserviced land for industrial development.

This ASP provides a subdivision design to create 19 lots. Township Road 690 will be developed extending to the east with access to each lot provided by way of an internal subdivision road. In the northeast corner of the property there will be a storm pond which will be a Public Utility Lot (PUL) with a pan handle lot providing access.

The Municipal District supports the location and a wide range of industrial uses as identified in the “M-1”-Light Industrial District of the Land Use Bylaw. A proposed lot layout and phasing will be provided with the development permit applications.

#### **Goal:**

To provide for industrial activities in accordance with the MDP and the Grovedale ASP.

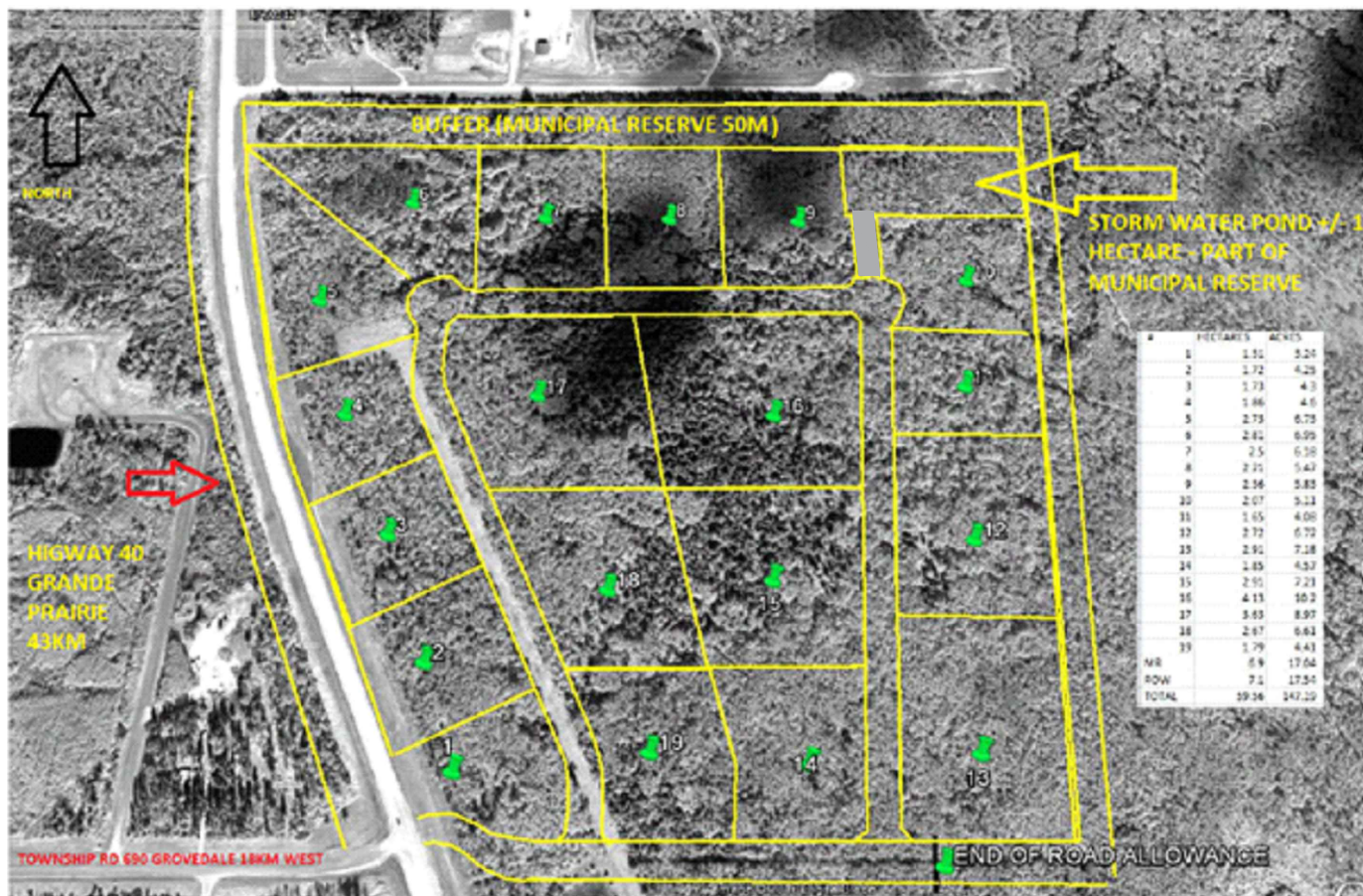
#### **Objectives:**

- a) to promote industrial development as identified in the M.D. of Greenview MDP and the Grovedale ASP,
- b) to provide for a mixture of industrial uses and activities,
- c) to encourage the use of low demand/resource efficient (water, energy, light, etc.) features in all new industrial buildings, and
- d) to minimize the impact of industrial development on adjacent residential development.

#### **Policies:**

- a) The Municipal District supports the location of the proposed development and supports a wide range of industrial uses be provided as identified in the MDP and the Grovedale ASP.
- b) New industrial developments should be constructed using features that minimize the consumption of water, energy and heating and, that reduces the output of waste (waste water, heat, light and solid waste, etc.).
- c) Industrial developments shall meet the parking requirements specified in the M.D. of Greenview Land Use Bylaw.
- d) Any portion of an industrial building that faces or fronts or backs onto Highway 40 shall be enhanced with architectural features and/or landscaping equivalent to the front of the building, to the satisfaction of the M.D. as part of the development permit application process.
- e) Lighting, including security and parking area lighting shall use energy efficient fixtures and be designed/oriented/shaded to prevent light spillage onto any adjacent properties.





Note:  
Lot Layout Image provided by Client.



#140, 2121 Premier Way  
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780.410.2580

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Overlay Site Layout  
1913212 Alberta Ltd.  
Figure 6  
June 2016

### **3.2. Transportation**

A new intersection at Highway 40 and Township Road 690 will be constructed. Township Road 690 will extend along the south boundary of the subject property from Highway 40 eastward. This extension of TWP 690 will be constructed within the statutory road allowance and will be built to the standards of the Municipal District and Alberta Transportation. The internal cul-de-sac will also be constructed to municipal standards.

Alberta Transportation requires that an updated Traffic Impact Assessment (TIA) be prepared for the intersection of Highway 40 and Township Road 690. This update will incorporate proposed traffic generated by the industrial park with submission of the TIA to the municipality prior to development.

The internal road will be constructed as a cul-de-sac providing access to all 19 parcels. The cul-de-sac connects with Township Road 690 and does not have direct access to Highway 40.

#### ***Policy:***

- a) The provision of roads within a proposed subdivision and approaches to individual developments are the sole responsibility of the developer and shall meet the Greenview Engineering Design and construction Standards.
- b) Pursuant to the Public Highways Development Act, developments occurring within 400 metres of the right-of-ways of a highway or within 800 metres of an intersection of a district road with a highway will require a highway Development Permit from Alberta Transportation.
- c) Industrial uses in the Big Mountain Industrial Park shall not have direct access to Highway 40 except via Township Road 690.

### **4.0 MAKING IT WORK**

The primary objective of this ASP is to provide a safe and attractive industrial service location with good highway access. The location of the approaches providing direct access to the individual lots will be built and approved at a location in accordance with the Engineering Design and Construction Standards.

There is access to major utilities such as power, natural gas and telephone. Each site, approximately 5 acres in size, will be serviced by way of individual wells or a public offsite supply of water and a private sewage disposal system which will be the responsibility of the lot owners.

The land use designations in this Plan are considered flexible within the confines of the “I”-Industrial District. This development is to provide long term benefits to the region while minimizing impact on the surrounding properties.

### **5.0 PUBLIC ENGAGEMENT AND IMPLEMENTATION**

The M.D. of Greenview will seek public opinion as part of the planning and approval process in order to ensure that this Plan has addressed as many concerns and points of view as possible. Interested parties and government agencies will have an opportunity to comment on the

proposed amendment in accordance with the public hearing procedure established under the Municipal Government Act.

Any development agreements required by the Municipal District will be provided as a condition of the subsequent subdivision.

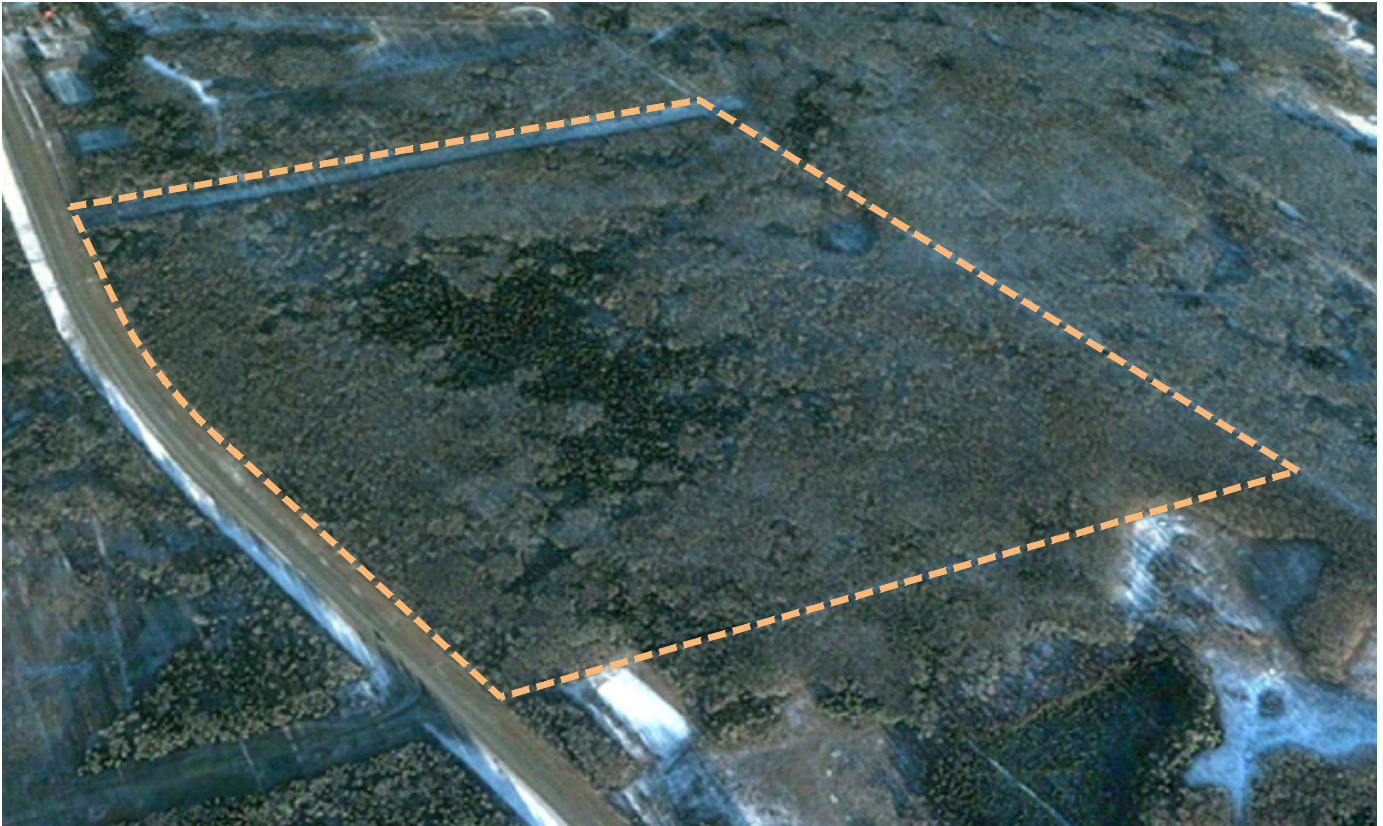
## **6.0 CONCLUSION**

This Area Structure Plan (ASP) proposes an industrial subdivision of 19 lots that meets the following objectives:

- the plan demonstrates that the proposed development will be accomplished with the logical subdivision of the subject property,
- utility services have been addressed and are available,
- supply of potable water and sewer services have been addressed,
- storm water management will be addressed at the time of subdivision,
- suitable access is available externally from Highway 40,
- internal access will be provided to each lot by a loop offering appropriate circulation and an emergency exit in accordance with best planning practices.

The Area Structure Plan offers the logical development of 19 industrial lots in the Municipal District of Greenview No. 16. The proposed subdivision and development is supported by the philosophies and the policies of the M.D.





#140, 2121 Premier Way  
Sherwood Park, Alberta  
780.410.2580

*Aerial View*  
1913212 Alberta Ltd.

38820 ED60

June 2016



**Opus Stewart Weir Ltd**  
Suite 140, 2121 Premier Way  
Sherwood Park AB T8H 0B8  
Canada

t: +1 780 410 2580  
f: +1 780 410 2589  
w: [www.opussw.com](http://www.opussw.com)



## BYLAW No. 16-767 Of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for adopting Bylaw 16-767, being the Big Mountain Industrial Park Area Structure Plan.**

**Whereas**, it is deemed advisable to adopt the Big Mountain Industrial Park Area Structure Plan;

**Therefore**, the Council of the Municipal District of Greenview No. 16, duly assembled, hereby enacts the following:

1. That Bylaw 16-767 is to be cited as the “Big Mountain Industrial Park Area Structure Plan”.
2. That the Big Mountain Industrial Park Area Structure Plan, attached hereto as Schedule A, is hereby adopted.
3. That this Bylaw shall come into effect upon the date of the final passage thereof.

Read a first time this \_\_\_\_ day of \_\_\_\_ A.D., \_\_\_\_.

Read a second time this \_\_\_\_ day of \_\_\_\_, A.D., \_\_\_\_.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_, A.D., \_\_\_\_.

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



## REQUEST FOR DECISION

SUBJECT: **Bylaw 16-765 Parks and Recreation Protection**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: June 14, 2016  
DEPARTMENT: COMMUNITY SERVICES/RECREATION SERVICES  
FILE NO./LEGAL:  
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH MANAGER: AE  
GM: DM PRESENTER: AE  
LEGAL/ POLICY REVIEW:  
FINANCIAL REVIEW:

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### RELEVANT LEGISLATION:

**Provincial** (cite) – *Municipal Government ACT, RSA 2000 Chapter M-26, Section 7*

**Council Bylaw / Policy** (cite) – *N/A*

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### RECOMMENDED ACTION:

**MOTION: That Council give third reading to Bylaw 16-765 titled Parks and Recreation Protection Bylaw.**

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### BACKGROUND / PROPOSAL:

Greenview currently does not have a bylaw which governs the control and operations of its owned or managed parks. The proposed “Parks and Recreation Protection Bylaw” establishes the general rules, legislation, administrative authorities and enforcement for Greenview’s parks.

It is important to note that each park will require a specific set of rules, regulations and exemptions due to the nature intended for each recreational site. The park specific rules and regulations are referred to in the bylaw as the “Schedule of Regulations”.

Administration recommends that the proposed bylaw be established so as a set of rules and regulations may be established and applicably enforced by Greenview’s contracted enforcement services. If a Parks and Recreational Bylaw is not established then Greenview Administration and Bylaw Enforcement are restricted in developing and enforcing rules and regulations.

Council has given second reading to the proposed Parks and Recreation Protection Bylaw at the June 28<sup>th</sup>, 2016 Regular Council meeting.

Administration has made amendments to the bylaw as per the recommendations by Council.

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OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council has the option to approve, alter or deny the request to give third reading to the proposed Parks and Recreation Protection Bylaw.

**Benefits** – The benefit of giving third reading to the Parks and Recreation Protection Bylaw is that Greenview will have a mechanism in place in which to enforce the rules and regulations.

**Disadvantages** - There are no perceived disadvantages of giving third reading to the proposed Parks and Recreation Protection Bylaw.

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COSTS / SOURCE OF FUNDING:

N/A

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ATTACHMENT(S):

- Proposed Parks and Recreation Protection Bylaw
- Section 7 of the Municipal Government Act, RSA 2000. Chapter M-26



**BYLAW NO. 16-765**  
**Of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to provide for the control and operation of campgrounds and recreational areas under the jurisdiction of Municipal District of Greenview No. 16.**

**Whereas**, under the authority and pursuant to the provisions of Section 7 of the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, Council may pass Bylaws respecting the safety, health, welfare and protection of people, property, activities, and things in, on, or near a public place or place that is open to the public.

**Whereas**, Council deems it desirable and expedient to regulate certain activities in campgrounds, parks and recreational areas within the jurisdiction of The Municipal District of Greenview No. 16 for the health, safety, and welfare of the people and property;

**Whereas**, Council may establish rules and regulations for the control and operation of all Greenview owned or managed Parks.

**Therefore**, under the authority and pursuant to the provisions of the said Municipal Act, and by virtue of all other enabling powers, the Council of The Municipal District of Greenview No. 16, duly assembled, enacts as follows:

**1.0.** This Bylaw may be referred to as the *Parks and Recreation Protection Bylaw*.

**2.0. DEFINITIONS**

In this Bylaw:

2.0.1 ABANDONED means left at a location in any of the following circumstances:

2.0.1.1. without a Permit or other similar authorization;


2.0.1.2. unattended in a condition that constitutes a present or potential hazard to persons, Animals or property;

2.0.1.3. after the authorization to be in that area expires; and/or,


2.0.1.4. is located in a prohibited area.

2.0.2. ANIMAL means a domestic Animal and includes an Animal that is wild by nature but has been domesticated.

2.0.3. CAMPGROUND means any area within Greenview that is operated or managed by Greenview, where overnight camping is permitted.

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- 2.0.4. CAMPING ACCOMMODATION UNIT includes but is not limited to:
- 2.0.4.1. rustic shelter;
  - 2.0.4.2. tent;
  - 2.0.4.3. tent trailer;
  - 2.0.4.4. truck camper;
  - 2.0.4.5. van;
  - 2.0.4.6. camper trailer; and/or,
  - 2.0.4.6. motor home.
- 2.0.5. CAMPSITE means a designated or assigned area in a Campground.
- 2.0.6. COUNCIL means the Council of the Municipal District of Greenview No. 16.
- 2.0.7. CUSTOMER means a paid user of the respective Park.
- 2.0.8. GREENVIEW means the Municipal District of Greenview No. 16.
- 2.0.9. DAY USE AREA means a Park, or portion thereof, unless otherwise posted, designated for use between the hours of 7:00 a.m. and 11:00 p.m. and not intended for sleeping overnight.
- 2.0.10. FIRE BAN means a general fire prohibition by Greenview or the province of Alberta.
- 2.0.11. PROJECTILE WEAPON means a device from which any projectile can be discharged and that is capable of causing serious bodily injury or death to a person or Animal, and includes but is not limited to:
- 2.0.11.1 devices which project either single or multiple projectiles at high velocity through a controlled explosion;
  - 2.0.11.2 bows including cross-bows;
  - 2.0.11.3. paintball guns;
  - 2.0.11.4. potato canons;
  - 2.0.11.5. BB, pellet, airsofts; and/or,
  - 2.0.11.6. sling shots.
- 2.0.12. HIGHWAY means a Highway as defined in the Traffic Safety Act.
- 2.0.13. MOTOR VEHICLE means a Motor Vehicle as defined in the Traffic Safety Act.
- 2.0.14. LIQUOR means Liquor as defined in the Gaming and Liquor Act.
- 2.0.15. OFF HIGHWAY VEHICLE means an Off Highway Vehicle as defined in the Traffic Safety Act.
- 2.0.16. PARK means any land designated by Greenview for recreational use and may include but is not limited to: municipal reserves, environmental reserves, Campgrounds, Day Use Areas, playgrounds, or boat launches by Greenview.
- 2.0.17. PARK ATTENDANT means an employee or contractor of Greenview who has been appointed to maintain order and ensure positive Customer or Patron experiences in the Park.
- 2.0.18. PATRON means an unpaid user of the respective Park.
- 2.0.19. PEACE OFFICER means an individual as appointed under the authority of the Peace Officer Act, a member of the Royal Canadian Mounted Police or a Bylaw Enforcement Officer in the employ of Greenview.



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- 2.0.20. PERMIT means Greenview's expressed written permission to use an area within a Park, via a formal permitting system with fees or authorization of free use through a sign.
  - 2.0.21. SCHEDULE OF REGULATIONS means the Park specific Rules and Regulations which govern the activities of the Park.
  - 2.0.22. VIOLATION TICKET means a Violation Ticket issued under Part 2 of the Provincial Offences Procedures Act.
  - 2.0.23. WATER BODY means a location where water flows, whether or not the flow or the presence of water is continuous or intermittent, and includes but is not limited to wetlands and aquifers.


### **3.0. GENERAL**

- 3.0.1. Greenview and its agents, shall not be liable for loss or damage caused by anything done or omitted to be done in good faith in the performance or intended performance of their functions, duties or powers under this Bylaw.
- 3.0.2. Each section of this Bylaw shall be read and construed as being separate and severable from each other section. Furthermore, should any section of this Bylaw be found to have been improperly enacted, that section or part shall be regarded as being severable from this Bylaw and the remaining Bylaw shall be effective and enforceable.
- 3.0.3. It is understood that the most recent versions of all respective Federal, Provincial and Municipal statutes apply under this Bylaw.
- 3.0.4. Council may adopt site specific Schedules of Regulations for Parks
- 3.0.5. For any conflict between a Parks Schedule of Regulations and this bylaw the Schedule of Regulations will apply.

### **3.1. Permits**

- 3.1.1. Greenview may issue individual Campsite, Day Use Area, parking, Camping Accommodation Unit and group camping Permits under this Bylaw.
- 3.1.2. Greenview may provide designated areas within its Parks for camping and day-use purposes.
- 3.1.3. Customers and Patrons shall not:
  - 3.1.3.1. alter a Permit; or
  - 3.1.3.2. transfer a Permit to another Customer or Patron; unless otherwise stated in the Schedule of Regulations.
- 3.1.4. The holder of a Permit shall keep it available for inspection at any time and shall produce it for inspection on the request of a Peace Officer.
- 3.1.5. A Park Attendant may issue a group Permits that may be subject to additional regulations stipulated by the Park Attendant.
- 3.1.6. A Permit may be revoked at the discretion of the Park Attendant and/or Peace Officer.



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- 3.1.7. Upon their expiry, cancelation or exit the Permit holder shall ensure the area being used is vacated and that all Camping Accommodation Units, equipment and other property belonging to them or persons in their group is removed.

### **3.2. Park Entry:**

- 3.2.1. Customers or Patrons:
  - 3.2.2.1. utilizing a Park shall pay the applicable Park specific fee(s); and,
  - 3.2.2.2. shall comply with any lawful order and instructions, prohibitions and directions prescribed by a Park Attendant, signage or notices made or issued pursuant to this Bylaw

### **3.3. Quiet and Peaceful Enjoyment**

- 3.3.1. No Customers and Patrons shall interfere with the quiet and peaceful enjoyment of a Park by others.
- 3.3.2. Generators shall be turned off between the hours **11:00 p.m. and 7:00 a.m., unless required for medical reasons**, or as per the Schedule of Regulations.
- 3.3.3. Dogs shall not be allowed to bark, howl or make any other loud noise for a continuous period so as to unreasonably disturb the peace and tranquility of the Park.

### **3.4. Nuisances:**

- 3.4.1. Customers and Patrons using a Park shall keep the land and improvements in a clean and tidy condition, satisfactory to a Peace Officer or Park Attendant.
- 3.4.2. Customers and Patrons vacating a Park shall restore the land and improvements as nearly as possible, to a clean and tidy condition.
- 3.4.3. If, in the opinion of a Peace Officer or Park Attendant, a nuisance exists, they may order the Customers or Patrons to abate the nuisance.
- 3.4.4. A Peace Officer may direct any necessary undertaking if any Customers and Patrons fail to address or abate a nuisance, clean a site or both. The cost of doing so is recoverable from the Customers and Patrons who failed to comply with the order as a debt.
- 3.4.5. Customers and Patrons shall only display or post approved signs or advertisements in the Park.
- 3.4.6. Customers and Patrons shall not deposit liquid or solid waste matter in a Park except in a receptacle provided for that purpose by Greenview.
- 3.4.7. Customers and Patrons shall not bring commercial or residential waste matter into a Park for disposal.
- 3.4.8. In areas in a Park where waste disposal receptacles or areas are not provided, all Park users shall carry any waste produced by them out of the area for disposal.
- 3.4.9. Customers and Patrons shall not bath or clean anything near a Water Body, drinking fountain, stand pipe, well or pump in any Park unless authorized by the Schedule of Regulation or a sign.

- 3.4.10. Customers and Patrons shall not remove water from a Park except for personal use while in the Park.

### **3.5. Damaging Property:**

Customers and Patrons shall not:

- 3.5.1. remove, destroy, mutilate, deface, or misuse any property; and/or,
- 3.5.2. construct unauthorized object or buildings.

### **3.6. Animal Control**

- 3.6.1. Customers and Patrons having the custody or control of an Animal, shall not allow an Animal to enter or remain in a Park unless it is secured and/or restrained or as per the respective Schedule of Regulations permits.
- 3.6.2. Customers and Patrons having custody or control of an Animal shall not bring into or allow an Animal to enter or remain in any area in a Park that is:
  - 3.6.2.1. a designated swimming area;
  - 3.6.2.2. a beach area adjacent to a designed swimming area; or,
  - 3.6.2.3. an area where signs are posted prohibiting Animals.
- 3.6.3. Customers and Patrons whose Animal defecates on Park property shall remove forthwith any defecated matter.
- 3.6.4. A Peace Officer may refuse to admit to a Park or require to be removed from a Park any Animal if, in their opinion, it is not under the control of a responsible Customer or Patron, or may be a nuisance or damage to the life, safety, health, property or comfort of any person or Animal in the Park.
- 3.6.5. The owner or person having custody that claims a captured Animal from a Peace Officer, shall pay impoundment and subsistence fees charged for the impoundment of the Animal.

### **3.7. Open Flame Fire Pits**

- 3.7.1. Where Greenview and its agents are of the opinion that a fire hazard exists in a Park, they or the Park Attendant may, by erecting signs and notices for the purpose of prohibiting the setting, lighting or maintaining of fires in the Park.
- 3.7.2. Customers and Patrons shall not:
  - 3.7.2.1. leave a fire unattended;
  - 3.7.2.2. deposit or dispose of hot coals, ashes, embers or any other burning or smoldering material in a place other than a stove, fire pit or other place provided for that purpose by Greenview;
  - 3.7.2.3. set, light or maintain a fire in a Park or part of a Park, where signs or notices have been erected prohibiting such acts except in a fireplace, pit or other facilities designed for that purpose; and/or,
  - 3.7.2.4. allow a fire to spread.

### **3.8. Gaming and Liquor**

- 3.8.1. The consumption of Liquor is permitted at Campsites and may be permitted in other areas as per the respective Park Schedule of Regulations.
- 3.8.2. Customers and Patrons shall not contravene the provisions of the Gaming and Liquor Act.

### **3.9. Projectile Weapons/Fireworks**

- 3.9.1. Customers and Patrons shall not discharge a Projectile Weapon in a Park.
- 3.9.2. Customers and Patrons who are in possession of a Projectile Weapon in a Park shall ensure the Projectile Weapon is unloaded and, either disassembled or cased, and stored in compliance with the provisions of the Criminal Code of Canada and the Firearms Act.
- 3.9.3. Customers and Patrons, unless authorized in writing by Greenview, shall not set off fireworks in any part of a Park.

### **3.10. Non-Profit/Profit Business Operations**

No Customers, Patrons or enterprises shall operate a business in a Park unless they have received written permission from Greenview for that purpose.

### **3.11. Day Use Areas**

The operational hours of a Day Use Area are from 7:00 a.m. until 11:00 p.m., or as otherwise posted.

### **3.12. Camping**

- 3.12.1. Customers and Patrons shall not remain overnight in a Park except:
  - 3.12.1.1. in an area designated for overnight use, unless they are authorized by a Peace Officer or have a valid Permit under this Bylaw to do so; or,
  - 3.12.1.2. where a Campground is developed with individual Campsites, or unless specifically stated in the Schedule of Regulations, the maximum allowable combination of Motor Vehicles, Camping Accommodation Units and pieces of towed equipment Permitted on an individual Campsite is 3 and of the 3, no more than 2 may be Camping Accommodation Units, unless a Park Attendant gives written permission to the contrary.
- 3.12.2. Customers and Patrons visiting Customers and Patrons camped in an individual Campsite, shall park their Motor Vehicle in a designated area and shall not obstruct the free flow of traffic.
- 3.12.3. Not more than 6 people may occupy overnight an individual Campsite unless, they are all members of a single-family unit, it is specifically stated otherwise in the Parks Schedule of Regulations or a Park Attendant gives written permission to the contrary.
- 3.12.4. No person shall Camp more than 14 consecutive days in the same Campsite without the written permission of a Park Attendant, unless a longer term is Permitted under the Park's Schedule of Regulations.

### **3.13. Group Use Camping**

- 3.13.1. Group use sites will be determined by the Park's Schedule of Regulations.
- 3.13.2. A Permit will be issued by the Park Attendant or Peace Officer to Customers and Patrons 18 years of age or older.
- 3.13.3. The Permit holder shall:
  - 3.13.3.1. be responsible for all in/actions on the group use site; and,
  - 3.13.3.2. identify prior to their absence, multiple alternate customers or patrons who are 18 years of age or older and within their group, who accept responsibility for the group use site, to the Park Attendant.

## **4.0. LEGISLATION**

### **4.1. Abandonment and Seizures**

- 4.1.1. If a Motor Vehicle, Off Highway Vehicle, Camping Accommodation Unit, item or animal is parked, Abandoned or being used in contravention of the provisions of this Bylaw, a Peace Officer shall have the item removed to a secure location and the owner shall be liable for the associated costs.
- 4.2.1. Where a Peace Officer causes the removal or storage of a Motor Vehicle, Off Highway Vehicle, Camping Accommodation Unit or item, the cost of doing so:
  - 4.2.1.1. is the responsibility of the (registered) owner of the item;
  - 4.2.1.2. constitutes a lien on the item;
  - 4.2.1.3. may be recovered from the owner in an action for debt; and,
  - 4.2.1.4. must be paid before the item is released to the owner.
- 4.3.1. Any item that is stored and not retrieved by the owner within 30 days of its removal from a Park, the item and its contents shall be disposed of in accordance with the provisions of the Municipal Government Act regarding disposal of lost or unclaimed property.

## **5.0. AUTHORITY & ENFORCEMENT**

### **5.1. Park Patrons and Customers**

- 5.1.1. Customers and Patrons shall not:
  - 5.1.1.1. fail to comply with a lawful order or request of a Peace Officer; and/or,
  - 5.1.1.2. obstruct a Peace Officer in the execution of their duties.
- 5.1.2. A Peace Officer may remove any Customer, Patron or associated company who are in contravention of this Bylaw, the Schedule of Regulations or any other legislation.
- 5.1.3. Greenview at its discretion, may suspend offending Customers and Patrons from Parks for periods ranging from 72 hours to the lifetime of the offender.
- 5.1.4. Customers and Patrons who have been:

- 5.1.4.1. ordered removed from a Park, pursuant to this Bylaw, shall vacate the Park within 1 hour of notification and be suspended from all Parks for a 72 hour period; and/or,
- 5.1.4.2. suspended from a Park, pursuant this Bylaw, may at the discretion of a Peace Officer, only enter that Park with their accompaniment.
- 5.1.5. Customers and Patrons shall not enter or remain in a Park where travel or access restrictions have been imposed under any legislation.

## **5.2. Vehicles**

Customers and Patrons shall not:

- 5.2.1. contravene the provisions of the Traffic Safety Act;
- 5.2.2. operate a Motor Vehicle within a Park, except on a Highway unless they have written authorization from a Peace Officer or Park Attendant; and/or,
- 5.2.3. operate an Off Highway Vehicle or any other such specialized means of conveyance, whether motor driven or propelled by human power, unless authorization is specifically outlined in the Schedule of Regulations or they have written authorization from a Peace Officer or Park Attendant.

## **5.3. Peace Officers**

For the purpose of administering the Bylaw, a Peace Officer may:

- 5.3.1. refuse the entry of any person to a Park;
- 5.3.2. refuse the entry of a prohibited person to a Park;
- 5.3.3. enter on and inspect any land, road, structure in a Park;
- 5.3.4. order the removal of any unauthorized structure in a Park;
- 5.3.5. order any person in a Park to cease or refrain from any action, omission or conduct that in the opinion of a Peace Officer is an offence, dangerous to life or property or detrimental to the use and enjoyment of the Park by other persons;
- 5.3.6. require any person to inform them of their intended use of the Park; and,
- 5.3.7. remove any person making an unauthorized use of the Park.

## **5.4. Park Attendant**

This section does not grant any authorities as a Peace Officer onto the Park Attendant. A Park Attendant, in the exercise and discharge of their powers and duties may:

- 5.4.1. refuse the entry of a prohibited person;
- 5.4.2. prohibit the entry of a Customer into the Park for non-payment of fees;
- 5.4.3. enter on and inspect any land, road, structure in a Park;
- 5.4.4. request Customers and Patrons cease from any action or conduct that may be dangerous to life or property or detrimental to the use and enjoyment of the Park by other persons; and,
- 5.4.5. issue an order to vacate a Campsite or Park.

## 5.5. Penalties

- 5.5.1. Customers and Patrons who contravene any provision of this Bylaw are guilty of an offence and are liable on summary conviction to a fine of not more than \$10,000.00 per offence or imprisonment for not more than 1 year, or both, as specifically detailed in the MGA-S7i.ii or the Specified Penalties Appendix of this Bylaw.
- 5.5.2. Where a Peace Officer believes Customers and Patrons have contravened any provision of this Bylaw:
  - 5.5.2.1. they may serve upon such person a Violation Ticket in accordance with Part 2 of the Provincial Procedures Act;
  - 5.5.2.2. the specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in the appendix of this Bylaw in respect to that provision;
  - 5.5.2.3. where any person contravenes the same section of this Bylaw twice or more within a 12 month period, the specified penalty payable in respect of the second contravention shall be double the amount set out in the appendix; and,
  - 5.5.2.4. if a Motor Vehicle, Off Highway Vehicle, aircraft, boat, trailer or Camping Accommodation Unit is involved in a contravention of this Bylaw, the registered owner of that property is guilty of an offense.

Read a first time this \_\_\_\_ day of \_\_\_\_ A.D., \_\_\_\_.

Read a second time this \_\_\_\_ day of \_\_\_\_, A.D., \_\_\_\_.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_, A.D., \_\_\_\_.

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**REEVE**

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**CHIEF ADMINISTRATIVE OFFICER**

## Appendix 1.1: Specified Penalties

<b>SECTION 3</b>	<b>Offense:</b>	<b>Penalty:</b>
3.1.1.	Utilize an area in a Park without a valid Permit.	\$150.00
3.1.3.1.	Alter a Permit issued by the municipality.	\$150.00
3.1.3.2.	Transfer Permit to another person.	\$150.00
3.1.4.	Fail to have Permit available for inspection.	\$50.00
3.1.7.	Fail to remove property.	\$50.00
3.2.2.1.	Entering a Park without payment	\$50.00
3.2.2.2.	Fail to obey instruction, prohibitions or direction by sign, notice or Park Attendant.	\$100.00
3.2.2.2.	Customers or Patrons failure to Park in designated location.	\$150.00
3.3.1.	Interfere with rights of others to quiet and peaceful enjoyment.	\$250.00
3.3.2.	Allow generator to be operated during restricted hours.	\$250.00
3.3.3.	Allow a dog to bark or howl excessively.	\$250.00
3.4.1.	Fail to maintain land and improvements in a neat and tidy condition.	\$100.00
3.4.2.	Fail to restore land and improvements to a neat and tidy condition.	\$100.00
3.4.5.	Display unauthorized sign within a Park.	\$100.00
3.4.6.	Fail to use proper waste facility for solid or liquid waste.	\$250.00
3.4.7.	Disposal of commercial or residential waste in a Park.	\$250.00
3.4.8.	Failure to remove waste (litter).	\$250.00
3.4.9.	Bath, wash clothes, clean fish or utensils etc. at Water Body	\$150.00
3.4.10.	Unauthorized water removal from Park	\$100.00
3.5.1.	Remove, destroy, mutilate, deface, or misuse any property.	\$500.00
3.5.2.	Construct unauthorized object or buildings.	\$500.00
3.6.1.	Fail to keep Animal properly secured or restrained.	\$100.00
3.6.2.	Have Animal in a prohibited area.	\$150.00
3.6.3.	Fail to remove Animal defecation.	\$150.00
3.6.4.	Failure to control Animal.	\$150.00
3.7.1.	Light fire during Fire Ban.	\$500.00
3.7.2.1.	Leave fire unattended.	\$500.00
3.7.2.2.	Improperly dispose of hot coals, ashes in none approved appliance.	\$500.00
3.7.2.3.	Light fire in other than approved receptacle or location.	\$500.00
3.7.2.4.	Allow a fire to spread beyond an approved receptacle or location.	\$250.00
3.8.1.	Possess open Liquor when not in an approved area.	\$150.00
3.8.2.	Contravene the Gaming and Liquor Act.	\$150.00
3.9.1.	Discharge Projectile Weapon within a Park.	\$500.00
3.9.2.	Improperly decommission of a Projectile Weapon within a Park.	\$500.00
3.9.3.	Unauthorized discharge of fireworks within a Park.	\$500.00
3.10.	Carry out an unauthorized operation or business within a Park.	\$250.00
3.11.	Customer or Patron remains in Day Use after authorized hours of operation.	\$150.00
3.12.1.1.	Camping in unauthorized area.	\$150.00
3.12.1.2.	Excessive number of Camping Accommodation Units in a Campsite.	\$150.00
3.12.2.	Unauthorized parking or obstruction of traffic.	\$150.00
3.12.3.	Excessive number of people in Campsite.	\$150.00



3.12.4.	Remain longer than 14 days in Campsite.	\$150.00
3.13.3.	Failure of Permit holder to properly allocate responsibility for Campsite.	\$100.00

<b>SECTION 5</b>	<b>Offense:</b>	<b>Penalty:</b>
5.1.1.1.	Fail to comply with order issued by Peace Officer.	\$500.00
5.1.1.2.	Obstruct a Peace Officer.	\$500.00
5.1.4.1.	Failure to remain out of Parks for suspension period.	\$250.00
5.1.4.2.	Unauthorized re-entry following suspension.	\$250.00
5.1.5.	Occupying unauthorized area.	\$250.00
5.2.2.	Operate a vehicle in an unauthorized area of a Park.	\$250.00
5.2.3.	Operate prohibited means of conveyance in a Park.	\$250.00

## **Part 2 Bylaws**

### **Division 1 General Jurisdiction**

#### **General jurisdiction to pass bylaws**

**7** A council may pass bylaws for municipal purposes respecting the following matters:

- (a) the safety, health and welfare of people and the protection of people and property;
- (b) people, activities and things in, on or near a public place or place that is open to the public;
- (c) nuisances, including unsightly property;
- (d) transport and transportation systems;
- (e) businesses, business activities and persons engaged in business;
- (f) services provided by or on behalf of the municipality;
- (g) public utilities;
- (h) wild and domestic animals and activities in relation to them;
- (i) the enforcement of bylaws made under this or any other enactment, including any or all of the following:
  - (i) the creation of offences;
  - (ii) for each offence, imposing a fine not exceeding \$10 000 or imprisonment for not more than one year, or both;
  - (iii) providing for the imposition of a penalty for an offence that is in addition to a fine or imprisonment so long as the penalty relates to a fee, cost, rate, toll or charge that is associated with the conduct that gives rise to the offence;
  - (iv) providing that a specified penalty prescribed under section 44 of the *Provincial Offences Procedure Act* is reduced by a specified amount if the penalty is paid within a specified time;

- (v) providing for imprisonment for not more than one year for non-payment of a fine or penalty;
- (vi) providing that a person who contravenes a bylaw may pay an amount established by bylaw and if the amount is paid, the person will not be prosecuted for the contravention;
- (vii) providing for inspections to determine if bylaws are being complied with;
- (viii) remedying contraventions of bylaws.

1994 cM-26.1 s7

**Powers under bylaws**

**8** Without restricting section 7, a council may in a bylaw passed under this Division

- (a) regulate or prohibit;
- (b) deal with any development, activity, industry, business or thing in different ways, divide each of them into classes and deal with each class in different ways;
- (c) provide for a system of licences, permits or approvals, including any or all of the following:
  - (i) establishing fees for licences, permits and approvals, including fees for licences, permits and approvals that may be in the nature of a reasonable tax for the activity authorized or for the purpose of raising revenue;
  - (ii) establishing fees for licences, permits and approvals that are higher for persons or businesses who do not reside or maintain a place of business in the municipality;
  - (iii) prohibiting any development, activity, industry, business or thing until a licence, permit or approval has been granted;
  - (iv) providing that terms and conditions may be imposed on any licence, permit or approval, the nature of the terms and conditions and who may impose them;
  - (v) setting out the conditions that must be met before a licence, permit or approval is granted or renewed, the nature of the conditions and who may impose them;



## REQUEST FOR DECISION

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SUBJECT:	<b>REQUEST FOR REIMBURSEMENT OF DEVELOPMENT PERMIT FEES</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	June 28, 2016	CAO: MH	MANAGER: SAR
DEPARTMENT:	INFRASTRUCTURE & PLANNING/PLANNING & DEVELOPMENT	GM: INT	PRESENTER: SAR
FILE NO./LEGAL:	225-D01	LEGAL/ POLICY REVIEW: INT	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

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### RELEVANT LEGISLATION:

**Provincial** (cite) – MGA – 616 (b) “development” means (i) an excavation or stockpile and the creation of either of them, (ii) a building or an addition to or replacement or repair of a building and the construction or placing of any of them on, in, over or under land, (iii) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or (iv) a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building.

MGA – “618(1) This Part and the regulations and bylaws under this Part do not apply when a development or a subdivision is effected only for the purpose of:

- (a) a highway or road,
- (b) a well or battery within the meaning of the Oil and Gas Conservation Act, or
- (c) a pipeline or an installation or structure incidental to the operation of a pipeline.”

Land Use Bylaw 03-396 - “4.1 Except as provided for in Section 4.2, no person shall undertake any development unless a development permit has first been issued pursuant to this Bylaw, and the development is in accordance with the terms and conditions of said permit.”

“5.2.2 A non-refundable processing fee, the amount of which shall be established by resolution of Council from time to time, shall accompany each development permit application.”

**Council Bylaw / Policy** (cite) –N/A

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### RECOMMENDED ACTION:

**MOTION:** That Council direct Administration to respond to Chevron Canada Resources advising the Development Permit fees for the 11 sites shall not be refunded.

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### BACKGROUND / PROPOSAL:

We have received correspondence from Chevron Canada Resources requesting a credit of \$16,800 be applied towards future Development Permit Applications (Refer to Schedule 'A' attached). There are eleven (11) previously issued Development Permits dating back from 2012 to 2015. Chevron feels they were exempt in accordance with the Oil and Gas Conservation Act, under the definition of a well or battery.

It is important to note in accordance with the Oil and Gas Conservation Act **"battery"** is defined as: "means a system or arrangement of tanks or other surface equipment receiving the effluents of one or more wells prior to the delivery to market or other disposition, and may include equipment or devices for separating the effluents into oil, gas or water and for measurement".

However, the Oil and Gas Conservation Act does not exempt a facility connect to or associated with the development, production, handling or processing which is defined as a **"facility"**. *The Oil And Gas Conservation Act* defines a **"facility"**, "means any building, structure, installation, equipment or appurtenance over which the Regulator has jurisdiction and that is connected to or associated with the recovery, development, production, handling, processing, treatment or disposal of hydrocarbon-based resources, including synthetic coal gas and synthetic coal liquid, or any associated substances or wastes or the disposal of captured carbon dioxide, and includes without limitation, a battery, a processing plant, gas plant, an oilfield waste management facility, a central processing facility as defined in the rules made under the *Oil Sands Conservation Act*, a compressor, a dehydrator, a separator, a treater, a custom treating plant, a produced water-injection plant, a produced water disposal plant, a miscible flood injection plant, a satellite or any combination of any of them, but does not include a well, a pipeline as defined in the *Pipeline Act*, a mine site or processing plant as defined in the rules made under the *Oil Sands Conservation Act* or a mine site or coal processing plant as defined in the *Coal Conservation Act*".

The Municipal Government Act (MGA), Section 616, Planning and Development Definitions, defines **"development"** means

- "(i) an excavation or stockpile and the creation of either of them,
- (ii) a building or an addition to or replacement or repair of a building and the construction or placing of any of them on, in, over or under land,
- (iii) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land and building;
- (iv) a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building."

The MGA, "Section 618(1) This Part and the regulations and bylaws under this Part do not apply when a development or a subdivision is effected only for the purpose of:

- (a) a highway or road,
- (b) a well or battery within the meaning of the Oil and Gas Conservation Act, or
- (c) a pipeline or an installation or structure incidental to the operation of a pipeline."

In light of the above, the development permits were issued to Chevron for these 11 sites which is defined as part of the overall 'facility' due to its connection to other parts of the Oil and Gas Act confirming development permits are required. Section 5.2.2. of the Land Use Bylaw, states "A non-refundable processing fee, the amount of which shall be established by resolution of Council from time to time, shall accompany each development permit application." Therefore, the development permits should not be refunded.

---

OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council may choose to refund the Development Permit fees as requested by Chevron Canada Resources, the leaseholder.

**Benefits** – The benefit of Council approving Administration’s recommendation is to ensure the leaseholder has a response to their request.

**Disadvantages** – The disadvantage of Council refunding the Development Permit fees would set a precedence for other refund requests.

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**COSTS / SOURCE OF FUNDING:**

There are no perceived costs.

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**ATTACHMENT(S):**

Schedule ‘A’ - Letter from Chevron Canada Resources

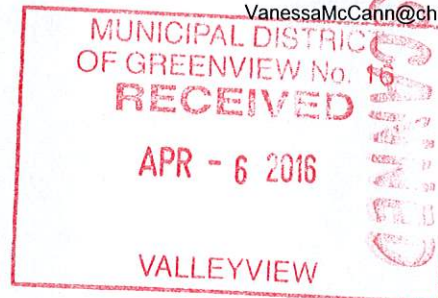


Vanessa McCann  
HES Specialist – Regulatory

Chevron Canada Resources  
500 – Fifth Avenue SW  
Calgary, AB T2P 0L7  
Tel 403 234 5625  
VanessaMcCann@chevron.com

March 29, 2016

Municipal District of Greenview  
4806 – 36 Avenue, Box 1079  
Valleyview, AB T0H 3N0



**Attention: Municipal Council**

Request for Reimbursement of Development Permit Fees Paid to Municipal District of Greenview for Battery Sites

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Following a telephone discussion with Sally Ann Rosson (Planning and Development Manager) on March 15, 2016, Chevron Canada Limited (Chevron) is submitting a request for reimbursement for Development Permit fees that were invoiced to Chevron and paid to the Municipal District (MD) of Greenview in error.

**Background**

It is our understanding that Development Permits are not required for well sites, batteries, and pipelines, as per the provisions of Section 618(1) of the *Municipal Government Act (MGA)*. Between 2012 and 2015, Chevron applied for, secured, and paid for Development Permits for a total of 11 battery locations that should have been exempt from this permitting requirement. Section 618(1) of the *MGA* states the following:

*This Part and the regulations and bylaws under this Part do not apply when a development or a subdivision is effected only for the purpose of:*

- (a) a highway or road,*
- (b) a well or battery within the meaning of the Oil and Gas Conservation Act, or*
- (c) a pipeline or an installation or structure incidental to the operation of a pipeline.*

A list of affected battery locations, the date on which the Permit was received, the fee paid to the MD, and the equipment listed on the Permit application is attached for your reference and titled Summary of Development Permits Acquired for Batteries. All 11 of the sites referenced on the attached Summary are considered Battery locations by virtue of their onsite equipment. Each site hosts two or more tanks and a separator, which is consistent with the definition of a battery referenced below. As per the *Oil and Gas Conservation Act (OGCA)*:

*(g) "battery" means a system or arrangement of tanks or other surface equipment receiving the effluents of one or more wells prior to delivery to market or other disposition, and may include equipment or devices for separating the effluents into oil, gas or water and for measurement;*



March 29, 2016

Consistent with both the MGA and OGCA, your email dated November 17, 2015 (attached) regarding Chevron's Alta 3 (01-31-062-20 W5M) site indicates, "...separators and equipment or devices used for separating are exempt from development permits."

The equipment included in the 01-31-062-20 W5M (Alta 3) Development Permit application (see attached email dated November 6, 2015) is consistent with the equipment listed in previous Battery applications (see attached Summary). None of the 11 historical locations on the attached Summary contain any of the equipment listed that would trigger the need for a Development Permit as per the attached email (dated November 17, 2015) from MD personnel. Given that a Development Permit was not required for the Alta 3 location, it is our assertion that one should not have been required for the other 11 locations on the Summary.

#### **Next Steps**

In light of this information, Chevron is requesting reimbursement for the Development Permit fees paid to the MD of Greenview for the 11 locations listed on the attached Summary. The establishment of a credit on file that can be applied towards future Development Permit applications would be preferable.

If you should have any concerns or questions, please contact the undersigned at 403-234-5625 or by email at [VanessaMcCann@chevron.com](mailto:VanessaMcCann@chevron.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Vanessa McCann".

**Vanessa McCann**

cc:

Craig Etty, Environment and Regulatory Team Lead  
Douglas Patterson - Facilities Engineering Advisor  
Sabrina Bleay – Stantec Regulatory Manager

## MD of Greenview – Summary of Development Permits Acquired for Batteries

#	Chevron Facility Location (Battery)	County Decision Notice Issued	Development Permit #	Application Cost	Equipment Included in Application
1	08-15-062-18 W5M	December 12, 2012	D12-194	\$1,300	Temporary de-sand unit, 5 tanks, separator, control building, pig launcher
2	06-30-061-21 W5M	February 13, 2013	D13-004	\$1,300	Temporary de-sand unit, 2 tanks, separator, flare KO drum, line heater, flare stack, pig launcher
3	02-09-062-20 W5M	February 13, 2013	D13-005	\$1,300	Temporary de-sand unit, 2 tanks, separator, flare KO drum, line heater, flare stack, pig launcher
4	11-27-063-24 W5M	July 17, 2013	D13-159	\$1,300	Temporary de-sand unit, 4 tanks, separator(s), flare KO drum, line heater, flare stack, pig launcher
5	14-11-063-24 W5M - <i>Never Constructed</i>	July 17, 2013	D13-160	\$1,300	Temporary de-sand unit, 4 tanks, separator(s), flare KO drum, line heater, flare stack, pig launcher
6	14-35-062-19 W5M	September 12, 2013	D13-177	\$1,300	de-sand unit, 3 tanks, separator, flare KO drum, line heater, flare stack, pig launcher
7	03-05-062-16 W5M	October 9, 2013	D13-230	\$1,300	de-sand unit, 7 tanks, separator, flare KO drum, line heater, flare stack, control bldg, pig launcher
8	07-05-062-20 W5M	March 12, 2014	D14-074	\$1,250	Wellsite separator, pig launcher, line heater, 3 tanks
9	15-24-060-19 W5M	November 14, 2014	D14-284	\$1,100	Line heater, future de-sand, separator, 3 tanks, pig launcher, I/A compressor, methanol injection skid, control building/air compressor (5hp)
10	15-24-061-19 W5M	September 15, 2015	D15-269	\$2,750	Gas battery with separation, control building, 3 tanks
11	10-33-060-18 W5M	September 15, 2015	D15-270	\$2,600	Gas battery with separation, control building, 3 tanks and electrical transformer
<b>TOTAL COSTS:</b>				<b>\$16,800</b>	

**From:** [Lindsey Lemieux](#)  
**To:** [Holmen, Diane](#)  
**Cc:** [vanessamccann@chevron.com](mailto:vanessamccann@chevron.com)  
**Subject:** RE: KDE-1131 Chevron Alta 3 (01-31-062-20W5) Development Application  
**Date:** Tuesday, November 17, 2015 3:42:55 PM

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Good afternoon Diane,

Based on the equipment listed, a development permit is not required.

Below is some information on what requires a development permit and what is exempt.

#### **M.D of Greenview Land-Use Bylaw.**

Below is a list of developments that would require a development permit outlined in our Land-Use Bylaw:

- |  |   |
|--|---|
| Compressors                              | • Warehouses                              |
| Dehydrators                              | • Industrial Campsites                    |
| Office Trailers                          | • Oil and Gas Waste Processing Facilities |
| Residences or Mobile Homes               | • Radio Towers                            |
|  | • Signs                                   |
| Gas Plant Sites                          |   |
| • Treaters                               |   |
| • Pipe and Equipment Storage             |   |
| • Natural Resource Extractive Industries |   |

#### **Municipal Government Act Section 618(1)**

Under the provisions of the Municipal Government Act, Development Permits are not required for well sites, batteries, and pipelines.

**618(1)** This Part and the regulations and bylaws under this Part do not apply when a development or a subdivision is effected only for the purpose of

- (a) a highway or road,  
(b) a well or battery within the meaning of the *Oil and Gas Conservation Act*, or  
(c) a pipeline or an installation or structure incidental to the operation of a pipeline.



#### **Oil and Gas Conservation Act Interpretation**

(g) "**battery**" means a system or arrangement of tanks or other surface equipment receiving the effluents of one or more wells prior to delivery to market or other disposition, and may include equipment or devices for separating the effluents into oil, gas or water and for measurement;

**\*Under this definition, separators and equipment or devices used for separating are exempt from development permits.**

(eee) "well" means an orifice in the ground completed or being drilled  
(i) for the production of oil or gas,  
(ii) for injection to an underground formation,  
(iii) as an evaluation well or test hole, or  
(iv) to or at a depth of more than 150 metres, for any purpose,  
but does not include one to discover or evaluate a solid inorganic mineral and that does not or will not penetrate a stratum capable of containing a pool or oil sands deposit;

If you have any more questions, let me know.

**From:** Holmen, Diane [<mailto:Diane.Holmen@stantec.com>]

**Sent:** November-06-15 1:47 PM

**To:** Celine Southwick

**Cc:** Bleay, Sabrina

**Subject:** KDE-1131 Chevron Alta 3 (01-31-062-20W5) Development Application

Good Afternoon

On behalf of our client, Chevron, we are preparing the necessary documentation for construction of a new gas battery.

- Gas Battery planned equipment installation, as noted on the attached plot plan of 01-31-062-20W5M, will include:

- 3-Phase Separator
- Line heater
- Chemical tank
- Product storage tanks
- MCC/Control building
- Pop tank
- Flare stack
- Flare knock-out drum
- Pig launcher
- TEG unit.

Please advise if we are required to submit a Development Application for the above location.

On future sites, can the above details be provided to MD of Greenview to permit your department to advise if a Development Application is required?

Your assistance is appreciated.

Diane Holmen  
Regulatory Advisor  
Stantec  
Phone: 403-301-7693  
[diane.holmen@stantec.com](mailto:diane.holmen@stantec.com)

The content of this email is the confidential property of Stantec and should not be copied, modified, retransmitted, or used for any purpose except with Stantec's written authorization. If you are not the intended recipient, please delete all copies and notify us immediately.





## REQUEST FOR DECISION

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SUBJECT:	<b>Road Allowances: General Restrictions and Licencing</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	June 21, 2016	CAO: MH	MANAGER: INT
DEPARTMENT:	INFRASTRUCTURE & PLANNING/OPERATIONS	GM: GG	PRESENTER: GG
FILE NO./LEGAL:	N/A		LEGAL/ POLICY REVIEW: INT
STRATEGIC PLAN:			FINANCIAL REVIEW:

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### RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw / Policy** (cite) – *Policy EES - 07 and EES - 12*

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### RECOMMENDED ACTION:

**MOTION:** That Council request Administration bring forward a Bylaw to enable Greenview to issue a License of Occupation for agricultural purposes for the non-exclusive right to use a section of government road allowance within the Municipal District of Greenview No. 16.

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### BACKGROUND / PROPOSAL:

The Policy Review Committee (PRC) reviewed the new Road Allowances: General Restrictions and Licensing Policy on March 21, 2016, the PRC believed that more discussion would be needed by Council around this policy.

Since the review of this policy, it had been discovered and identified through legal representation that terms **Leasing** and **Licensing** have caused some confusion.

**Leasing;** if you are leasing a road allowance, you effectively are closing the road allowance and a bylaw is required. This gives them exclusive use of the road allowance to the exclusion of all others.

**Licensing;** if Greenview has a Bylaw in place to issue an “License of Occupation” (LOC) then legally Greenview can enter into a “licensing agreement” for the non-exclusive right to use a section of road allowance without creating a bylaw to close the road allowance. The LOC should state for use of a road allowance, that it be terminable on 30 days’ notice.

There is no requirement to pass a bylaw every time a licence of occupation is entered into, but there needs to be a general bylaw in place that authorizes Greenview to issue licenses of occupation on these terms.

In 2014, administration started to review the Road Allowance License process and found a considerable amount of cancelled Road Allowance Licenses (RAL’s) that had active bylaw’s attached to the RAL. Administration contacted

neighbouring counterparts inquiring if they had a similar program in place. The County of Grande Prairie and the Municipal District of Big Lakes, both of whom have an active RAL program but run significantly different of each other. A few examples would be, Cost per mile, license transferable/or not, own one side or both, proof of insurance/liability, county responsible to contact applicant to renew the application or left up to the applicant to reach the county for renewal.

Greenview had (82) active Licenses in 2008 - (77) active licenses in 2011 - (69) active licenses in 2014, of which 30 of those active licences were grandfathered in prior to a policy change that included owning both sides of the road allowance.

Greenview currently has (85) vacant RAL's with bylaws attached. With cancelled RAL's decreasing progressively each year the program still remains questionable. Is the decline due to the lack of new applications and interest or are land owners not educated on Greenview's current road allowance license and restriction policies?

The management of the road allowance restrictions in Greenview's current policies are virtually left to police themselves. While some land owners follow the existing process, others choose to strip the undeveloped road allowances of the trees without any proper application submitted for approval by Council as is mandated.

If Council chooses to continue with this program, Administration is suggesting that a general bylaw that authorizes Greenview to issue a license of occupation for future applicants be drafted for Council's approval. Administration also suggests that the current fee of \$10.00 per ½ mile per year be reviewed and that administration further review the latest version of the Road Allowances: General Restrictions and Licencing Policy dependent on Council's decision.

If Council chooses to dismiss this program, Administration suggests that with the termination of the program, Council also rescind all 85 bylaws attached to the cancelled RAL's. Secondly, Greenview notify the remaining active license holders to let them know that once the land owner no longer holds title to the property adjacent to the road allowance, the use of the road allowance is automatically annulled.

---

**OPTIONS – BENEFITS / DISADVANTAGES:**

**Options** – Council could continue with the existing program.  
Council could alter the program to include a License of Occupation by creating a bylaw.  
Council could terminate the program completely.

**Benefits** – The benefits would eliminate extra bylaws created to manage the Road Allowances: General Restrictions and Licencing

**Disadvantages** – The disadvantages are striping and brushing road allowances and the non-exclusive right to occupy the road allowance.

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**COSTS / SOURCE OF FUNDING:**  
N/A

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**ATTACHMENTS:**

- EES 07

- EES 12
- Road Allowance: General Restrictions & Licensing Policy



**Title: Road Allowances: General Restrictions & Licensing**

**Policy No: 4###**

**Effective Date: September 2017**

**Motion Number:**

**Supersedes Policy No: EES07, EES12**



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

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

**Purpose:** To provide ratepayers with an opportunity to utilize developed or undeveloped Road Allowances for agricultural purposes and establish a process for Road Allowance Licenses to be established, renewed and/or terminated.

## DEFINITIONS

**Application** – prospective Licensees must complete and submit the appropriate forms to Greenview when attempting to lease a Road Allowance

**Request For Renewal** – an Application made by a Road Allowance Licensee to renew their Road Allowance License for a consecutive 3 year term

**Road Allowances** – provincially owned, municipally maintained, land where a public road could be constructed if the need arose

**Road Allowance License(e)** – a 3 year lease between Greenview and an approved Licensee of a Road Allowance for agricultural purposes

## POLICY

1. Greenview, at its discretion, will lease Road Allowances for agricultural purposes, to ratepayers in good standing, via a Road Allowance License, upon receipt of an Application or Request For Renewal.
2. Prospective Licensees must own the property on both sides of the Road Allowance in order to be considered for a Road Allowance License.
3. Approved Road Allowance Licenses will be complemented with a respective bylaw which recognizes the 3 year arrangement.
4. Road Allowance Licenses are to be utilized in accordance with all provincially prescribed laws and municipal bylaws. Failure to do so will result in a forfeiture of the Road Allowance License and loss of use of the Road Allowance, without refunds.



5. Public alterations and obstructions to Road Allowances require the expressed permission of Council. Unauthorized obstructions or physical alterations to Road Allowances by the public are strictly prohibited and are subject to removal or repair at the offender's expense unless Greenview has granted permission to the contrary. Greenview will not be held liable for any damages incurred as a result of the removal of any obstructions.

6. Licensee alterations and obstructions to Road Allowances require the expressed permission of Council. Unauthorized obstructions or physical alterations to Road Allowances by Licensees are strictly prohibited and are subject to removal or repair at the Licensee's expense unless Greenview has granted permission to the contrary. Greenview will not be held liable for any damages incurred as a result of the removal of any obstructions.

7. Greenview reserves the right to terminate Road Allowance Licenses without notice at any time.

8. Road Allowance Licenses may be transferred between property owners without publically advertising the transaction.

## **PROCEDURE**

1. Prospective Licensees must be in good standing with Greenview, complete and submit the appropriate forms and pay the corresponding fees, as outlined in the Schedule of Fees, when attempting to lease a Road Allowance.

2. Provided the Applicant has satisfied the minimum requirements of the Application, Greenview's Administration shall forward the Application to Council for its own review and potential approval.

3. If Council approves the Application, a Bylaw must be enacted through the established processes of the Municipal Government Act. Prospective Licensees are required to cover all associated advertising costs. Greenview Road Allowance License signs shall be posted on the Road Allowance.

4. If approved, Road Allowance Licensees who applied between Greenview's prescribed 3 year terms may pay a prorated Road Allowance License fee.

5. Road Allowance Licensees will be offered an opportunity to renew their lease every 3 years, providing they are in good standing with Greenview, in advance of their termination date. Request For Renewals will be mailed to Road Allowance Licensees in September of the year the lease terminates. Replies to Requests For Renewal are to be received by Greenview by November 30 of the year the lease terminates.

6. Upon renewal, Licensees must pay for their 3 year lease in advance of the effective date. Nonrenewal or defaulted payment will result in a forfeiture of the Road Allowance License and loss of use of the Road Allowance.

7. Greenview shall repeal all non-active Road Allowance License bylaws through the established processes of the Municipal Government Act.

## APPENDIX

1. Road Allowance Application form
2. Request For Renewal form
3. Schedule of Fees
4. Greenview Road Allowance License signs





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

Section:  
**ENGINEERING &  
ENVIRONMENTAL  
SERVICES**

**POLICY NUMBER: EES 12**

**POLICY TITLE: ROAD ALLOWANCE RESTRICTIONS**

**Page 1 of 2**

**Date Adopted by Council / Motion Number:**

**11.04.206**

**PURPOSE:**

To protect the public traveling on developed or undeveloped road allowances; to ensure access to all developed and undeveloped road allowances; and to provide a mechanism for leasing developed or undeveloped road allowances.

**POLICY:**

The Municipal District of Greenview Council acknowledges that all developed road allowances are for the use of the traveling public, and no private entity may block, fence or otherwise impede access unless special approval is granted by Council. Undeveloped road allowances may be fenced off when it is considered that doing so would be mutually beneficial for the adjacent landowner and the M.D. Approval for this activity must be granted by Council for each specific location on site.

1. A fence, gate or other obstruction upon road allowances will not be permitted unless specifically approved by Council.
2. Fences may be permitted across or along undeveloped road allowances only if the Municipal District issues a Road Allowance License to the landowner, and the landowner abides by all the conditions outlined in the License. Large areas, such as community pastures or large grazing leases, may be given special consideration due to the public nature of these enterprises.
3. As a matter of policy, the construction of Texas Gates on roadways or road allowances will not be permitted. Council may review and approve applications on a case-by-case basis and will be in exceptional circumstances..

The MD will take action if notified of any unauthorized blockages or obstructions on Municipal roads or road allowances, unless they are temporary in nature and circumstances.

4. The MD will attempt to determine responsibility for ownership or erection of the obstruction.
5. If the structures are not temporary in nature and circumstances, Administration will notify the offending party in writing and inform that the structures must be removed within fourteen (14) days. In the case of temporary structures such as electric fences, Administration will give verbal notification to the offending party that the structure must be removed within twenty-four (24) hours unless otherwise permitted by the MD. During the winter season the Director of Operations may extend the deadline date; however, the offending party will enter into a temporary agreement with the M.D. until the structures can be removed. The Agreement will indemnify and hold harmless the M.D. of Greenview No. 16, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly, out of any act or omission of the Municipal District, the offending party, or their employees, agents or representatives.

**POLICY TITLE: ROAD ALLOWANCE RESTRICTIONS**

**Page 2 of 2**

**Date Adopted by Council / Motion Number:**

**11.04.206**

6. An inspection by Municipal District staff will take place after the deadline date and if the blockage is still in place, it will be removed by Municipal District staff and costs invoiced to the responsible party.
7. The offending party will receive fourteen (14) days written notification for the removal of permanent structures and twenty-four (24) hours verbal notification for the removal of temporary structures prior to this action, indicating:
  - a) That the M.D. will not be held responsible for any damages or loss if livestock are set loose by the removal of these structures;
  - b) The exact date the structures will be removed;
  - c) The structures will be held by the M.D. and will become the property of the M.D. unless the costs of removal are paid by the offending party; and
  - d) That upon notification above, all liability will be the responsibility of the offending party.

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REEVE

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C.A.O.



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

Section:

**ENGINEERING &  
ENVIRONMENTAL  
SERVICES**

**POLICY NUMBER: EES 07**

**POLICY TITLE: ROAD ALLOWANCE LICENSING**

**Page 1 of 2**

**Date Adopted by Council / Motion Number:**

**10.04.940**

**PURPOSE:**

To allow ratepayers the opportunity to utilize developed or undeveloped road allowances for agricultural purposes.

**POLICY:**

The Municipality will consider applications for licensing developed or undeveloped road allowances to adjacent landowners, if the road allowance is not an integral part of the Municipality's road network. Applications will only be considered if the applicant owns or has a 3 year lease on the land adjacent to both sides of the road allowance and if there is no obstruction of existing public vehicle passage.

- 1.0 Administration will receive applications for licensing developed or undeveloped road allowances in accordance with the Traffic Safety Act, and the Municipal Government Act.
- 2.0 The Administration will prepare a proposed bylaw allowing the Municipality to license the applicant to use the developed or undeveloped road allowance only if the applicant is the registered owner or has a 3 year lease on the adjacent properties, and is in good standing with the Municipality and the road is not required for public vehicle passage.
- 3.0 Council will consider first reading of the bylaw and, if in order, will advertise the bylaw for public notice a minimum of two times, two weeks apart, and establish a date and time to hear any person who claims to be affected by the bylaw.
- 4.0 After consideration of the hearing, Council may proceed or withdraw the bylaw in accordance with the Municipal Government Act.
- 5.0 Transfer of licenses does not have to be advertised.
- 6.0 Council will annually establish a fee for the licensing of the road allowances in accordance with the Schedule of Fees. The one-time fee, as established by Council, will be non-refundable to offset administrative costs. In addition to the fee, applicants are responsible for all advertising costs.
- 7.0 If a bylaw for licensing of a road allowance is approved by Council, Administration will issue a license to the applicant for a three year term.
- 8.0 If a license is granted for less than a three year term, the license fee will be prorated to the expiry date of all other road allowance licenses.

**POLICY TITLE: ROAD ALLOWANCE LICENSING**

**Page 2 of 2**

**Date Adopted by Council / Motion Number:**

**10.04.940**

- 9.0 At the end of the initial license period, the license may be extended, if all conditions are still being met.
- 10.0 The Municipal District Council may cancel all or any portion of a road allowance licensed under bylaw at any time.
- 11.0 If the Licensee cancels or defaults the license, Administration may hold the license in abeyance for a future application. An adjacent landowner may apply for the same license and Administration may award the license without going to Council, if the applicant meets all criteria.
- 12.0 If Council cancels a road allowance license bylaw, it will be done in accordance with the Municipal Government Act, including advertising.

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REEVE

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C.A.O.





## REQUEST FOR DECISION

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SUBJECT:	<b>Haying and Pasturing General Restrictions and Permits</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 10, 2016	CAO: MH	MANAGER: GM
DEPARTMENT:	INFRASTRUCTURE & PLANNING/OPERATIONS	GM: INT	PRESENTER: GM
FILE NO./LEGAL:	N/A	LEGAL/ POLICY REVIEW: INT	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

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### RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw / Policy** (cite) – *Policy No.'s: AD-35, PW-12 & OP-11.*

---

### RECOMMENDED ACTION:

**MOTION:** That Council adopt the Haying and Pasturing General Restriction and Permits policy as presented.

**MOTION:** That Council rescind the following Policies: AD-35 Haying or Pasturing Permits Municipal Reserves, OP-11 Haying on Municipal Road Right of Ways and Municipal Owned Lands, and PW-12 Haying or Pasturing Permits Municipal Reserves.

---

### BACKGROUND / PROPOSAL:

The Policy Review Committee (PRC) reviewed the Haying and Pasturing General Restriction and Permits policy on March 21, 2016. The new policy was created by combining three (3) existing policies to clean up and clarify the language and establish consistency within Greenview's process & organizational structure.

---

### OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council could decline or send back the said policy to the PRC to be revised.

**Benefits** – The Benefits of accepting this policy will give clear direction to both staff and Greenview ratepayers.

**Disadvantages** – No unforeseen Disadvantages.

---

### COSTS / SOURCE OF FUNDING:

N/A

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ATTACHMENT(S):

- Policy AD-35.
- Policy PW-12.
- Policy OP-11.
- New Haying and Pasturing General Restriction and Permits Policy.

**Title: Haying and Pasturing General Restrictions and Licensing**

**Policy No: 63##**

**Effective Date:**

**Motion Number:**

**Supersedes Policy No: AD35,  
PW12, OP11**



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

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

**Purpose:** To provide ratepayers with an opportunity to utilize municipally owned and/or managed property for Haying and Pasturing purposes as well as to establish a process for the establishment, renewal and/or termination of related licenses.

### **DEFINITIONS**

**Application** – prospective Licensees must complete and submit the appropriate forms to Greenview when attempting to utilize municipally owned and/or managed property for Haying and Pasturing purposes

**License(e)** – a person holding a 3 year License with Greenview for Haying and Pasturing purposes on municipally owned and/or managed property

**Request for Renewal** – an Application made by a Licensee to renew their Haying and Pasturing License for a consecutive 3 year term

### **POLICY**

1. Greenview, at its discretion, will allow ratepayers in good standing, via a Haying and Pasturing License, upon receipt of an Application or Request for Renewal, to utilize municipally owned and/or managed property.
2. Licenses are to be utilized in accordance with all provincially prescribed laws and municipal bylaws. Failure to do so will result in a forfeiture of the License and loss of use of the municipally owned and/or managed property, without refunds.
3. Haying and Pasturing must be completed within Greenview's specified timelines.
4. Licensee and/or public alterations and obstructions to municipally owned and/or managed property require the expressed permission of Council. Unauthorized obstructions or physical alterations to municipally owned and/or managed property are strictly prohibited and are subject to removal or repair at the offender's expense unless Greenview has granted permission to the contrary. Greenview will not be held liable for any damages incurred as a result of the removal of any obstructions.
5. Greenview reserves the right to terminate Haying and Pasturing Licenses within a 30 day notice at any time. Use outside of the specified timelines requires Council's approval.

**Policy No:**

6. Haying and Pasturing Licenses are non-transferable.

### **PROCEDURE**

1. Prospective Licensees must be in good standing with Greenview, complete and submit the appropriate forms and pay the corresponding fees, as outlined in the Schedule of Fees, when attempting to acquire a Haying and Pasturing License.

2. If approved, Licensees will receive Haying and Pasturing License signs to post on the Haying and Pasturing property. Licensees who applied between Greenview's prescribed 3 year terms may pay a prorated Haying and Pasturing License fee.

3. Haying and Pasturing must be completed within Greenview's specified timelines. Failure to do so within the specified timelines may result in Greenview's removal of the vegetation at the Licensee's expense. Additionally, the use of municipally owned and/or managed property outside of the specified timelines requires Council's approval.

4. Licensees will be offered an opportunity to renew their License every 3 years, providing they are in good standing with Greenview, in advance of their termination date. Request for Renewals will be mailed to Licensees in September of the year the License terminates. Replies to Requests for Renewal are to be received by Greenview by November 30 of the year the License terminates.

5. Upon renewal, Licensees must pay for their 3 year lease in advance of the effective date. Nonrenewal or defaulted payment will result in a forfeiture of the Haying and Pasturing License and loss of use of the municipally owned and/or managed property.

6. Greenview shall repeal all Haying and Pasturing bylaws through the established processes of the Municipal Government Act.

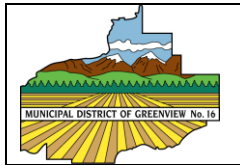
### **APPENDIX**

1. Haying and Pasturing Application form

2. Request for Renewal form

3. Schedule of Fees

4. Greenview Haying and Pasturing License signs



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

Section:

**OPERATIONS  
SERVICES**

**POLICY NUMBER: OP 11**

**POLICY TITLE:      HAYING ON MUNICIPAL ROAD RIGHT-OF-WAYS  
                                 AND MUNICIPAL OWNED LANDS**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**11.04.206**

**PURPOSE**

To establish the conditions under which landowners may cut and bale hay within Municipal road right-of-ways and Municipal owned lands.

**POLICY**

Permits for haying Municipal road right-of-ways and Municipal owned lands will be issued to control vegetation and provide additional hay for area landowners.

1. Landowners or residents wishing to cut hay or vegetation on Municipal road right-of-ways and Municipal owned lands must submit written letters of application.
2. Applications will be considered on a first come/first serve basis. Landowners must re-apply each season.
3. The MD may issue a permit to the applicant for a one-season term.
4. All haying operations must be completed within the time frame specified by the MD. Any operations within the right-of-way after this date require written permission.

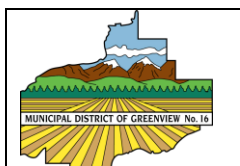
In the event that hay remains in the right-of-way after expiry of the permit, the MD reserves the right to remove and dispose of the hay at permit holder's expense.

Permit fees will be established under the Schedule of Fees.

(Original signed copy on file)

REEVE

C.A.O.



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

Section:  
**PUBLIC WORKS**

**POLICY NUMBER: PW 12**

<b>POLICY TITLE:</b>	<b>HAYING OR PASTURING PERMITS - MUNICIPAL RESERVES</b>	<b>Page 1 of 2</b>
<b>Date Adopted by Council / Motion Number:</b>		<b>03.04.172</b>

**PURPOSE**

To allow haying or pasturing on municipal reserves that are suitable for these purposes.

**POLICY**

Permits for haying or pasturing on Municipal Reserves shall be issued primarily to control vegetation and maintain the area in an acceptable condition as determined by the Municipal District.

**PROCEDURES**

- 1.0 The Superintendent of Public Works shall receive applications for haying or pasturing on Municipal Reserves.
- 2.0 The Superintendent of Public Works shall prepare a proposed bylaw allowing the municipality to grant a Permit to the applicant to use the Municipal Reserves only if the applicant is in good standing with the Municipality.
3. Council shall consider first reading of the bylaw and, if in order, shall advertise the bylaw for public notice, and shall hold a public hearing to hear any claims that may affect the bylaw as per the Municipal Government Act.
- 4.0 After consideration of the hearing, Council may proceed or withdraw the bylaw in accordance with the Municipal Government Act.
- 5.0 If a bylaw for the permit is passed by Council, the Superintendent of Public Works shall issue a permit to the applicant for a three-year term.
- 6.0 If a permit is granted for less than a three-year term, the permit fee shall be prorated to the expiry date of all other Haying or Pasturing Permits.
- 7.0 At the end of the initial permit period, the Permit may be extended if all conditions are still being met.
- 8.0 The Municipal District Council may cancel all or any portion of a Haying or Pasturing Permit under bylaw at any time.

continued

9.0     If the Permittee cancels or defaults the permit, Administration may hold the permit in abeyance for a future application. Another landowner may apply for the same permit and Administration may award the permit without going to Council, if the applicant meets all criteria. If the conditions of the permit change the application should come back to Council.

10.0    If Council cancels a Haying or Pasturing bylaw, it shall be done in accordance with the Municipal Government Act, including advertising.

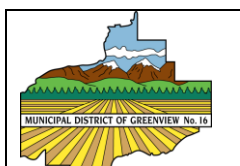
### **PERMIT FEES**

Permit fees shall be established under the Schedule of Fees. In addition to the fee, applicants are responsible for all advertising costs.

(Original Signed Copy on File)  
REEVE

\_\_\_\_\_  
C.A.O.





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

Section:  
**ADMINISTRATION**

**POLICY NUMBER: AD 35**

**POLICY TITLE:        HAYING OR PASTURING PERMITS -  
                                 MUNICIPAL OWNED / MANAGED PROPERTY**

**Page 1 of 2**

**Date Adopted by Council / Motion Number:**

**12.03.183**

**PURPOSE**

To allow haying or pasturing on municipal owned/managed property that is suitable for these purposes.

**POLICY**

Permits for haying or pasturing on Municipal owned/managed property will be issued primarily to control vegetation and maintain the area in an acceptable condition as determined by the Municipal District.

1.     The MD will receive applications for haying or pasturing on Municipal owned/managed property.
2.     Administration will prepare a proposed bylaw allowing the Municipality to grant a permit to the applicant to use the Municipal owned/managed property only if the applicant is in good standing with the Municipality.
3.     Council will consider first reading of the bylaw and, if in order, will advertise the bylaw for public notice, and will hold a public hearing to hear any claims that may affect the bylaw as per the Municipal Government Act.
4.     After consideration of the hearing, Council may proceed or withdraw the bylaw in accordance with the Municipal Government Act.
5.     If a bylaw for the permit is passed by Council, Administration will issue a permit to the applicant for a three-year term.
6.     If a permit is granted for less than a three-year term, the permit fee will be prorated to the expiry date of all other Haying or Pasturing Permits.
7.     At the end of the initial permit period, the Permit may be extended if all conditions are still being met.
8.     The Municipal District Council may cancel all or any portion of a Haying or Pasturing Permit under bylaw at any time.
9.     If the Permittee cancels or defaults the permit, Administration may hold the permit in abeyance for a future application. Another landowner may apply for the same permit and Administration may award the permit without going to Council, if the applicant meets all criteria. If the conditions of the permit change, the application should come back to Council.

**POLICY TITLE:      HAYING OR PASTURING PERMITS -  
                                 MUNICIPAL RESERVES**

**Page 2 of 2**

**Date Adopted by Council / Motion Number:**

**12.03.183**

10.      If Council cancels a Haying or Pasturing bylaw, it will be done in accordance with the Municipal Government Act, including advertising.

**PERMIT FEES**

Permit fees will be established under the Schedule of Fees. In addition to the fee, applicants are responsible for all advertising costs.

\_\_\_\_\_  
(Original signed copy on file)  
REEVE

\_\_\_\_\_  
C.A.O.



## REQUEST FOR DECISION

SUBJECT: **Old Sunset House Water Point**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: July 12, 2016  
DEPARTMENT: INFRASTRUCTURE &  
PLANNING/ENVIRONMENTAL SERVICES

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER: GC

GM: GG PRESENTER: GC

FILE NO./LEGAL:  
STRATEGIC PLAN:

LEGAL/ POLICY REVIEW:  
FINANCIAL REVIEW:

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### RELEVANT LEGISLATION:

**Provincial** (cite) – *Water Act (80(1))*

**Council Bylaw / Policy** (cite) – *Not Applicable*

---

### RECOMMENDED ACTION:

**MOTION: That Council allow Administration to transfer ownership of the old Sunset House non potable well and water point building, as is, located on NW-31-70-19-W5 to the Sunset House Community Hall Society.**

---

### BACKGROUND / PROPOSAL:

A request made to Greenview from members of the Sunset House Community Hall Society regarding the possibility of acquiring the old water well and building that had been previously used as a non-potable water point in Sunset House community.

Greenview stopped using the old site in 2015, since the completion of the new water well and potable water treatment plant next to the Sunset House Community hall. Both the old well and old water point building reside on land that belongs to the Sunset House Community Hall Society.

If approved, Greenview would transfer the well registration ownership, as per the Water Act, to the Sunset House Community Hall Society. The building structure is sound and would serve to be beneficial to the society.

The environmental department's intent for the building was to demolish and restore the area. Costs associated with the demolition of the old building have been accounted for in the 2016 Environmental Services Operational budget. The well reclamation costs have not been budgeted for and would be included in a future capital budget if needed.

---

OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council could choose to transfer the old water point building and well.  
Council could choose to demolish the building and have the well reclaimed.

**Benefits** – A benefit of transferring the well and building to the society would secure a water source for Sunset House Community Society’s future plans for the property. Greenview benefits by not having the expense of demolition to the building and reclamation of the existing water well.

**Disadvantages** – No disadvantages foreseen

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COSTS / SOURCE OF FUNDING:

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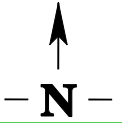
ATTACHMENT(S):

- Map



# ***Municipal District of Greenview #16***

Sunset House Water Point and  
Previous Water Point Well



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## REQUEST FOR DECISION

SUBJECT: **Water Bottle Filling Station**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: July 12, 2016  
DEPARTMENT: INFRASTRUCTURE &  
PLANNING/ENVIRONMENTAL SERVICES

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH      MANAGER: GC

GM: GG      PRESENTER: GC

FILE NO./LEGAL:  
STRATEGIC PLAN:

LEGAL/ POLICY REVIEW:  
FINANCIAL REVIEW:

---

### RELEVANT LEGISLATION:

**Provincial** (cite) – *not applicable*

**Council Bylaw / Policy** (cite) – *not applicable*

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### RECOMMENDED ACTION:

**MOTION:** That Council accept the information on the water bottle filling stations at Greenview's potable water points as presented.

---

### BACKGROUND / PROPOSAL:

During the April 12, 2016 Council meeting, Motion 16.04.142 ***That Council direct Administration to investigate the feasibility of installing a low pressure tap for the household use at the water points.***

A small number of residents (under 10) have requested that Greenview provide a water bottle filling station at our potable water points for up to 20L / 5 gallon containers. The requests started when a yard hydrant that is directly tied into the water point at Sunset House was locked for security reasons, it was then realized that a few people had been using the hydrant to fill jugs and water tanks with treated water at no cost.

During Administration's investigation, Flowpoint advised Greenview that the water dispensing system is not capable of adding a bottle filling station without additional hardware upgrades: i.e. touch pad.

Currently, Greenview's potable water rate is \$3.50 per m<sup>3</sup> which equates to 1.4 cents per gallon. At these current rates a 5 gallon jug costs 7 cents. With the additional hardware upgrades administration could adjust the rates accordingly i.e. \$50.00 per m<sup>3</sup> equates to 20 cents per 5 gallon container.

If a 5 gallon water container were to cost \$1.00 to fill at a Greenview facility, it would take 15,000 jugs of water, not including the operational and maintenance cost, to recover the investment. By Greenview selling water at this price for these portable jugs also cuts into the bottled water retail businesses in the Town of Valleyview, as a jug of water retails for approx. \$2.99 per jug at Freson Brothers if you filled yourself.

Administration, suggests that the time and money that will be dedicated to this project outweighs the need for service.

**Option 1:** Prior to setting up a bottle filling station each station requires a new touch pad at \$10,000.00 per water point with additional costs of \$5,000.00 per site for the stainless steel water dispensing cabinet and approximately \$2,000.00 for the mag meter, solenoid, for a total installed price of \$17,000.00 per site.

**Option 2:** If Council decides to charge for bottled water then administration could build a simpler station that would still include the hardware upgrade for \$10,000.00 and a sink with a grate below to drain the overflow water for an approximate cost of \$15,000.00 per site.

**Option 3:** Administration builds a timed push button water outlet system for dispensing smaller volumes of water for about \$2,000.00. This system would not be capable of charging for the water usage.

**Option 4:** Council decides not to build a water bottle filling station at this time.

If Council decides to choose option 1 or 2 then Administration would include these costs in the 2017 proposed capital budget.

If Council decides to move forward with option 3, administration suggests that the environment department build a demo as a trial run at Sunset House. This Option is less than \$5,000.00 and could be funded through the 2016 operational budget.

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**OPTIONS – BENEFITS / DISADVANTAGES:**

**Options – N/A**

**Benefits – N/A**

**Disadvantages – N/A**

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**COSTS / SOURCE OF FUNDING:**

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**ATTACHMENT(S):**

- Pictures of Bottle Fill Station.









**BOTTLE FILL**  
DISPENSED BY THE LITRE

**CAUTION**  
**ICY CONDITIONS**  
CUSTOMERS PLEASE  
ATTEMPT TO MINIMIZE  
SPILLAGE



**Self-Serve**

- 1 Open dispenser door.
- 2 Place 2, 1 and half-gallon bottles on pull down shelf and position under spout.
- 3 Position 3 or 5 gallon bottles under spout on bottom tray.
- 4 For 5, 2 and 1 gallon bottles, press appropriate auto fill button.
- 5 For 3 and half-gallon bottles, push manual button, hold and release when full.
- 6 Open door, replace bottle cap and remove bottle.

Need help? Please ask for assistance.

**Enjoy the Taste!**





## REQUEST FOR DECISION

SUBJECT: **Lagoon Treated Wastewater for Fracturing**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: July 12, 2016  
DEPARTMENT: INFRASTRUCTURE &  
PLANNING/ENVIRONMENTAL SERVICES

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER: GC

GM: GG PRESENTER: GC

FILE NO./LEGAL:  
STRATEGIC PLAN:

LEGAL/ POLICY REVIEW:  
FINANCIAL REVIEW:

---

### RELEVANT LEGISLATION:

**Provincial** (cite) – *Environmental Protection and Enhancement Act (Regulation 119/93, Section 9.1.)*

**Council Bylaw / Policy** (cite) – *Not applicable*

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### RECOMMENDED ACTION:

**MOTION:** That Council approve of the release of effluent from Greenview wastewater lagoons to industry for the purpose of fracturing.

**MOTION:** That Council allow the Manager of Environmental Services to negotiate with representatives from oil industry Stakeholders for the use of Greenview's lagoon treated wastewater at no cost to Greenview.

---

### BACKGROUND / PROPOSAL:

Discussions with Shell Canada began over the potential use of their road, for access to our new Industrial Lagoon. During discussions, Shell expressed interest in using our treated sewage lagoon effluent as an alternative water source for fracturing projects. Shell is currently utilizing the lagoon effluent from The Town of Fox Creek's wastewater lagoons. The Town of Valleyview is also planning to supply industry with treated wastewater from their system.

It is recognized that Greenview Council has also been working with The Alberta Energy Regulator in regards to local water sources and the perception of overuse by the fracturing industry. The environment and environmental issues are an important value to Greenview and its residents. Consideration of all the facts is paramount. Water diverted from surface or ground sources will ultimately be removed from the water cycle permanently.

Currently, the sewage lagoons treat the wastewater continuously and then store the treated effluent in a large storage cell for a minimum of 360 days. The storage cell is released by Greenview Staff annually to a surface water receiving stream, as per Alberta Environment's Code of Practice for Wastewater Lagoons.

As the Grovedale wastewater lagoon falls under the Environmental Protection and Enhancement Act, Administration has inquired with Alberta Environment and Sustainable Resource Development (AESRD) on the process for a “Letter of Authorization” allowing potential use of the wastewater.

To date, minimal costs have been incurred that included some routine sampling under operations. Some infrastructure may be required but construction costs would be absorbed by the users.

---

OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council may choose to allow use of its treated lagoon effluent for industrial/commercial use. Council may choose to release our lagoons annually as per the “Code of Practice for Lagoons”

**Benefits** – A benefit of allowing use of treated wastewater from MDGV lagoons would be the reduction of fresh water used by industry.  
A benefit would be that no (or a reduced amount) of treated effluent would be released into the local water courses. A potential benefit of revenue for the MDGV to offset operational costs.

**Disadvantages** – One potential disadvantage is perception of the public, where it may be believed that the ground water would become contaminated. Another disadvantage could be perception that we are supporting fracturing projects that may be controversial in many people’s opinion.

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COSTS / SOURCE OF FUNDING:

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ATTACHMENT(S):

N/A



## REQUEST FOR DECISION

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SUBJECT:	<b>Resolution for the Shutdown of Coal Fired Power Generation Stations</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER: MH
FILE NO./LEGAL:			LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

---

### RELEVANT LEGISLATION:

**Provincial** – *In November 2015, the Government of Alberta announced the Climate Leadership Plan and the goal for zero emissions from coal-fired electricity generation by 2030. In achieving this, coal-fired generators will have to comply with both federal and provincial regulations.*

**Council Bylaw / Policy** (cite) – n/a

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### RECOMMENDED ACTION:

**MOTION:** That Council table a resolution to AAMDC Zone 4 for their support, requesting that the Province allow industry to continue utilizing coal fired power generation stations while encouraging that industries undertake research and development to explore alternate methods of utilizing coal and also alternate markets for that product, as per the Village of Forestburg letter dated May 10<sup>th</sup>, 2016.

---

### BACKGROUND / PROPOSAL:

On May 10, 2016, the Village of Forestburg sent a letter to the MD of Greenview requesting that a resolution be tabled during the next AAMD&C Convention in support of coal fired power generating stations. Such resolution would be requesting that the province allow industry to continue utilizing coal fired power generation stations while encouraging that industries undertake research and development to explore alternate methods of utilizing coal and also alternate markets for that product.

The Town of Grande Cache was also contacted, and they have provided a letter of support to the Village of Forestburg, however will not be presenting their own resolution at the AUMA Conference.

In 2014, 55% of Alberta's electricity was produced from 18 coal-fired generators. HR Milner, Maxim Power in Grande Cache is one of these 18 coal-fired units.

Under existing federal regulations, coal-fired power plants are required to meet performance standards to lower greenhouse gas emissions or retire when they reach 50 years of operations. Strict standards are set for facilities to become as efficient as natural gas generation. HR Milner, Maxim Power's coal fired unit is expected to retire in 2019.

Milner Power has been offline for the last few months however has plans to go back on line at the end of June 2016. Although their coal fired unit is set to stop production in 2019, they are researching alternate clean opportunities to move forward. When contacted regarding Greenview proposing this resolution, Rob Watson, VP Canadian Facilities with HR Milner, Maxim Power stated that their company's views on the project are aligned with Greenview's proposed resolution. Mr. Watson has requested to view a final copy of the resolution, if approved by Council, prior to presenting at the AAMD&C Convention.

Although Alberta's focus on zero emissions by 2030 does not affect metallurgical mines, Grande Cache Coal was also informed of this project and their CAO Max Wang has provided his verbal support for Greenview to present a resolution, and is willing to support the MD in any further endeavours.

It is general practise for Council to take the resolution to Zone 4 for their support prior to taking the resolution to the AAMD&C Convention.

---

#### OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council has three options:

1. Do nothing – Accept the Village of Forestburg's letter as information only
2. Provide a Letter of Support to the Village of Forestburg in their resolution to the AUMA Conference
3. Table a resolution of your own for the 2016 AAMD&C Convention requesting that the province allow industry to continue utilizing coal fired power generation stations while encouraging that industry to undertake research and development to explore alternate methods of utilizing coal and also alternate markets for that product.

**Benefits** – The Town of Grande Cache was created as a service community for the coal industry nearly 50 years ago. The coal industry has been a strong economic contributor to the area, and it is imperative for the Municipal District of Greenview to support the continuation of this industry, in turn supporting the communities within the region. Milner Power has been in continuous operation in Grande Cache since 1972, and is important to the local economy of the region providing employment up to ~60 full time employees.

**Disadvantages** – No perceived disadvantages known.

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#### COSTS / SOURCE OF FUNDING:

There are no perceived costs to the recommended action.

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#### ATTACHMENT(S):

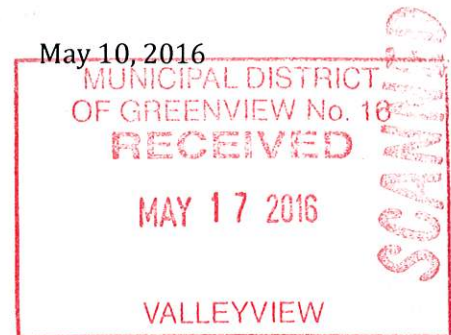
- Letter from the Village of Forestburg, including a copy of their Resolution



## Village of Forestburg

P.O. Box 210, Forestburg, AB T0B 1N0  
Telephone: 780-582-3668 - Fax: 780-582-2233

Municipal District of Greenview  
Attention: Council  
PO Box 1079  
Valleyview, AB T0H 3N0



Dear Sir/Madam:

Re: Shutdown of Coal Fired Power Generation Stations

The Village of Forestburg is a community that will be directly impacted by the shutdown of a coal fired power generation stations. The Paintearth mine and power plant has played an integral role in the economic development of our region for many years.

Forestburg Council will be tabling a resolution at the 2016 AUMA Convention requesting that the province allow industry to continue utilizing coal fired power generation stations while encouraging that industries to undertake research and development to explore alternate methods of utilizing coal and also alternate markets for that product.

We are respectfully requesting that your community; as a community that will also be affected by the Province's decisions regarding these generation stations, consider tabling a similar resolution during your annual AAMD&C Convention. A copy of the resolution approved by Council has been enclosed for your information.

We wish to thank you for considering our request and hope that we can work with you on this issue to ensure the continued viability of all regions impacted by this mandatory shutdown.

If you have any questions or concerns about the above, please do not hesitate to contact the undersigned at [cao@forestburg.ca](mailto:cao@forestburg.ca).

Yours truly,

Debra A. Moffatt, CAO  
Village of Forestburg

Enc.





## MEMBER REQUEST FOR DECISION 2016 AUMA CONVENTION

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- DATE:** May 4, 2016
- WHEREAS:** The Provincial Government's announcement in November, 2015 to accelerate the phase out all coal fired power generating plants will have significant impact on those rural communities adjacent to the power plants; and
- WHEREAS:** The coal mines and the power generating stations employ significant numbers of personnel and support many local businesses, the loss of those facilities will be detrimental to the sustainability of the rural communities; and
- WHEREAS:** The Provincial Government has not offered the option to the coal and power generation industries to research methods for reducing the emissions caused by these coal fired plants; and
- WHEREAS:** Alternate methods of utilizing coal to produce electricity with reduced emissions are being used in other provinces and countries at this time; and
- WHEREAS:** Coal is a valuable natural resource available in abundance in Alberta and the Provincial Government should be supportive of exploring alternate uses or methods of refining this resource; and
- NOW THEREFORE BE IT RESOLVED THAT:** The Alberta Urban Municipalities Association urge the provincial government to allow the continued operation of coal fired power generation plants while encouraging the coal industry and the electricity producers to explore alternate methods of utilizing coal for power generation and alternate uses for coal.
- BACKGROUND:** Coal is used as the source of power generation for up to 55% of Alberta's power needs. There is an abundant supply of coal in Alberta and the technology exists to burn it with fewer emissions. Even with wind and solar developments, there must be an "on demand" supply that will replace it when those renewable sources of electricity do not produce. Wind only produces 30% of the time while solar is limited to 15% of the time. While natural gas is promoted as a replacement, it is subject to wild price fluctuations. This would tie us to one source for both our heating

and electrical needs, which during a price spike would severely impact everyone, but most dramatically the poor who can least afford it.

Coal has proven to be the most economical method of producing electricity in areas that do not have access to hydro power. The loss of this commodity and the introduction of a carbon levy on natural gas will cause a significant spike in the cost of electricity to the end user. Countries which had previously decided to phase out coal fired power generation are now opening up new sites as the cost of utilizing renewable energy is too expensive and the reliability of does not meet the standards set by coal.

Since 1956 Forestburg has been closely tied to the Battle River Generating Station, a coal fired power plant capable of producing 689 megawatts of power. The generating station and the affiliated coal mine provide many jobs in the Forestburg and surrounding areas.

The loss of these corporations will greatly affect our communities. Not only do they provide employment and livelihood for our residents, they have assisted financially with many of our local projects, the most recent being a new multi-purpose arena. Furthermore, they are a source of donations and volunteers to other organizations such as our volunteer fire department, library, and swimming pool, to name a few. These sites also provide work to local support businesses, such as welders, contractors, tradespeople and commercial businesses. All of these will be negatively impacted by the impending shut down.

The loss of employment to our residents could be catastrophic to our communities. There are few local employment opportunities available for the displaced workers. The loss of these families will affect enrolment in our school, our volunteer base, and our business base.

Forestburg recognizes that environmental stewardship should be a high priority for all of us, but we do feel that decisions made must be tempered with local needs as well. The cost of shutting down the Battle River Generating Station could be devastating to our region and will impact not only Forestburg, but also our municipal neighbours including Flagstaff County, Paintearth County, County of Stettler, Camrose County, Village of Heisler, Town of Daysland and the hamlet of Galahad. All of these communities either house workers or businesses that support the plant and mine.

Rural municipalities struggle to survive and the decision to shut down all coal fired plants without attempting to look at ways to ensure that these

plants are viable, both economically and environmentally, is very short sighted. The ultimate cost may be more than our province and citizens can afford.

There is an opportunity for Alberta to become a leader in the development of the clean burning of coal, which would allow us to meet the province's emissions goals while not negatively impacting the ability of small rural communities to remain sustainable.



## REQUEST FOR DECISION

SUBJECT: **Grande Cache Medical Centre**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: July 12, 2016  
DEPARTMENT: COMMUNITY SERVICES  
FILE NO./LEGAL:  
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH MANAGER:  
GM: DM PRESENTER: DM  
LEGAL/ POLICY REVIEW:  
FINANCIAL REVIEW:

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### RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw / Policy** (cite) – N/A

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### RECOMMENDED ACTION:

**MOTION: That Council direct Administration to provide the Town of Grande Cache with the Grande Cache Medical Clinic Discussion Briefing Report.**

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### BACKGROUND / PROPOSAL:

Greenview received correspondence dated May 30, 2016 from the Town of Grande Cache requesting a funding commitment of a minimum of \$1,000,000.00 towards the construction of a new Grande Cache Medical Clinic, with a request for a response by June 15, 2016.

At the June 14, 2016 Regular Council Meeting made the following motion:

*MOTION: 16.06.209.*

*That Council direct Administration to inform the Town of Grande Cache that Greenview will not render a funding decision regarding the proposed new Grande Cache Medical Clinic pending procurement of additional information.*

Greenview Administration has notified the Town of Grande Cache of Council's decision, and the Town is now requesting a meeting to continue the dialogue regarding the Grande Cache Medical Clinic proposal. Greenview Administration is recommending that a discussion briefing report be sent to the Town of Grande Cache prior to the meeting so as to aid in the dialogue. A briefing is attached and Administration would like Council's endorsement of the information requested and philosophies stated prior to continuing.

---

### OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council has the option to accept or deny the recommendation to direct Administration to provide the Town of Grande Cache with the Grande Cache Medical Clinic Discussion Briefing Report.

**Benefits** – The benefit of providing the Town of Grande Cache with the Grande Cache Medical Clinic Briefing Report is that it will provide them with an opportunity to review Greenview’s discussion points prior to the meeting.

**Disadvantages** – There are no perceived disadvantages to providing the Town of Grande Cache with the Grande Cache Medical Clinic Briefing Report prior to the meeting.

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COSTS / SOURCE OF FUNDING:

N/A

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ATTACHMENT(S):

- Grande Cache Medical Clinic Letter dated May 30, 2016
- Greenview Grande Cache Medical Clinic Response Letter dated June 16, 2016
- Grande Cache Medical Clinic Discussion Briefing Report



TOWN OF GRANDE CACHE

Box 300, 10001 Hoppe Ave.  
Grande Cache, Alberta T0E 0Y0

May 30, 2016

email: Dale.Gervais@mdgreenview.ab.ca

Reeve Dale Gervais  
Municipal District of Greenview No. 16  
P. O. Box 1079  
Valleyview, AB T0H 3N0

Dear Reeve Gervais:

RE: Medical Clinic

The Grande Cache Medical Centre (the Medical Clinic) has been in its current location for the past 19 years. Their lease expires March 31, 2017. As the Medical Clinic does not intend to renew their lease, another location must be found to ensure the Medical Clinic continues to operate.

The doctors in Grande Cache operate the Medical Clinic. Over the years they have not received any financial assistance to maintain their operations – they have carried the total operating costs. They have gone through several severe doctor shortages during which two physicians have covered the operating costs of the Medical Clinic. These doctor shortages have been resolved through the doctor's recruitment efforts.

The doctors involved in the Grande Cache Medical Centre believe it is imperative to establish a dedicated Medical Centre Building in Grande Cache. Due to the nature of their services, the Medical Clinic needs to be close to the hospital. Their proposal is to have a new Medical Clinic built on the present hospital site.

Without a Medical Centre Building, if the current doctors leave the community, it will be very difficult to recruit new physicians to Grande Cache. A dedicated medical centre Building in Grande is a valuable recruitment and retention tool. However, the Grande Cache Medical Centre doctors are not prepared to continue providing this service without financial support from the Town of Grande Cache and the Municipal District of Greenview No. 16.

---

(t) 780.827.3362

(f) 780.827.2406

[www.grandecache.ca](http://www.grandecache.ca)

Council for the Town of Grande Cache recognizes the importance of a medical clinic in Grande Cache and have committed \$1 million dollars to this project. The doctors forming the Grande Cache Medical Centre have committed \$250,000 for the long term maintenance of the new Municipal Clinic. Council and the Grande Cache Medical Centre respectfully request that the Municipal District of Greenview No. 16 contribute at least a million dollars to this project.

Because the Grande Cache Medical Centre's lease expires March 31, 2017, it is imperative that a decision on this funding request be made as quickly as possible. With this in mind, Council would appreciate your decision by June 15, 2016.

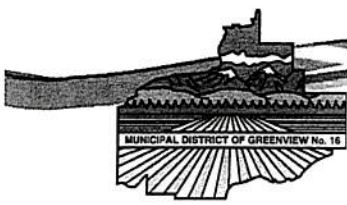
Sincerely,



Herb Castle  
Mayor

cc: The Grande Cache Medical Centre  
Eric Rosendahl, MLA  
The Honorable Sarah Hoffman, Minister of Health





## MUNICIPAL DISTRICT OF GREENVIEW No. 16

June 16, 2016

Town of Grande Cache  
Box 300, 10001 Hoppe Avenue  
Grande Cache, AB T0E 0Y0

Attention: Grande Cache Town Council

**RE: Grande Cache Medical Clinic**

In response to your correspondence dated May 30, 2016 regarding the Grande Cache Medical Clinic project, Greenview Council has made the following motion at their June 14<sup>th</sup> Regular Council Meeting:

*That Council direct Administration to inform the Town of Grande Cache that Greenview will not render a funding decision regarding the proposed new Grande Cache Medical Clinic pending procurement of additional information.*

Greenview will not be making a commitment to the project until further dialogue occurs between all the effected stakeholders. If you require any further information regarding this matter, kindly contact the undersigned.

Respectfully,

Dennis Mueller  
General Manager, Community Services

DM/tm

cc: Greenview FOIP/Records Management



## Grande Cache Medical Clinic Discussion Briefing Report

Greenview has brought forth the following questions that may need to be addressed prior to committing to any funding commitment regarding the Grande Cache Medical Clinic.

### Questions:

1. **Location:** Has a location been designated and obtained for the proposed facility?
2. **Building Design:** Have any building design concepts been explored as to the size and operational efficiency of the proposed facility?
3. **Timelines:** Would the proposed timelines for:
  - a) Acquisition of land/a new site; and,
  - b) Realistic design and construction of a facility?
4. **Project Lead:** Which municipality would be the construction project lead?
5. **Operations:** Which municipality would administer the operation and maintenance of the facility?
6. **Finance:** Has a business plan model been explored as to outline the capital and operational commitments required and who would fund them?
7. **Alberta Health Services:** In that the present Grande Cache Medical Clinic is a Primary Care Network (PCN), has Alberta Health Services been contacted and consulted regarding the future physician requirements for the facility?
8. **Other Considerations:** Have options been explored other than constructing a new facility (leasing, purchasing an existing facility etc.)?
9. **Current Lease:** What are the available options for extending the current lease?

### Philosophies:

1. **General:** Greenview's conceptual view is that a facility of this nature should be financially self-sustaining.
2. **Physician Agreement:** Consultation would be required between the municipalities and the physicians as to determine the operational and financial arrangements required to create financial self-sufficiency.



## REQUEST FOR DECISION

SUBJECT: **Pace Board of Directors Appointment**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: July 12, 2016  
DEPARTMENT: CAO SERVICES  
FILE NO./LEGAL:  
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH      MANAGER:  
GM:           PRESENTER:  
LEGAL/ POLICY REVIEW:  
FINANCIAL REVIEW:

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### RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw / Policy** (cite) – N/A

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### RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Pace Board of Directors.**

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### BACKGROUND / PROPOSAL:

Pace is an organization that provides a variety of services in the Grande Prairie community and area, including crisis intervention, family support, educational workshops, and counselling services involving sexual abuse, sexual assault, child abuse, and trauma.

Pace meets once a month, either on a Monday or Wednesday at 5:00 p.m. at the Grande Prairie Pace office.

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### OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council has the option to approve or deny the request for a Councillor to sit on the Pace Board of Directors.

**Benefits** – The benefit of having a Councillor sit on the Pace Board of Directors is to ensure Council is updated on the assistance provided by Pace in the Greenview area.

**Disadvantages** – There are costs including honorariums and mileage associated with memberships on Boards.

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### COSTS / SOURCE OF FUNDING:

Costs associated with Board membership and attendance are included each year in the Operational Budget.

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### ATTACHMENT(S):

- Request letter from Pace
- Pace Programs & Services

Municipal District of Greenview

Dear Council Members and Mike Haugen

On behalf of the board of directors of Pace we request that you consider appointing a council member to the Pace Board of Directors. The Municipal District of Greenview has supported our work with residence of your district for many years. First supporting our Wilderness Program and now supporting our sexual assault awareness program and our community support training program. Council Member Roxie Rutt has been a part of a number of planning events and community events sponsored by our organization. We would benefit from her knowledge of rural communities on our policy making Board of Directors.

The commitment would be to approximately 10 board meetings per year and special committee meetings as required. Thank you for considering this request.

Sincerely,

Jacquie Aitken

Executive Director

Pace

# PROGRAMS and SERVICES

**Peace Country Sexual Assault Helpline:** 1- 888- 377- 3223. Provides 24 hour crisis intervention, referrals, and support to victims of sexual violence and families.

**Sexual Violence Treatment Program :** Provides support services to children, youth and adults who have been sexually abused. Services may include one-on-one counselling, play therapy, couple therapy, educational sessions as well as an opportunity to participate in a variety of groups. Groups offered are; Informational psycho-educational groups, counselling groups, and follow-up support groups. Services may include court preparation and court accompaniment. Services are offered in Grande Prairie, Valleyview, High Prairie and Peace River. *In 2015, this program provided treatment and counselling to 343 individuals and crisis intervention to 82 individuals.*

**Child Abuse Treatment Program:** Provides play, individual, group & family therapy for children ages 3—17 who have been traumatized., The program works with families dealing with intra, familial sexual abuse, families where children are physically abused or have been exposed to intimate partner violence, and or families where children are at risk because of their caregiver's addictions, or mental illness . These services are provided in Grande Prairie to families referred by Child and family Services. *In 2015, this program provided services to 152 individuals.*

**Pace CISM Team:** Pace is the sponsoring agency for CISM. CISM provides a coordinated crisis intervention service following a traumatic event that has an overwhelming impact on a group of people. The Pace CISM Team is comprised of (40) volunteers who provided a 24/7 consultation services for our community. This service is provided at no cost to users and can be accessed 24hrs 780.539.6692 (9-4 Mon-Fri), **780.832.7788** (afterhours). *In 2015, the Pace CISM Team provided 2 responses for 26 individuals.*

**The Caribou Child and Youth Centre:** Pace is the sponsoring agency for The Caribou Child and Youth Centre. The Caribou centre provides a child friendly and supportive environment for children needing to be interviewed by RCMP and Child Protection workers to conduct video recorded interviews for court purposes. Children who are victims of crime and non offending family members are supported through the disclosure, counselling and court process. *In 2015, 111 children and their families were served through this program.*

**Public Education: Sexual Violence Awareness Program:** Provides presentations which focus on childhood sexual abuse and sexual violence. Pace is proud to provide the “Who Do You Tell?”™ Program to Gr.K-6 and the “Sexual Violence Presentation” to Gr.7-12. Presentations are based on community need and can be modified or tailored for any audience. *In 2014, Pace provided 139 presentations to 2783 children and adults.*

**Community Support Training:** Provides essential training for frontline workers, professionals, and community members. Training sessions include; Sexual Assault/Sexual Abuse, Applies Suicide Intervention Skills Training (ASIST), Grief and Loss, Children and Trauma, Crisis Intervention and Communication Skills, Mental Health First Aid (MHFA), Family Violence Prevention, Eating Disorders, Cross Cultural Awareness, and more. *In 2014, Pace provided 41 workshops 527 participants, a minimum of 98 unique front line workers in our Region.*

**Women’s Drop-In Support Group:** Provides confidential support, information and resources in a number of different areas including: Developing and maintaining healthy relationships, setting limits and boundaries and building confidence. This group is held every Tuesday evening (6:30PM-8:30PM) at the Pace office. *In 2015, 51 groups for 54 participants were facilitated.*

**Family First: Trauma Informed Parenting:** This 16 week group is designed to help parents understand the implications of childhood trauma experienced by themselves or their children. In 2015, two groups were offered in Grande Prairie with 16 participants.

**Safe Visitation/Monitored Exchange Program:** Serves families who have existing safety concerns relating to custody and access issues due to previous and/or current family violence. Given that violence often escalates following separation, this program helps reduce the risk of future abuse during visits and exchanges by closely monitoring all contact between the visiting parent and child(ren). *In 2015, the Safe Visitation Program provided supervised visits for a total of 56 children, 31 visiting parents and provided support to 31 custodial parents .Monitored exchange worked with 11children and 16 parents.*

**Caring Dads Program:** This 17 week group is designed to help fathers improve their relationships with their children and end controlling ,abusive & neglectful behaviour. *In 2015, 6 men participated in the Grande Prairie Program.*

**Family Support Program:** This program provides a range of support services to youth and families with Child Welfare/Family Enhancement status. Services include, in-home support, youth work, drop-in assessments, respite, and driver escorts. This program provides services in Grande Prairie, Beaverlodge Central Peace region, and Grande Cashe. *In 2015, 109 children, and 106 parents were provided services. 2985 drives were completed for children and parents.*

*For more information contact the Pace office:*

**Email:** [pacegp@pacegp.ca](mailto:pacegp@pacegp.ca) **Phone:** 780.539.6692 **Address:** 10031 – 103<sup>rd</sup> Ave, Grande Prairie, AB, T8V 1B9 / [www.pacecentre.ca](http://www.pacecentre.ca)





## REQUEST FOR DECISION

SUBJECT: **Agriculture Appeal Committee Appointment**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: July 12, 2016  
DEPARTMENT: CAO SERVICES  
FILE NO./LEGAL:  
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH      MANAGER:  
GM:           PRESENTER:  
LEGAL/ POLICY REVIEW:  
FINANCIAL REVIEW:

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### RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw / Policy** (cite) – N/A

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### RECOMMENDED ACTION:

**MOTION: That Council approve Mr. Doug Vandemark to sit on the Agriculture Appeal Committee.**

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### BACKGROUND / PROPOSAL:

The Agriculture Appeal Committee was created by Greenview's Agriculture Services Department, combining the Agricultural Pests Act Appeal Committee and the Weed Control Act Appeal Committee into one independent committee consisting of members at large to hear the appeals for notices issued under both Provincial Statutes.

Mr. Doug Vandemark has stated interest in sitting on the Agriculture Appeal Committee.

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### OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – N/A

**Benefits** – N/A

**Disadvantages** – N/A

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### COSTS / SOURCE OF FUNDING:

As per Policy 1008, honorariums maybe incurred.

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### ATTACHMENT(S):

- Email from Mr. Vandemark

## Lianne Kruger

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**From:** doug vandemark <ausdingodawg@hotmail.com>  
**Sent:** Monday, June 20, 2016 3:48 PM  
**To:** Lianne Kruger  
**Subject:** Agriculture Appeal Committee. Attention Lianne Kruger

Hi Lianne

My name is Doug Vandemark. I am a farmer from Grovedale. If you still need people to sit on the Agriculture Appeal Committee I am interested. If you need any information you can contact me via e-mail at ausdingodawg@hotmail.com. Or phone 780-814-1235.

Thanks

Doug Vandemark  
Sent from my iPad



# Manager's Report

**Function:** Infrastructure & Planning

**Submitted by:** Grant Gyurkovits, General Manager Infrastructure & Planning

**Date:** 7/12/2016

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

- Attended partial Grande Cache Committee of Whole.
- Oil industry agreements have slowed down but are staying consistent.
- Toured some of the culvert and road repairs from the rain storm. For the amount of rain accumulation received, Greenview's current storm water infrastructure held up very well. Where signs of failure or replacement is needed, operations is working hard to rectify these areas.

### **Manager Construction & Maintenance, Kevin Sklapsky**

- Work is progressing on the Forestry Trunk Road, Simonette hill project. The detour is currently being constructed to allow for two lane traffic before the work continues on the main roadway. Administration is acquiring a quote including a structural design with Paradox. Paradox is a company that provides a cellular confinement product that will help stabilize the road structure and significantly reduce road maintenance and the gravel needed on Simonette hill project. Paradox supplied a 100 meter sample section which was installed on a problem area that will be monitored by WSP and Greenview staff over the next month.
- Day labor commenced June 20th with some repair work on the Forestry Trunk Road between km 50 & 70. The subgrade preparation work and compaction on the gravel surface layers were under stress and needed to be dried out. The increased freeze and thaw cycles this past winter, in conjunction with the large dump of wet snow during the May long weekend and the increased precipitation in June on a newly constructed road has created challenges in some areas along this stretch. As a light comparison, Greenview's road supervisors had problems on local gravel roads this spring that have never showed signs of stress like they did this year. In closing, Greenview is making some really positive changes to the soil bearing capacity of the road structure along this stretch.

- Dechant Construction returned to the Range Road 230 project to work on the outstanding deficiency list from the Conditional Construction Completion Certificate (CCCC). This work will need to be completed before they can receive their Construction Completion Certificate (CCC).
- Township. 672 Landfill Connector Road environmental application process is being checked on a weekly.
- Bridgeman Services work on Bridge Maintenance Contract #72012-16 is completed other than waiting on the July 15th fish window when instream work can continue. We received a request to extend the completion date so that this remaining work to install a pile can be completed when water levels have dropped and it can be completed under frozen conditions. The request will be approved.
- The Ridgevalley Connector Road project is well underway, having the subgrade preparation, granular base course work completed and paving to commence in first week of July.
- We have scope of work signed for consultants to design the access roads for the DeBolt and Grovedale Public Services Buildings with plans to construct in 2016.
- We have a scope of work signed for bridge repairs on BF 74433 and BF 77070. After we completed the level 2 inspections, it was revealed that we can do minor repairs for another ten years of service verses replacing the structures.
- We are in the planning stages with no date scheduled for putting on an open house for the Old High Prairie road phases 1, 2 & 3 to discuss with and show the local rate payers the preliminary plan and to receive their comments and concerns.

#### **Supervisor, Facility Maintenance, Alfred Lindl**

- Monthly inspection on our Facilities.
- Check Extinguisher, check Eye wash stations and First Aid Kit.
- Grass cutting on all our Facilities.
- Flower barrels have been placed at the Admin Building, Field Service Office, FCSS, Grovedale Shop, Grande Cache and the Medical Clinic.
- Completed air balancing at FCSS, Admin and Valleyview Fire hall buildings.
- The installation of an A/C roof top unit at the Grande Cache office is scheduled for July. This is an approved capital project.
- Security Camera system replacement at OPS, FSO & Grande Cache. This is an approved capital project.

#### **Admin Building**

- A new motorized damper was installed to increase air flow to the Council Chambers. We are in the process of resealing all conduit coming in electrical room in the basement. Water was found coming through the conduits.
- Completed the privacy fence around the patio.

#### **Grovedale Lagoon**

- Installed a new stop curb for the Vac Trucks and a new sign post on site.

#### **Regional Landfill**

- Completed a duct and ceiling clean of the main floor office area.



## Manager Operation, Gord Meaney

### Tenders and Quotes

#### Culvert Quote

COMPANY	PRICE FOR OPERATIONS	PRICE FOR CONSTRUCTION AND MAINTENANCE	TOTAL PRICE	COMMENTS
Canada Culvert	\$51,295.65	\$4,139.1	\$55,434.75	-
Frontier Construction	\$53,009.91	\$4,867.86	\$57,877.77	-

Awarded to Canada Culvert in the amount of \$55,434.75.

The fourth and final Aggregate Supply Agreement was awarded to Eben Rock Products Ltd. – Ridgevalley Pit – Leased – 100,000 tonnes - **\$725,000.00**

#### East Sector

- Install address signs.
- Put up signs and road blocks due to wash-outs.
- Repair roads and culverts due to extensive rain and damage.
- Cleaning debris around culverts and bridges.
- Dig out beaver dams.
- Extensive brush clearing due to a heavy snow fall.
- Continuous grading of damaged roads as well as regular maintenance.
- Calcium chloride operation completed.
- Graveling program ongoing.

#### West Sector

- Extensive brush clearing due to a heavy snow fall and wind.
- Beaver control.
- Calcium program for residential and commercial areas completed.
- Calcium the entire length FTR.
- Graveling sections on the FTR.

- Completing reclamation work in the Airth Pit.
- Regular road maintenance.

#### **Shop**

- Continue with video training on new Snap-On Diagnostic System.
- Had wiring issues with grader Unit 33, Vector Communications have agreed to pay for the expenses incurred.
- Did PDI's on all new trucks.
- Cat maintenance at the Regional Landfill.
- Regular repairs and maintenance on all fleet and equipment.

#### **Manager Environmental Services, Gary Couch**

#### **Water and Distribution**

- Little Smoky water distribution mains are completed, with just the service connections and private lines remaining (waiting for July 1 deadline to sign up). To date 14 out of a possible 18 have signed up for a potable water service.
- The Crooked Creek water transmission line is on schedule.
- Completed the piloting of the Reverse Osmosis water treatment plant for Ridgevalley and currently reviewing draft design of new water treatment plant.
- Grovedale test well #1 was a success and working towards a location for test well #2.
- DeBolt water system has been flushed, remaining systems will be flushed as time permits.
- Valleyview Rural Waterline study is finalized and will be presented to Council on July 26.
- Water point survey has been sent out to all potentially affected residents (636).
- Updating utility by-laws for department.
- A large water loss occurred in the Valleyview rural water line over the last month. We are preparing to complete a formal audit of each and every property in the coming months, as this is not a typical leak but more likely unauthorized usage.

#### **Wastewater**

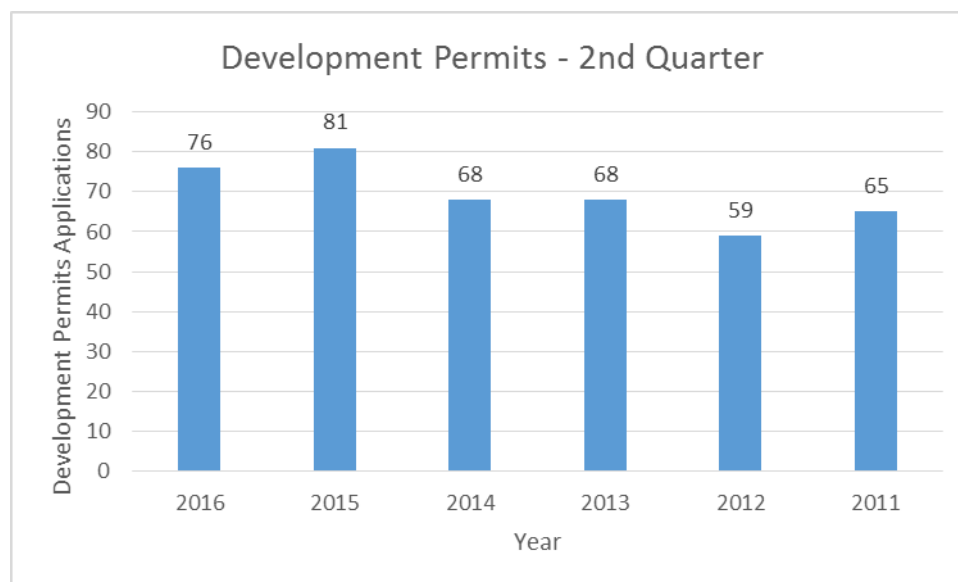
- The Septage Receiving Station for Grovedale has gone to tender and closes July 19, 2016.
- Locks have been changed at all sewage lagoons that allow dumping. This will help to ensure all are aware of the new fees and policy as well as ensure all users are approved for dumping.
- Mowing and brushing will be performed at most sites in the following week.
- Industrial Lagoon is on track for approval for clearing in September.

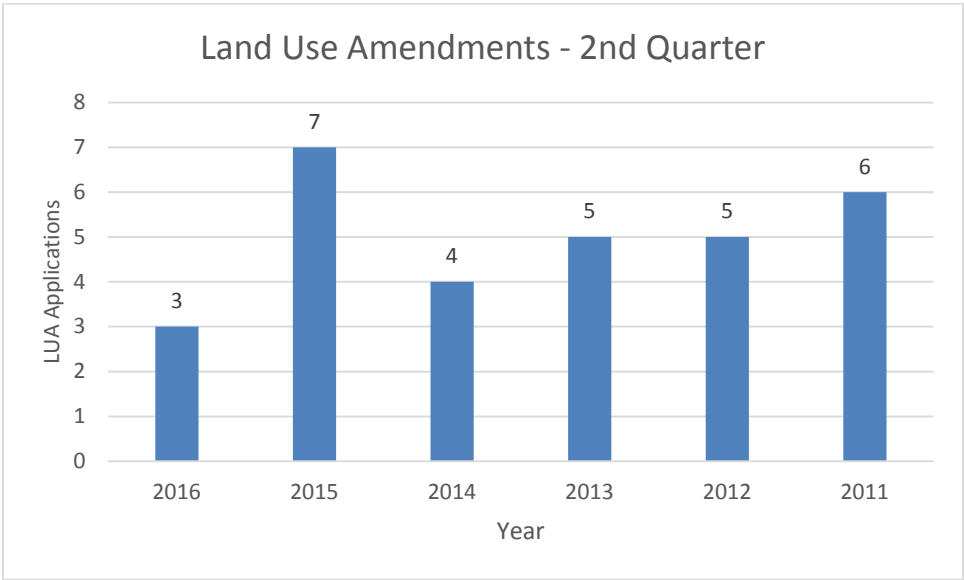
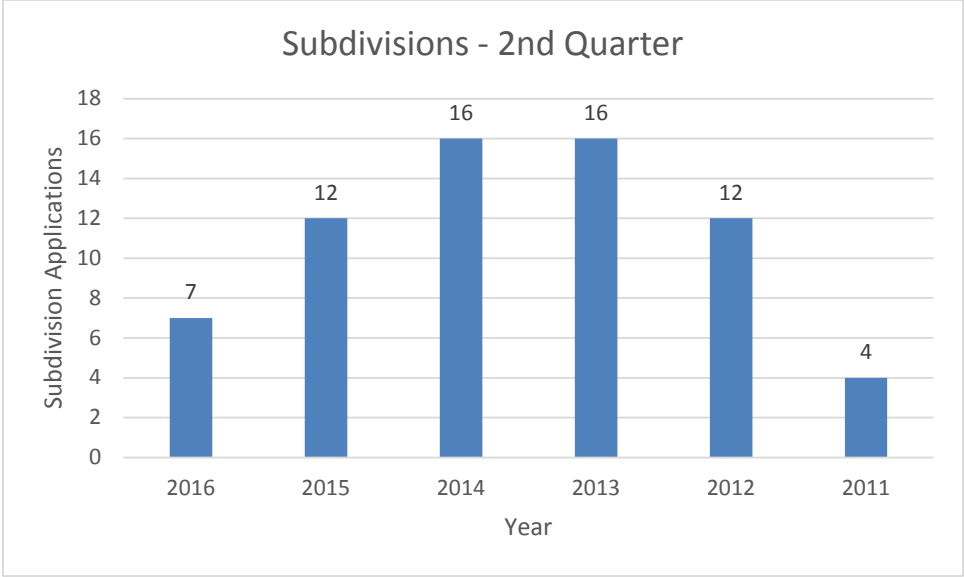
#### **Solid Waste**

- Initiating a education and awareness campaign to reduce, and eliminate where possible, loose garbage deposited at the transfer stations and landfills.
- Repairs and maintenance to electric fencing at sites.
- Fencing project has yet to be started. Preliminary surveys and clearing will be required.
- Litter picks in the Puskwaskau and DeBolt area by non-profit groups have been completed and the regional landfill has a non-profit group scheduled for this weekend.

### Manager Planning & Development, Sally Rosson

- Since our last report that was submitted to Council as of June 30, 2016, we have received new applications including: 2 Business Licenses; 28 Development Permit Applications; 1 Lease Referrals; 1 Subdivision Applications and no additional Land Use Amendments.
- The Grande Cache Rural Addressing project is almost complete. The individual lot signs and large subdivision signs have been installed, and the contractor will be removing the old address signs.
- The Planning and Development Department's second quarter activity comparison from 2011 to 2016 has been provided for Council's review. Based on the information provided, the charts identify our development activity remains steady in 2016 for a total of 76 Development Permit Applications; 7 Subdivisions and 3 Land Use Amendment Applications received between April 1, 2016 and June 30, 2016.

















## MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Function:** Community Services

**Submitted by:** Dennis Mueller, General Manager Community Services

**Date:** 7/6/2016

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

- The Town of Valleyview has taken the lead on the demolition of the structurally condemned W.D. Stevenson building. The building is jointly owned by the Town of Valleyview and Greenview, however it is situated on Alberta Health Services land. Alberta Health Services was formally contacted by the Town regarding the demolition, as per the requirement of the original agreement. Correspondence received from Alberta Health Services outlined the specifications to follow regarding the demolition process, Greenview will follow-up on the project with the Town.
- The Multiplex Project Manager's June 28, 2016 report identified that the construction crew is in progress and within schedule to get the building exterior completed prior to winter, with an anticipation that winter hoarding tarps will be used for the new front curved entrance. Overall the building is on schedule despite the 2 week rain delay. The 14 change orders brings the total cost of change orders to date at \$155,137.63 well within the allotted contingency of \$2,415,797.44.
- Letters have been delivered to the Cemetery Committees inviting them to attend a Cemetery Meeting on July 13, 2016. The purpose of the meeting will be to review Greenview's current Cemetery Bylaw as well as provide an opportunity for the committees to address any operational concerns.

### **Agricultural Services Manager, Quentin Bochar**

#### **Problem Wildlife Officer and Pest Program:**

- The Wolf Harvest Incentive Budget allotment for the year 2016 has been fully subscribed.
- The Problem Wildlife Officer has been helping the Operations Department with beaver control, due in part to a temporary setback on the availability of beaver control from their contract provider.
- Weed inspection, roadside spraying and all other ASB programs are in progress.

#### **Outdoor Recreational Facility Maintenance Program:**

- The program has been in full operation for the months of May and June and the users of the facilities continue to provide rave reviews. People are pleased that the washrooms are being

cleaned, the garbage is being taken away and that general maintenance activities are occurring at their favourite sites.

- The four sites currently being managed at this time:
  - Swan Lake
  - Grovedale Fish Pond
  - Kakwa River Campground
  - Southview Rest Area
- Users of the outdoor recreation sites continue to inform the employee that there is a need for regulations of some manner at these facilities to prevent abuses from happening.

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

- Summer Day Camp dates have been set with the following schedule:
  - Grovedale Community Hall - July 5, 6, 7
  - DeBolt Centre - July 12, 13, 14
  - Valleyview, Swanson Room - July 19, 20, 21
  - New Fish Creek Hall - July 26, 27, 28
  - Little Smoky Hall - August 2, 3, 4
  - Sunset House Hall - August 9, 10, 11
  - Green View FCSS Building - Young Picasso - August 16, 17, 18
  - Green View FCSS Building - Media Through the Eyes of Art - August 22, 23, 24, 25, 26
- The Green View FCSS Board approved a Handyman Service for Greenview residents living in the Coops and Enterprises near Grande Cache. This position, administered by the Town of Grande Cache, is offered in conjunction to the Home Support Service initiated in 2015 and will be provided within the 2016 Budget allotted for Home Support Services. Examples of services offered may include snow shovelling, chopping wood, basic home repairs, yard maintenance and transportation into town to access essential needs.
- The 3<sup>rd</sup> Annual Celebration of Cultures will take place in conjunction with the rodeo on Saturday, August 6, 2016 from 1:00 p.m. - 3:00 p.m. at the Valleyview Agricultural Society Hall. This partnership between the Agricultural Society and Green View FCSS aims to highlight the cultural diversity of our area through food, music and costume.
- The FCSS Board will recess during the summer months, consequently, the next Regular Green View FCSS Meeting is scheduled to be held on September 19, 2016.

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

- The paving of the Grovedale Public Service facility site is scheduled to commence on July 6<sup>th</sup> or 7<sup>th</sup>.
- The DeBolt Public Service construction is approximately 4 weeks behind schedule of the Grovedale Public Service construction. Wapiti Sand & Gravel have initiated site prepping for the paving project.



- The Grovedale and DeBolt Public Service sites have issues with the dugout walls collapsing. Administration has been in contact with the contractor and Field Engineering to find solutions as to rectify the problem.
- The Grovedale and DeBolt Public Service facilities had issues regarding the kitchen cabinets, Administration has confirmed with the contractor that the cabinets will be replaced at no cost to Greenview.
- Attended a Community Mobilization Meeting at the Sturgeon Lake Cree Nation Band Office on June 28<sup>th</sup>. The Town of Valleyview, Sturgeon Lake Cree Nation, RCMP and Greenview were present to discuss initiatives to engage the communities. The program mission is to engage community members to communicate with one another. Discussions included methods to accomplish this initiative and the initial focus group. Suggestions for this initiative included:
  - A travelling barbeque in Valleyview, accomplished by dividing the town geographically into four quarters and hosting a barbecue at each designated quarter. In lieu of advertising the event, the barbecue would be setup and each residence in that quarter would be visited to personally invite them to attend. This was one of the many ideas put on the table and follow-up discussions will continue at future meetings.
- Attended a meeting at Grande Prairie City Hall on June 28<sup>th</sup> to discuss finding a new home to house the Grande Prairie Technical Search & Rescue Association equipment. Currently this organization has space allotted in the old Grande Prairie Fire Hall, however the City plans to renovate this building. This was the first meeting and ideas were put on the table, the next meeting is scheduled for September. The municipalities that this organization provides services to are Greenview, City of Grande Prairie, County of Grande Prairie and Saddle Hills County.
- The Fire Service Coordinator and a representative of the Grovedale Fire Department traveled to Fort Garry Industries in Winnipeg for a pre-construction meeting regarding the replacement for the water tender, Unit F18. Fort Garry is currently finalizing the design of the unit for Greenview's approval. This unit is expected to be delivered and placed into service on April 12, 2017.
- The new Fox Creek Fire Engine that is under construction to replace Unit F17 is currently late with their proposed deliverables, the manufacturer, Dependable Emergency Vehicles is currently in delivery penalty. The truck was to be delivered in 300 days, but now best estimates project the delivery in 355 days. The Fire Services Coordinator is booked to complete a pre-delivery inspection on July 11<sup>th</sup>, with delivery of the truck to the Fox Creek Fire Department to follow and inclusion of operation training provided.

#### **Recreation Services Coordinator, Adam Esch**

- Recreation Services Administration has been asked to sit on a panel at the Alberta Recreation and Parks Association Annual Conference. Administration will be representing Greenview while exploring opportunities for the establishment of outdoor recreation on public lands.

#### **Community Walking Trails:**

- Administration has met with stakeholders regarding walking trails in the communities of DeBolt, Grovedale, Ridgevalley and Valleyview. Administration is developing conceptual location designs based on stakeholder feedback.

**NW2-71-1-W6M Gravel Pit:**

- Administration is preparing a report to Council outlining the recommended recreation enhancement options for the NW2-71-1-W6M gravel pit.

**Johnson Park Update:**

- Greenview Administration is meeting with Provincial Administration regarding the proposed Johnson Park site to discuss final questions, comments and concerns of the project in an effort to determine if additional special lease conditions will be required. The Provincial Administration was so impressed with the management document Greenview submitted with this application, that they will be utilizing it as the template required for all recreation dispositions submitted.

**Grande Cache Lake Day Use Area:**

- The transfer of title of the Grande Cache Lake Day Use Area is currently awaiting review from the public lands office. The Town of Grande Cache, as per agreement has been doing the requested maintenance at the site until the transfer of ownership is completed.

**Economic Development Officer, Kevin Keller****Contact Meetings:**

- Completed an orientation meeting with the Province of Alberta Entrepreneurship & Regional Development Branch agent, Lisa Houle, to determine options and potential regional economic stimuli projects that will benefit Greenview.
- Conducted a phone presentation to the Fox Creek Operators Group (FCOG) board members on June 13, 2016. Introduction was provided to the group with an explanation that the newly formed role will establish a stronger relationship and point of contact to coordinate promotion of the Fox Creek events.
  - A positive meeting with exchange of contact information between all board members transpired and evolved with the group extending an invitation to attend the quarterly FCOG meetings, thereby providing an opportunity for Greenview and FCOG to exchange presentations and updates.

**Branding and Image Building** *(continuation from May 2016)*

- The draft Request for Proposals (RFPs) have been created for a new branding and visual continuity program as per the approved 2016 Budget for Economic Development. Upon receipt of the RFPs, Administration will bring forth a recommendation for Council's consideration. This will form the groundwork for a specific tourism, business and investment attraction website (late 2016) and a common message /theme on all collateral and hard print materials.

**Industrial Area Project**

- Discussions with stakeholders regarding the anticipated development of a Bald Mountain site are continuing with interest being expressed by various parties.
- Meeting with the County of Grande Prairie on June 24<sup>th</sup> regarding the development of the Heartland Model and potential for definitions and terms of reference.



### **Grovedale Signage**

- Reviewing the potential for an electronic sign to be placed in Grovedale with the intent of communicating alerts and messaging for municipal, community and not-for-profit organizations. Organizations with similar missions that have undertaken this project within the past 2 years have been contacted to attain potential pricing. Grovedale community engagement will be initiated to determine if sufficient demand is evident to justify the installation of the sign, pending the request of the public engagement, a Request for Proposal (RFP) for installation / training and support for the potential signage will be released by September 1, 2016.

### **Future /Continuing Projects**

- Continue Industrial Area Project.
- Award Branding RFP.
- Development of an email Economic Development newsletter (quarterly-draft ready for review).
- Public engagement re: potential Grovedale electronic signage.
- Development of Tourism and Investment Attraction Website RFP.
- Presentation to Grande Prairie Rotary October 28, 2016, the topic of this presentation will be the Economic Development in Greenview.



*A GREAT PLACE TO LIVE, WORK AND PLAY*

# CAO's Report

**Function:** CAO

**Date:** July 12, 2016

**Submitted by:** Mike Haugen

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## **Fox Creek Development Study**

The Administrations of Greenview and Fox Creek are working to coordinate a time for the Council's to meet in order to discuss this plan. Administration is also scheduling a meeting between myself and AEP to discuss any concerns or ideas that they may have with Greenview moving forward.

## **Grande Cache Viability Study FAQs**

Administration is finalizing a Frequently Asked Questions document regarding the Viability Study in Grande Cache. The document will be hosted on our website as well as published in the Grande Cache paper.

## **Financial Assistance for Achievement Recognition Grants**

As per Council's Policy, \$600.00 and \$900.00 were awarded to Casey Dube and Mitchael Dube, respectively, for assistance to attend Provincial, National, and International Canoe Polo competitions.

## **Co-op and Enterprise Introductions and Consultations**

The Grande Cache Community Coordinator continues to make introductions and meet with members of the Co-ops and Enterprises.

As part of this endeavour the Coordinator is preparing a survey for area residents that will assist with a number of Greenview initiatives such as the water/sewer study. This will be done in conjunction with community members.

Also to the end, Administration has discovered an active Bylaw (96-166) establishing a Grande Cache Community Services Committee. This Bylaw likely needs to be undated, but Administration is working to re-establish the group.

## **Upcoming Dates:**

July 19 <sup>th</sup>	Grovedale Community BBQ
July 22 <sup>nd</sup>	DeBolt Community BBQ