



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA


Tuesday, September 13, 2016

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	
	3.1 Regular Council Meeting minutes held August 23, 2016 – to be adopted.	4
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
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#10	CORRESPONDENCE	
	• Dinosaur Track Tour Invite	

- 
- Alberta Economic Development & Trade
 - NOVA Gas Abandonment Project
 - NOVA Gas Project Cancellation
 - August 2016 Monthly Peace Officer Report
 - PAZA Monthly Update

#11 IN CAMERA

#12 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building,
Valleyview, Alberta, on Tuesday, August 23, 2016

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

PRESENT	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton George Delorme Roxie Rutt Bill Smith Dale Smith Les Urness
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ATTENDING	Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services 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	Councillor	Dave Hay
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#2: MOTION: 16.08.289. Moved by: COUNCILLOR ROXIE RUTT
AGENDA That the August 23, 2016 agenda be adopted with additions:

- 8.15 100th Anniversary of Railroad
- 11.1 In Camera Personnel

CARRIED

#3.1 MOTION: 16.08.290. Moved by: COUNCILLOR DALE SMITH
REGULAR COUNCIL That the Minutes of the Regular Council Meeting held on Tuesday, July 26, 2016
MEETING MINUTES be adopted as presented.

CARRIED

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

Councillor Dale Smith asked if administration sent anything regarding the Caribou Plan.
CAO Mike Haugen replied that yes we did send a letter and responded to the survey.

Deputy Reeve Tom Burton remarked that the issue will also be on the floor at the AAMDC Fall Conference.

**#5
DELEGATIONS**

5.0 DELEGATIONS

5.1 STARS PRESENTATION

Glenda Farnden and Greg Schmidt updated Council on STARS progress.

**STARS
PRESENTATION**

MOTION: 16.08.291. Moved by: COUNCILLOR DALE SMITH
That Council accept the presentation by STARS, as information.

CARRIED

5.2 KEYERA PRESENTATION

Bobby Wangler, Cindy Gerl, and Cory Vankosky updated Council on Keyera's upcoming projects.

**KEYERA
PRESENTATION**

MOTION: 16.08.292. Moved by: COUNCILLOR BILL SMITH
That Council accept the presentation by Keyera, as information.

CARRIED

Reeve Dale Gervais recessed the meeting at 10:15 a.m.
Reeve Dale Gervais reconvened the meeting at 10:26 a.m.

**#4
PUBLIC HEARINGS**

4.0 PUBLIC HEARINGS

4.1 BYLAW 16-767 BIG MOUNTAIN INDUSTRIAL PARK AREA STRUCTURE PLAN

Chair Dale Gervais opened the Public Hearing regarding Bylaw 16-767 at 10:27 a.m.

IN ATTENDANCE

Manager, Planning & Development
Development Officer
Representative
Guest
Guest

Sally Rosson
Lindsey Lemieux
Jim Uhl
Jonathan Pollack
Terri Beaupre

Guest
Guest
Guest
Guest

Debbie & Clint Walker
Dan Harms
Arron Bartlett
Rod Beauchamp

Guest
Guest

Vern Campbell
Corey Bartlett

INTRODUCTIONS

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

The Chair asked the applicants if there was any objection or concern with any members sitting on the Board.
The answer was "No."

PURPOSE FOR THE HEARING

The purpose of the hearing is to hear submissions for and opposed to proposed Bylaw 16-767, being the bylaw of the MD of Greenview, is to re-designate a 49.67 hectare ± (122.75 acre) area from Agriculture (A) District to Industrial (I) District.

REFERRAL AGENCY & ADJACENT LANDOWNER COMMENTS

Development Officer, Lindsey Lemieux provided a summary of the responses from the referral agencies.

QUESTIONS FROM COUNCIL

The Chair called for any questions from Council.

Councillor Dale Smith asked about the size of the buffer and the type of noise, is 50 meters sufficient?

Mr. Uhl responded that the initial plan was to have a buffer of residential lots, but was removed as per Municipal Planning Commission meeting but a 50 meter buffer was left, allocated to municipal reserve and left in the current stage. As they do not know what development is going in there they cannot project noise levels and Greenview does not have any standards that are expected to be adhered to.

Councillor Dale Smith questioned on the storm water runoff plan. Is the water going to a storm retention pond?

Mr. Uhl responded that the storm overland water study has not yet been done, but will be done as a future requirement. At this point the drainage will not significantly change, and will flow to a storm retention pond.

Councillor Dale Smith question the secondary exit outside the proposed loop road.

Mr. Uhl responded that the secondary exit would be an emergency road only and is in compliance with Alberta Transportation.

Councillor Dale Smith questioned whether soil testing will be done.

Mr. Uhl responded that soil testing has not been done as of yet as it is not a pre-requirement.

Councillor Dale Smith questioned the setbacks along Highway 40.

Mr. Uhl responded that they did speak with Alberta Transportation and that any builder would have to comply with setback standards.

Councillor Bill Smith asked if a report on water wells in the area had been done.

Mr. Uhl responded that they have not done a report but did look at the report done by the province.

THOSE IN FAVOR The Chair requested that anyone in favour of the application come forward. None came forward.

THOSE AGAINST The Chair requested that anyone against the application come forward.

Mr. and Mrs. Heaton came forward voicing their concerns regarding noise, traffic and theft.

Mr. Arron Bartlett came forward voicing his concerns regarding traffic, stress on the aquifers, and noise.

Mr. Corey Bartlett came forward voicing his concerns regarding safety with the school bus, noise, and way of life for his family.

QUESTIONS FROM COUNCIL The Chair called for any questions from Council. None were heard.

QUESTIONS FROM THE APPLICANT OR PRESENTER The Chair called for any questions from the Applicant or those that had spoken in favour or against the application with regards to the comments for Planning and Development, the referral agencies, or adjacent landowners. None were heard.

FAIR & IMPARTIAL HEARING The chair asked the Applicant if they have had a fair and impartial hearing. The answer was "Yes".

BYLAW 16-767 PUBLIC HEARING ADJOURNED Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 16-767 at 11:19 a.m.

4.2 BYLAW 16-763 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO INDUSTRIAL (I) DISTRICT

Chair Dale Gervais opened the Public Hearing regarding Bylaw 16-763 at 11:19 a.m.

IN ATTENDANCE Manager, Planning & Development
Development Officer

Sally Rosson
Lindsey Lemieux

INTRODUCTIONS	<p>The Chair requested each Council Member and Staff member to introduce themselves and asked Council Members if there were any reasons that they should be disqualified from the hearing.</p> <p>Each Members' reply was "No."</p> <p>The Chair asked the applicants if there was any objection or concern with any members sitting on the Board.</p> <p>The answer was "No."</p>
PURPOSE FOR THE HEARING	<p>The purpose of the hearing is to hear submissions for and opposed to proposed Bylaw 16-763, being the bylaw of the MD of Greenview, is to re-designate a 49.67 hectare ± (122.75 acre) area from Agriculture (A) District to Industrial (I) District.</p>
REFERRAL AGENCY & ADJACENT LANDOWNER COMMENTS	<p>Development Officer, Leona Dixon provided a summary of the responses from the referral agencies.</p>
QUESTIONS FROM COUNCIL	<p>The Chair called for any questions from Council.</p> <p>None were heard.</p>
THOSE IN FAVOR	<p>The Chair requested that anyone in favour of the application come forward.</p> <p>None came forward.</p>
THOSE AGAINST	<p>The Chair requested that anyone against the application come forward.</p> <p>None came forward.</p>
QUESTIONS FROM COUNCIL	<p>The Chair called for any questions from Council.</p> <p>None were heard.</p>
QUESTIONS FROM THE APPLICANT OR PRESENTER	<p>The Chair called for any questions form the Applicant or those that had spoken in favour or against the application with regards to the comments for Planning and Development, the referral agencies, or adjacent landowners.</p> <p>None were heard.</p>
FAIR & IMPARTIAL HEARING	<p>The chair asked the Applicant if they have had a fair and impartial hearing.</p> <p>None were present.</p>
BYLAW 16-763 PUBLIC HEARING ADJOURNED	<p>Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 16-763 at 11:32 a.m.</p>

5.3 WAIVING FEE FOR COMMENCING DEVELOPMENT PRIOR TO OBTAINING A VALID DEVELOPMENT PERMIT

**TOWN OF FOX
CREEK
PRESENTATION**

MOTION: 16.08.293. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the presentation by John Greathead with the Town of Fox Creek, for Information.

CARRIED

DEVELOPMENT FEE

MOTION: 16.08.294. Moved by: COUNCILLOR ROXIE RUTT
That Council direct administration to waive \$5000.00 of the Development Permit application fee for commencing development prior to obtaining a valid Development Permit on application D16-173.

CARRIED

**#6
BYLAWS**

6.0 BYLAWS

6.1 BYLAW 16-767 BIG MOUNTAIN INDUSTRIAL PARK AREA STRUCTURE PLAN

**BYLAW 16-767
SECOND READING**

MOTION: 16.08.295. Moved by: DEPUTY REEVE TOM BURTON
That Council give Second Reading to Bylaw No. 16-767, for the Big Mountain Industrial Park Area Structure Plan.

CARRIED

**BYLAW 16-767
THIRD READING**

MOTION: 16.08.296. Moved by: COUNCILLOR DALE SMITH
That Council table Third Reading to Bylaw No. 16-767, for the Big Mountain Industrial Park Area Structure Plan until concerns regarding, mitigation measures for sound, internal roads, water sourcing, and emergency routing are addressed.

CARRIED

6.2 BYLAW 16-763 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO INDUSTRIAL (I) DISTRICT

**BYLAW 16-763
SECOND READING**

MOTION: 16.08.297. Moved by: COUNCILLOR BILL SMITH
That Council table Bylaw No. 16-763, to re-designate a 49.67 hectare \pm (122.75 acre) area within SE-1-69-6-W6, Plan 8822869, Lot 2 from Agriculture (A) District to Industrial (I) District, as per attached Schedule 'E' until the Big Mountain Industrial Park Area Structure Plan is approved.

6.3 BYLAW 16-769 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO COUNTRY RESIDENTIAL ONE (CR-1) DISTRICT

RESCIND MOTION

MOTION: 16.08.298. Moved by: DEPUTY REEVE TOM BURTON
That Council rescind Motion 16.07.273, re-designation of proposed 4.04 hectare ± (9.98 acre ±) area as proposed within NE-20-72-1-W6 from Agriculture (A) District to Country Residential One (CR-1) District and Motion 16.07.274 to schedule a Public Hearing, being the Bylaw that should have been numbered as Bylaw 16-769 and not Bylaw 16-759

CARRIED

**BYLAW 16-769
FIRST READING**

MOTION: 16.08.299. Moved by: COUNCILLOR ROXIE RUTT
That Council give First Reading to Bylaw No. 16-769, to re-designate a 4.04 hectare ± (9.98 acre) area from Agriculture (A) District to Country Residential One (CR-1) District, within NE-20-72-1-W6, as per attached Schedule 'E'.

CARRIED

**BYLAW 16-769
PUBLIC HEARING**

MOTION: 16.08.300. Moved by: COUNCILLOR LES URNESS
That Council schedule a Public Hearing for Bylaw No. 16-769 to be held on September 13, 2016 at 10:00 a.m. for the re-designation of a 4.04 hectare ± (9.98 acre) area from Agriculture (A) District to Country Residential One (CR-1) District, within NE-20-72-1-W6, 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

8.1 GREENVIEW ASSESSMENT REPORT

**ASSESSMENT
REPORT**

MOTION: 16.08.301. Moved by: DEPUTY REEVE TOM BURTON
That Council accept the Municipal District of Greenview Building Assessment Report for Information and direct administration to schedule a meeting to discuss the report in further detail.

CARRIED

Reeve Dale Gervais recessed the meeting at 12:02 p.m.
Reeve Dale Gervais reconvened the meeting at 1:1:05 p.m.

8.2 PROPOSED AMENDMENT TO THE MGA

MGA AMENDMENT MOTION: 16.08.302. Moved by: DEPUTY REEVE TOM BURTON
That Council deny to support the proposed amendment to the Municipal Government Act, to specifically omit Industrial Landfills from the definition of a "Public Utility".

CARRIED

8.3 DEVELOPMENT PERMIT APPLICATION D16-216

DEVELOPMENT PERMIT MOTION: 16.08.303. Moved by: COUNCILLOR DALE SMITH
That Council Approve the Development Permit application D16-216 to construct a 24 foot by 30 foot Detached Garage within NE-19-70-23-W5, as per the conditions of approval attached hereto as Schedule 'A'.

CARRIED

8.4 SALE OF SURPLUS EQUIPMENT

SURPLUS EQUIPMENT MOTION: 16.08.304. Moved by: COUNCILLOR LES URNESS
That Council approve Unit M16 serial number C30610932101 as surplus equipment for sale at the Oct. 5th and 6th 2016 Ritchie Brothers auction in Grande Prairie, Alberta.

CARRIED

SURPLUS EQUIPMENT MOTION: 16.08.305. Moved by: DEPUTY REEVE TOM BURTON
That Council approve transferring ownership of Unit A114 serial number 3GTU2YEJ7BG243072, and Unit L9 serial number NBC546204 to the Town of Fox Creek.

CARRIED

VEHICLE TRANSFER MOTION: 16.08.306. Moved by: COUNCILLOR DALE SMITH
That Council approve transferring ownership of Unit A124 serial number 3C6TD5DT3CG232425 to Smoky Applied Research and Demonstration Association (SARDA) in the amount of \$10,000.00.

CARRIED

8.5 SURPLUS AGRICULTURAL RENTAL BARBECUE UNIT

SURPLUS BARBECUE UNIT MOTION: 16.08.307. Moved by: COUNCILLOR BILL SMITH
That Council approve the ownership transfer of the surplus Agricultural rental barbecue unit to the Grovedale Community Club and Ag Society.

CARRIED

8.6 ALBERTA CONSERVATION ASSOCIATION (ACA) ELK DEPREDAATION ASSISTANCE PROGRAM

ELK DEPREDAATION ASSISTANCE

MOTION: 16.08.308. Moved by: COUNCILLOR DALE SMITH
That Council authorize Administration to provide logistical support to the Alberta Conservation Association for the Elk Depredation Assistance Program.
CARRIED

8.7 WOLF HARVEST INCENTIVE PROGRAM

WOLF HARVEST

MOTION: 16.08.309. Moved by: DEPUTY REEVE TOM BURTON
That Council approve additional funding to a maximum of \$15,000.00 for the Wolf Harvest Incentive Program to continue until December 31, 2016, with funds to come from the 2016 Contingency Budget.
CARRIED

WOLF HARVEST

MOTION: 16.08.310. Moved by: COUNCILLOR DALE SMITH
That Council authorize Administration to transfer a maximum of \$15,000.00 from the 2016 Contingency to the 2016 Agricultural Services Budget.
CARRIED

8.8 NORTH AMERICAN INVASIVE SPECIES MANAGEMENT ASSOCIATION ANNUAL CONFERENCE AND GENERAL MEETING

NAISMA

MOTION: 16.08.311. Moved by: DEPUTY REEVE TOM BURTON
That Council approve the Agriculture Service Manager, Quentin Bochar to attend the Annual General Meeting and Conference for the North American Invasive Species Management Association (NAISMA) in Salt Lake City, Utah, September 26 – 29, 2016, with funds to come from the Agricultural Services Department Budget.
CARRIED

8.9 PARTNERSHIP AGREEMENT MEMORANDUM OF UNDERSTANDING WITH GRANDE CACHE COAL

GRANDE CACHE COAL MOU

MOTION: 16.08.312. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the Draft Memorandum of Understanding as information, between the Municipal District of Greenview and Grande Cache Coal outlining the basic support and understanding between both parties in regards to the Grande Cache Dinosaur Track Project.
CARRIED

**GRANDE CACHE
MOU**

MOTION: 16.08.313. Moved by: COUNCILLOR DALE SMITH
That Council direct administration to proceed with finalizing the Memorandum of Understanding between MD of Greenview and Grande Cache Coal.

CARRIED

8.10 GRANDE CACHE DINOSAUR TRACKS BOARD OF DIRECTOR APPOINTMENT

**DINOSAUR TRACKS
BOARD OF
DIRECTORS**

MOTION: 16.08.314. Moved by: DEPUTY REEVE TOM BURTON
That Council appoint Tara Zeller as the staff member to the Grande Cache Dinosaur Tracks Board of Directors.

CARRIED

8.11 PHILIP J. CURRIE DINOSAUR MUSEUM – 2016 AMBER BALL

2016 AMBER BALL

MOTION: 16.08.315. Moved by: REEVE DALE GERVAIS
That Council approve two Devonian Table Sponsorships in the amount of \$10,000.00 made payable to the River of Death & Discovery Dinosaur Museum Society for the Philip J. Currie Dinosaur Museum 2016 Amber Ball, with funds to come from the Community Service Miscellaneous Grant.

CARRIED

8.12 GRANDE CACHE LIBRARY FUNDING REQUEST

GC LIBRARY

MOTION: 16.08.316. Moved by: COUNCILLOR ROXIE RUTT
That Council direct administration to grant \$30,000.00 to the Grande Cache Municipal Library to purchase shelving units in the newly renovated part of the Grande Cache Community High School, with funds to come from the Community Services Miscellaneous Grant.

CARRIED

8.13 GRANDE SPIRIT FOUNDATION ANNUAL FUNDRAISER

**GRANDE SPIRIT
FOUNDATION**

MOTION: 16.08.317. Moved by: COUNCILLOR ROXIE RUTT
That Council approve Corporate Table Sponsorship in the amount of \$550.00 made payable to the Grande Spirit Foundation for the Annual Harvest Dine and Dance, October 22, 2016 at the Stonebridge Hotel, Grande Prairie, Alberta, with funds to come from the Community Services Miscellaneous Grant and to provide a silent auction item.

CARRIED

8.14 SUNSET HOUSE CEMETERY APPOINTMENT

SSH CEMETERY

MOTION: 16.08.318. Moved by: COUNCILLOR DALE SMITH
That Council appoint Susan Sperling to the Sunset House Cemetery Committee.
CARRIED

8.15 100th RAILROAD ANNIVERSARY

**RAILROAD
ANNIVERSARY**

MOTION: 16.08.319. Moved by: REEVE DALE GERVAIS
That Council direct administration to contribute \$5000.00 towards the 100th
Anniversary of the Railroad arriving in Sexsmith funds to come from the
Community Services Miscellaneous Grant.
CARRIED

**AUMA
CONFERENCE**

MOTION: 16.08.320. Moved by: DEPUTY REEVE TOM BURTON
That Council appoint one Councillor to be a guest to the AUMA Conference as a
guest of the Towns.
CARRIED

Reeve Dale Gervais recessed the meeting at 2:46 p.m.
Reeve Dale Gervais reconvened the meeting at 2:55 p.m.

8.16 MANAGERS' REPORT

CAO REPORT

MOTION: 16.08.321. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the CAO Report as information.
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 Wapiti River Management Plan via Conference Call
Attended the Grovedale Fair

COUNCILLOR ROXIE RUTT

Attended the DeBolt Ratepayer BBQ
Attended the Pleasant View Lodge BBQ
Attended the Human Resources Grande Prairie Public Library Meeting

Attended the Peace Region Economic Development Alliance Meeting
Attended the Alberta Association of Municipal Districts & Counties District Meeting
Attended the Grand Spirit Foundation Meeting
Attended the Northern Gateway BBQ
Attended the Sexsmith 100th Year Railway Planning Meeting

COUNCILLOR DALE SMITH

Attended the Municipal Planning Commission Meeting
Attended the Committee of the Whole Meeting
Attended the Agricultural Services Board Meeting
Attended the Smoky Applied Research & Demonstration Association Meeting
Attended the Peace Region Economic Development Alliance Meeting

DEPUTY REEVE TOM BURTON

Attended the DeBolt Ratepayer BBQ
Attended the Alberta Association of Municipal Districts & Counties District Meeting
Attended the DeBolt Fair
Attended the Community Planning Association of Alberta Executive meeting
Attended the East Smoky Recreation Board Meeting

COUNCILLOR LES URNESS

Nothing to report.

COUNCILLOR GEORGE DELORME

Attended the Alberta Association of Municipal Districts & Counties District Meeting

COUNCILLOR DAVE HAY

Not in attendance.

9.1 REEVE'S REPORT:

REEVE DALE GERVAIS

Attended the DeBolt Ratepayer BBQ
Attended the 100th Year Railway Planning Meeting
Attended the Alberta 150th Anniversary Meeting
Attended the Alberta Association of Municipal Districts & Counties District Meeting
Attended the Minister Meeting at Redwillow Lodge

**#10
CORRESPONDENCE**

10.0 CORRESPONDENCE

MOTION: 16.08.322. Moved by: DEPUTY REEVE TOM BURTON
That Council accept for information the correspondence presented.

CARRIED

#11 IN CAMERA

11.0 IN CAMERA

IN CAMERA

MOTION: 16.08.323. Moved by: COUNCILLOR LES URNESS
That the meeting go to In-Camera, at 3:19 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

11.1 PERSONNEL

MOTION: 16.08.324. Moved by: COUNCILLOR DALE SMITH
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 3:38 p.m.

CARRIED

**#12
ADJOURNMENT**

12.0 ADJOURNMENT

MOTION: 16.08.325. Moved by: COUNCILLOR LES URNESS
That this meeting adjourn at 3:38 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE



REQUEST FOR DECISION

SUBJECT: **Bylaw 16-769 / NE-20-72-1-W6**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: September 13, 2016

DEPARTMENT: INFRASTRUCTURE & PLANNING/PLANNING & DEVELOPMENT

FILE NO./LEGAL: A16-003 / NE-20-72-1-W6

REVIEWED AND APPROVED FOR SUBMISSION

ACAO: DM MANAGER: SAR

GM: INT PRESENTER: LD

LEGAL/ POLICY INT

REVIEW:

STRATEGIC PLAN:

FINANCIAL REVIEW:

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.*

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 16-769, to re-designate a 4.04 hectare \pm (9.98 acre) area within NE-20-72-1-W6 from Agriculture (A) District to Country Residential One (CR-1) District, as per attached Schedule 'E'.

MOTION: That Council give Third Reading to Bylaw No. 16-769, to re-designate a 4.04 hectare \pm (9.98 acre) area within NE-20-72-1-W6 from Agriculture (A) District to Country Residential One (CR-1) District, as per attached Schedule 'E'.

BACKGROUND / PROPOSAL:

The application for Land Use Amendment A16-003 was received from Michael Shane Gale to re-designate a 4.04 hectare \pm (9.98 acre) area from Agriculture (A) District to Country Residential One (CR-1) District within NE-20-72-1-W6, in the DeBolt Area, Ward 6. The proposed rezoning would allow for the subsequent subdivision of a second residential parcel from the quarter. Power was installed to the proposal.

An existing approach from Range Road 14 will provide access to the balance of the quarter, and access to the proposed parcel would need to be constructed to meet Greenview's standards. An agreement to purchase Road widening of 5.03 meters has been entered into with the applicant with the approval of the First Parcel Out (farmstead), and the road plan registered recently.

Referral comments received from Alberta Environment, noted that 'the area could be prone to being wet and that could be why it is not farmed. It is recommended that the applicant have a qualified person investigate this area to

confirm whether or not it is wetland and to delineate where the wetland boundary is if wetlands do exist in the parcel. The owner/applicant needs to ensure that they remain in compliance with the Water Act.’ *Administration is addressing this recommendation upon issuance of a Development Permit by adding a condition stating that ‘the owner/developer must abide by all Provincial Legislation and Regulations that are applicable and relevant to the proposed Development’.*

ATCO Electric, East Smoky Gas Co-op Ltd. and Greenview’s Environmental Services have no concerns with the application.

Pursuant to the Municipal Development Plan lands with soils having a Net Productivity Rating (NPR) of 35% or higher are considered Better Agriculture Land. The proposal is in compliance with the Municipal Development Plan, as the proposed area is not considered to be ‘Better Agricultural Land’ as the Farmland Assessment Rating for the treed land is 5%. Approximately 1.6 acres of land in the northwest corner of the parcel would be considered Better Agriculture Land but an undesirable irregular boundary would be required to remove it from the parcel.

Furthermore, all applications for land use bylaw amendments, subdivisions or development permits shall be evaluated by the Municipal District according to the following criteria: (a) compliance with the Act, Regulation, Land Use Bylaw, and any other statutory plans that are in effect; (b) adequacy of road access; (c) proposed methods of water supply, sewage disposal and storm drainage; (d) compatibility with adjacent land uses; (e) site suitability in terms of soils, topography, and size; (f) environmental factors including the potential for erosion, flooding, or watercourse contamination; and (g) the quality of agricultural land.

Administration has reviewed the Land Use Amendment application, and the proposal meets the requirements of the Municipal Government Act and Municipal Development Plan. Administration is satisfied that the proposal addresses all requirements for re-designation and subsequent subdivision, and is recommending that the application be given Second and Third Readings.

OPTIONS – BENEFITS / DISADVANTAGES:

Option – 1. That Council consider the information from the Public Hearing and grant Second and Third Readings to Bylaw No. 16-769.

Option - 2. That Council table Bylaw No. 16-769 for further discussion or information.

Option – 3. That Council consider the information from the Public Hearing and defeat Second Reading to Bylaw No. 16-769.

Benefits – The benefits are that rezoning would allow the Landowner to increase the residential opportunities available in Greenview through a future subdivision.

Disadvantages - The disadvantages are that rural residential is an unsustainable method of housing when Council considers costs of servicing and servicing levels, as well as service delivery.

COSTS / SOURCE OF FUNDING:

The application has been endorsed by the applicant; as well, the appropriate fees have been received as required.

- Schedule 'A' – Application and Sketch
- Schedule 'B' – Owner Location Map
- Schedule 'C' – Farmland Report and Map
- Schedule 'D' – Referral Responses
- Schedule 'E' – Bylaw 16-769

Schedule 'A' – Application and Sketch



LAND USE AMENDMENT APPLICATION – FORM A

Municipal District of Greenview

4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca

Rec'd
Mar 24/16 gw

FOR ADMINISTRATIVE USE

LUB MAP NO. 244	BYLAW NO.
APPLICATION NO. H16-003	
RECEIPT NO. 217316	
ROLL NO. 39417	
RFLA RATING 22 1/2	

NAME OF APPLICANT(S) Shane Bale		
ADDRESS Box 487 Debolt.		
POSTAL CODE T0H 1B0	TELEPHONE (Res.) 780-952-2707	(Bus.) 512-0208

NAME OF REGISTERED LANDOWNER(S) Complete if Different from Applicant		
ADDRESS		
POSTAL CODE	TELEPHONE (Res.)	(Bus.)

Legal description of the land affected by the proposed amendment

QTR./L.S. N.E.	SEC 20	TWP. 22	RG. 1	M. 6	OR	REGISTRATION PLAN NO.	BLOCK	LOT
-------------------	-----------	------------	----------	---------	----	-----------------------	-------	-----

Land Use Classification for Amendment Proposed:

FROM: AGRICULTURE	TO: C of T 162 059 599 COUNTRY RESIDENTIAL ONE
-------------------	---

Reasons Supporting Proposed Amendment:

Possible future development for children or to possibly for re-sale.
--

Physical Characteristics:

Describe Topography:	Vegetation: Trees	Soil: loam.
----------------------	-------------------	-------------

Water Services:

Existing Source:	Proposed Water Source:
------------------	------------------------

Sewage Services:

Existing Disposal:	Proposed Disposal:
--------------------	--------------------

Approach(s) Information:

Existing: need to build approach.	Proposed: YES, APPL. REC'D.
-----------------------------------	-----------------------------

☒ I / We have enclosed the required Application Fee of \$ 800.00.

Date: MARCH 24, 2016

Applicant(s): Shane Bale.

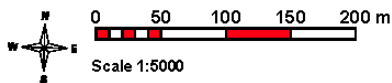
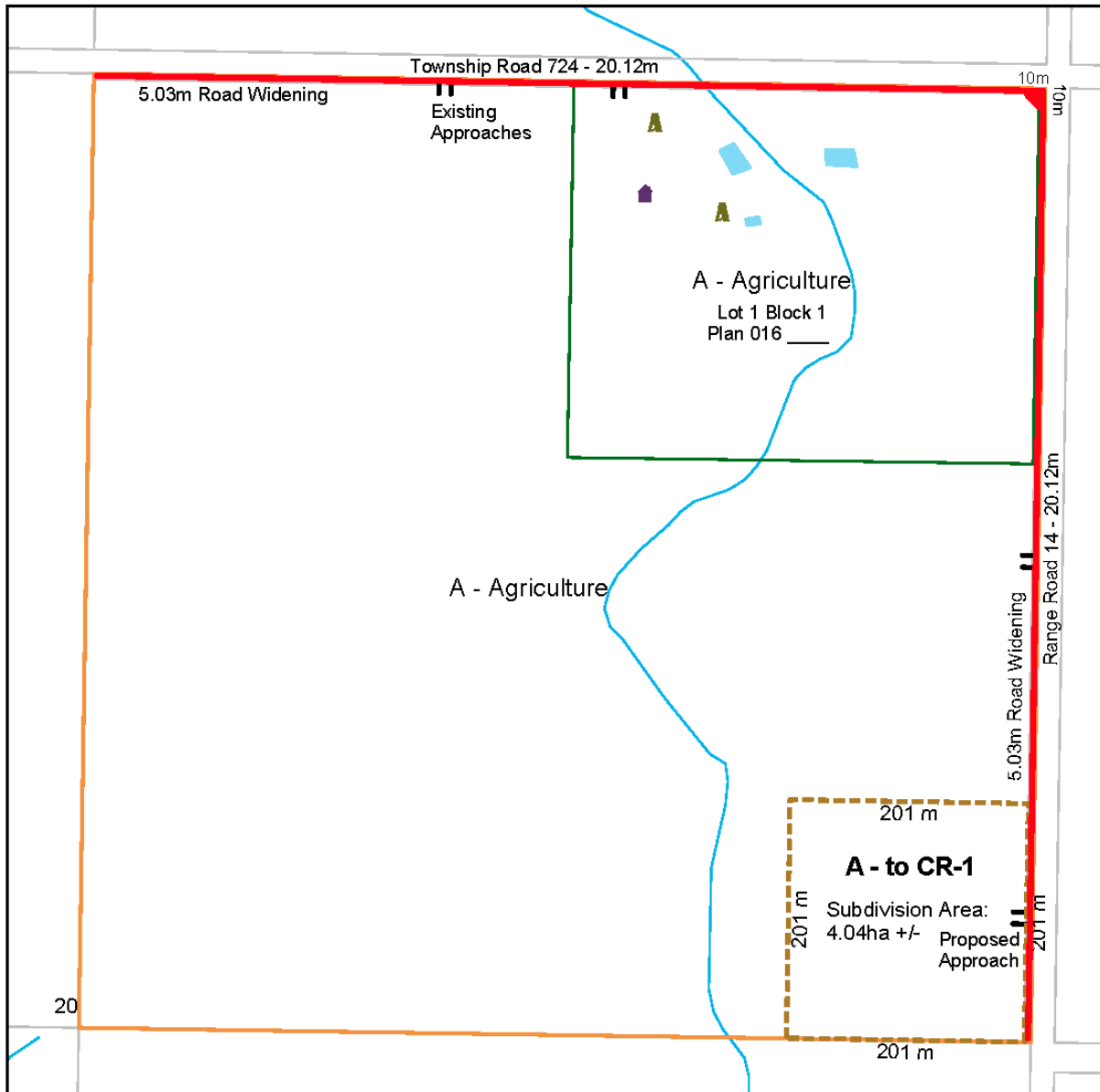
Date: MARCH 24, 2016

Registered Landowner(s): Shane Bale.

NOTE: Registered Landowner(s) Signatures required if different from Applicant.

Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33 of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of our Development program. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780-524-7600.

Land Use Amendment - Municipal District of Greenview No. 16 NE SEC 20-72-01-W6M



Legend

	Land Use Amendment	A	Agriculture
	Lot Number	CR-1	Country Residential One
	Block Number		
	Plan Number		
	Rivers / Creeks		
	Water Bodies		
	Cadastral		
	Municipal Boundary		

LAND USE BYLAW MAP 244

Municipal District of Greenview No.16

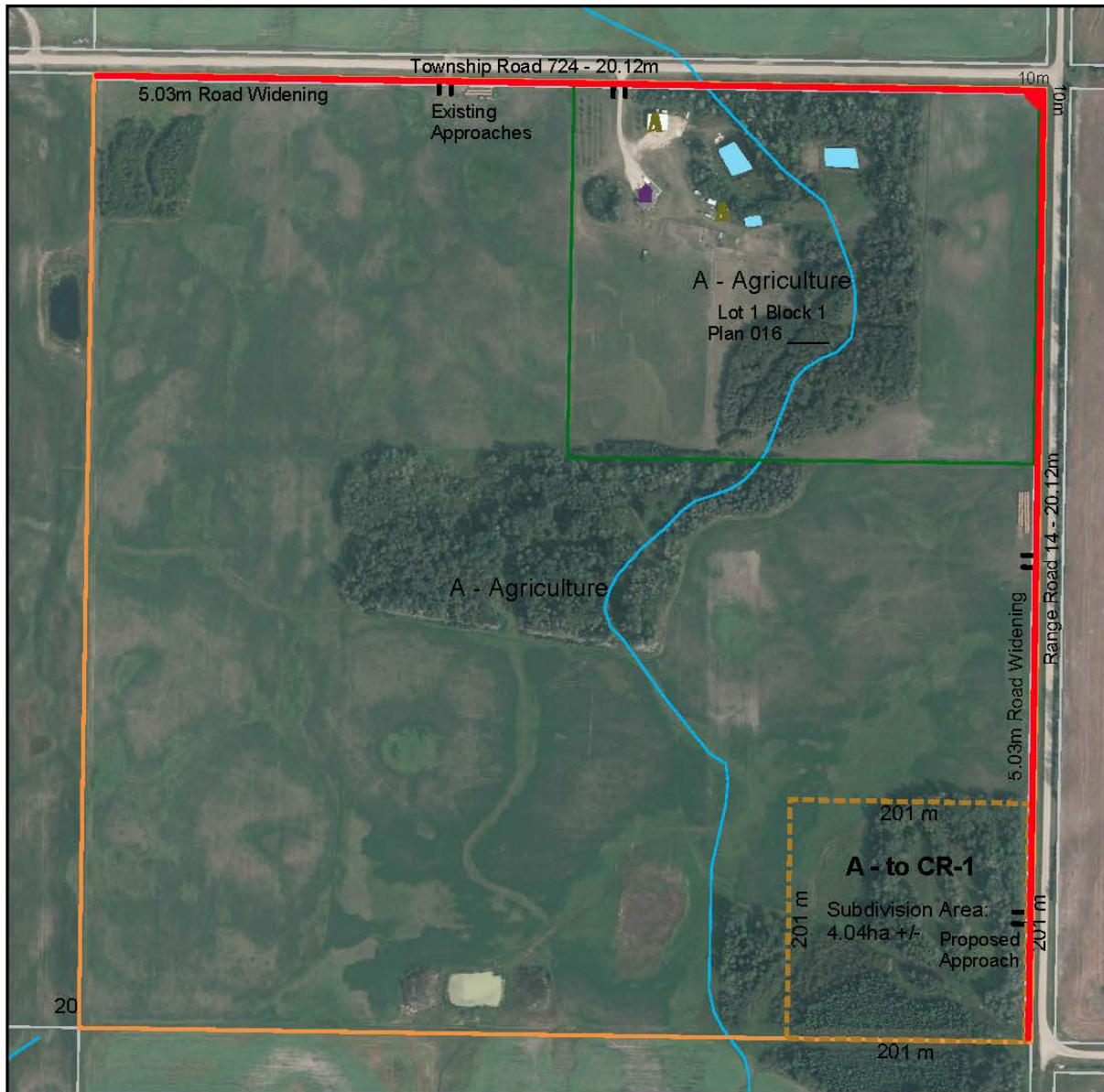
Bylaw No. 16-769

Adopted by Council the xxth Day of Sept, 2016

NOTE:
This map has been consolidated for convenience only. The Official Bylaw and amendments thereto, should be consulted for all purposes of interpretation and application.



Land Use Amendment - Municipal District of Greenview No. 16 NE SEC 20-72-01-W6M



0 50 100 150 200 m
Scale 1:5000

Legend

	Land Use Amendment	A	Agriculture
	Lot Number	CR-1	Country Residential One
	Block Number		
	Plan Number		
	Rivers / Creeks		
	Water Bodies		
	Cadastral		
	Municipal Boundary		

LAND USE BYLAW MAP 244

Municipal District of Greenview No.16

Bylaw No. 16-769

Adopted by Council the xxth Day of Sept, 2016

NOTE:
This map has been consolidated for convenience only. The Official Bylaw and amendments thereto, should be consulted for all purposes of interpretation and application.



Schedule 'B' – Owner Location Map

FILE NO. A16-003

APPLICANT: SHANE GALE

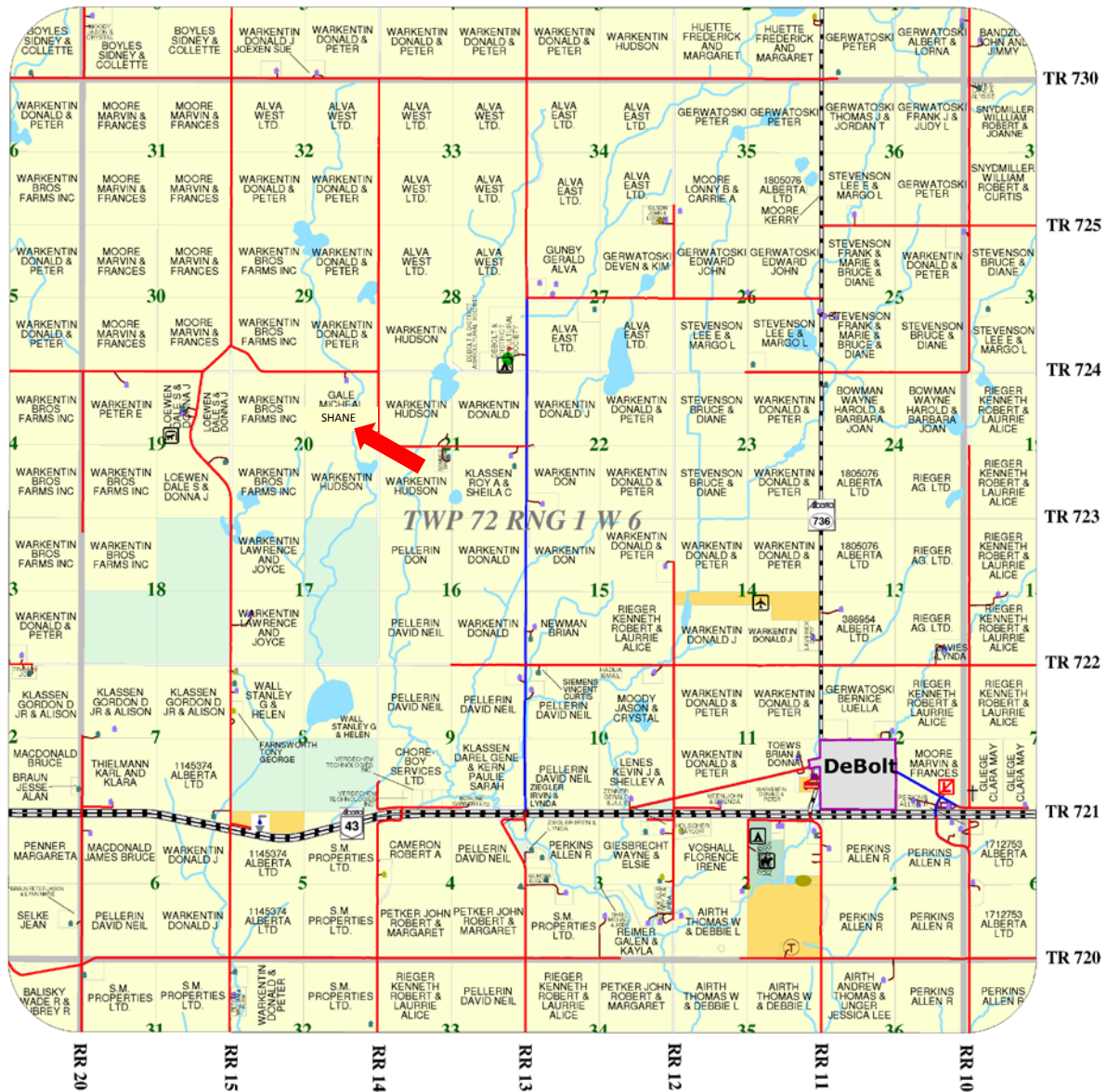
LEGAL LOCATION: NE-20-72-1-W6

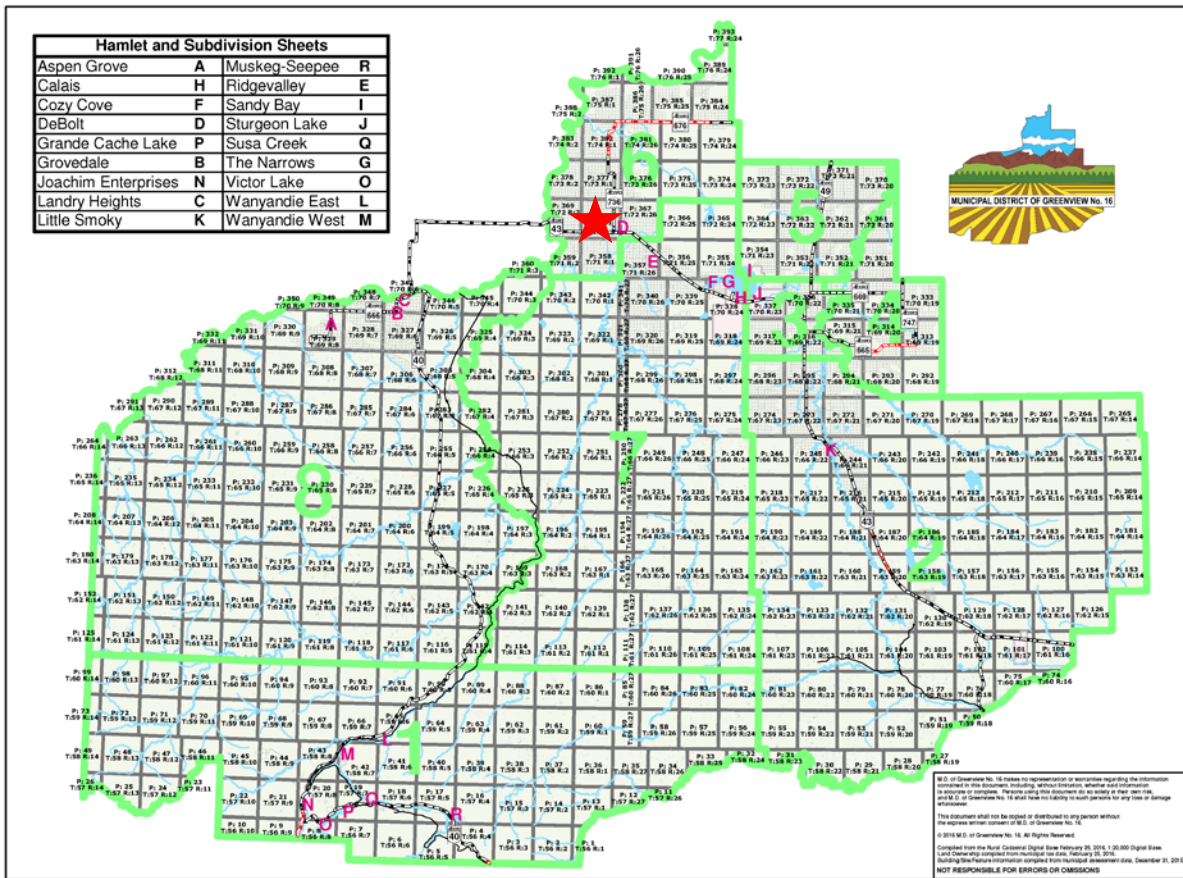
LANDOWNER: SHANE GALE

Township 72, Range 1



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





Schedule 'C' – Farmland Report and Map

FILE NO. A16-003
APPLICANT: SHANE GALE

LEGAL LOCATION: NE-20-72-1-W6
LANDOWNER: SHANE GALE



Farmland Calculation Report

Year of General Assessment: 2015

Roll:39417		Alt. Key:		GRANDE PRAIRIE				34 miles		88%	
Legal: NE-20-72-1-6								Access:		100%	
Agroclimatic Zone: 21 2H-PR		Photo:72014		Type:				Net Location: 88%			
No: 1	44.60 Acres		Soil: 62	GL	Dryland Arable				Adjusted Rating: 36.5%		
	%Fld				Group	Surface	Subsoil	Texture	NPR		
	50	DBO	12 DEBOLT GL		GL 55	AP0-1	-2	HC	-12	SILCL	-4 37.0
	50	DBO	22 DEBOLT GL		GL 55	AP1	-3	HC	-12	SILCL	-4 36.0
									Adjusted Rating: 36.5		
						%Fld	NPR	ICP			
	71	Topography	6 U			50	100%	0.0	-1.0		
	72	Stone Cover	21 S0-S1 (avg)			50	100%	0.0	-1.5		
	73	Miscellaneous	1 Obstacles			6	100%	0.0	-6.0		
	73	Miscellaneous	2 Irreg. / Size			2	100%	0.0	-2.0		
								0.0 -10.5			
No: 2	Group ID: 138032852				44.60 Acres	x	350.0 Acres	x	1.0000	x	26.0 % =
	66.89 Acres	Soil: 42	DG	Dryland Arable				Adjusted Rating: 55.0%			
	%Fld				Group	Surface	Subsoil	Texture	NPR		
	50	ESH	12 ESHER DG		DG 70	AP0-1	-2	CHCS	-11	SILCL	0 57.0
	50	ESH	32 ESHER DG		DG 70	AP1-2	-6	CHCS	-11	SILCL	0 53.0
									Adjusted Rating: 55.0		
						%Fld	NPR	ICP			
	71	Topography	7 U-GR			50	100%	0.0	-3.5		
	72	Stone Cover	21 S0-S1 (avg)			50	100%	0.0	-1.5		
	73	Miscellaneous	1 Obstacles			6	100%	0.0	-6.0		
73	Miscellaneous	2 Irreg. / Size			2	100%	0.0	-2.0			
								0.0 -13.0			
Group ID: 138032852				66.89 Acres	x	350.0 Acres	x	1.0000	x	42.0 % =	
Group Summary:				111.49 Acres	35.6 %						
No: 3	40.97 Acres		Soil: 80	Pasture	Dryland Pasture						
						%Fld	NPR	ICP			
	81	Native	70 70 Ac/AU			50	100%	5.0	0.0		
	99	Description	9 Trees			50	100%	0.0	0.0		
									5.0 0.0		
	Group ID: 138032854				40.97 Acres	x	350.0 Acres	x	1.0000	x	5.0 % =
	4.54 Acres	Soil: 90	Waste	Waste							
						%Fld					
	99	Description	2 Perm. Sls.			50	100%				
	Group ID: 138032855				4.54 Acres	x	0.0 Acres	x	0.0000	x	0.0 % =
Areas		Asmt Code		Areas							
Parcel: 160.00		300 100%		Arable Dry:		111.49					
@ F/L Rates: 157.00				Arable Irr:		0.00					
				Pasture Dry:		40.97					
				Pasture Irr:		0.00					
				Waste:		4.54					



Schedule 'D' – Referral Responses

Please call if you have any questions or require clarification on any issue or comment above.

James Proudfoot, Water Management Technologist, 780-538-8039
Peace Region, Alberta Environment and Parks, Grande Prairie

Vision: Alberta's healthy environment sustains a high quality of life.

From: LandInquiries@atcoelectric.com
To: [Jenny Cornelsen](#)
Subject: AEL2016-0400/ A16-003 Gale
Date: May 3, 2016 1:24:18 PM

Good Afternoon;

ATCO Electric has no comments or concerns with this application. Thank you

Karen Diaz- Hernandez

Land Administrator | **Land Administration**

ATCO Electric | **Distribution** | **Land and Forest Operations**

2nd Floor AC-EDM | 10035 – 105 St. | Edmonton, AB T5J 2V6

Phone: 780-509-2094 | fax: 780-509-9220

NEW EMAIL NOW IN EFFECT: Karen.Diaz-Hernandez@atco.com



MUNICIPAL DISTRICT OF GREENVIEW No. 16

NOTICE TO INFRASTRUCTURE AND PLANNING

Date: April 18, 2016 File No.: A16-003
Legal Description: NE-20-72-1-W6
Applicant: MICHAEL SHANE GALE
Owner: MICHAEL SHANE GALE
PROPOSED LAND USE AMENDMENT: AGRICULTURE - A to COUNTRY RESIDENTIAL ONE - CR-1

Attached is a copy of a Land Use Amendment application and sketch proposing to rezone the above described land for future subdivision or development. Please provide your comments by **April 25, 2016**, in the space provided below or attach additional comments on a separate sheet.

Should you require further information, please contact Planning and Development Manager, Sally Rosson, at 780.524.7600 or sally.rosson@mdgreenview.ab.ca.

COMMENTS:
- ROAD WIDENING
- CUT CORNER
- APPROACH TO MEET STATIONARDS

NAME (PLEASE PRINT)

Kevin Sklapsky

SIGNATURE

Please check box for corresponding referral agency

Circulated to:

- ☐ M.D. General Manager, Infrastructure and Planning - Grant Gyurkovits: grant.gyurkovits@mdgreenview.ab.ca;
- ☒ M.D. Manager, Construction & Maintenance - Kevin Sklapsky - kevin.sklapsky@mdgreenview.ab.ca
- ☐ M.D. Manager, Environmental Services - Gary Couch - gary.couch@mdgreenview.ab.ca
- ☐ M.D. Project Engineer - Chad McMillan - chad.mcmillan@mdgreenview.ab.ca

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan 0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7711	Box 214, 10028-99st Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143
Toll Free: 1.888.524.7601			www.mdgreenview.ab.ca	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

NOTICE TO INFRASTRUCTURE AND PLANNING

Date: April 18, 2016 File No.: A16-003
Legal Description: NE-20-72-1-W6
Applicant: MICHAEL SHANE GALE
Owner: MICHAEL SHANE GALE
PROPOSED LAND USE AMENDMENT: AGRICULTURE - A to COUNTRY RESIDENTIAL ONE - CR-1

Attached is a copy of a Land Use Amendment application and sketch proposing to rezone the above described land for future subdivision or development. Please provide your comments by **April 25, 2016**, in the space provided below or attach additional comments on a separate sheet.

Should you require further information, please contact Planning and Development Manager, Sally Rosson, at 780.524.7600 or sally.rosson@mdgreenview.ab.ca.

COMMENTS:

No concerns. JKC.

NAME (PLEASE PRINT)

Gary Couch

SIGNATURE

*Gary Couch
April 18, 2016*

Please check box for corresponding referral agency

Circulated to:

- ☐ M.D. General Manager, Infrastructure and Planning - Grant Gyurkovits: grant.gyurkovits@mdgreenview.ab.ca;
- ☐ M.D. Manager, Construction & Maintenance - Kevin Sklapsky: kevin.sklapsky@mdgreenview.ab.ca
- ☒ M.D. Manager, Environmental Services - Gary Couch: gary.couch@mdgreenview.ab.ca
- ☐ M.D. Project Engineer - Chad McMillan: chad.mcmillan@mdgreenview.ab.ca

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan 0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7711	Box 214, 10028-99st Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143
Toll Free: 1.888.524.7601			www.mdgreenview.ab.ca	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

NOTICE TO REFERRAL AGENCIES

Faxed: April 28, 2016 File No.: A16-003
Legal Description: NE-20-72-1-W6
Applicant: MICHAEL SHANE GALE

PROPOSED LAND USE AMENDMENT: AGRICULTURE - A to COUNTRY RESIDENTIAL ONE - CR-1

Please provide your comments on the **PROPOSED LAND USE AMENDMENT AND SUBSEQUENT SUBDIVISION** in the space provided below or attach any additional comments on a separate sheet. If you have any questions regarding the attached, please contact our office. Deadline for your written comments: NOON, June 08, 2016 insofar as your agency is concerned. See Sketch attached.

If no comment is received by the above-specified date, it will be deemed as 'no objection'.

If you have any questions regarding the attached, please contact Planning and Development Manager Sally Ann Rosson at 780.524.7600 or sally.rosson@mdgreenview.ab.ca.

COMMENTS:

No Comments

NAME (PLEASE PRINT)

R. HARDER

SIGNATURE

Please check box for corresponding referral agency

Circulated to:

- ☐ M.D. General Manager, Infrastructure & Planning - Grant Gyurkovits: grant.gyurkovits@mdgreenview.ab.ca; (780) 524-4432
- ☐ M.D. Manager, Construction & Maintenance - Kevin Sklapsky: kevin.sklapsky@mdgreenview.ab.ca; (780) 524-4432
- ☐ M.D. Project Engineer - Chad McMillan: ; (780) 524-4432
- ☐ M.D. Manager, Environmental Services - Gary Couch: gary.couch@mdgreenview.ab.ca; (780) 524-4432
- ☐ M.D. Manager, Operations - Gord Meaney: gord.meaney@mdgreenview.ab.ca;
- ☐ M.D. Manager, Agricultural Services - Quentin Bochar: quentin.bochar@mdgreenview.ab.ca; (780) 524-5237
- ☐ M.D. Roads Supervisor West - Dennis Loewen: Dennis.Loewen@mdgreenview.ab.ca; (780) 539-7711
- ☐ ALBERTA TREASURY BRANCH - ; (780) 538-5404
- ☐ Alberta Culture and Tourism (CT) - Rebecca Traquair: Historical.Lup@gov.ab.ca;
- ☐ Alberta Environment and Parks (AEP) - James Proudfoot: James.Proudfoot@gov.ab.ca; (780) 538-5522
- ☐ Alberta Environment and Parks (AEP) - Jack McNaughton: Jack.McNaughton@gov.ab.ca; (780) 624-6180
- ☐ Alberta Environment and Parks (AEP) - Matthew Wilson: matthew.wilson@gov.ab.ca;

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan 0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7711	Box 214, 10028-99st Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143
Toll Free: 1.888.524.7601			www.mdgreenview.ab.ca	

From: [James Proudfoot](#)
To: [Jenny Comelsen](#)
Subject: RE: A16-003 Gale - Notice of Public Hearing
Date: July 29, 2016 3:55:02 PM

This parcel looks like it could be as much as 60- 80% wetland based on the vegetation in the air photo.

I am concerned about access to the potential building site in the NW corner of the parcel. There may be no way to get access to the building site without impacting wetlands, which requires and approval and may also involve compensation/replacement of the wetland. I would recommend that a route to the building site be found that does not adversely impact any wetlands. Further, the activity of developing and occupying the building site should also not adversely impact the wetlands (ex. septic system).

In general, the act of subdividing land or rezoning it is not in itself a concern. However, the activities associated with development of and operations on the land must comply with existing legislation (*Water Act*) and associated policy. Excellence is the recommended standard.

Considerations and recommendations pertaining to the Water Act for proposed activities that may adversely impact a water body and the aquatic environment:

- a *biophysical assessment* is often required when development is proposed for an area and its biological or physical nature is not clearly understood. This should give specific attention to water and will facilitate sound decision making.
- the proposed land use shall respect and sustain area *water bodies*.
- a *buffer* (ER) is desirable to safe guard the aquatic habitat.
- the *riparian fringe* ought to be maintained in a natural state.
- natural drainage* shall be maintained.
- an appropriate *setback* from top of any bank is highly recommended to protect the water body (and property) from slope failure. (see [Stepping Back from the Water](#) document)
- any development that may cause drainage/flooding issues for neighbors and/or future landowners shall be avoided.
- development on the 1:100 year floodplain is discouraged and if proposed, all structures and development susceptible to damage from flooding ought to be flood proofed.
- activities impacting a water body may require an approval and an application ought to be submitted.
- if *wetland* plants are present in the area of a proposed activity, a Qualified Wetland Science Practitioner ought to assess the area to confirm the presence or absence of wetland habitat. If wetlands are present, impacts will need to be addressed under the [Alberta Wetland Policy](#) and [Alberta Wetland Mitigation Directive](#). (<http://aep.alberta.ca/water/programs-and-services/wetlands/alberta-wetland-policy-implementation.aspx>).
- stormwater* shall be managed; release from property ought to be at predevelopment rates and address water quantity issues (ex. erosion) and quality issues (ex. siltation) so as not to result in an adverse effect.
- the construction of dugouts, borrow pits, stormwater ponds and other pits may require an approval (See guide). <http://esrd.alberta.ca/water/legislation-guidelines/documents/DugoutsPitsExcavationGuide-Jun29-2015.pdf>
- the *Water Act* and associated legislation must be followed (including Codes of Practice).
- pertinent best management practices are recommended.

This list of concerns may not be complete and is based on current legislation and policy which may change in the future.

For legislation, education and guideline materials, go to: <http://esrd.alberta.ca/water/default.aspx>

Please call if you have any questions or require clarification on any issue or comment above.

James Proudfoot, Water Management Technologist, 780-538-8039
Peace Region, Alberta Environment and Parks, Grande Prairie

Vision: Alberta's healthy environment sustains a high quality of life.

From: Jenny Cornelsen [mailto:jenny.cornelsen@MDGreenview.ab.ca]
Sent: Friday, July 29, 2016 10:44 AM
To: Gord Meaney; Quentin Bochar; Dennis Loewen; Culture and Tourism Historical Lup; James Proudfoot; Jack McNaughton; Matthew Wilson; Tony Winia; LandInquiries@atcoelectric.com; Bill Harder (ESG); PWSD
Cc: Leona Dixon
Subject: A16-003 Gale - Notice of Public Hearing

Good morning:

Attached is a Notice to Referral Agencies of Public Hearing for A16-003 / Shane Gale / NE-20-72-1-W6 for your review and comments.

Comments received at the initial circulation will be considered at this time as well.

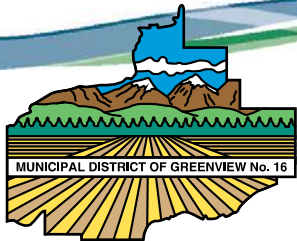
Sincerely,

Jenny Cornelsen

Admin Support, Development & Planning
Municipal District of Greenview No. 16 | 4806 36 Ave. PO Box 1079 Valleyview, Alberta T0H 3N0
Tel: [780-524-7600](tel:780-524-7600) | Fax: [780-524-4432](tel:780-524-4432) | Toll Free: [888-524-7601](tel:888-524-7601) | Direct: [1-780-524-7645](tel:1-780-524-7645) |
Cellphone:
mdgreenview.ab.ca | Follow us on Twitter [@mdgreenview16](https://twitter.com/mdgreenview16)

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BYLAW NO. 16-769
of the Municipal District of Greenview No. 16

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

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

1. That Map No. 247 in the Land Use Bylaw, being Bylaw No. 03-396, be changed to reclassify the following area:

A portion of the North East of Section Twenty (20)
Within Township Seventy-Two (72)
Range One (1) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this 23rd day of August, A.D., 2016.

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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

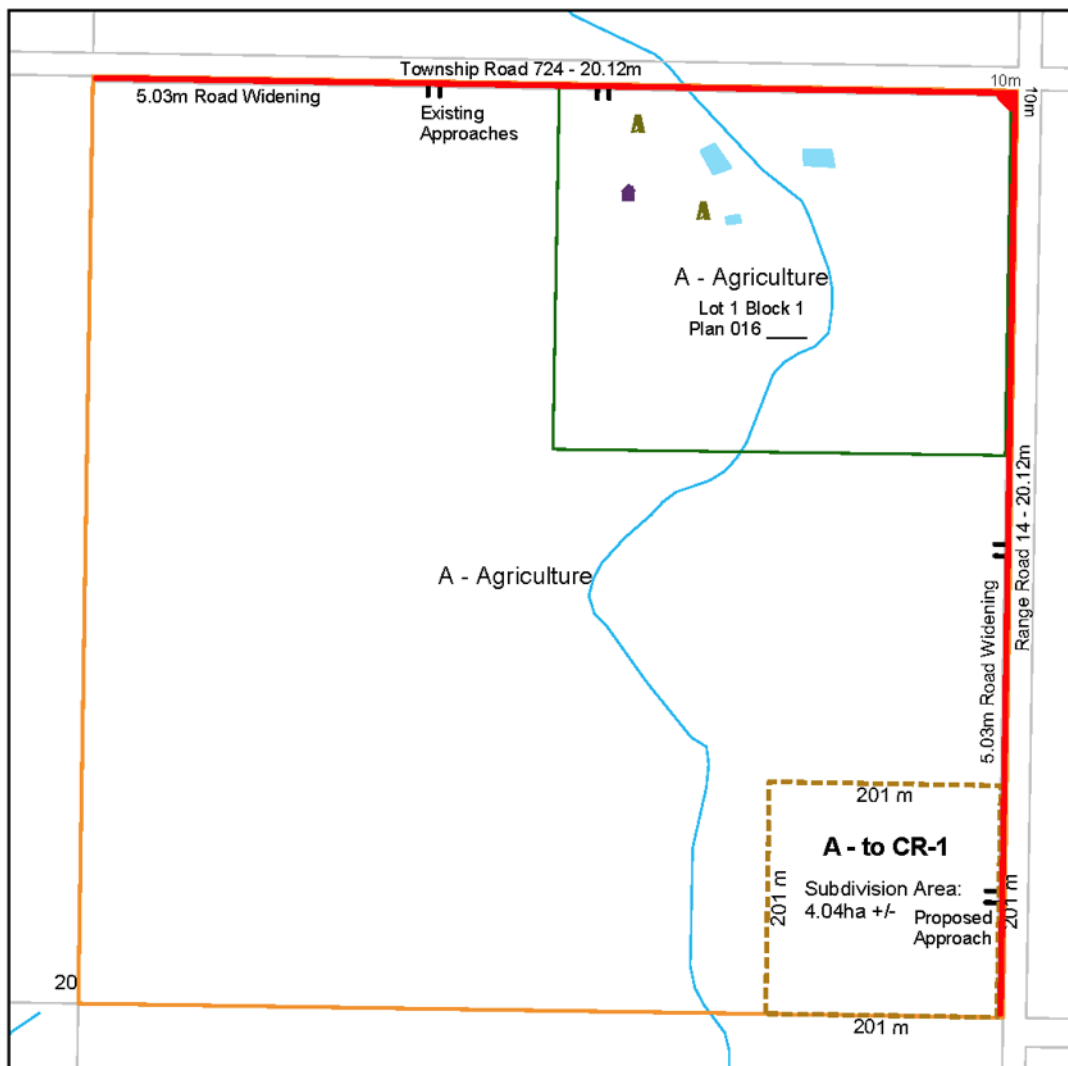
To Bylaw No. 16-769

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

A portion of the North East of Section Twenty (20)

Range One (1) West of the Sixth Meridian (W6M)

Is reclassified from Agriculture (A) District to Country Residential One (CR1) District as identified below:





REQUEST FOR DECISION

Bylaw 16-770 / SW-8-70-7-W6

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	September 13, 2016	ACAO: DM	MANAGER: SAR
DEPARTMENT:	INFRASTRUCTURE & PLANNING/PLANNING & DEVELOPMENT	GM: INT	PRESENTER: LL
FILE NO./LEGAL:	A16-005 / SW-8-70-7-W6		LEGAL/ POLICY INT
			REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

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

Council Bylaw / Policy (cite) – *Municipal Development Plan 03-397 and Grovedale Area Structure Plan 04-342.*

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 16-770, to re-designate a 4.04 hectare \pm (9.98 acre) area from Agriculture (A) District to Country Residential One (CR-1) District, within SW-8-70-7-W6, as per attached Schedule 'E'.

MOTION: That Council give Third Reading to Bylaw No. 16-770, to re-designate a 4.04 hectare \pm (9.98 acre) area from Agriculture (A) District to Country Residential One (CR-1) District, within SW-8-70-7-W6, as per attached Schedule 'E'.

BACKGROUND / PROPOSAL:

The application for Land Use Amendment A16-005 has been submitted by Louis and Judith Maffret to re-designate a 4.04 hectare \pm (9.98 acre) area from Agriculture (A) District to Country Residential One (CR-1) District within SW-8-70-7-W6, in the Grovedale Area, Ward 8.

The proposed area is currently vacant and cleared, and was previously used for farming. The proposed rezoning would allow for subsequent subdivision and development of a residential parcel.

Under the Grovedale Area Structure Plan, this quarter is designated as Agriculture. The use of land that is identified as Agriculture shall be limited to the following "...residential development subject to Section 2.2..."

Section 2.2(b) of the Grovedale Area Structure Plan states “The subdivision of land for multiple parcel country residential use outside a Country Residential Development Area [Map 2] shall not be permitted on better agricultural lands as defined in the Municipal Development Plan...”

Pursuant to the Municipal Development Plan lands with soils having a Net Productivity Rating (NPR) of 35 or higher are considered Better Agriculture Land. The proposal is in compliance with the Municipal Development Plan and Grovedale Ares Structure Plan, as the proposed area is not considered to be ‘Better Agricultural Land’ as the Farmland Assessment Rating is 29%.

ATCO Electric and ATCO Pipelines have no concerns with the application. No concerns were received from Greenview`s internal departments.

Furthermore, all applications for land use bylaw amendments, subdivisions or development permits shall be evaluated by the Municipal District according to the following criteria: (a) compliance with the Act, Regulation, Land Use Bylaw, and any other statutory plans that are in effect; (b) adequacy of road access; (c) proposed methods of water supply, sewage disposal and storm drainage; (d) compatibility with adjacent land uses; (e) site suitability in terms of soils, topography, and size; (f) environmental factors including the potential for erosion, flooding, or watercourse contamination; and (g) the quality of agricultural land.

Administration has reviewed the land use amendment application, and the proposal meets the requirements of the Municipal Government Act, Municipal Development Plan and the Grovedale Area Structure Plan. Administration is satisfied that the proposal addresses all requirements for re-designation and subsequent subdivision, and is recommending that the application be given Second and Third Reading.

OPTIONS – BENEFITS / DISADVANTAGES:

- Option – 1.** That Council pass a motion to give Second and Third Readings to Bylaw No. 16-770, as presented.
- Option - 2.** That Council table Bylaw No. 16-770 for further discussion or information.
- Option - 3.** That Council defeat Second Reading of Bylaw No. 16-770.

Benefits – The benefits are that re-designation would allow the Landowner to increase the residential opportunities available in Greenview through a future subdivision.

Disadvantages - The disadvantages are that rural residential is an unsustainable method of housing when Council considers costs of servicing, servicing levels, as well as service delivery.

COSTS / SOURCE OF FUNDING:

The application has been endorsed by the applicant; as well, the appropriate fees have been received as required.

ATTACHMENT(S):

- Schedule 'B' – Owner Location Map
- Schedule 'C' – Farmland Report and Map
- Schedule 'D' – Referral Responses
- Schedule 'E' – Bylaw 16-770

Schedule 'A' – Application and Sketch



LAND USE AMENDMENT APPLICATION – FORM A

Municipal District of Greenview
4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca

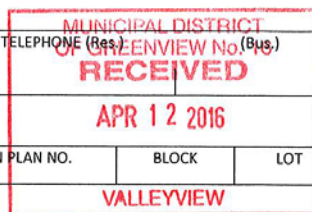
FOR ADMINISTRATIVE USE

LUB MAP NO. 245	BYLAW NO.
APPLICATION NO. A16-005	
RECEIPT NO. 217778	
ROLL NO. 40133	
RFLA RATING 17 1/2	

NAME OF APPLICANT(S) LOUIS & JUDITH MAFFRET		
ADDRESS BOX 63		
GROVEDALE AB T0H 1X0		
POSTAL CODE T0H 1X0	TELEPHONE (Res.) 780 539 1354	(Bus.) 780 539 3711

NAME OF REGISTERED LANDOWNER(S)		
ADDRESS		
POSTAL CODE	TELEPHONE (Res.)	(Bus.)

Complete if Different from Applicant



Legal description of the land affected by the proposed amendment

QTR./L.S. SW	SEC 8	TWP. 70	RG. 7	M. 6	OR	REGISTRATION PLAN NO.	BLOCK	LOT
-----------------	----------	------------	----------	---------	----	-----------------------	-------	-----

Land Use Classification for Amendment Proposed:

FROM: AG	TO: CR1
----------	---------

Reasons Supporting Proposed Amendment:

C of T: 022 435 141
We are giving our son 10 acres to build his home on

Physical Characteristics:

Describe Topography: rolling, slightly sloping field	Vegetation: alfalfa grass mix	Soil:
--	-------------------------------	-------

Water Services:

Existing Source: none	Proposed Water Source: system or well
-----------------------	---------------------------------------

Sewage Services:

Existing Disposal: none	Proposed Disposal: septic field
-------------------------	---------------------------------

Approach(es) Information:

Existing: large approach used in farming	Proposed:
--	-----------

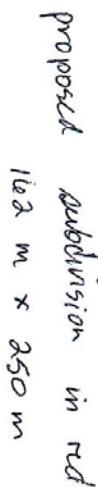
☒ I / We have enclosed the required Application Fee of \$ 800.00.

Date: Apr 4/2016 Applicant(s): [Signature]
Date: Registered Landowner(s): [Signature]

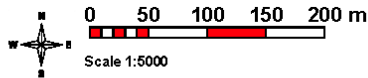
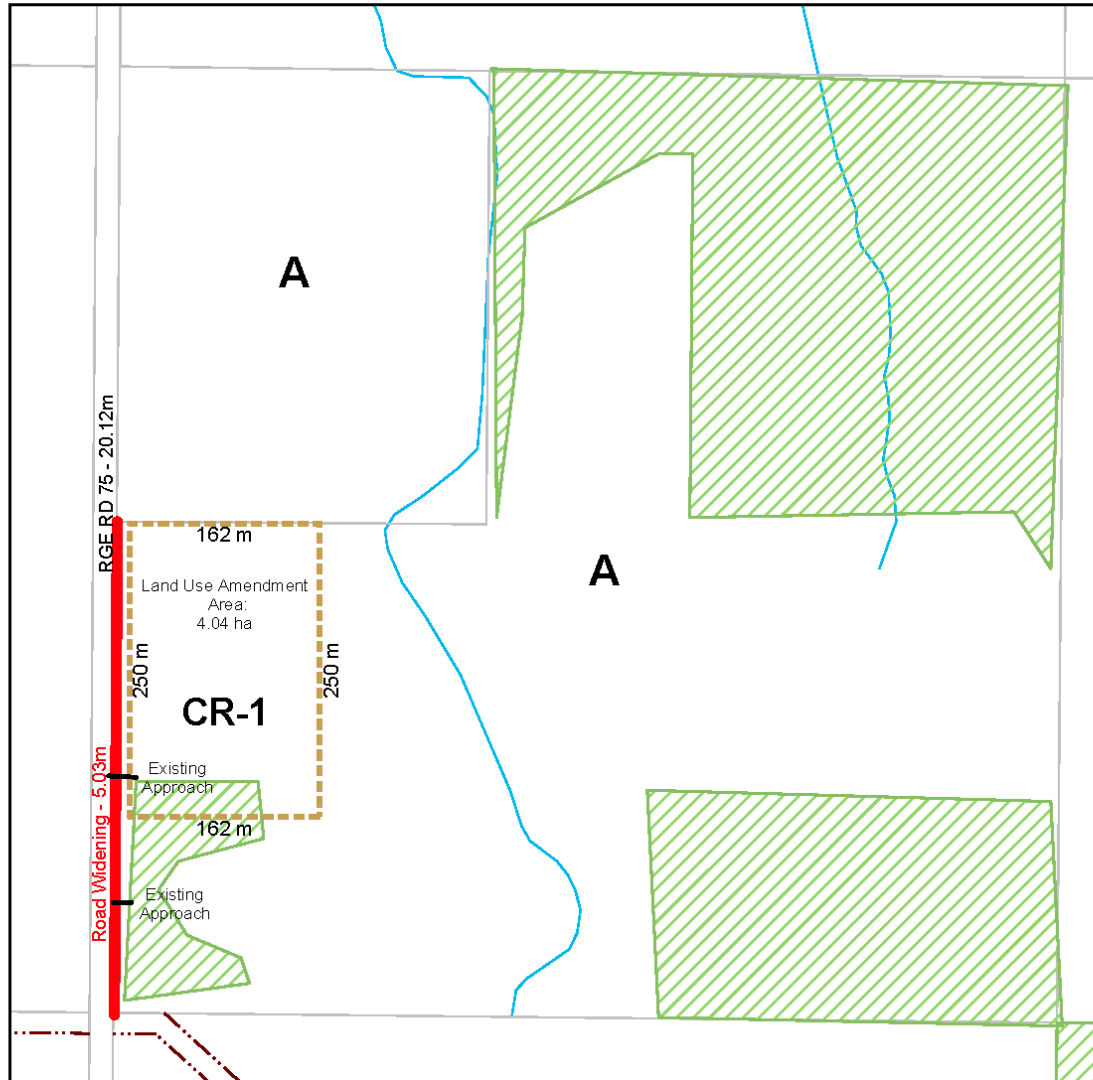
Abandoned Well Search: April 16/16

NOTE: Registered Landowner(s) Signatures required if different from Applicant.

Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33 of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of our Development program. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780-524-7600.



Land Use Amendment - Municipal District of Greenview No. 16 SW SEC 8 - TWP 70 - RNG 7 - W6M



Legend

	Land Use Amendment	A	Agriculture
	Lot Number	CR-1	Country Residential One
	Block Number		
	Plan Number		
	Rivers / Creeks		
	Water Bodies		
	Cadastre		
	Municipal Boundary		

LAND USE BYLAW MAP 245

Municipal District of Greenview No.16

Bylaw No.

Adopted by Council the xxth Day of Month, 20xx

NOTE:
This map has been consolidated for convenience only. The Official Bylaw and amendments thereto, should be consulted for all purposes of interpretation and application.



Schedule 'B' – Owner Location Map

FILE NO. A16-005

APPLICANT: LOUIS AND JUDY MAFFRET

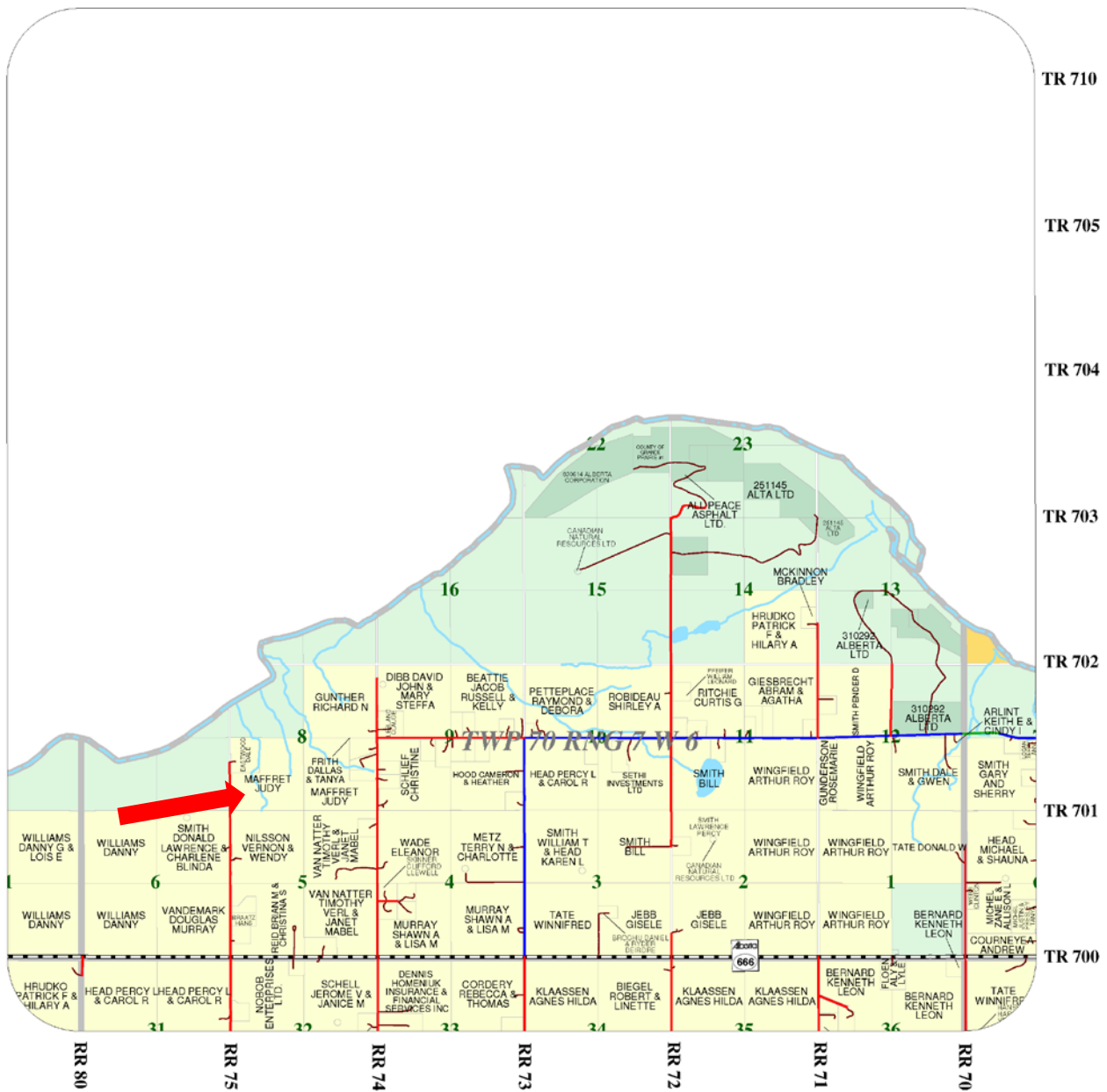
LEGAL LOCATION: SW-8-70-7-W6

LANDOWNER: LOUIS AND JUDY MAFFRET

Township 70, Range 7



M.D. of Greenview No. 16





Schedule 'D' – Referral Responses

From: Isabel.Solis@atco.com
To: [Jenny Cornelsen](#)
Subject: 16-2111 Response- A16-005 Maffret Notice to Referrals
Date: July 4, 2016 10:20:35 AM
Attachments: [DOC053116-05312016084832.pdf](#)

Good Morning,

ATCO PIPELINES has no objection.

Thank you :)

Isabel Solis

Administrative Coordinator | Operations Engineering

ATCO Pipelines | Global Pipelines & Liquids Business Unit

7210 42 Street NW | Edmonton, AB T6B 3H1

T. 780.420.3896 | F. 780.420.7411

E. isabel.solis@ATCO.com

W. ATCOPipelines.com

From: Keri.Carnegie@atco.com
To: Lenny.Cornelsen
Subject: RE: A16-005 Maffret Notice to Referrals
Date: June 16, 2016 8:45:40 AM

Good Morning;

Atco Gas has reviewed the above referenced application and has the following conditions;

ATCO Gas' existing right-of-way or other land rights shall be carried forward and registered on any newly created lots. Any work of any nature whatsoever (i.e. paving, stockpiling, landscaping, berms, etc.) affecting the surface of ATCO Gas' right-of-way must first receive prior written consent from **ATCO Gas' Land Administration Department** at **780-420-8012** or email crossings@atco.com.

There are existing ATCO Gas facilities in the area. Drainage for any of ATCO Gas' above ground appurtenances must be maintained. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas' Distribution Engineer **Mike Vanden Ham** (mike.vandenham@atco.com, **(780)-509-9216**) to enable an adequate and timely response by ATCO Gas. Note all alteration costs will be borne by the developer / owner.

If gas service is required, to avoid delays, the developer / owner should contact an **ATCO Gas' Service Administrator** at **780-420-7514**, or their local ATCO Gas agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 4 months is recommended. Note each lot / unit is to have a separate service line.

Contact Alberta One Call where there's any excavation

Please contact Alberta One-Call at **1-800-242-3447** to have the gas lines located at least 48 hours prior to excavation.

Deep Utilities: Maintain a minimum of 0.3m vertical clearance and a 2.0m horizontal clearance between ATCO Gas' distribution gas lines and your facilities.

All Other Facilities: Maintain a minimum of 0.3m vertical clearance and a 1.0m horizontal clearance between ATCO Gas' distribution gas lines and your facilities.

Above Ground Facilities: Maintain a 1.5m horizontal clearance between ATCO Gas distribution gas lines and your above ground facilities.

If deviations are required please contact **Mike Vanden Ham** (mike.vandenham@atco.com, **(780)-509-9216**)

Clearance requirements from ATCO Gas' pipelines for trees are as follows:

- Minimum of 1 meter from tree spade (hand expose the pipeline)
- If work must be carried out on a line with trees above it, the trees must be removed
- To minimize damage, root balls should clear the buried pipeline by 1.5 meters
- Shrubs may be planted in gas rights-of-ways, but trees are not permitted to be planted on gas rights-of-way
- Maintain a minimum clearance of 1.5 meters from planted trees, prior written consent should be obtained through **ATCO Gas' Land Administration Department** at **780-420-8012** or email crossings@atco.com

If you have any questions or concerns, please contact **Mike Vanden Ham** (mike.vandenham@atco.com, **(780)-509-9216**).

Sincerely,


Keri Carnegie
Sr. Administrative Coordinator | Land Administration
ATCO Gas, Pipelines & Liquids Global Business Unit





MUNICIPAL DISTRICT OF GREENVIEW No. 16

NOTICE TO INFRASTRUCTURE AND PLANNING

Date: April 25, 2016 File No.: A16-005
Legal Description: SW-8-70-7-W6
Applicant: LOUIS MAFFRET AND JUDY MAFFRET
Owner: LOUIS MAFFRET AND JUDY MAFFRET
Development Officer:  Lindsey Lemieux Ext. 7643

PROPOSED LAND USE AMENDMENT: AGRICULTURE (A) to DISTRICT to COUNTRY RESIDENTIAL ONE (cr-1) DISTRICT

Attached is a copy of a Land Use Amendment application and sketch proposing to rezone the above described land for future subdivision or development. Please provide your comments by **May 6, 2016**, in the space provided below or attach additional comments on a separate sheet.

Should you require further information, please contact Planning and Development Manager, Sally Rosson, at 780.524.7600 or sally.rosson@mdgreenview.ab.ca.

COMMENTS:

- ROAD WIDENING

- WILL EXISTING APPRACH BE USED FOR RESIDENCE & FARMING?

NAME (PLEASE PRINT)

Kevin Sklapsky

SIGNATURE



Please check box for corresponding referral agency

Circulated to:

- ☐ M.D. General Manager, Infrastructure and Planning - Grant Gyurkovits: grant.gyurkovits@mdgreenview.ab.ca;
- ☒ M.D. Manager, Construction & Maintenance - Kevin Sklapsky - kevin.sklapsky@mdgreenview.ab.ca
- ☐ M.D. Manager, Environmental Services - Gary Couch - gary.couch@mdgreenview.ab.ca
- ☐ M.D. Project Engineer - Chad McMillan - chad.mcmillan@mdgreenview.ab.ca

April 25, 2016

Page 1 of 1



MUNICIPAL DISTRICT OF GREENVIEW No. 16

NOTICE TO INFRASTRUCTURE AND PLANNING

Date: April 25, 2016 File No.: A16-005
Legal Description: SW-8-70-7-W6
Applicant: LOUIS MAFFRET AND JUDY MAFFRET
Owner: LOUIS MAFFRET AND JUDY MAFFRET
Development Officer: Lindsey Lemieux Ext. 7643

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Should you require further information, please contact Planning and Development Manager, Sally Rosson, at 780.524.7600 or sally.rosson@mdgreenview.ab.ca.

COMMENTS:

No concerns. JLC

NAME (PLEASE PRINT)

Gary Couch

SIGNATURE

May 2, 2016

Please check box for corresponding referral agency

Circulated to:

- ☐ M.D. General Manager, Infrastructure and Planning - Grant Gyurkovits: grant.gyurkovits@mdgreenview.ab.ca;
- ☐ M.D. Manager, Construction & Maintenance - Kevin Sklapsky - kevin.sklapsky@mdgreenview.ab.ca
- ☒ M.D. Manager, Environmental Services - Gary Couch - gary.couch@mdgreenview.ab.ca
- ☐ M.D. Project Engineer - Chad McMillan - chad.mcmillan@mdgreenview.ab.ca

April 25, 2016

Page 1 of 1

From: [Lindsey Lemieux](#)
To: [Jenny Cornelsen](#)
Subject: FW: Mafrett Subdivision
Date: June 1, 2016 3:58:29 PM

From: Sally Rosson
Sent: June-01-16 3:58 PM
To: Lindsey Lemieux <Lindsey.Lemieux@MDGreenview.ab.ca>
Cc: Leona Dixon <Leona.Dixon@MDGreenview.ab.ca>
Subject: Mafrett Subdivision

Talked to Dennis Loewen, Roads Supervisor/Manager West – He has no concerns.

If you require additional information regarding the above please contact the undersigned.

Sally

Sally Rosson

Manager, Planning & Development

Municipal District of Greenview No. 16 | 4806-36 Avenue Box 1079 Valleyview, Alberta T0H 3N0

Tel: [780-524-7600](tel:780-524-7600) | Fax: [780-524-4432](tel:780-524-4432) | Toll Free: [888-524-7601](tel:888-524-7601) | Direct: [1-780-524-7644](tel:1-780-524-7644) |

Cellphone: [1-780-524-7749](tel:1-780-524-7749)

mdgreenview.ab.ca | Follow us on Twitter [@mdgreenview16](https://twitter.com/mdgreenview16)

This communication, and its attachments, is confidential and intended for the addressee(s) only. If you are not the intended recipient, please notify us of our error, and disregard and delete the communication. Unauthorized use, disclosure, copying, forwarding or alteration of this communication may be unlawful.

Thank you.

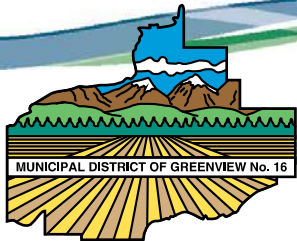
From: [Nils Anderson](#)
To: [Jenny Cornelsen](#)
Subject: RE: A16-005 Maffret Notice to Referrals
Date: May 31, 2016 3:14:10 PM

Hi Jenny, no concerns from Wildlife Management on this one.

Nils Anderson

Area Wildlife Biologist
AEP, Upper Peace Region

1601 Provincial Building
Box 23, 10320- 99 Street
Grande Prairie, Alberta T8V 6J4
Office: 780.538.8047
Fax: 780.538.5622



BYLAW NO. 16-770
of the Municipal District of Greenview No. 16

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

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

1. That Map No. 245 in the Land Use Bylaw, being Bylaw No. 03-396, be changed to reclassify the following area:

A portion of the South West of Section Eight (8)
Within Township Seventy (70)
Range Seven (7) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this 26 day of July, A.D., 2016.

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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER

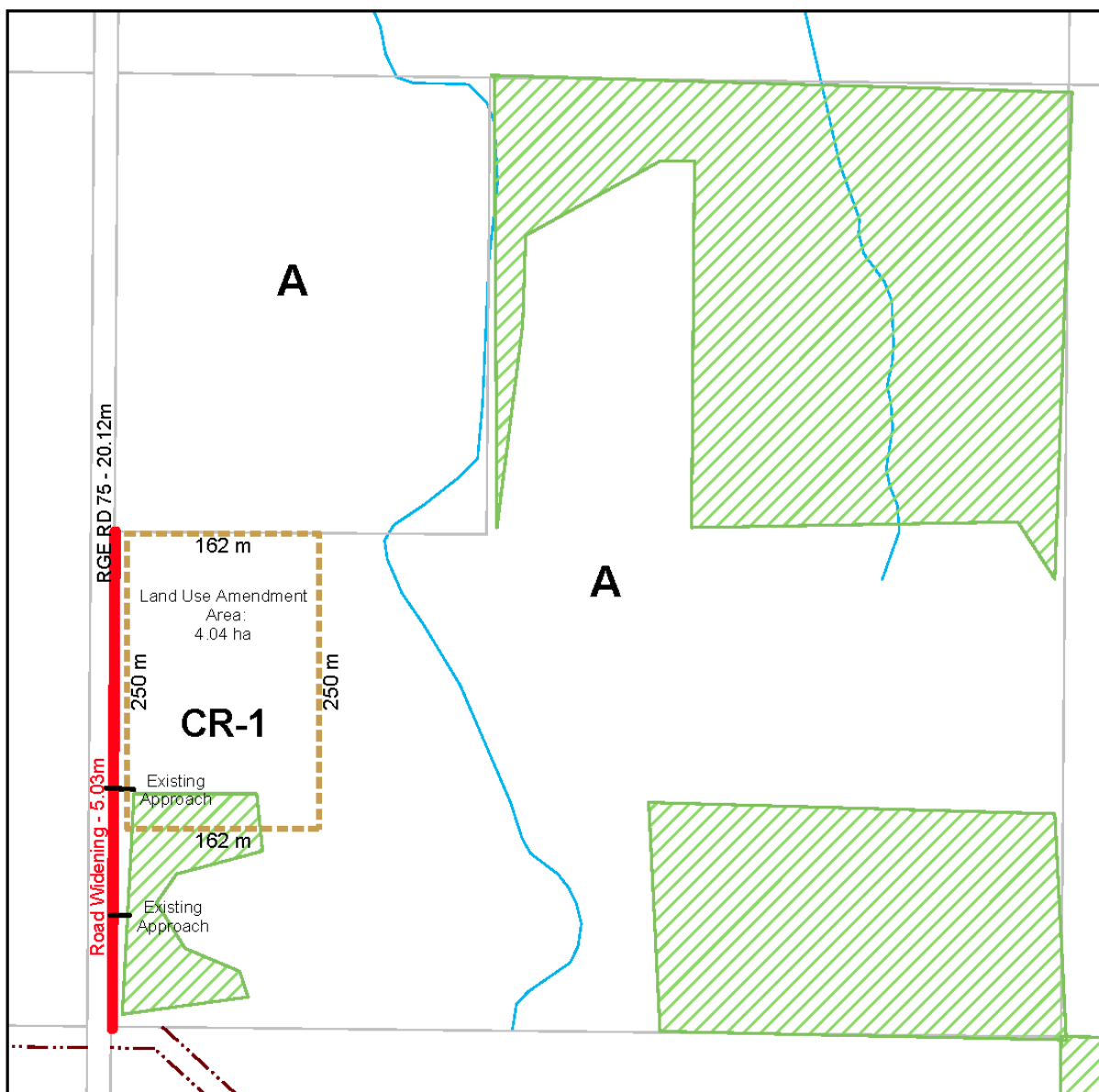
SCHEDULE "A"

To Bylaw No. 16-770

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

A portion of the South West of Section Eight (8)
Within Township Seventy (70)
Range Seven (7) West of the Sixth Meridian (W6M)

Is reclassified from Agriculture (A) District to Country Residential One (CR1) District as identified below:





REQUEST FOR DECISION

SUBJECT:	Bylaw 16-768	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	ACAO: DM MANAGER:
MEETING DATE:	September 13, 2016	GM: PRESENTER:
DEPARTMENT:	INFRASTRUCTURE & PLANNING/OPERATIONS	LEGAL/ POLICY REVIEW:
FILE NO./LEGAL:		FINANCIAL REVIEW:
STRATEGIC PLAN:		

RELEVANT LEGISLATION:

Provincial (cite) – *WHEREAS* the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within the municipality;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.1 of the Alberta Traffic Safety Act, to enact Bylaws for the physical preservation of a highway under its direction, control and management, including any bridge that forms part of that highway by restricting the weight of a commercial vehicle or a commercial vehicle and any goods being carried by the vehicle, to weight that is less than the weight that may be borne;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.3 of the Alberta Traffic Safety Act, to delegate by Bylaw to an employee of the municipality or to a committee established by the Council the power to impose road bans;

Council Bylaw / Policy (cite) – 94-100: Road Ban Bylaw

RECOMMENDED ACTION:

MOTION: That Council give First Reading to Bylaw 16-768 Road Ban Bylaw.

BACKGROUND / PROPOSAL:

The Bylaw revision reflects Greenview's current organization structure and is intended to stream line the administrative functions in enacting the Bylaw.

The Bylaw is intended to provide clear direction regarding restricting the weight of a commercial vehicle or a commercial vehicle and any goods being carried by the vehicle, to weight that is less than the weight that may be borne on all roads within the municipality.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve, alter or deny the proposed Road Ban Bylaw.

Benefits – The benefit of adopting the Road Ban Bylaw is that it will reduce the number of signatures required to implement the ban allowing Administration to enact Road Bans quicker than the current process, subsequently reducing the amount of damage to Greenview’s roads.

Disadvantages – There are no perceived disadvantages.

COSTS / SOURCE OF FUNDING:

There are no perceived costs.

ATTACHMENT(S):

- 94-100: Road Ban Bylaw
- 16-768: Road Ban Bylaw

BY-LAW NO. 94-100
of the Municipal District of Greenview No. 16

A By-law of the Municipal District of Greenview No. 16,
Province of Alberta, for the purpose of authorizing the
implementation of road bans on highways within the
Municipal District.

WHEREAS, the Minister of Transportation has, pursuant to Subsection 14(1) of the Motor Transport Act, being Chapter M-20 of the Revised Statutes of Alberta, 1980, as amended, authorized the Municipal Council of the Municipal District of Greenview No. 16 ("the Municipal District"), to exercise the powers specified in Section 14 of the said Motor Transport Act, including the implementation of road bans; and

WHEREAS, the Municipal District, in accordance with subsection 14(3) of the said Motor Transport Act, deems it advisable to establish a committee and to delegate to that committee the authority to exercise the powers specified in Section 14 of the said Motor Transport Act;

THEREFORE the Municipal Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. Words used in this by-law have the same meaning as words used or defined in the said Motor Transport Act.
2. There is hereby established a committee consisting of the following persons:
 - a) the Reeve of the Municipal District,
 - b) the Municipal Manager, and
 - c) the Municipal Superintendent of Public Works.
3. The Committee established herein has the full power and authority to:
 - a) prohibit the use of a secondary road, rural road or street by a traction engine or public vehicle, or by a class or classes thereof, for a period or periods that the Committee determines,
 - b) limit or restrict the speed of a traction engine or public vehicle, or of a class or classes thereof, using a secondary road, rural road or street, for a period or periods that the Committee determines, and
 - c) increase, limit or restrict the maximum gross weight that may be borne by a tire, an axle or an axle group, or any of them, or the maximum gross weight that may be borne by a vehicle or combination of vehicles on a secondary road, rural road or street for a period or periods that the Committee determines.
4. The Committee shall cause signs to be erected along the secondary road or rural road, as the Committee considers necessary to notify persons using the road of the prohibition, limitation, increase or restriction imposed.

... continued

BY-LAW NO. 94-100 OF THE MUNICIPAL DISTRICT OF GREENVIEW continued ...

5. Administration shall notify the respective Councillor(s) of the Committee's decision(s) as soon as possible.
6. This by-law shall take effect as and from the date of the third and final reading.

Read a first time this 27th day of April, A.D., 1994.

Read a second time this 27th day of April, A.D., 1994.

Read a third time and finally passed this 25th day of May, A.D., 1994.


REEVE


MUNICIPAL MANAGER



BYLAW NO. 16-768
Of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to regulate and manage the implementation of Road Bans by the Municipal District of Greenview No. 16.

WHEREAS the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within the municipality;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.1 of the Alberta Traffic Safety Act, to enact Bylaws for the physical preservation of a highway under its direction, control and management, including any bridge that forms part of that highway by restricting the weight of a commercial vehicle or a commercial vehicle and any goods being carried by the vehicle, to weight that is less than the weight that may be borne;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.3 of the Alberta Traffic Safety Act, to delegate by Bylaw to an employee of the municipality or to a committee established by the Council the power to impose road bans;

THEREFORE, it is hereby enacted by the Council of Greenview, a Bylaw that:

1.0. Shall be referred to as the *Road Ban Bylaw*.

2.0. DEFINITIONS

In this Bylaw:

- 2.1.1 COMMERCIAL VEHICLE, as defined in the Traffic Safety Act, means a vehicle operated on a highway by or on behalf of a person for the purpose of providing transportation but does not include a private passenger vehicle.
- 2.1.2 HIGHWAY, as defined in the Traffic Safety Act, means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes
 - (i) a sidewalk, including a boulevard adjacent to the sidewalk,
 - (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, but does not include a place declared by regulation not to be a highway.
- 2.1.3 ROAD BAN, as defined in the Traffic Safety Act, means the maximum allowable weight that may be borne on a Highway by a Commercial Vehicle pursuant to a regulation made under Sections 151 and 152 of the Traffic Safety Act.

3.0. GENERAL

- 3.1.1. 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.

4.0. LEGISLATION

- 4.1.1 It is understood that the most recent versions of all respective Federal, Provincial and Municipal statutes apply under this Bylaw.

5.0. AUTHORITY & ENFORCEMENT

- 5.1.1 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.
- 5.1.2 Greenview's Chief Administrative Officer or their designate, shall enact or cancel Road Bans and limit or increase the allowable weights of Commercial Vehicles when and where necessary so as to prevent damages to any Highway within its jurisdiction.
- 5.1.3 Upon enacting or cancelling a Road Ban, signage shall be placed on or removed from the respective Highway(s), identifying the allowable weight of Commercial Vehicles.
- 5.1.4 Violators shall be prosecuted in accordance with Traffic Safety Act, the Provincial Offences Procedure Act: Procedures Regulation, and the Commercial Vehicle Dimension and Weight Regulation.

Read a first time this ____ day of ____ A.D., ____.

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

This Bylaw shall come into force and effect _____.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: **Bylaw 16-771 License Of Occupation**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: September 13, 2016

DEPARTMENT: COMMUNITY SERVICES/AGRICULTURE

FILE NO./LEGAL:

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

ACAO: DM

MANAGER:

GM: GG

PRESENTER: GG

LEGAL/ POLICY REVIEW:

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – WHEREAS the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.7.b of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to establish Bylaws pertaining to people, activities and things in, on or near a public place or place that is open to the public within Greenview;

WHEREAS the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within Greenview;

WHEREAS the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.61 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to grant rights, exclusive or otherwise, with respect to its property, including property under the direction, control and management of Greenview;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.13.o of the Alberta Traffic Safety Act, to issue a License or permit that is terminable on 30 days' notice in writing for the temporary occupation or use of a road allowance or Highway or a portion of a road allowance or Highway when it is not required for public use;

Council Bylaw / Policy (cite) – EES 07: Road Allowance Licensing & EES 12: Road Allowance Restrictions;
License of Occupation: Road Allowance Licenses Policy (Proposed, subject to adoption of this Bylaw)

RECOMMENDED ACTION:

MOTION: That Council give First Reading to the Licence of Occupation Bylaw 16-771.

BACKGROUND / PROPOSAL:

Council requested administration to bring forward the License of Occupation Bylaw that will allow Greenview to hold an Agreement with the applicant for the purpose of utilizing a road allowance for agricultural use.

Greenview currently has (85) vacant Road Allowance Licenses (RAL's) with bylaws attached. Since the renewal of the 2015-2017 Road Allowance Licenses/Leases, administration has sought to revamp the entire application and renewal process in an effort to minimize the number of Bylaws associated with the program.

Under the proposed Bylaw, ratepayers can enter into Road Allowance Licenses with Greenview for the forthcoming 3 year interval (January 1, 2018- December 31, 2021).

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 a "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.

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 as a condition of receiving a licence.

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.

This program will be transferred from Infrastructure & Planning and administered by Community Services/Agricultural Services effective January 1, 2018.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve, alter or deny the proposed License of Occupation Bylaw.

Benefits – The benefit of adopting the Licence of Occupation Bylaw is that various forms of land occupation would be governed by the proposed Bylaw (i.e. Road Allowances, Haying & Pasturing etc.)

Disadvantages – There are no perceived disadvantages to the proposed Bylaw; however, maintaining the present system would continue to be an extremely cumbersome process for Administration.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- License of Occupation Bylaw 16-771.
- License of Occupation: Road Allowance Licenses Policy.



BYLAW NO. 16-771
Of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to regulate and manage the implementation of Road Allowance Licenses under a License of Occupation Bylaw by the Municipal District of Greenview No. 16.

WHEREAS the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.7.b of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to establish Bylaws pertaining to people, activities and things in, on or near a public place or place that is open to the public within Greenview;

WHEREAS the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within Greenview;

WHEREAS the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.61 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to grant rights, exclusive or otherwise, with respect to its property, including property under the direction, control and management of Greenview;

WHEREAS the provisions of S.609 of the Municipal Government Act (Current as of March 1, 2016), prohibits the public from acquiring an estate or interest in land owned or controlled by Greenview by adverse or unauthorized possession, occupation, enjoyment or use of the land;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.13.o of the Alberta Traffic Safety Act, to issue a License or permit that is terminable on 30 days' notice in writing for the temporary occupation or use of a road allowance or Highway or a portion of a road allowance or Highway when it is not required for public use;

THEREFORE, it is hereby enacted by the Council of Greenview, a Bylaw that:

1.0. Shall be referred to as the *License of Occupation Bylaw*.

2.0. DEFINITIONS

In this Bylaw:

- 2.1.1 ROAD ALLOWANCE means the undeveloped portion of land, which has been shown as a road on a plan of survey and has been registered in a land titles office, and that the public is ordinarily permitted to use for the passage or parking of vehicles and pedestrian use.
- 2.1.2 ROAD ALLOWANCE LICENSE means an agreement formed under the License of Occupation Bylaw between Greenview and a Licensee which allows the use of a specified portion of a Road Allowance for a specified time.

3.0. GENERAL

- 3.1.1. 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.

4.0. LEGISLATION

- 4.1.1 It is understood that the most recent versions of all respective Federal, Provincial and Municipal statutes apply under this Bylaw.

5.0. AUTHORITY & ENFORCEMENT

- 5.1.1 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.
- 5.1.2 A person shall not occupy or otherwise use any portion of a Road Allowance unless a Road Allowance License authorizing the occupancy or use has been issued by Greenview.
- 5.1.4 Violators shall be prosecuted in accordance with, but not limited to, the Traffic Safety Act and the Provincial Offences Procedure Act: Procedures Regulation.
- 5.1.5 This Bylaw shall come into force and effect January 1, 2018.

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., ____.

REEVE

CHIEF ADMINISTRATIVE OFFICER

Title: Road Allowances: General Restrictions & Licensing

Policy No: 6300

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

License(e) – a person holding a 3 year License with Greenview for use of a Road Allowance for agricultural purposes

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

POLICY

1. Greenview, at its discretion, will allow ratepayers in good standing, via a Hay and Pasturing License, upon receipt of an Application or Request for Renewal, to utilize Road Allowances for agricultural purposes.
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. 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 Road Allowance, without refunds.
4. Licensee and/or public alterations and obstructions to Road Allowances require the expressed permission of Council. Unauthorized obstructions or physical alterations to Road Allowances 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 Road Allowance Licenses with 30 days' notice at any time.

6. Road Allowance 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 Road Allowance License.

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

3. 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.

4. Upon renewal, Licensees must pay for their 3 year License 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.

APPENDIX

1. Greenview Road Allowance License signs.



REQUEST FOR DECISION

SUBJECT: **Discontinuing Business Relations**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: September 13, 2016

DEPARTMENT: INFRASTRUCTURE & PLANNING/OPERATIONS

FILE NO./LEGAL:

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER:

GM: GG PRESENTER: GG

LEGAL/ POLICY REVIEW:

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) - NA

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council accept the presentation by Billy Loewen (Shebranee Trucking) as Information.

BACKGROUND / PROPOSAL:

Please see the attached documents which are correspondence between Greenview and Mr. Loewen.

Greenview issued a letter regarding the discontinuation of business relations to Mr. Billy Loewen, owner of Shebranee Trucking on July 25, 2016. As stated in the letter to Mr. Loewen, it was with careful consideration that this course of action was taken. After investigating Mr. Loewen's concerns regarding not being hired on the Forestry Trunk Road since February 2016, it was confirmed that Greenview indeed had not contacted Mr. Loewen or had Mr. Loewen been in contact with Greenview's Supervisors since February 26, 2016.

At the DeBolt Ratepayers' BBQ, Mr. Loewen discussed the letter with the General Manager, Infrastructure and Planning and raised several concerns and provided additional information for Greenview's consideration. Greenview investigated these concerns and decided to uphold the original decision.

Mr. Loewen is not satisfied with this decision and has asked to appear before Council to discuss it.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – N/A

Benefits – N/A

Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

There are no perceived costs to the recommended action.

ATTACHMENT(S):

- Two letters written to Greenview by Mr. Loewen
- Letter written to Mr. Loewen by Greenview.

Billy Loewen, Shebranee Trucking
Po Bo 82
Crooked Creek, AB. T0H 0Y0
780-957-3172 or 780-831-9115
easyjackcody@aol.com

Attention: Douglas Cavers

Janis Simpkins suggested I email you my concerns.

I have been seeking input since August as to why I was not receiving a call to work with the MD for gravel haul. After speaking with Dave Hay, he bluntly said they were told not to hire my trucks by Dennis Loewen due to the following I will explain.

Last year, during the winter gravel haul I had 2 trucks working on Dennis Loewen's crew and 1 on Norm Patterson's crew. We did not have any issues or troubles working for Norm. The trucks on Dennis's crew were working on the trunk road. It was an interesting job to say the least. One of my trucks was rocked (happens especially on loose gravel with higher speeds) by another truck on the same crew. It was rocked so hard that a 1 1/2 " piece of gravel came through the windshield and landed in the bunk of the truck. I understand we are going to get rock chips on a gravel haul. But, when it comes right through the windshield it becomes a safety issue. I did go to Dennis and asked if he could have the trucks slow down when meeting other trucks at least, it was unsafe at this point. After repeatedly approaching him and no actions being taken, I called Dave Hay and made a report to him. Dennis appeared to have received a call from Dave sometime after. He approached me and harshly stated "if you don't like it out here go the home". I left it at that and continued to work, what was I to do? Dennis would not sign my daily tickets, but signed others. It proceeded to get from bad to worse with Dennis.

Not 2 weeks later, one of the trucks on crew was going so fast that it could not make the corner (off the canfor road to onto the trunk) and collided with 2 parked pickups. Once again I voiced concern about higher speeds but felt it was to deaf ears.

This year, I did not get a call to work. Even though, my trucks are listed cheaper on bid sheets than 5 other trucks that worked for Dennis Loewen all summer. I contacted my council member, Dave Hay wondering what was going on. The response I got was "Dennis doesn't want your trucks back. He said your paper work was never in to him on time and you complained too much that the MD should be buying you new tires". I explained about how Dennis would not sign my tickets until "he" felt like it. Unfortunately, I was the one looking bad with that outcome. As for tires, everyone on that entire crew complained about tires for the duration of the job. We all went through tire repairs and costs like crazy. Did we complain? Absolutely. Was it to get new tires? Absolutely not, yet another false accusation from Dennis. Dave suggested at that point that we all meet, sit down and sort the under lying issues out. I agreed. Dave said he would call me in a couple of days and let me know the date. After almost a week of no response, I called Dave again. His reply this time, "Dennis refuses to meet". I asked then, who exactly is in charge here? For some unknown reason, it appears that whatever Dennis Loewen says, goes. I am certainly confused with the ladder of command at the greenview #16 office/operations.

I was extremely frustrated at the "false" facts Dennis was able to report to our MD and level of belief. I feel I have been slandered enough by Dennis Loewen and it must end. I am unclear about conflict of interest and hiring, and whom oversees and ensures that it is all done properly. I feel there is an absolute buddy system. Not exactly sure why our MD asks for bids when it is pre-determined who is hired with this buddy system. Again, unclear why our tax payers and governments are covering a greater cost for gravel hauls when there are trucks with lower rates available. Here is one thing that appears

clear, when you have stepped on someone's toes, or they at least feel you have. It does not matter about safety or cost, that is a sad fact. It has been said that I got put in the penalty box. I couldn't find that one in the MD handbook, sorry.

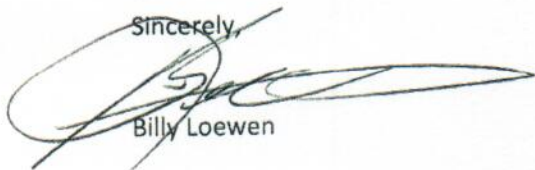
I have worked for years on spring gravel hauls and we have never had a problem with Norm. My company does quality work and is flexible. When it comes to the safety of my employees and equipment, that comes first. There is NO safety issue that should not be brought to light and dealt with. There should be no penalty box or slander for doing so. I have trucks sitting that are listed for \$138.00 which is lower than most trucks on your list that are working right now. I have attempted resolution from every way I know how. It is extremely hard to fix something such as, someone else making you look bad, and having people believe such accusations. Especially, when those people are in offices and never on the job to witness others actions or truths. I would not be calling, emailing and seeking work if I did any of what Dennis Loewen falsely reports. I have no problem working for anyone. I am a business owner and if I have concerns, they are definitely known. I, would not be doing my job otherwise. Personal issues and friends are left at home when I go to work. I also ensure my employees follow suit. Grudge, no place for it in the workforce. We cannot conduct business like that. I could make false reports, but reality is, it is always a he said - he said circle, useless.

Well, there is my problem. I cannot seem to find any resolution and work within the MD. I do not appreciate the run around or not working all summer. I have been seeking assistance since August. It appeared that Dennis Loewen was Boss. I even tried calling him but he would not answer. I believe there are "people" that actually oversee operations and deal with issues, I just simply cannot find those people.

I should mention, Norm Patterson did hire 2 of my trucks for 2 days in later October.

Thank you for your time and reading my concern. I would appreciate any feedback.

Sincerely,

A handwritten signature in blue ink, appearing to be "Billy Loewen", written over a horizontal line.

Billy Loewen

Shebranee Trucking
Box 82
Crooked Creek, AB. T0H-0Y0
780-831-9115 cell or 780-957-3172 office

To: Grant Gyurkovits, MD Of Greenview

This is in response to the letter I received stating the the Md of Greenview no longer wants to have a business relation with myself or Shebranee Trucking, due to a phone call I made to Dennis Loewen on February 12, 2016.

First thing is first, I told Dennis Loewen when I called him, that I would not be returning due to an altercation between myself and Bob Loewen, the owner of D.T.E . which occurred that night. This altercation was a result of Bob telling me how to run my company when working for Dennis Loewen, and because I addressed the way he was cussing drivers, including myself, on the radio. I informed Dennis Loewen that my not returning to the job had nothing to do with the MD and I appreciated the work. I was not going to bring this to altercation to the worksite because then he would have to let us both go so I would be the bigger man and stay home, and that there were no hard feelings between us. I did leave my second truck on the stockpile job. If I no longer wanted to work for the MD, why would I have done that?

This has been an ongoing battle with Dennis Loewen since 2012, where every year, he makes up lies so that the MD would not hire me; also stated in a email sent in 2012. The Md preaches safety but when it comes to Dennis's crew that's far from what happens. If you don't follow suit with what D.T.E , D&M Fournier & Jalen Trucking do and say your of no use to that crew (which is known throughout the other gravel haulers as Dennis's "click"). For example, turning around by backing or driving through ditches, turning around in fields outside of road right of ways rather than drive to next cross road or approach to turn around, cleaning dirty lights off before entering on a highway, hauling loads while having flat tires and working equipment when the yearly safety certification has expired because you don't want to miss a day just to name a few, which my company has never done, and will never do. My trucks always show up to the job washed everyday, clean and ready for work. I only took a hand full of days off from the job last summer for funerals and a couple long weekends to spend with my family. Yes there were days we left early to go get tires fixed but Dennis or Jayme were always let know where we were going . If I was not going to be at work for a day, again, I always informed either Dennis or Jayme what my reason was. For example, a funeral, which I was told every time by Bob Loewen "that's a retarded to reason to miss work. Either fucking work or stay home" were his exact words over the radio. It should not be any contractors business or require their input when it comes to another contractor. Dennis would never address him.

There was a incident on the trunk road last winter which totally blew myself and many of the other drivers away when Bob Loewen called one of the other md truck driver "an inbred" for about 20 minuntes. It's still talked about today, and how Dennis who was only a little ways away and in radio range didn't say a word to Bob.

My company has safety sheets that I couldn't get filled out by Dennis , which is a strike against c.o.r certification. The MD has tailgate sheets to be filled out every job as well, but they never were brought out until OH&S came to the stockpile job just the one time. We also fall under the federal transport laws same as other companies on that crew which limit us to a 70 hour work week then drivers need a 36 hour reset "days off". I will not risk my clean operating authority that has been clean with no points since 1994.

Here are a list of people that you can call as a reference from past work I have done with them on md jobs and to the type of person I am

Jayme, md road checker and loader operator phone # 780-558-9197

Keith Brown, owner of K.B Holdings gravel truck owner phone # 780-882-9060 Keith can verify that it was not me cussing on the radio since he was right behind me and that I left stockpile for personal reasons.

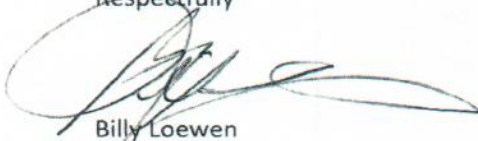
Dan Hufngel , owner of gravel trucks phone # 780-524-2129

Wally Whitman, owner of Webster hauling phone # 780-876-8760

Taz Enterprises, owner Cal phone # 780-524-9765

I appreciate the time you took the other day to sit and talk to me and discuss what was going on. I respect you for that Grant, and that you were going to look into to things. I did however find it disturbing to find out the reason I was not working was Dennis Loewen again, and that I was not called or questioned on the false information he was giving. I have no respect for Dennis Loewen, he lies and doesn't care who he insults or slanders as long as his "click" as know to all of us gravel haulers, gets to work for him. I will be seeking legal advice on how to deal with Dennis Loewen, as he has engulfed my life with a smear campaign since 2012. I have no interest in involving the MD in the personal vendetta Dennis has repeatedly used to destroy my working relationship with, and I will leave the MD out of it. However, me not working for the MD must be addressed and resolved. For reference, I am also forwarding a previous email to verify what Dennis has caused every year.

Respectfully

A handwritten signature in blue ink, appearing to read 'Billy Loewen', with a stylized flourish at the end.

Billy Loewen

Owner, Shebranee Trucking.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

July 25, 2016

Shebranee Trucking
Box 82
Crooked Creek, Alberta, T0H 3N0

Attention: Mr. Billy Loewen

RE: Discontinuing Business Relations

Without prejudice:

It is with careful consideration that the Municipal District of Greenview of Greenview has conclusively decided to discontinue its business relations with Shebranee Trucking or any related businesses operated by Mr. Billy Loewen in the Municipal District of Greenview.

Greenview's decision is respectively based on concerns over the past employment of Shebranee Trucking and as recently as February 12th, 2016 where a statement by phone was made by Billy Loewen to a Greenview employee that Shebranee Trucking no longer wanted to work for Greenview.

In closing, Greenview expects to have a positive, respectful working relationship with all hired contractors. Greenview has struggled to find this common ground with Shebranee Trucking owner Billy Loewen.

Respectfully,

Grant Gyurkovits
General Manager, Infrastructure & Planning

GG/lt

cc: Greenview Council



REQUEST FOR DECISION

SUBJECT:	Bylaw 16-767 Big Mountain Industrial Park Area Structure Plan		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	September 13, 2016	ACAO: DM	MANAGER: SAR
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:	

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.*

RECOMMENDED ACTION:

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

BACKGROUND / PROPOSAL:

Administration has received a revised 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

On August 23, 2016 a Public Hearing was held for Bylaw No. 16-767 and Council tabled Third Reading of the Bylaw, until concerns regarding, mitigation measures for sound, internal roads, water sourcing, and emergency routing were addressed. The Area Structure Plan has been revised and is being brought forward to Council for Third Reading.

Revisions to the Area Structure Plan are as follows:

- Page 12, Section 2.4.1 Potable Water Supply revised to say “All individual lot owners will be responsible for their own water supply as the Developer will not be drilling any water wells on the site.”
- Page 13, Section 2.4.8 Abandoned Wells and Pipelines revised to say “There are no abandoned wells on the subject property and there are no pipelines.”
- Page 13, Section 2.4.10 Road Standards revised to say “10 metre (32.8 ft.) road top.”
- Page 16, Map was revised to show emergency access route.

The Applicant has submitted a letter (Schedule 'B') outlining ways to address the noise attenuation issue and that these issues be dealt with at the subdivision stage. The Applicant is proposing one of two options: leave a fifty metre tree buffer of Municipal Reserve with a six foot fence or add a high soil berm on the municipal reserve, leaving thirty metres of tree buffer. Details on the type of noise attenuation barrier and materials used will be determined at the subdivision stage.

Administration has reviewed the Area Structure Plan, and the Plan meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration is satisfied that the revised Plan addresses Council's concerns, as well as policies for utilities and serving, transportation networks and the development of industrial lots.

OPTIONS – BENEFITS / DISADVANTAGES:

Option – 1. That Council pass a motion to give Third Reading to Bylaw No. 16-767, as presented.

Option – 2. That Council pass a motion table Bylaw No. 16-767 for further discussion or information.

Option – 3. That Council defeat Third Reading of 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.

COSTS / SOURCE OF FUNDING:

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

ATTACHMENT(S):

- Schedule 'A' – Big Mountain Industrial Park Area Structure Plan
- Schedule 'B' – Applicant Letter

Big Mountain Industrial Park Area Structure Plan





Big Mountain Industrial Park – Area Structure Plan

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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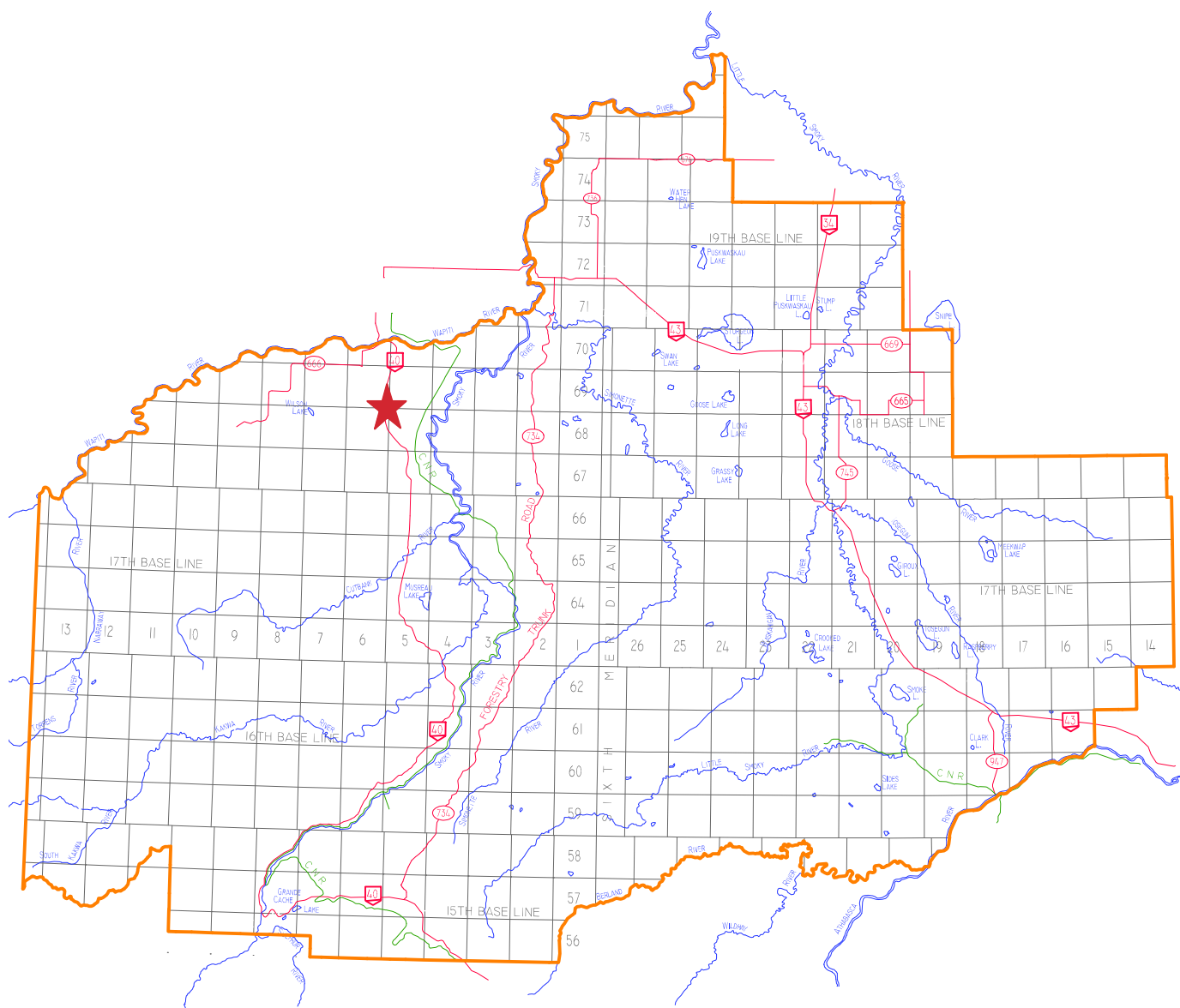
1.0 INTRODUCTION

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.



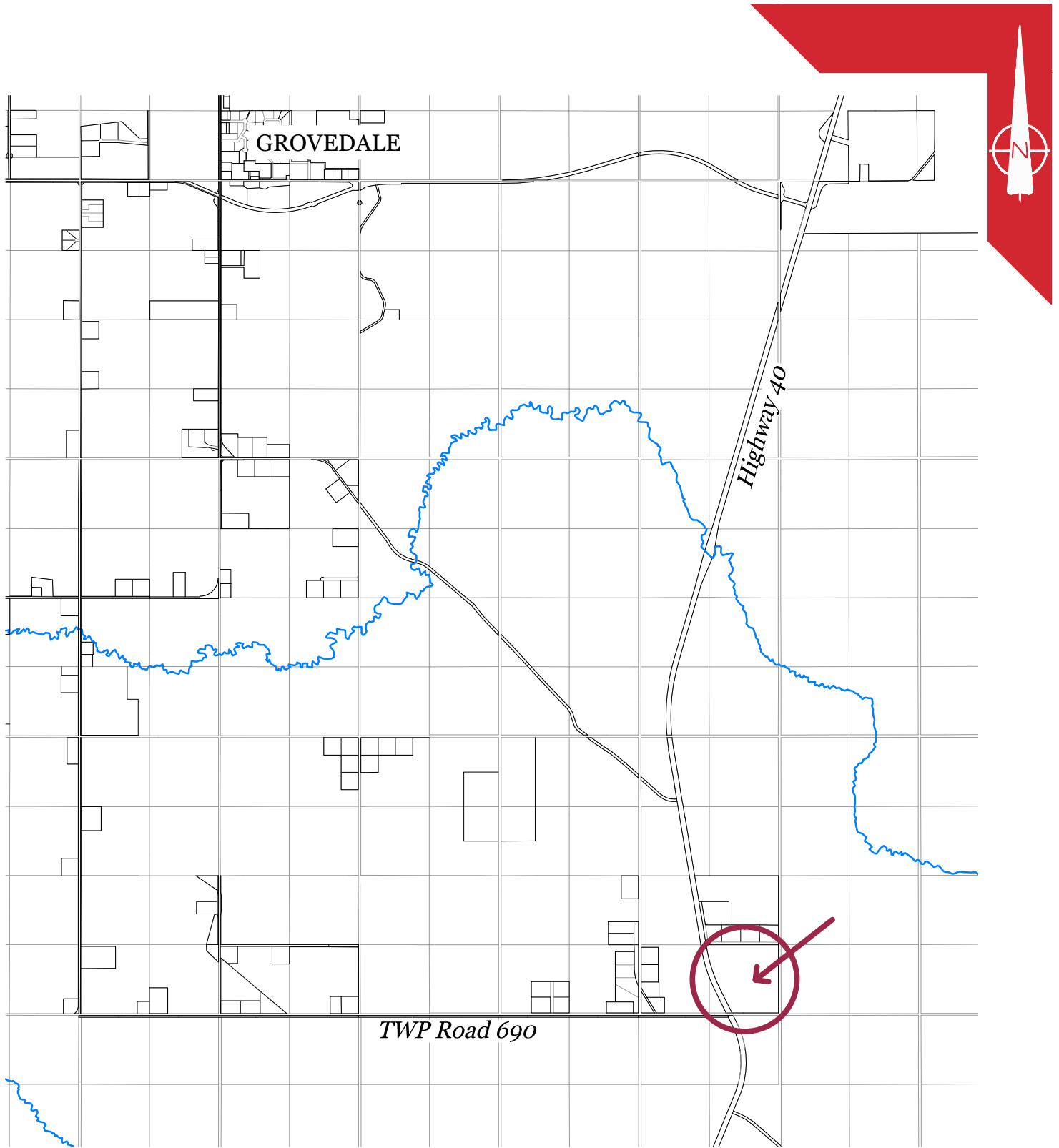
1.1. Purpose and Scope

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

38820 ED60

Overall Location Map
1913212 Alberta Ltd.
Figure 2
June 2016

1.2. Policy Context

1.2.1.

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 2nd and 3rd 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. The developer acknowledges the light and noise issues on the north side of the subject property and will work with the M.D. administration to address these issues to their satisfaction at the time of subdivision.

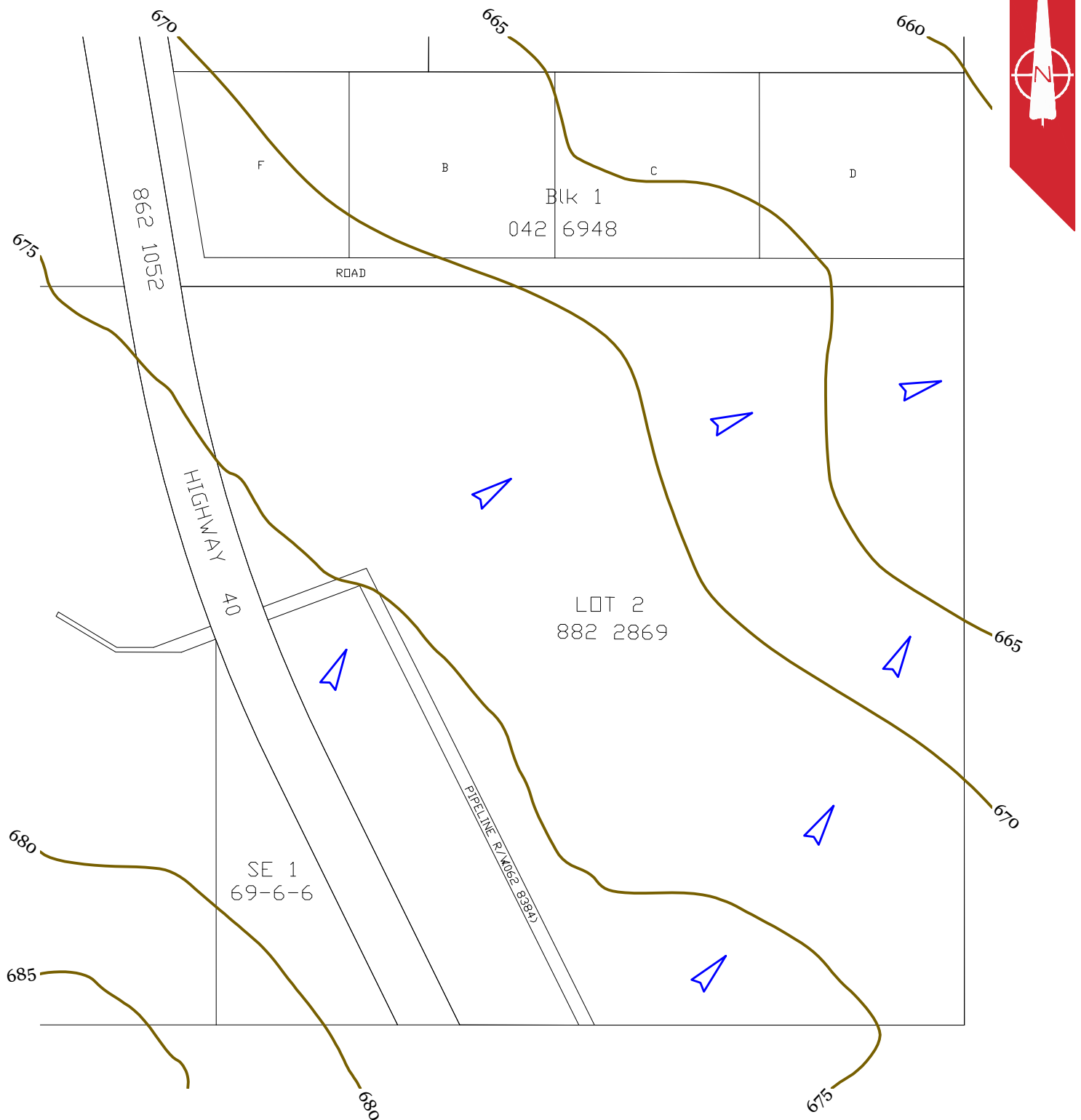
Agricultural uses directly border the subject property to the west across Highway 40 with more residential parcels approximately ¼ mile to the west. The site is bordered on the east and south by crown land that is controlled by the province.

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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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 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 as the Developer will not be drilling any water wells on the site.

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 and there are no pipelines.

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.

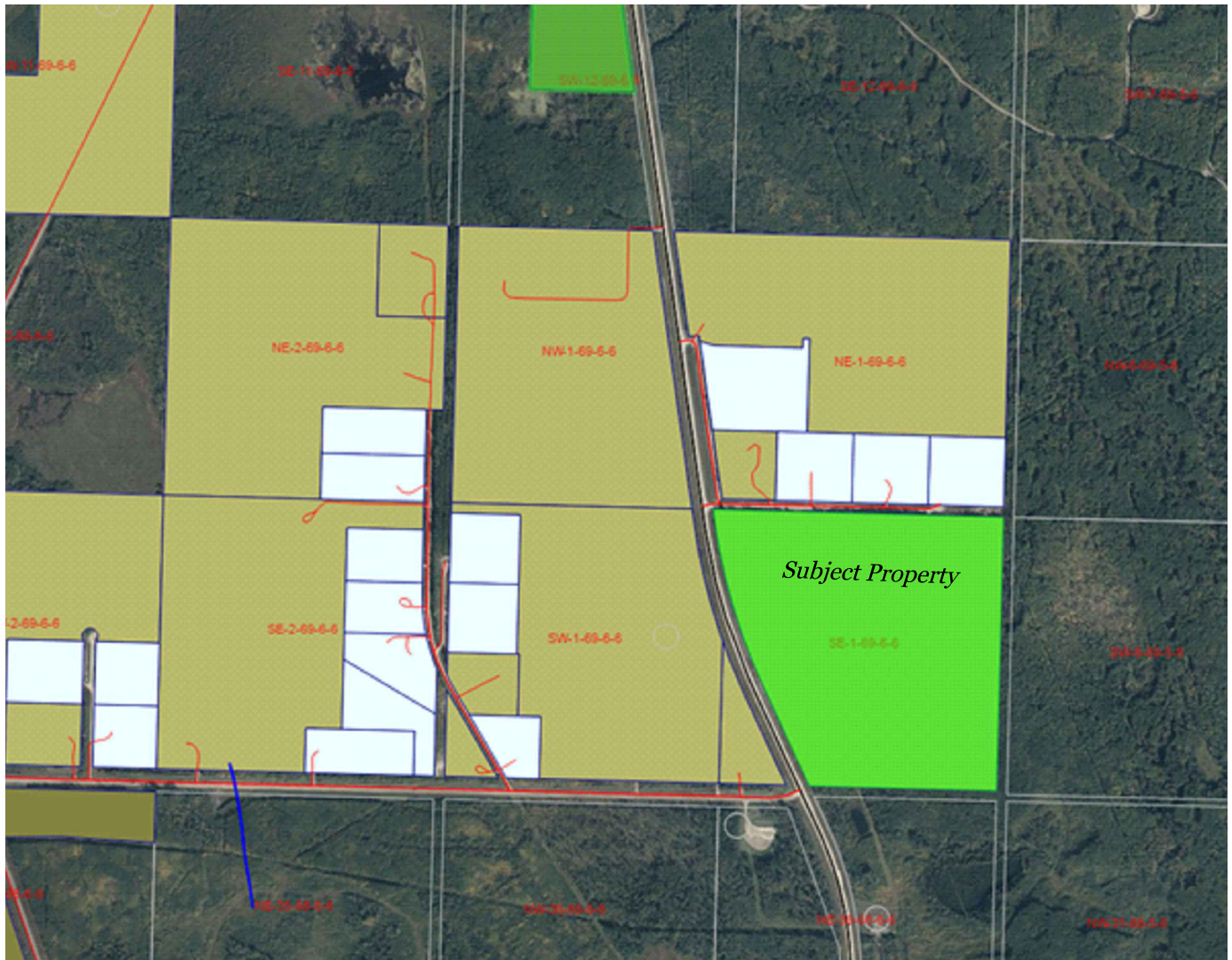
2.4.10. Road Standards

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.

A 10 metre (32.8 ft.) road top 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.

An emergency exit has been provided for with knock down bollards to prevent daily use of the access (see figure 5).



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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
- 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.*

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) 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.

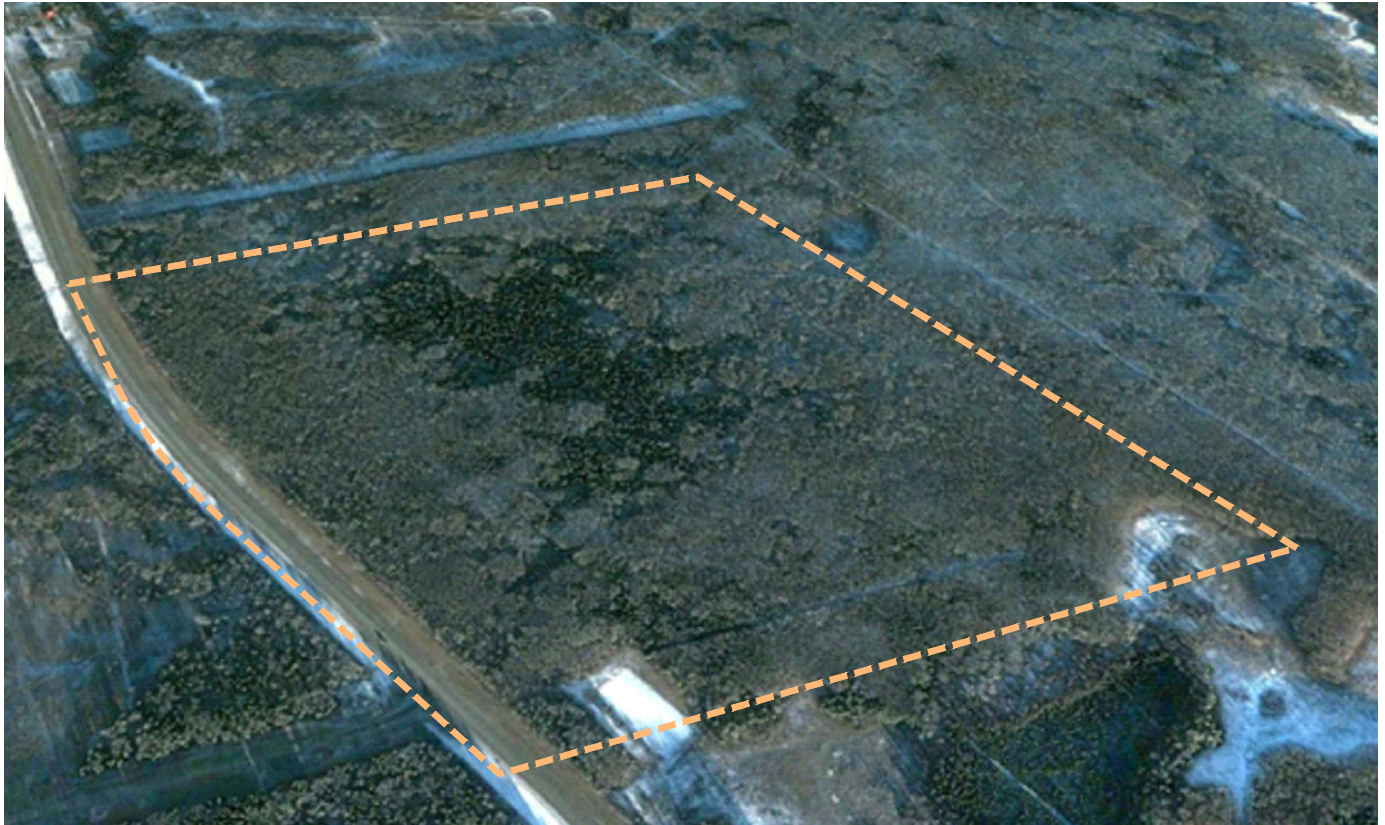
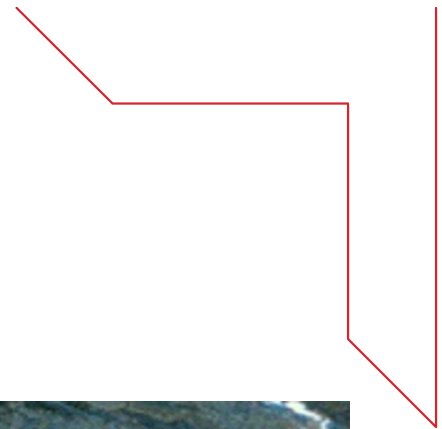
Any development agreements required by the Municipal District will be provided as a condition of the subsequent subdivision.

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.



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w: www.opussw.com

August 31, 2016

Big Mountain Industrial
#112, 8716 108 Street
Grande Prairie, AB T8V 4C7

Ms. Sally Rosson, Planning and Development Manager
Planning and Development
M.D. of Greenview #16

Re: Big Mountain Subdivision

Please accept this letter related to our discussions regarding the potential noise issue once this land is developed.

As you noted in your August 26, 2016 correspondence and reiterated at our meeting in Valleyview yesterday, there were some concerns raised about the potential for additional noise once the land is developed in some fashion.

While we agreed that this is an issue for the Subdivision process, we have included a clause in the revised ASP to insure our recognition of the issue.

While we do understand the potential for added noise, we do feel that the 50 meter buffer of trees on the north property line (MR) will serve the purpose of diffusing noise as well as blocking light coming from both the subdivision and Highway 40.

Should the land remained zoned Agricultural, then this entire buffer of trees could well be removed for farming purposes leaving the residents to the north totally exposed to both light and noise from the highway, area intersections, and any other current or future developments.

We are willing to look at options with you and the M.D. Administration and have noted a couple below:

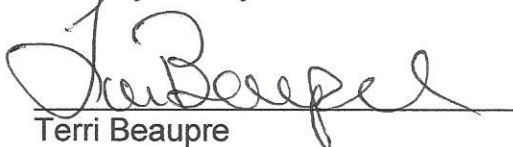
- 1) Leave the buffer in place as it is and construct a two meter (six foot) high solid wood fence along the south boundary of Lots 6, 7, 8, and 9 as they are developed.
- 2) Remove the buffer on the proposed Municipal Reserve to create space for a two meter high soil berm with 3:1 slopes and a two meter wide top. As this would use approximately twenty meters of the Municipal Reserve, it would still leave about thirty meters of tree buffer. There will, however, be breaks in the berm to allow for drainage and the Emergency Access.

While there may be other options, we feel that either of these provide the noise and light barriers needed while protecting the aesthetics that are in place.

We look forward to discussing these options and to arriving at a solution at the appropriate time in the development process.

Should there be any questions or comments, please contact Jim Uhl at 780-518-7606 or at Juhl@telus.net.

Thank you for your consideration.



Terri Beaupre

Cc: Lindsay Lemieux
Jim Uhl



REQUEST FOR DECISION

SUBJECT:	Bylaw 16-763 / SE-1-69-6-W6, PLAN 8822869, LOT 2			
SUBMISSION TO:		REVIEWED AND APPROVED FOR SUBMISSION		
MEETING DATE:	September 13, 2016	ACAO:	DM	MANAGER: SAR
DEPARTMENT:	INFRASTRUCTURE & PLANNING/PLANNING & DEVELOPMENT	GM:	INT	PRESENTER: LL
FILE NO./LEGAL:	A16-002 / SE-1-69-6-W6, PLAN 8822869, LOT 2			LEGAL/ POLICY REVIEW: INT
STRATEGIC PLAN:				FINANCIAL REVIEW:

RELEVANT LEGISLATION:

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

Council Bylaw / Policy (Cite) – *Municipal Development Plan Bylaw No. 03-397; Grovedale Area Structure Plan Bylaw No.04-432; and Land Use Bylaw 03-396.*

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 16-763, to re-designate a 49.67 hectare ± (122.75 acre) area within SE-1-69-6-W6, Plan 8822869, Lot 2 from Agriculture (A) District to Industrial (I) District, as per attached Schedule 'E'.

MOTION: That Council give Third Reading to Bylaw No. 16-763, to re-designate a 49.67 hectare ± (122.75 acre) area within SE-1-69-6-W6, Plan 8822869, Lot 2 from Agriculture (A) District to Industrial (I) District, as per attached Schedule 'E'.

BACKGROUND / PROPOSAL:

The application for Land Use Amendment A16-002 was received on February 4, 2016 to re-designate a 49.67 hectare ± (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. The proposed rezoning would allow for the subsequent subdivision of industrial parcels, intended for light industrial development.

Under the Grovedale Area Structure Plan, this quarter is designated as Agriculture. The use of land that is identified as Agriculture shall be limited to the following "... industrial development subject to Section 2.5..."

Section 2.5 (a) types of industrial uses that may be considered in the Plan area include the following: natural resource extraction industries; oil and gas processing plants and related operations; agricultural industries; storage yards; small scale industrial pursuits; major home occupations.

Furthermore an Area Structure Plan was prepared in accordance with Section 6.2.5 of the Municipal Development Plan which states that an Area Structure Plan be prepared for a proposed rural industrial park.

Referral comments were received from Alberta Parks and Recreation, Alberta Culture and Tourism, ATCO Gas and ATCO Pipelines, no concerns were noted. No concerns were received from Greenview's internal departments.

The application was circulated to landowners within 1500 meters of the proposed development for comment. Landowner objection letters were received (Schedule C) with concerns regarding noise, increased traffic, safety and interference with neighbouring parcels' use and enjoyment. A Traffic Impact Assessment was completed and submitted to Alberta Transportation.

Bylaw 16-763 is being brought forward to Council for Second and Third Reading. A Public Hearing was held on August 23, 2016, and Council tabled the Bylaw 16-763 until Third Reading was given to Bylaw No. 16-767 Big Mountain Industrial Park Area Structure Plan.

Administration has reviewed the land use amendment application, and the proposal meets the requirements of the Municipal Government Act, Municipal Development Plan and the Grovedale Area Structure Plan. Administration is satisfied that the proposal addresses all requirements for re-designation and subsequent subdivision, and is recommending that the application be given Second and Third Reading.

OPTIONS – BENEFITS / DISADVANTAGES:

Option – 1. That Council pass a motion to give Second and Third Readings to Bylaw No. 16-763, as presented.

Option - 2. That Council pass a motion table Bylaw No. 16-763 for further discussion or information.

Option - 3. That Council defeat Second Reading of Bylaw No. 16-763.

COSTS / SOURCE OF FUNDING:

The \$800.00 Land Use Amendment application fee has been paid.


ATTACHMENT(S):

- Schedule 'A' – Application & Sketch
- Schedule 'B' – Owner Location Map
- Schedule 'C' – Farmland Report and Map
- Schedule 'D' – Referral Responses
- Schedule 'E' – Adjacent Landowner Responses
- Schedule 'F' – Bylaw 16-763



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Schedule 'A' – Application and Sketch



LAND USE AMENDMENT APPLICATION – FORM A
Municipal District of Greenview
4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca

*Rec'd
Feb 4, 2016
guc*

FOR ADMINISTRATIVE USE

LUB MAP NO.	BYLAW NO.
APPLICATION NO. <i>A16-002</i>	
RECEIPT NO. <i>216465</i>	
ROLL NO. <i>292683</i>	
RFLA RATING	

NAME OF APPLICANT(S) Mike Head		NAME OF REGISTERED LANDOWNER(S) 1913212 Alberta Ltd.	
ADDRESS #112, 8716-108 Street		ADDRESS #112, 8716-108 Street	
Grande Prairie, Alberta		Grande Prairie, Alberta	
POSTAL CODE	TELEPHONE (Res.) (Bus.)	POSTAL CODE	TELEPHONE (Res.) (Bus.)
T8V 4C7	780-933-2677	T8V 4C7	780-933-2677

Legal description of the land affected by the proposed amendment

South 1/2	SEC 1	TWP. 69	RG. 6	W 6 M.	OR	REGISTRATION PLAN NO. 882 2869	BLOCK	LOT 2
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Q. of T. 152 321 379

Land Use Classification for Amendment Proposed:

FROM: Agricultural	TO: Industrial / Country Residential (CR 2)
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Reasons Supporting Proposed Amendment:

Abandoned Well Search: Feb 11/16 guc

Land in the area is required for Light Industrial use. Access to major developments is excellent (Norbord, Tervita, Secure, Two Lakes area, etc.). on

Residential component on the north boundary is compatible with adjacent land.

Physical Characteristics:

Describe Topography: Gently sloping.	Vegetation: General deciduous.	Soil:
--------------------------------------	--------------------------------	-------

Water Services:

Existing Source: None	Proposed Water Source: Public Offsite Supply
-----------------------	--

Sewage Services:

Existing Disposal: None	Proposed Disposal: Public Offsite Disposal Site
-------------------------	---

Approach(s) Information:

Existing: None	Proposed: As noted on attached drawing. To M.D. and A.T. specs.
----------------	---

☐ I / We have enclosed the required Application Fee of \$ 800.00.

Date: *Feb 4, 2016* Applicant(s): *M. Ketter*

Date: *Feb 4, 2016* Registered Landowner(s): *M. Ketter*

NOTE: Registered Landowner(s) Signatures required if different from Applicant.

Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33 of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of our Development program. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780-524-7600.

2



Schedule 'A' – Application and Sketch





MUNICIPAL DISTRICT OF GREENVIEW No. 16

Schedule 'B' – Owner Location Map

FILE NO. A16-002

APPLICANT: MIKE HEAD

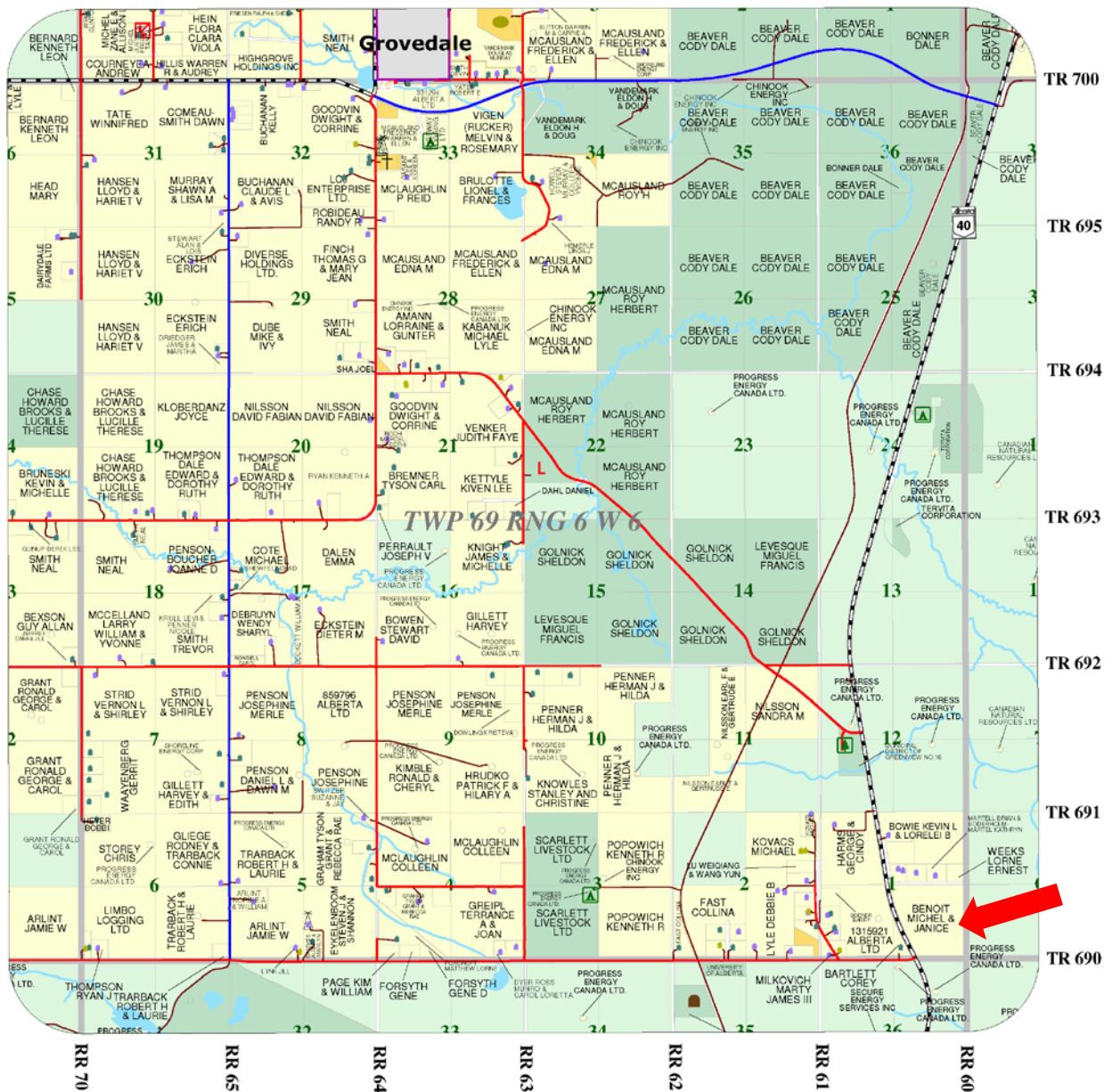
LEGAL LOCATION: S ½-1-69-6-W6

LANDOWNER: 1913212 ALBERTA LTD.

Township 69, Range 6



M.D. of Greenview No. 16



Schedule 'B' – Owner Location Map





MUNICIPAL DISTRICT OF GREENVIEW No. 16

Schedule 'C' – Farmland Report and Map

APPLICANT: MIKE HEAD

LANDOWNER: 1913212 ALBERTA LTD.

FARMLAND REPORT NOT AVAILABLE FOR THIS PARCEL





MUNICIPAL DISTRICT OF GREENVIEW No. 16

Schedule 'D' – Referral Responses

From: LandInquiries@atcoelectric.com
To: [Jenny Cornelsen](#)
Subject: AEL2016-0250/ A16-002 Mike Head
Date: March 18, 2016 1:20:05 PM

Good Afternoon:

ATCO Electric has no comments or concerns with this application. Thank you

Karen Diaz- Hernandez

Land Administrator | **Land Administration**

ATCO Electric Ltd. | Distribution | Land & Forest Operations

18th Floor Canadian Western Bank Building

10303 Jasper Ave, Edmonton AB T5J 5C3

phone: 780-509-2094 | fax: 780-509-9220

email: Karen.Diaz-Hernandez@atcoelectric.com

From: Isabel.Solis@atcopipelines.com
To: [Jenny Cornelsen](#)
Subject: 16-0953 Response - A16-002 Mike Head
Date: April 1, 2016 8:53:41 AM
Attachments: [DOC031716-03172016072108.pdf](#)

Good Morning,

ATCO PIPELINES has no objection.

Thank you :)

Isabel Solis | Operations Engineering Administrative Coordinator

ATCO Pipelines | 7210-42 Street NW | Edmonton, AB T6B 3H1

T: 780.420.3896 | F: 780.420.7411 | E: Isabel.Solis@atcopipelines.com

MISSION: ATCO Pipelines provides reliable and efficient delivery of natural gas and is committed to operational excellence and superior customer service while ensuring the safety of our employees and the public.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

NOTICE TO I&P

Faxed: February 16, 2016 File No.: A16-002
Legal Description: SE-1-69-6-W6 Lot 2, Plan 8822869
Applicant: MIKE HEAD

PROPOSED LAND USE AMENDMENT: AGRICULTURE - A to INDUSTRIAL - I

Please provide your comments on the PROPOSED LAND USE AMENDMENT AND SUBSEQUENT SUBDIVISION in the space provided below or attach any additional comments on a separate sheet. If you have any questions regarding the attached, please contact our office. Deadline for your written comments: NOON, February 18, 2016.

If no comment is received by the above-specified date, it will be deemed as 'no objection'.

If you have any questions regarding the attached, please contact Planning and Development Manager Sally Ann Rosson at 780.524.7600 or sally.rosson@mdgreenview.ab.ca.

COMMENTS: - Approach off HWY 9A TO MEET A.T. STANDARDS + ON TRAFFIC IMPACT ASSESSMENT
- INTERMEDIATE ROADS + CURB AS SACE TO MEET G.V STANDARDS AS WELL AS APPROACHES IE. 3m R/W, 12m DP
- ALL CULVERTS TO BE NEW WITH SURGE ENDS + RIP RAP PLACED
- SITE DRAINAGE PLAN - LOT DRAINAGE PLAN
- ONCE PROJECTS MOVE FORWARD WILL NEED TO SEE PROPER PLAN/PROFILE AND RELEVANT INFO TO MAKE COMMENTS ON.
- IS RESIDENTIAL ROAD ON NORTH END MEET G.V STANDARDS?
- ENVIRONMENTAL ISSUES? THERE IS EVIDENCE ON OVERSLOPES + DITCHES ON CURRENT ROAD. THEY MIGHT CAUSE SWAMP BUT IN THE FIELD THERE IS ACTUALLY A SUBSTANTIAL DROP FROM W TO E

NAME (PLEASE PRINT)

Kevin Sklapsky

SIGNATURE

[Signature]

Please check box for corresponding referral agency

Circulated to:

- ☐ M.D. General Manager, Infrastructure & Planning - Grant Gyurkovits: grant.gyurkovits@mdgreenview.ab.ca; (780) 524-4432
☒ M.D. Manager, Construction & Maintenance - Kevin Sklapsky: kevin.sklapsky@mdgreenview.ab.ca; (780) 524-4432
☐ M.D. Manager, Environmental Services - Gary Couch: gary.couch@mdgreenview.ab.ca; (780) 524-4432

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan 0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7711	Box 214, 10028-99st Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143

Toll Free: 1.888.524.7601

www.mdgreenview.ab.ca



April 8, 2016

Outside File #:A16-002
ATCO Gas File #1410:16-6906

BY EMAIL: jenny.cornelsen@MDGreenview.ab.ca

Dear Sir/Madam;

RE: Land Use Amendment – SE 01-69-06-W6M Plan 8822869, Lot 2

The comments contained in this response deal only in relation to ATCO Gas as a utility provider and/or an occupant of municipal rights of way. These comments do not apply if ATCO Gas and Pipelines Ltd. own any lands affected by this proposal.

The Engineering Design Department of ATCO Gas has reviewed the above named plan and this project is not in ATCO Gas' franchise area and we do not have any pipelines in the area.

If you have any questions or concerns, please contact me at 780-509-9216

Yours truly,

**ATCO Gas,
A Division of ATCO Gas and Pipelines Ltd.**

A handwritten signature in black ink, appearing to read "MVH", is written over the printed name and title of the signatory.

Mike Vanden Ham, E.I.T
District Engineering (North)

10035 - 105 Street, Edmonton, Alberta, Canada T5J2V6
Tel: 780-420-7211 Fax: 780-420-7400
www.atcogas.com

From: Rebecca Traquair [<mailto:rebecca.traquair@gov.ab.ca>]
Sent: July 26, 2016 2:10 PM
To: Jenny Cornelsen <jenny.cornelsen@MDGreenview.ab.ca>
Cc: Martina Purdon <Martina.Purdon@gov.ab.ca>
Subject: RE: A16-002 Public Hearing

Good morning,

Alberta Culture and Tourism has no objection to the rezoning, but the applicant should be informed that *Historical Resources Act* approval must be obtained prior to proceeding with any land surface disturbance associated with subdivision development by submitting a Historic Resources Application through Alberta Culture and Tourism's Online Permitting and Clearance (OPaC) system – www.opac.alberta.ca.

For more information, please refer to the Land Use Procedures Bulletin: Subdivision Development *Historical Resources Act* Compliance (copy attached).

Rebecca Traquair
Regulatory Approvals Coordinator
Archaeological Information & Regulatory Approvals
Archaeological Survey
Historic Resources Management Branch
Alberta Culture and Tourism
Old St. Stephen's College
8820-112 Street
Edmonton, AB T6G 2P8
Phone: (780) 431-2373 Fax: (780) 427-3956
Email: rebecca.traquair@gov.ab.ca
www.culture.alberta.ca/hrm

From: [James Proudfoot](#)
To: [Jenny Comelsen](#)
Subject: Big Mountain Industrial Park ASP - referral response
Date: July 18, 2016 11:30:18 AM

I have reviewed the ASP as well as had a look at other aerial imagery for this quarter section. No water bodies have been identified on this property in the ASP and I cannot see any in the imagery I have access to. That said if future assessments identify any water bodies (ex. wetlands such as bogs or swamps), Water Act authorizations may be required.

Also, some aspects of the storm water management system may require WA and possibly EPEA authorization.

In general, the act of subdividing land or rezoning it is not in itself a concern. However, the activities associated with development of and operations on the land must comply with existing legislation (*Water Act*) and associated policy. Excellence is the recommended standard.

Considerations and recommendations pertaining to the Water Act for proposed activities that may adversely impact a water body and the aquatic environment:

- a *biophysical assessment* is often required when development is proposed for an area and its biological or physical nature is not clearly understood. This should give specific attention to water and will facilitate sound decision making.
- the proposed land use shall respect and sustain area *water bodies*.
- a *buffer* (ER) is desirable to safe guard the aquatic habitat.
- the *riparian fringe* ought to be maintained in a natural state.
- natural drainage* shall be maintained.
- an appropriate *setback* from top of any bank is highly recommended to protect the water body (and property) from slope failure. (see Stepping Back from the Water document)
- any development that may cause drainage/flooding issues for neighbors and/or future landowners shall be avoided.
- development on the 1:100 year floodplain is discouraged and if proposed, all structures and development susceptible to damage from flooding ought to be flood proofed.
- activities impacting a water body may require an approval and an application ought to be submitted.
- if *wetland* plants are present in the area of a proposed activity, a Qualified Wetland Science Practitioner ought to assess the area to confirm the presence or absence of wetland habitat. If wetlands are present, impacts will need to be addressed under the Alberta Wetland Policy and Alberta Wetland Mitigation Directive. (<http://aep.alberta.ca/water/programs-and-services/wetlands/alberta-wetland-policy-implementation.aspx>).
- stormwater* shall be managed; release from property ought to be at predevelopment rates and address water quantity issues (ex. erosion) and quality issues (ex. siltation) so as not to result in an adverse effect.
- the construction of dugouts, borrow pits, stormwater ponds and other pits may require an approval (See guide). (<http://esrd.alberta.ca/water/legislation-guidelines/documents/DugoutsPitsExcavationGuide-Jun29-2015.pdf>)
- the *Water Act* and associated legislation must be followed (including Codes of Practice).
- pertinent best management practices are recommended.

This list of concerns may not be complete and is based on current legislation and policy which may change in the future.

For legislation, education and guideline materials, go to: <http://esrd.alberta.ca/water/default.aspx>

Please call if you have any questions or require clarification on any issue or comment above.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Schedule 'E' – Adjacent Landowner Responses

August 11, 2016

Ms. Sally Ann Rosson
Manager, Planning and Development
Municipal District of Greenview No. 16
Box 1079, 4806 - 36 Ave.
Valleyview, AB T0H 3N0

**Re: Big Mountain Industrial Park Area Structure Plan
1913212 Alberta Ltd./Located on : SE-1-69-6-W6 Lot 2, Plan 8822869**

Dear Ms. Rosson;

Proposed Big Mountain Industrial Park Area Structure Plan by Opus Stewart Weir Ltd.

I write in regards to the above planning application. I have examined the plans and I wish to object strongly to the development of this proposed industrial park in this location.

As an adjacent landowner, I am concerned for the impact this industrial park will have on my home. I moved to a rural area surround by trees for a reason. The reason I bought in this area was it was mostly farmland, crown land and some privately owned land (energy/Norbord) and was not to be developed but had highway access. At no time was there any mention of any/or possible industrial development in this area, only residential.

There is an environmental impact on the natural wildlife in the area as deer, moose, bears and cougar have been seen and are frequently seen in the proposed industrial area.

I am concerned as well regarding the visual impact, noise pollution, and light pollution that this industrial park will have. The developers even state there will be an "impact of industrial development on adjacent residential development. A 50 m green/buffer zone is not enough, especially with the potential of an addition exit on the northwest corner of the proposed industrial park.

Finally, there is a huge safety issue of both highway accidents and increased

theft incidents in the area. With an industrial park comes additional people, vehicles, trucks and strangers in the area. The highway is already a huge safety concern with the number of deaths that occur regularly due to high speeds, tired drivers and congested traffic. This proposed industrial park will just add to this unsafe highway by increasing traffic flow and adding the additional hazard of trucks slowing down and coming onto the highway.

As for personal property, there is a safety concern of unidentified people around acreages that may be vacant during the day due to homeowners being at work. Therefore, creating the potential for increase theft of personal property.

As stated earlier, I object strongly to the development of a proposed industrial park at this location due to environmental impact, residential impact, highway safety concern and personal property safety concerns.

Respectfully,

Don McInnis
Trixxel Contracting Ltd.
69043 Hwy. 40 Lot 5
Grovedale, Alberta
T0H 1X0

Sally Ann Rossen

We received the pkg for the application of rezoning SE-69-6-W6 Lot 2 Plan 8822869.

Thank you for the opportunity to speak about this application.

We would speak against this as we did not move to the Md to be next to a subdivision of industrial lots.

In the nine years since we have moved here there has been numerous industrial sites that have been created and expanded. Although these expansions have been a few km. from the residential subdivisions or acreages they have impacted us with the increased traffic and noise. This has affected us so much especially during the winter my wife almost refuses to drive the roads as there has been too many close calls. We have noticed the increase in traffic so much now that anybody trying to get onto the hwy from the service road has now been coming down to our approach close to our house as they can not safely pull out onto the hwy. By adding another intersection to this section would only compound the effect. With the major increase in traffic on this hwy we take an increased risk to our safety everyday. I have personally witnessed on an ever increasing occurrence the blatant violations of the hwy safety act of people passing on corners, over double yellow lines through intersections, down the hill on single lanes. Not to mention the excess speeds. My wife has almost been tboned trying to turn into our own driveway by people passing when not safe to do so.

I understand with industrial development there comes the increased risk of industrial accidents. I am a safety codes officer(Fire discipline) with my designations of power in the City of Grande Prairie and do have a understanding of some of the risks that come with industry. I am not sure of what the md does in regards to fire inspections and safety. I have looked at the plans and from what I know of this area we are down hill and at risk of exposure to any spills and run off. The location of the storm water pond would directly expose risk to my property in there were any spills that would over flow that storm pond. Our

pond on our land is our water source for us and the animals on our property.

I do think developing this property would directly affect us in the ability to be able to sell our property and would absolutely reflect the price as who would want to buy a residential property that is right adjacent to an industrial subdivision.

Again we are speaking against this rezoning to industrial lots.

If you have any questions on our submission please get ahold of us.

Sincerely

Kevin and Lorelei Bowie
Box 21461 Grande Prairie, ab
T8V-6W7
NE1-69-6-w6
69067hwy 40
kelorekennels@gmail.com
[780-538-0015](tel:780-538-0015)



crime and other nuisance activity. Furthermore, we are deeply concerned with the risk of industrial accidents their potential impact on residences in the area and forested areas, including forest fires.

The Area Structure Plan describes the site as, "heavily forested with deciduous trees" and "bordered on the east and south by crown land that is controlled by the province." This precisely explains the reason why so many residents find this area a desirable place to live. Industrialisation in this area will not only impact our quiet, secluded living environment but also our financial investment in our property, potentially substantially lowering the resale value of our home. We have invested a great deal into our property with the goal of spending our future in this area. The plan suggests this site would give access to Two Lakes and Gold Creek areas; however, the already existing industrial park near Grovedale provides arguably better access. Moreover, would be in closer proximity to Grovedale's Fire Station. We would support industrial development in those areas of Grovedale which have already been designated as industrial areas, as opposed to building a new industrial park adjacent to existing residential neighbourhoods. We do not believe this would be acceptable in a city or any other residential neighbourhood in the Grovedale area and we should not be viewed differently just because we happen to live near highway 40. As opposed to industrial development, we would be very encouraged to see future residential development in this area, growth which would function to build a stronger community.

Sincerely,

Eizabeth and Randy Dyck

August 07, 2016

Municipal District of Greenview No. 16

P.O. Box 1079

4806 – 36 Ave.

Valleyview, AB T0H 3N0

Attention: Sally Ann Rosson

Dear Ms. Rosson:

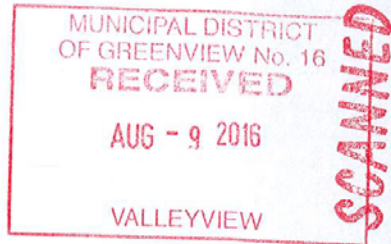
Re: Land Use Amendment Application No. A16-002

1913212 Alberta. Ltd. / Located on SE-1-69-6-W6M, Plan 8822869

1913212 Alberta Ltd.

Thank you for the opportunity to review and comment on the application above. We refer your attention to the rough sketch that was included. We have the following concerns:

1. The existing access road (TWP Rd 690A) shown to the north of the subject property has 4 rural residential parcels to the north of the road. The proposal indicates that there will be a 50 meter municipal reserve on the south side of the road. This means that the existing road will only be half utilized. We propose that 5 new rural residential properties be created on the south site of the road. The benefits of this include:
 - a. An existing powerline and telephone line along the road;
 - b. Provide the opportunity to run a natural gas pipeline into the area. The current properties are not serviced by natural gas. By creating 5 new properties and including the proposed development, it is cost effective to run natural gas into both the existing development and the proposed development;
 - c. Moving the Municipal Reserve south of the suggested 5 rural residential properties. The folks buying the 5 rural residential lots do so knowing that the industrial development is to the south of them. The existing owners have a greater reserve between them and the proposed development;
2. On TWP Rd 690A, the majority of the water drains on the south side of the road. This is real evident during the spring melt and heavy rains. This water is currently uncontrolled and ponds to the east of the circle at the end of the road. When the road right-of-way for TWP Rd 690A was cut and cleared, the area from the circle to the edge of the quarter was cut, cleared and berms created on either side of the right-of-way. The drainage ponds at the end of the cleared area and threatens to flood the eastern most lot on the north side of the road. Our suggestion is to grade the berms that were created and move the proposed storm water pond to the north adjacent to the existing cleared right-of-way and using the cleared right-of-way area as well;



3. The eastern most road should be connected to TWP Rd 690A. The northern road can be moved south. By connecting to TWP Rd 690A, the school bus can be routed directly east off of TWP 690 and avoid one of the left hand turns on Highway 40. This will also provide more than one access point into both the residential area and the industrial park;
4. It was noted in the proposal that the owners of the industrial park may use wells to serve water to their properties. We have a pre-existing well on our property and would like an assurance that the supply of water to our property will not be impacted.

By creating both residential and industrial properties on the above property, the Municipal District and the developer will better achieve their goals as stated in the developer's proposal, dated June 28, 2016. It should also be noted that the folks buying the residential properties may be the same folks buying the industrial properties. This will allow for a better work / personal life balance for those families.

Thank you for the opportunity to respond to this application.

Yours truly,



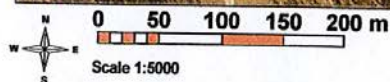
Kathryn Soderholm-Martell



Brian Martell

Land Use Amendment - Municipal District of Greenview No. 16 SE SEC 1 - TWP 69 - RNG 6 - W6M Plan 8828869, Lot 2

STORM
WATER
POND



Legend

- Land Use Amendment
- Lot Number
- Block Number
- Plan Number
- Rivers / Creeks
- Water Bodies
- Cadastre
- Municipal Boundary
- Industrial

LAND USE BYLAW MAP 243

Municipal District of Greenview No.16

Bylaw No.

Adopted by Council the xxth Day of Month, 20xx

NOTE:
This map has been consolidated for convenience only. The Official Bylaw and amendments thereto, should be consulted for all purposes of interpretation and application.



DEAR SALLY ANN ROSSON,

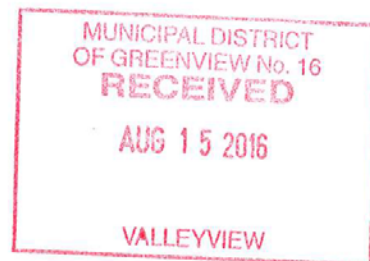
I AM AGAINST THE IDEA OF PLAN 8822869
RE. BIG MOUNTAIN INDUSTRIAL PARK AREA,
WHEN I TOLD MY KIDS ABOUT IT THEY WERE
ALMOST IN TEARS.

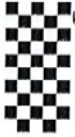
WE LIVE OUT HERE TO BE AWAY
FROM INDUSTRIAL, AND LIKE TO BE AWAY
FROM CITY LIFE. IN OUR MINDS
INDUSTRIAL SHOULD BE CLOSE TO
TOWN, NOT CLOSE TO US.

I WILL TRY TO BE AT SAID MEETING
TO MAKE SURE THAT THIS DOESNT GO THRU.

THANKS.

COREY BARTLETT





August 15, 2016

To: Sally Ann Rosson

RE: Land use amendment application No. A16-002 1913212 Alberta Ltd./Located on: SE-1-69-6-W6,
lot 2 8822869 1913212 Alberta Ltd.

In regards to this amendment being proposed, we are totally opposed to the rezoning Big Mountain Industrial park area structure plan. Highway 40 has an increased amount of traffic already, and until it is redone to a four lane highway, it can not handle the influx of increased traffic, that more development in the area would bring. If you have ever traveled highway 40 south you would know this to be true.

Township road 690 off of highway 40 is a high accident corner now, and adding more development on this road, will only make it harder to turn North(left), onto highway 40 to go to Grande Prairie. Increased traffic leads to more risks being taken by drivers, more accidents and more noise. We moved out of the city to an acreage to get away from the noise and traffic, not have it settle in our quiet back yard out in the country.

Regards

Neil and Jean Thiessen
69026 R.R. 60A

Neil Thiessen
Jean Thiessen



1/2

August 14 2016

Dear Ms Rossen

We recieved a notice of a Public Hearing scheduled August 23 2016 regarding the land use amendment application located on SE-169-6 W6 lot 6. We will be at the meeting regarding this! Our land is right across North NE 1-69-6 W6 lot 2 Eric + Karen Heaton. Our property was completely undeveloped when we purchased the land 15 yrs ago and we have spent the last 4 years investing a great deal of finances and personal labour to develop our land. We have improved our land from \$60,000.00 to approx \$600,000.00 as reflexed in our tax assessments. We LOVE living out here. It is our dream come true. We moved away from the city to live in nature, get away from loud noise, lighting, traffic and away from bussiness of city living. We live in a tight knit community where neighbours know each other, Watch out for each other. We want to continue this way of life, free from a lot of the concerns we faced when living in the city. We have several concerns about Big Mountain Industrial Park proposal. We have enough high traffic volume, safety issues (fatal collisions) as it is. The industrial park would further increase traffic on this already busy highway. Increased industry would bring more people into our neighbourhood on a daily basis. Since moving here we have not been affected by crime, however the influx of transient workers into the neighbourhood will increase the potential of crime and other nuisance activity. Furthermore, we are deeply



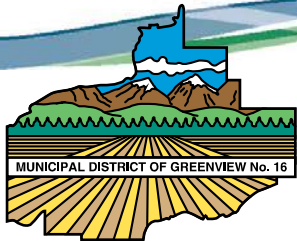
Concerned with the risk of industrial accidents
their potential impact on residences in the area and
forested areas, including forest fires. Absolutely
No to having an industrial park in our area.
We would encourage to see future residential
development in this area. Support the industrial
area in Grovedale. We do not live in
Grovedale we live in Greenview.

Sincerely,
Karen Heaton Eric Heaton

To: Sally Ann Rossen
Manager, Planning and Development
Box 1079 4806-36 Ave
Valley View, AB T0H-3N0

From: Karen & Eric
Heaton
Box 458
Grovedale, AB
T0H-1X0

NE 1-69-6-6 B



SCHEDULE 1

BYLAW NO. 16-763
of the Municipal District of Greenview No. 16

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

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

1. That Map No. 243 in the Land Use Bylaw, being Bylaw No. 03-396, be changed to reclassify the following area:

A portion of the South East of Section One (1)
Within Township Sixty-Nine (69)
Range Six (6) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this 10th day of May, A.D., 2016.

Read a second time this ___ day of _____, A.D., ____.

Read a third time and passed this ___ day of _____, A.D., ____.

REEVE

CHIEF ADMINISTRATIVE OFFICER

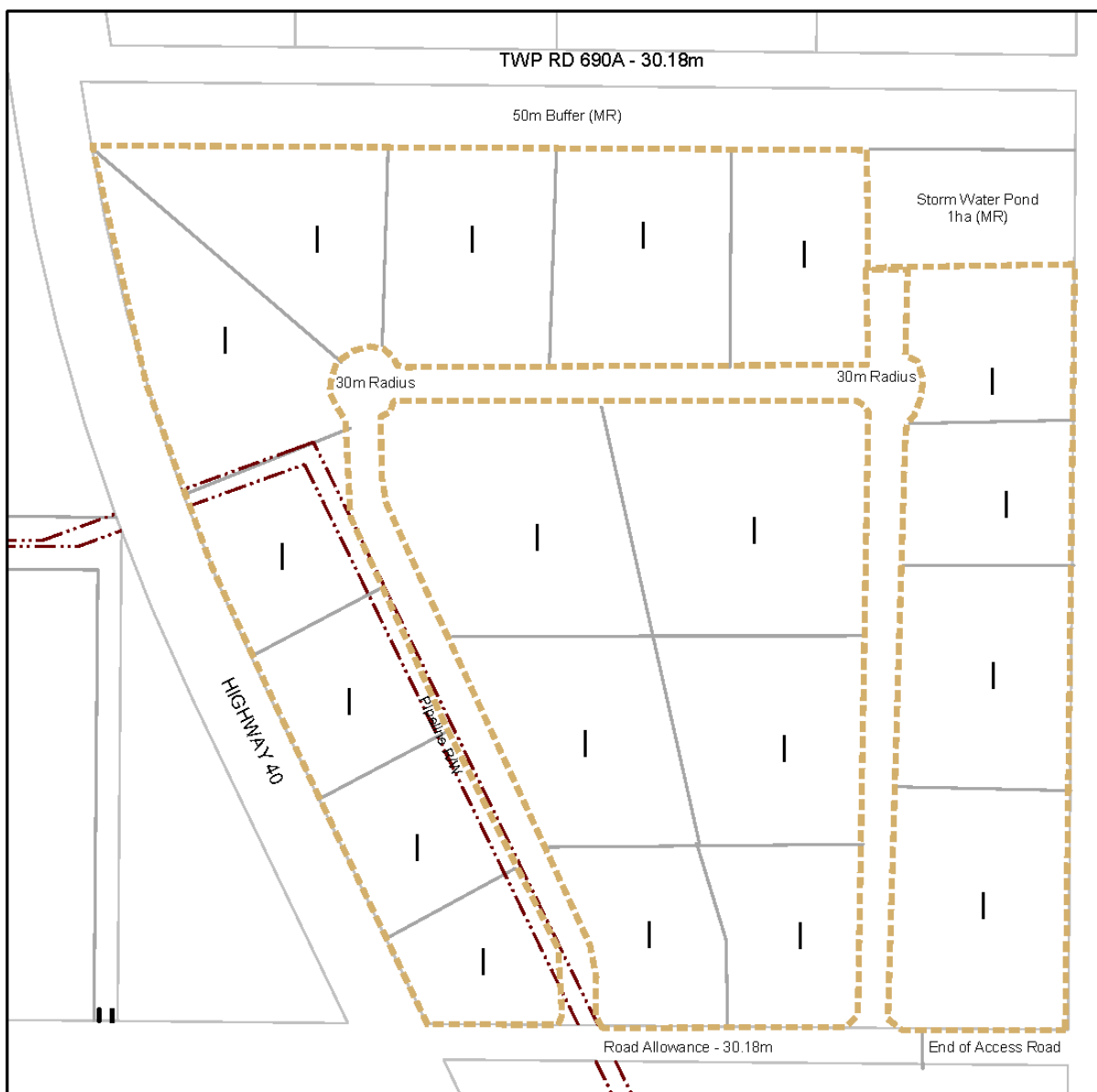
SCHEDULE "A"

To Bylaw No. 16-763

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

A portion of the South East of Section One (1)
Within Township Sixty-Nine (69)
Range Six (6) West of the Sixth Meridian (W6M)

Is reclassified from Agriculture (A) District to Industrial (I) District as identified below:





REQUEST FOR DECISION

SUBJECT:	AAMDC Discussion – Council Code of Conduct Regulation		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	September 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	MH
FILE NO./LEGAL:			LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council direct Administration to submit feedback to the AAMDC regarding the proposed Code of Conduct Regulation as presented.

BACKGROUND / PROPOSAL:

As part of the consultation process regarding new regulations to become part of the proposed Modernized Municipal Government Act, the AAMDC is seeking member input. To that end, the AAMDC had provided the attached discussion guide from Municipal Affairs.

The discussion guide outlines the questions below. To facilitate Council's discussion, Administration has offered recommended answers to the questions. Administration's recommendations are written in *italics* following each question.

Part of the balance regarding this regulation will be to make it meaningful with actual repercussions, while limiting the ability of a majority of members to not address a valid complaint, but at the same time not allowing a member (or minority) of Council from tying up the remainder of Council with petty or invalid issues.

Administration also notes that the Code of Conduct as written would also apply to committees – specifically to Members at Large appointed to the committee.

1. What should be the minimum content requirements for a council code of conduct?

In addition to the requirements in Section 2 of the Sample Regulation (Appendix A of the discussion guide), Administration recommends that a Code of Conduct also include provisions to enhance understanding/acknowledgement that no member of Council has the power to independently commit the

organization to a course of action as well as the acknowledgement that all members of Council are equal and that the Chief Elected Official acts as a spokesperson to convey the decisions of Council.

2. What you feel are important principles that a code of conduct must meet?

Administration believes that the proposed principles contained in the discussion guide are sufficient.

3. What is a reasonable amount of time that should be provided before all municipalities must have a code of conduct bylaw passed?

Administration believes that one year should be sufficient for development and passage of a Code of Conduct Bylaw.

4. When should a code of conduct bylaw be reviewed?

Administration recommends that the Code of Conduct Bylaw be reviewed at least once per Council term. It should also be a topic during Council's orientation training. Yearly acknowledgement of the Bylaw (signed by members of Council) would be positive.

5. What is an effective code of conduct review process?

The Code of Conduct review could take place similar to any other Bylaw review process.

6. What would constitute a breach of a code of conduct?

Any infraction committed that, in the opinion of Council, is contrary to the adopted Code.

7. What would be a fair procedure to respond to an allegation of a code of conduct breach?

Administration recommends that responses be staged. Following the principle that Council governs Council, the first step should be a review by the Council itself. Should any party be unsatisfied with the outcome of the internal discussion, they would be able to refer the matter to an external party.

8. Who should review and make decisions regarding allegations of a code of conduct breach?

Administration recommends that responses be staged. Following the principle that Council governs Council, the first step should be a review by the Council itself. Should any party be unsatisfied with the outcome of the internal discussion, they would be able to refer the matter to an external party. Administration suggests that an entity such as the office of the Provincial Ombudsman, who will have some municipal matters added to their portfolio, may perform such a duty as an external party.

9. What kinds of penalties or sanctions should be applied if a councillor is found to have breached the code of conduct?

Administration suggests that a list of possible sanctions may include: removal from committees; restricted access to municipal facilities, limiting of official communications; and, restriction of participating in some events on behalf of the municipality (other than Council Meetings, etc.).

10. Who should decide on the penalty or sanction to be applied?

Administration recommends that responses be staged. Following the principle that Council governs Council, the first sanctions should be by the Council itself. Should any party be unsatisfied with the outcome of the internal process, they would be able to refer the matter to an external party. Administration suggests that an entity such as the office of the Provincial Ombudsman, who will have some municipal matters added to their portfolio, may perform such a duty as an external party.

11. What other matters should be included in the regulation to carry out the intent and purpose of the code of conduct provision of the MGA?

Administration recommends that it should be required that individuals submitting nomination papers be required to sign off an acknowledgement that they have reviewed the municipality's Code of Conduct in order for their submission to be complete.

12. Should the regulation include a mandatory councillor training requirement? If so, when and how often should training be required?
Member of Council should be required to attend an orientation training. This would be an ideal time to review and discuss the municipality's Code of Conduct with yearly acknowledgements thereafter.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to adopt the recommendations put forward by Administration as their own or may alter them as Council sees fit.

Benefits – It is believed that the responses will help craft a meaningful Code of Conduct Regulation.

Disadvantages – There are no perceived disadvantages to the recommended motion.

COSTS / SOURCE OF FUNDING:

There are no costs associated with the recommended motion.

ATTACHMENT(S):

- Discussion Guide – Council Code of Conduct

Municipal Government Act
Code of Conduct Regulation

Discussion Guide

DUE September 17, 2016

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INTRODUCTION

The *Municipal Government Act (MGA)* is the law under which all Alberta municipalities are empowered to shape their communities. The *MGA* was introduced in the mid-1990s and was considered a model for municipal legislation in Canada. However, after nearly 20 years, it was determined the *MGA* should be revisited in order to meet the changing needs of Alberta's communities and an extensive review and public consultation took place throughout 2014.

In the spring of 2015, Bill 20 was passed by the Legislature. The Bill addressed issues that have received broad support from the rural and urban municipal associations, the cities of Calgary and Edmonton, and business and industry associations representing key economic sectors. These proposed changes fall under four broad categories:

- Enhancing municipal accountability
- Enabling more efficient municipal operations
- Enhancing municipal viability
- Strengthening municipal and intermunicipal planning

Bill 20 also approved legislative amendments to address emerging issues, as well as housekeeping matters to update minor items such as definitions, references, and terminology.

The Bill will add a new section 146.1 to the *MGA* which will require councils to establish a code of conduct for councillors. The new section will also provide councils with the discretionary authority to establish a code of conduct governing the conduct of members of council committees and other bodies established by the council. The section also provides the Minister with the authority to make regulations respecting matters that a code must address, the date by which it must be established, respecting sanctions to be imposed for a breach, respecting matters that a council must take into consideration in establishing a code, respecting implementation of a code, and respecting any other matter the Minister considers necessary or advisable. The new section specifies that a councillor cannot be disqualified or removed from office for a breach of the code. The Bill also amends Section 153 of the *MGA* (General Duties of Councillors) to add a requirement that councillors must adhere to the code of conduct.

The intended outcomes of the code of conduct legislation are that municipally elected officials will conduct themselves in an appropriate manner, that all municipally elected officials within a municipality will be held accountable for their conduct, that councillor misconduct will be dealt with consistently within municipalities, and that code of conduct provisions are appropriately enforced.

This discussion paper has been developed to seek your input into the development of the regulations for the councillor code of conduct. Your comments and observations will be important in ensuring that the new legislation and regulations accomplish their intended objectives.

Accountability of Councillors

The MGA sets out the general duties of councillors, helping to direct appropriate conduct of councillors, and sets out specific requirements in respect of pecuniary interest. Councils typically establish informal expectations and standards within their organizational culture, and councillor orientation and training through local, regional, or province-wide events reinforces these expectations. Public attendance at council and council committee meetings further serves to reinforce expectations of appropriate conduct. Municipal inspections and resulting directives ordered by the Minister of Municipal Affairs have addressed inappropriate conduct. Furthermore, councillor actions are at all times subject to the requirements of law that apply to all citizens.

These mechanisms, together with the strong personal ethics that most councillors bring to their office, typically result in high standards of conduct across Alberta. However, some councils face isolated cases of poor conduct, and some stakeholders have identified the need for more accountability at the local level for councillor misconduct as well as the opportunity for improved local enforcement mechanisms.

Councillor Code of Conduct

As a formal document setting out expectations and standards, codes can be an effective mechanism to support high standards of councillor conduct. The code of conduct can contribute toward a better understanding of the values of the municipality and promote those values, prevent ethical conflicts and assist in their resolution, serve as a basis for council orientation and training, and serve as a reference throughout the operation of the council's term.

Bill 20 added the following to the MGA:

Bylaws - codes of conduct

- 146.1 (1) *A council must, by bylaw, establish a code of conduct governing the conduct of councillors.*
- (2) *A code of conduct under subsection (1) must apply to all councillors equally.*
- (3) *A council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors.*
- (4) *A councillor must not be disqualified or removed from office for a breach of the code.*
- (5) *The Minister may make regulations*
- (a) respecting matters that a code of conduct established under subsection (1) must address;*
 - (b) respecting the date by which councils must establish a code of conduct under subsection (1);*
 - (c) respecting sanctions to be imposed for a breach of a code of conduct established under subsection (1);*

- (d) respecting matters that a council must take into consideration in establishing a code of conduct under subsection (1) or (3), or both;*
- (e) respecting implementation of a code of conduct established under subsection (1) or (3), or both;*
- (f) respecting any other matter the Minister considers necessary or advisable to carry out the intent and purpose of this Division.*

Section 153 (Councillors have the following duties:) is amended by adding the following after clause (e):

(e.1) to adhere to the code of conduct established by the council under section 146.1(1);

ISSUES

Matters To Be Addressed in a Code of Conduct

Some municipal councils have adopted codes of conduct on a voluntary basis. These codes have typically addressed matters such as:

- Core values such as integrity, impartiality, honesty, respect, confidentiality, unity, and putting the public interest first,
- Conduct at meetings,
- Respect for council decisions and the decision making process,
- Adherence to council policies and procedures,
- Respect for the municipality and its bylaws,
- Treatment of confidential information,
- Release of information to the public and media,
- Conduct when representing the municipality,
- Conflict of interest avoidance including gifts, sponsored travel and events, benefits, and business relations,
- Appropriate use of influence of office, and
- Appropriate use of municipal assets and services.

Code of Conduct Issues Question

Tell us your thoughts about:

1. What are the minimum content requirements for a council code of conduct?
2. What you feel are important values or principles that a code of conduct must be based on?

Establishment and Review Date

The formalization of a deadline to have a code of conduct bylaw passed should ensure that elected officials have adequate time to formulate a code of conduct. Once enacted, it is

important for councils to have formal cyclical reviews of the bylaw to ensure the code of conduct is still relevant, effective and reflective of the needs of council.

Establishment Date Question

Tell us your thoughts about:

3. What is a reasonable amount of time that should be provided before all municipalities must have a code of conduct bylaw passed?
4. When should a code of conduct bylaw be reviewed?
5. What is an effective code of conduct review process?

Sanctions and Enforcement

To be effective, sanctions or penalty options to be imposed for a breach of a code of conduct must be meaningful and effective.

Councils have general authority under the *MGA* to adopt a councillor code of conduct. However, the *MGA* does not provide councils with any specific authority to enforce a code of conduct. Some municipalities have adapted other existing authorities under the *MGA* to exercise limited control over the actions of an offending councillor, including the removal of committee appointments or chair duties. To ensure consistency in the enforcement of codes of conduct, the regulation may provide direction or identify specific sanctions that could apply.

The new *MGA* section anticipates that the regulation will also address implementation of the code of conduct. In order for the process to be fair and unbiased, it is essential that any review and decision following an allegation of inappropriate conduct be made objectively and according to due process. Given the heightened tensions that often accompany these circumstances, this process can be challenging if left exclusively to the resources of the council itself. In the development of the regulation, it will be important to consider how code of conduct infractions should be evaluated and enforced, and what supports are required to ensure fairness and consistency.

Sanctions and Enforcement Question

Tell us your thoughts about:

6. What would constitute a breach of a code of conduct?
7. What would be a fair procedure to respond to an allegation of a code of conduct breach?
8. Who should review and make decisions regarding allegations of a code of conduct breach?
9. What kinds of penalties or sanctions should be applied if a councillor is found to have breached the code of conduct?
10. Who should decide on the penalty or sanction to be applied?

Other Matters

The new *MGA* section provides that the Minister may make regulations regarding any other matter necessary or advisable to carry out the intent and purpose. This could include a requirement to provide orientation or periodic refreshers to councillors on the code of conduct.

Other Matters Question

Tell us your thoughts about:

11. What other matters should be included in the regulation to carry out the intent and purpose of the code of conduct provision of the MGA?
12. Should the regulation include a mandatory councillor training requirement? If so, when and how often should training be required?

NEXT STEPS

After Municipal Affairs has concluded the consultation, feedback received will be assessed and taken into consideration when developing recommendations for the government to consider for this regulation. Results of this process will be communicated later this year.

Thank you for providing your comments. Your feedback is very important and will be essential to improving municipal governance, administration and accountability.

SUMMARY OF QUESTIONS

1. What should be the minimum content requirements for a council code of conduct?
2. What you feel are important principles that a code of conduct must meet?
3. What is a reasonable amount of time that should be provided before all municipalities must have a code of conduct bylaw passed?
4. When should a code of conduct bylaw be reviewed?
5. What is an effective code of conduct review process?
6. What would constitute a breach of a code of conduct?
7. What would be a fair procedure to respond to an allegation of a code of conduct breach?
8. Who should review and make decisions regarding allegations of a code of conduct breach?
9. What kinds of penalties or sanctions should be applied if a councillor is found to have breached the code of conduct?
10. Who should decide on the penalty or sanction to be applied?
11. What other matters should be included in the regulation to carry out the intent and purpose of the code of conduct provision of the MGA?
12. Should the regulation include a mandatory councillor training requirement? If so, when and how often should training be required?

APPENDIX A – Sample Regulation

ALBERTA REGULATION ###/2015

Municipal Government Act

CODE OF CONDUCT REGULATION

Table of Contents

- 1** Definitions
- 2** Code of Conduct Content
- 3** Considerations in Establishing a Code of Conduct Bylaw
- 4** Complaints
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- 6** Sanctions
- 7** Implementation Date
- 8** Review Date

Definitions

1 In this Regulation,

- (a) “Act” means the *Municipal Government Act*;

Code of Conduct Content

2(1) A Code of Conduct must address the conduct of councillors in relation to:

- (a) Participation at meetings of council and council committees;
- (b) Representing the municipality outside of council and council committee meetings;
- (c) Respect for council decisions and the decision making process of council;
- (d) Adherence to council policies, procedures, and bylaws;
- (e) Interactions with council members;
- (f) Interactions with municipal staff;
- (g) Interactions with the public;
- (h) Releasing or communicating information to the public or media;
- (i) Conflict of interest avoidance, including the receipt of gifts or other benefits;
- (j) Appropriate use of influence of office;
- (k) Appropriate use of municipal assets and services;
- (l) Treatment of information received in confidence.

- (2) Notwithstanding section 2(1), any or all of the matters in Section 2(1) may be addressed in one or more other bylaws of the municipality instead of the Code of Conduct.

Considerations in Establishing a Code of Conduct Bylaw

- 3 In establishing a Code of Conduct, the purpose of the municipality set out in Section 3 of the *Act* and the general duties of councillors set out in Section 153 of the *Act* must be considered.

Complaints

- 4 A Code of Conduct must establish who can make a complaint regarding breaches of the Code of Conduct Bylaw, and the method by which complaints can be made.

Validity of Complaint

- 5 A Code of Conduct must establish the process used to determine the validity of the complaint.

Sanctions

- 6 A Code of Conduct must establish the types of sanctions that can be imposed for a breach of the Code of Conduct, and the process used to determine how sanctions are imposed if a complaint is determined to be valid.

Implementation Date

- 7 A municipality must establish a Code of Conduct within 270 days of the day that Section 146.1 of the *Act* is proclaimed.

Review Date

- 8 Each municipality must review the Code of Conduct and any bylaw referred to in subsection 2(2) every 3 years.



REQUEST FOR DECISION

SUBJECT: **AAMDC Discussion – Financial Plan Regulation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council direct Administration to submit feedback to the AAMDC regarding the proposed Financial Plan Regulation as presented.

BACKGROUND / PROPOSAL:

As part of the consultation process regarding new regulations to become part of the proposed Modernized Municipal Government Act, the AAMDC is seeking member input. To that end, the AAMDC had provided the attached discussion guide from Municipal Affairs.

To assist Council's discussion, Administration has included recommended responses within the discussion guide.

Administration is recommending that a standard form not be created (Question 1). Each municipality has its own form of budget presentation and it is believed that this can be left as is. It is believed that in most cases, municipalities will choose to submit their multi-year budgets as their Financial Plan.

Administration is recommending that a minimum amount of information be addressed in the plan. The information outlined on Page 5 of the guide should be done as part of the budget process anyway and, Administration believes that this information is sufficient enough to address Question 4 also.

The Financial Plans have the opportunity to address other items such as reserve allocations and Tangible Capital Assets. Addressing these in this regulation would be difficult as the Capital Plan is only required to be five years. As such, Administration is not recommending that anything be added to this area at the current time.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to adopt the recommendations put forward by Administration as their own or may alter them as Council sees fit.

Benefits – It is believed that the responses will help craft a meaningful Financial Plan Regulation.

Disadvantages - There are no perceived disadvantages to the recommended motion.

COSTS / SOURCE OF FUNDING:

There are no costs associated with the recommended motion.

ATTACHMENT(S):

- Discussion Guide – Financial Plan

Municipal Government Act
Financial Planning Regulation

Discussion Guide

DUE September 17, 2016

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INTRODUCTION

The *Municipal Government Act (MGA)* is the law under which all Alberta municipalities are empowered to shape their communities. The *MGA* was introduced in the mid-1990s and was considered a model for municipal legislation in Canada. However, after nearly 20 years, it was determined the *MGA* should be revisited in order to meet the changing needs of Alberta's communities. An extensive review and public consultation took place throughout 2014.

Bill 20 was passed by the Legislature in the spring of 2015 to address several issues that received broad support from the rural and urban municipal associations, the cities of Calgary and Edmonton, and business and industry associations representing key economic sectors. These changes fall under four broad categories:

- Enhancing municipal accountability
- Enabling more efficient municipal operations
- Enhancing municipal viability
- Strengthening municipal and inter-municipal planning

Bill 20 also approved legislative amendments to address emerging issues, as well as housekeeping matters to update minor items such as definitions, references, and terminology.

FINANCIAL PLANNING LEGISLATION AND REGULATION-MAKING AUTHORITY

The current *MGA* permits municipalities to determine their own financial management practices for long-term financial planning. Alberta municipalities must adopt an operating budget for each calendar year and the estimated revenues must be sufficient to pay the estimated expenditures. In addition, a capital budget must include the estimated amounts for capital property and the sources of funding for the calendar year.

Once proclaimed, Bill 20 will require municipalities to adopt a written three year financial plan and five year capital plan. The plans must be updated annually.

Bill 20 added the following to the *MGA*:

Required plans

283.1(1) *In this section,*

- (a) *“capital plan” means a plan referred to in subsection (3);*
- (b) *“financial plan” means a plan referred to in subsection (2).*

(2) *Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years.*

- (3) Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years.*
- (4) The 3 financial years referred to in subsection (2) and the 5 financial years referred to in subsection (3) do not include the financial year in which the financial plan or capital plan is prepared.*
- (5) Council may elect to include more than 3 financial years in a financial plan or more than 5 financial years in a capital plan.*
- (6) Council must annually review and update its financial plan and capital plan.*
- (7) The Minister may make regulations respecting financial plans and capital plans, including, without limitation, regulations*
- (a) respecting the form and contents of financial plans and capital plans;*
 - (b) specifying the first financial year required to be reflected in a financial plan;*
 - (c) specifying the first financial year required to be reflected in a capital plan.*

These changes are not yet in effect, but will come into effect when proclaimed later in 2016 or 2017.

PURPOSE OF THIS DISCUSSION PAPER

This discussion paper has been developed to seek your input into the development of the regulations for financial and capital plans. Your comments and observations will be important in ensuring that the new legislation and regulations accomplish their intended objectives.

MUNICIPAL FINANCIAL AND CAPITAL PLANS

Long term financial planning combines financial forecasting with priority setting. Financial planning can provide insight into future financial capacity so that strategies are developed to achieve sustainability.

Financial Planning Process

Multi-year plans or budgets enable local governments to better link strategic goals with financial planning processes that are tied to the annual budget cycle. The development of longer-term financial plans also means that municipal staff can spend less time on annual budget development tasks and more time on service delivery, program evaluation and innovation.

There are a wide variety of approaches to financial planning in Alberta. Many larger municipalities have adopted multi-year operating and/or capital budgets in recent years. The City of Lethbridge received a Minister's Award of Excellence for the establishment

of the three-year budget that aligned city council's strategic plan, service area business plans and council's term of office.

Under the Municipal Sustainability Initiative capital guidelines municipalities must declare that a Multi-Year Capital Plan (MYCP) has been prepared that includes the project for which MSI funding is being applied. The objective of the MYCP is to provide a high level overview of anticipated municipal capital expenditures for all grant supported and non-grant supported capital projects over a minimum three-year planning period to assist in prioritizing capital projects, develop financial strategies, and to ensure that critical long-term community needs are considered. The plan should be in the most practical format available to the municipality, and updated periodically.

Asset Management

Asset management processes allow municipalities to manage infrastructure in a planned and integrated manner to maximize value to the community.

The National Roundtable on Sustainable Infrastructure defines asset management as "an integrated business approach involving planning, finance, engineering and operations to effectively manage existing and new infrastructure to maximize benefits, reduce risk and provide satisfactory levels of service to community users in a socially, environmentally and economically sustainable manner."

Effective asset management ultimately leads to better decision-making about spending priorities and long-term capital planning. Asset management is an ongoing process and it provides answers to key questions:

- Service: What level of service needs to be provided?
- Risk: What are the risks to delivering that level of service?
- Financial Sustainability: How much will it cost and is it affordable?

The development and implementation of asset management policies, strategies and plans directly support the identification of capital project additions as set out in the new requirements, and could be viewed as necessary prerequisites to making informed decisions about what is to be included in the financial plan and the capital plan.

MATTERS TO CONSIDER IN THE DEVELOPMENT OF A MUNICIPAL FINANCIAL PLANNING REGULATION

There is a perception that some municipalities could better utilize both their financial and their physical assets with more rigorous legislative requirements around financial planning.

The current legislation requires adoption of municipal operating and capital budgets for each calendar year. Many Alberta municipalities also do effective financial planning

while others may lack the capacity or expertise to undertake a detailed long-term planning effort.

The purpose of the new legislation is to ensure that municipalities are subject to a more rigorous legislative requirement around financial and capital planning, while providing flexibility and support to municipalities with capacity issues.

New MGA Section 283.1(7) provides the Minister with the authority to make regulations respecting the form and contents of financial plans and capital plans, and transitional provisions specifying the first financial year to be reflected in the plans.

To the extent that the form and content are set out in regulation, the regulation will set a standard requirement that all municipalities must adhere to. This has the benefit of setting a consistent standard of practice across Alberta. However, individual municipalities might benefit from taking a more tailored local approach that complies with the new MGA requirement in the absence of standardized regulated requirements. A balanced approach might be to establish basic minimum standards for the content of plans in the regulation and allow municipalities to tailor their policies to meet or exceed this benchmark.

The following sample regulation is based on a balanced approach that sets a minimum standard for the content of plans and allows individual municipalities substantial discretion in determining how the MGA requirements can be satisfied. The format of municipal planning documents varies widely based on local processes and needs. The sample regulation does not propose to regulate the form or format of the written plans. However, the department proposes to prepare a sample format that a municipality could use at its discretion.

The implementation date for the first written plans to be prepared is addressed in section 3 of the sample regulation. It provides that the first written plans must be prepared for the period commencing at the beginning of the second year after the year Section 283.1 of the *Act* is proclaimed. For example, if Section 283.1 is proclaimed in early 2017, the first written plan respecting anticipated financial operations would be for the period January 1, 2019 to December 31, 2021, and the first written plan respecting anticipated capital property additions would be for the period January 1, 2019 to December 31, 2023. This would allow at least one year to prepare the plans.

Sample Regulation

The following sample regulation is intended to provide context and facilitate discussion about what the final regulation should contain. It is not intended to represent a recommended approach.

ALBERTA REGULATION ###/2016

Municipal Government Act

Municipal Financial Planning Form and Content Regulation

Requirement to prepare financial plans

- 1 Pursuant to the requirements in section 283.1(2), the financial plan must itemize the following forecasted amounts over the period of the plan:
 - i. total revenues and expenses by major category;
 - ii. annual surplus or deficit; and
 - iii. the accumulated surplus or deficit.

Requirement to prepare capital plans

- 2 Pursuant to the requirements in section 283.1(3), the capital plan must itemize the following forecasted amounts over the period of the plan:
 - i. planned capital property additions;
 - ii. allocated or anticipated funding sources.

Implementation Date

- 3 For purposes of preparing the first written plan respecting anticipated financial operations pursuant to the requirements in section 283.1(2) and the first written plan respecting anticipated capital property additions, the written plans must be prepared for the period commencing at the beginning of the second year after the year Section 283.1 of the *Act* is proclaimed.

QUESTIONS ABOUT THE MUNICIPAL FINANCIAL PLANNING FORM AND CONTENT REGULATION

We would appreciate your responses to the following questions about the Municipal Financial Planning Form and Content Regulation.

Form of the Plans

The regulation could set out a standard format or form for the written plans. Alternatively, the decision of what matters are to be addressed in the code of conduct could be left entirely to the municipality.

1. **Should the regulation set out a form that municipalities must use in preparing their written plans?** **Yes** **No**

Contents of the Plans

The regulation could set out the minimum requirement for the content of the written plans, leaving the municipality with the option of addressing additional items above the minimum requirement at its discretion. Alternatively, the decision of the content of the plans could be left entirely to the municipality.

- 2. Should the regulation set out the minimum requirements for the content of written plans? Yes No**

- 3. If the regulation does set out the minimum requirement for the content of written plans, what information would you add or remove from Section 1 (Requirement to Prepare Financial Plans) or Section 2 (Requirement to Prepare Capital Plans) of the sample regulation?**

Other

- 4. Are there any other matters that should be addressed in the regulation, or any other changes you would suggest to the sample regulation?**

NEXT STEPS

After Municipal Affairs has concluded engagement on this regulation, feedback will be assessed and taken into consideration when developing the final recommendations to government.

Thank you for providing your comments. Your feedback is very important and will be essential to improving municipal governance, administration and accountability.



REQUEST FOR DECISION

SUBJECT: **AAMDC Discussion – Meetings Regulation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council direct Administration to submit feedback to the AAMDC regarding the proposed Meetings Regulation as presented.

BACKGROUND / PROPOSAL:

As part of the consultation process regarding new regulations to become part of the proposed Modernized Municipal Government Act, the AAMDC is seeking member input. To that end, the AAMDC had provided the attached discussion guide from Municipal Affairs.

The current MGA outlines when meetings may be closed to the public by relying on the FOIPP act to set out reasons for which Council may close a portion of the meeting. The proposed MGA retains this and, through regulation, is seeking to clarify and acknowledge other types of meetings/gatherings of Council that may be closed to the public.

The balance in this type of Regulation will be to allow Council to conduct municipal business efficiently, while maintaining overall transparency.

To assist Council's discussion, Administration has provided recommended answers to the questions contained within the discussion guide:

1. Should a regulation define what gatherings constitute a meeting? Yes ___ No ___

Administration believes that it would be beneficial for the regulation to outline what constitutes a meeting as this would provide clarity for Council and Public.

2. If the regulation does define meetings to include other gatherings, what types of gatherings should be included?

Administration suggests that other gatherings classified as meetings include Regular Council Meetings, Organizational Meetings; Special Council Meetings, Committee of the Whole; and, Council Committees.

3. Should the regulation prescribe other classes of matters for which a meeting may be closed to the public? Yes ____ No ____

Administration is recommending that Council answer yes to this question as this is the area that requires the most clarity at present.

4. If the regulation does prescribe other classes of matters for which a meeting may be closed to the public, what matters should be included?

Administration suggests that other classes of meetings which may be closed to the public include those in which training is being conducted or draft/strategic matters are being discussed, the outcomes of which will eventually be made public (this is already allowed under FOIPP, but the proposed regulation could provide additional clarity). Examples would include: Council training sessions; intergovernmental meetings such as Joint Council Meetings; Strategic Planning sessions; and, Budget Meetings. There would be nothing prohibiting a municipality from conducting citizen engagement as they saw fit during some of these processes – such as budget meetings.

5. Are there any other matters that should be addressed in the regulation, or any other changes you would suggest to the sample regulation?

Nothing at this time.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to adopt the recommendations put forward by Administration as their own or may alter them as Council sees fit.

Benefits – It is believed that the responses will help craft a meaningful Meetings Regulation.

Disadvantages - There are no perceived disadvantages to the recommended motion.

COSTS / SOURCE OF FUNDING:

There are no costs associated with the recommended motion.

ATTACHMENT(S):

- Discussion Guide – Meetings

Municipal Government Act **Meetings Regulation**

Discussion Guide

DUE September 17, 2016

 **Municipal Affairs**

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INTRODUCTION

The *Municipal Government Act (MGA)* is the law under which all Alberta municipalities are empowered to shape their communities. The *MGA* was introduced in the mid-1990s and was considered a model for municipal legislation in Canada. However, after nearly 20 years, it was determined the *MGA* should be revisited in order to meet the changing needs of Alberta's communities and an extensive review and public consultation took place throughout 2014.

In the spring of 2015, Bill 20 passed by the Legislature, which included issues that have received broad support from the rural and urban municipal associations, the cities of Calgary and Edmonton, and business and industry associations representing key economic sectors. These changes fall under four broad categories:

- Enhancing municipal accountability
- Enabling more efficient municipal operations
- Enhancing municipal viability
- Strengthening municipal and intermunicipal planning

Bill 20 also approved legislative amendments to address emerging issues, as well as housekeeping matters to update minor items such as definitions, references, and terminology.

MEETINGS LEGISLATION AND REGULATION-MAKING AUTHORITY

Once proclaimed, the amendments contained in Bill 20 will provide additional direction and clarification around the use of closed, or in-camera, meetings.

Bill 20 provides the Minister with the authority to make regulations defining "meeting".

The Bill also provides the Minister with the authority to prescribe classes of matters that may be discussed in a meeting that is closed to the public. These classes are not intended to replace the existing exceptions set out in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy (FOIP) Act*, but would be in addition to those exceptions.

Bill 20 added the following to the *MGA*:

- 1(3) *For the purposes of this Act, a meeting or part of a meeting is considered to be closed to the public if:*
- (a) any members of the public are not permitted to attend the entire meeting or part of the meeting,*
 - (b) the council, committee or other body holding the meeting instructs any member of the public to leave the meeting or part of the meeting, other than for improper conduct, or*

- (c) the council, committee or other body holding the meeting holds any discussions separate from the public during the meeting or part of the meeting.*

Section 197 is amended

- (a) in subsection (1) by striking out “subsection (2) or (2.1)” and substituting “subsection (2), (2.01) or (2.1)”;*
- (b) by adding the following after subsection (2):
(2.01) Councils and council committees may close all or part of their meetings to the public if a matter to be discussed is of a class prescribed or otherwise described in the regulations under subsection (7).*
- (c) in subsection (3) by adding “of a council or council committee” after “a meeting”;*
- (d) by adding the following after subsection (3):
(4) Before closing all or any part of a meeting to the public, a council or council committee must by resolution approve
 - (a) the part of the meeting that is to be closed, and*
 - (b) the basis on which, under an exception to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act or under the regulations under subsection (7), the part of the meeting is to be closed.*
(5) After the closed meeting discussions are completed, any members of the public who are present outside the meeting room must be notified that the rest of the meeting is now open to the public, and a reasonable amount of time must be given for those members of the public to return to the meeting before it continues.
(6) Where a council or council committee closes all or part of a meeting to the public, the council or council committee may allow one or more other persons to attend, as it considers appropriate, and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.
(7) The Minister may make regulations prescribing or otherwise describing classes of matters for the purposes of subsection (2.01).*

Similar amendments are contained in Bill 20 for meetings of regional services commissions (MGA Section 602.08) and for meetings of growth management boards (MGA Section 708.041).

These amendments are not yet in effect, but will come into effect when proclaimed later in 2016 or 2017.

The intent of the legislation is to clarify the process around the use of closed meetings, and improve public confidence that these meetings are used only in appropriate circumstances, and to provides the Minister with the authority to, if necessary, define what types of gatherings constitute a meeting.

PURPOSE OF THIS DISCUSSION PAPER

This discussion paper has been developed to seek your input into the development of the regulations that may define the use of the term “meetings”, and to establish classes of matters which can be discussed in a closed meeting in addition to the existing exceptions under the FOIP Act. Your comments and observations will be important in ensuring that the new legislation and regulations accomplish their intended objectives.

MATTERS TO CONSIDER IN THE DEVELOPMENT OF A MEETINGS REGULATION

Definition of Meeting

New *MGA* Section 1 (1.1) provides the Minister with the authority to make regulations defining “meeting” for the purposes of one or more provisions of the *MGA* and regulations.

There is no definition of “meeting” in the *MGA*. In some situations, this can result in uncertainty about what types of gatherings constitute a meeting, and therefore whether the public notice and public attendance requirements should apply in those instances.

Some have expressed concern that councils, or groups of councillors, may discuss municipal matters outside the confines of the council meeting process, and that some councillors may form their opinions on issues outside the forum of council debate. This is a valid concern given the importance that the *MGA* attaches to public attendance at council meetings for the purpose of hearing council debate and the authority that the *MGA* vests in the decisions made by council as a whole.

Several factors can be considered in determining what type of gathering constitutes a council meeting, including:

- The topic of discussion – whether the topic is general in nature, or is a matter within the local government’s jurisdiction.
- The intended outcome of the gathering – whether the gathering was intended only to share or receive information, or to reach a decision.
- The composition of the gathering – whether only some councillors attended the gathering, or all councillors were invited or attended.
- How the gathering is held – whether the gathering was informal, or whether it followed an order of proceeding.
- Where the gathering is held – whether the gathering was held outside of council chambers, or within.

The following guideline is taken from a 2012 special report to the Legislative Assembly of British Columbia by the Ombudsperson titled “Open Meetings: Best Practices for Local Governments¹”, and is helpful in providing some context around the question of what constitutes a meeting:

“A gathering is less likely a meeting if:

- there is no quorum of board, council or committee members present
- the gathering takes place in a location not under the control of the council or board members
- it is not a regularly scheduled event
- it does not follow formal procedures
- no voting occurs and/or
- those in attendance are gathered strictly to receive information or to receive or provide training.

A gathering is more likely a meeting if:

- a quorum of council, board or committee members are present
- it takes place at the council or board’s normal meeting place or in an area completely under the control of the council or board
- it is a regularly scheduled event
- formal procedures are followed
- the attendees hold a vote and/or
- the attendees are discussing matters that would normally form the basis of the council’s business and dealing with the matters in a way that moves them toward the possible application of the council’s authority.”

Although this guideline is helpful, it also illustrates that it is difficult to establish definitive criteria that could be applied in all circumstances to determine if a gathering constitutes a council meeting, and therefore whether the public notice and public attendance requirements should apply.

The linkage established in the *MGA* between council meetings and council actions provides a critical check and balance regarding how councils can make decisions. Section 180 of the *MGA* states that “A council may act only by resolution or bylaw”. Section 181 further states that “A bylaw or resolution of council is not valid unless passed at a council meeting held in public at which there is a quorum present”. As a result of these requirements, council decisions must always be made through the formal council meeting process where public attendance requirements apply, regardless of the process that led up to the decision.

In practice, the expressed concerns about council meetings are more often related to the process that preceded the public debate at the council table. A council shows respect for the council deliberation process and to its citizens by saving wholesome debate and decision making for the council table. Where this respect is not exercised effectively, the public may perceive that the real discussion and decision-making of council occurred in advance behind closed doors.

Municipal legislation in most provinces does not define the term “meeting”. The Ontario Municipal Act defines “meeting” as “any regular, special or other meeting of a council, of a local board or of a committee of either of them.” In the case of the Manitoba Municipal Act, the definition of a meeting is provided to clarify that a public hearing is not considered to be a council meeting.

Classes of Matters for Closed Meeting

New *MGA* Section 197(7) provides the Minister with the authority to make regulations prescribing or otherwise describing classes of matters for which a meeting may be closed to the public.

The *MGA* requires councils to hold meetings in public unless the matter being discussed is within one of the exceptions to disclosure as outlined in the *FOIP Act*. Section 197(2) of the *MGA* allows meetings that are closed to the public where the subject matter falls within one of the exceptions to disclosure in Division 2 Part 1 of the *FOIP Act*. The exceptions include matters where disclosures could be harmful to personal privacy, individual or public safety, law enforcement, intergovernmental relations, or economic or other interests; reveal confidential evaluations, local public body confidences, or advice from officials; or disclose information that is subject to legal privilege.

As a corresponding check and balance to the use of these exceptions, Section 197(3) prohibits the passing of a resolution or bylaw at a closed meeting (with the exception of a motion to revert to a public meeting).

Municipalities have indicated that the *MGA* may need to provide additional latitude to deal with items that do not fall under the *FOIP Act* exceptions.

In other provinces, municipal legislation has specified that meetings may be closed to the public if the purpose of the meeting is for education or training and no matters are dealt with in a way that materially advances the decision-making process (e.g., *Municipal Act* (Ontario) Section 239(3.1)). In the *Municipalities Act* (Saskatchewan), meetings may be closed to the public to discuss long-range or strategic planning (Section 120(1)).

Although these exceptions in other provinces’ legislation provide clarity regarding the public attendance requirements, these types of gatherings or sessions might not meet the definition of a meeting discussed in the previous section. Defining an education, training, or strategic planning session as a closed meeting may imply that similar gatherings are also “meetings”, and therefore create further confusion regarding the associated public notice and public attendance requirements for other gatherings that occur outside of scheduled public council or committee meetings.

Bill 20 provides the Minister with the authority to make regulations prescribing or otherwise describing classes of matters for which councils and council committees may close all or part of

their meetings to the public. These classes of matters would be in addition to the existing *FOIP Act* exceptions which will continue to apply.

Sample Regulation

No regulation is proposed to define “meeting” because a meeting is generally understood to be an organizational meeting, a regular council meeting, a special council meeting, or a council committee meeting as described in Sections 192-195 of the *MGA*.

Further, no regulation is proposed to identify other matters for which a meeting may be closed, such as councillor training sessions, since these sessions would typically not be understood to be an organizational meeting, a regular council meeting, a special council meeting, or a council committee meeting.

QUESTIONS ABOUT A MEETINGS REGULATION

We would appreciate your responses to the following questions about a Meetings Regulation.

Definition of Meeting

The regulation could omit any definition of a meeting because a meeting is generally understood to be an organizational meeting, a regular council meeting, a special council meeting, or a council committee meeting. Alternatively, the regulation could define other types of gatherings or situations that constitute a council meeting for which public notice and public attendance requirements would apply.

1. Should a regulation define what gatherings constitute a meeting? Yes ____ No ____
2. If the regulation does define meetings to include other gatherings, what types of gatherings should be included?

Classes of Matters for Closed Meeting

The regulation could omit the prescription of other classes of matters for which a meeting may be closed to the public. Alternatively, the regulation could set out one or matters such as training sessions or strategic planning sessions for which a meeting could be closed to the public.

3. Should the regulation prescribe other classes of matters for which a meeting may be closed to the public? Yes ____ No ____
4. If the regulation does prescribe other classes of matters for which a meeting may be closed to the public, what matters should be included?

--

Other

- 5. Are there any other matters that should be addressed in the regulation, or any other changes you would suggest to the sample regulation?**

NEXT STEPS

After Municipal Affairs has concluded engagement on this regulation, feedback will be assessed and taken into consideration when developing the final recommendations to government.

Thank you for providing your comments. Your feedback is very important and will be essential to improving municipal governance, administration and accountability.

ACKNOWLEDGEMENTS¹

Permission was received from the Office of the Ombudsperson (British Columbia) for the use of material from their publication “Open Meetings: Best Practices Guide for Local Governments”.



REQUEST FOR DECISION

SUBJECT: **AAMDC Discussion – Public Participation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council direct Administration to submit feedback to the AAMDC regarding the proposed Public Participation Regulation as presented.

BACKGROUND / PROPOSAL:

As part of the consultation process regarding new regulations to become part of the proposed Modernized Municipal Government Act, the AAMDC is seeking member input. To that end, the AAMDC had provided the attached discussion guide from Municipal Affairs.

To assist Council's discussion, the questions from the Discussion Guide are below with Administration's recommended responses in *italics*.

1. How should a municipality engage their public to ensure that the public is included in the decision making processes of the municipality's business?

The amount of engagement chosen by the municipality should be proportionate to the decision being made and the level (inform, collaborate, etc.) determined by local Councils. The IAP2 spectrum is a good foundation for determining the level of engagement. The physical tools (online, Public Hearings, Town Hall Meetings, etc.) should be at the discretion of the municipality.

2. How often a municipality should engage their public?

This should be determined on a case by case basis. Municipal information is already available in a number of formats.

3. What mechanisms a municipality should utilize to engage the public?

There are a number of mechanisms such as online venues, apps, Public Hearings, Town Hall meetings, newsletters/advertisements, etc. This should be at the discretion of the municipality.

4. What content in public participation policies should be mandatory through the regulation, and what content should be left to the discretion of the municipality?

Most of the processes should be left at the discretion of the municipality for engagement processes that are not currently legislated. Each municipality has different desires/goals and dynamics (geography, etc.)

5. Who the policy should be directed towards?

The policy should guide Council regarding their public communication/participation activities and provide the public with a clear understanding of the ways/levels in which public participation will occur.

6. Who should be included on the development of the policy?

Local Councils should be left to determine and pass their public engagement policy. There are a number of tools available, such as the IAP2 framework that can provide a basis for this policy.

7. What special circumstances would require an exemption from this policy?

If much of the processes, determination of stakeholders, and levels of participation are left to the discretion of the local authority, exemptions from the policy should be unnecessary.

8. What considerations should be set out in the regulation, and what considerations should be left to local discretion?

The policy should exist to provide Council and the public with a clear understanding of how the local authority may communicate/engage with them. Most of the detail should be left to the discretion of the local authority as municipalities differ in size, population, demographics, ability, and complexity.

9. When should municipalities be required to have their Public Participation Policy in place?

The policy should be required within a year or two of adoption of the new MGA.

10. How often should a municipality review their policy and how should the review occur?

The policy should be reviewed at least once per Council term.

11. How should the policy be made available to the public?

The policy can be made available to the public in the same way that all municipal policies and information is made available to the public. The method of this varies from municipality to municipality.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to adopt the recommendations put forward by Administration as their own or may alter them as Council sees fit.

Benefits – It is believed that the responses will help craft a meaningful Public Participation Regulation.

Disadvantages - There are no perceived disadvantages to the recommended motion.

COSTS / SOURCE OF FUNDING:

There are no costs associated with the recommended motion.

ATTACHMENT(S):

- Discussion Guide – Public Participation

Municipal Government Act
Public Participation Regulation

Discussion Guide

DUE September 17, 2016

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INTRODUCTION

The *Municipal Government Act (MGA)* is the law under which all Alberta municipalities are empowered to shape their communities. The *MGA* was introduced in the mid-1990s and was considered a model for municipal legislation in Canada. However, after nearly 20 years, it was determined the *MGA* should be revisited in order to meet the changing needs of Alberta's communities and an extensive review and public consultation took place throughout 2014.

In the spring of 2015, Bill 20 passed by the Legislature, which included issues that have received broad support from the rural and urban municipal associations, the cities of Calgary and Edmonton, and business and industry associations representing key economic sectors. These proposed changes fall under four broad categories:

- Enhancing municipal accountability
- Enabling more efficient municipal operations
- Enhancing municipal viability
- Strengthening municipal and intermunicipal planning

Bill 20 also approved legislative amendments to address emerging issues, as well as housekeeping matters to update minor items such as definitions, references, and terminology.

The Bill will add a new section 216.1 to the *MGA* which will require councils to establish a public participation policy for the municipality. The section also provides the Minister with the authority to make regulations respecting the contents of public participation policies, respecting the considerations to be taken into account by a council in establishing its public participation policy, setting a date by which every municipality must have its first public participation policy in place, respecting requirements for a council to review its public participation policy periodically and consider whether any amendments should be made, and respecting requirements to make publicly available a public participation policy and any amendments made to it.

Existing public participation provisions in the *MGA*, as well as those added through this new section, acknowledge the rights of the public to influence municipal decisions that affect them. It also acknowledges the impact that effective public engagement can make in improving the quality of municipal decision-making. However, the development of public participation policy must be balanced with the understanding that councils are elected to make decisions that set the direction for the municipality. While taking into account all of the information available to them, including the input of the public, councils must ultimately bear the burden of making significant and often difficult

choices. Furthermore, to allow for timely and efficient governance, public participation policies must be proportional to the scope of the decision to be made.

The intended outcomes of the public participation legislation are that municipalities will take a more intentional approach to public engagement, and that their residents will have an improved awareness of how they can influence municipal decisions. Municipalities will continue to have the flexibility to determine their local approach to public participation, and new public participation policies will help citizens and stakeholders understand how they will be engaged.

This discussion paper has been developed to seek your input into the development of the regulation for public participation policy. Your comments and observations will be important in ensuring that the new legislation and regulations accomplish their intended objectives.

PUBLIC PARTICIPATION PROCESS

A number of municipalities have developed approaches to public participation. In many cases, these approaches are based on the Public Participation Spectrum developed by the International Association for Public Participation¹. The Spectrum shows that differing levels of participation are legitimate and depend on the goals, time frames, resources, and levels of concern in the decision to be made.

	INFORM	CONSULT	INVOLVE	COLLABRATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

CORE VALUES OF PUBLIC PARTICIPATION

The International Association for Public Participation¹ has also developed the following Core Values of Public Participation for use in the development and implementation of public participation processes:

- Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
- Public participation includes the promise that the public's contribution will influence the decision.
- Public participation promotes sustainable decisions by recognizing and communicating the needs and interest of all participants, including decision makers.
- Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
- Public participation seeks input from participants in designing how they participate.
- Public participation provides participants with the information they need to participate in a meaningful way.
- Public participation communicates to participants how their input affected the decision.

PRINCIPLES OF PUBLIC PARTICIPATION

The Institute For Local Government² has identified the following principles to help guide the design of public engagement processes and strategies:

- Inclusive Planning – the planning and design of a public engagement process includes input from appropriate local officials as well as from members of intended participant communities.
- Transparency – there is clarity and transparency about public engagement process sponsorship, purpose, design, and how decision makers will use the process results.
- Authentic Intent – a primary purpose of the public engagement process is to generate public views and ideas to help shape local government action or policy, rather than persuade residents to accept a decision that has already been made.
- Breadth of Participation – the public engagement process includes people and viewpoints that are broadly reflective of the local agency's population of affected residents.

- **Informed Participation** – participants in the public engagement process have information and/or access to expertise consistent with the work that sponsors and conveners ask them to do.
- **Accessible Participation** – public engagement processes are broadly accessible in terms of location, time, and language, and support the engagement of residents with disabilities.
- **Appropriate Process** – the public engagement process utilizes one or more discussion formats that are responsive to the needs of identified participant groups, and encourages full, authentic, effective and equitable participation consistent with process purposes. This may include relationships with existing community forums.
- **Authentic Use of Information Received** – the ideas, preferences and/or recommendations contributed by the public are documented and seriously considered by decision makers.
- **Feedback to Participants** – local officials communicate ultimate decisions back to process participants and the broader public, with a description of how the public input was considered and used.
- **Evaluation** – sponsors and participants evaluate each public engagement process with the collected feedback and learning shared broadly and applied to future engagement efforts.

BENEFITS OF A PUBLIC PARTICIPATION POLICY

A public engagement policy and process can result in a number of benefits which include:

- Communication and sharing of ideas with residents and businesses.
- Wider spectrum of viewpoints and options for solving problems.
- Understanding of the values and opinions of residents and businesses.
- Community understanding of the issues facing the municipality.
- Community understanding of the municipal governance process, and how public input can influence decision-making through a defined process.
- Public confidence in municipal processes and decisions.
- Civic participation and leadership development.

BILL 20 REQUIREMENTS AND REGULATION-MAKING AUTHORITY

The *MGA* generally permits municipalities to determine their own public participation practices, with the exception of specific circumstances where legislated procedures are specified. For example, a municipality can choose to inform its residents of an upcoming

capital project and provide them with an opportunity to identify features and outputs that are important to them using any engagement process that it considers to be appropriate. However, in the case where a municipality is amending a land use bylaw, the MGA requires council to hold a public hearing after providing notice following a prescribed process.

Albertans have indicated that there is a lack of clarity around the scope of municipalities' responsibility to engage with their constituents, particularly on matters that do not have a prescribed legislated process. Due to the existing flexibility of public participation provisions in the MGA and reliance on the engagement processes prescribed in legislation for specific decisions, municipal approaches to general public participation practices are inconsistent across the province.

Public participation policy

216.1 (1) Every council of a municipality must establish a public participation policy for the municipality.

(2) A council may amend its public participation policy from time to time

(3) The Minister may make regulations

(a) respecting the contents of public participation policies;

(b) respecting the considerations to be taken into account by a council in establishing its public participation policy;

(c) setting a date by which every municipality must have its first public participation policy in place;

(d) respecting requirements for a council to review its public participation policy periodically and consider whether any amendments should be made;

(e) respecting requirements to make publicly available a public participation policy and any amendments made to it.

(4) Nothing in a public participation policy established under this section affects any right or obligation that a municipal authority or any person has under any other provision of this Act.

(5) No resolution or bylaw of a council may be challenged on the ground that it was made without complying with a public participation policy established by a resolution of the council.

QUESTIONS FOR DISCUSSION

Policy Content

In order to ensure that the public is engaged in a consistent and meaningful way, public participation policies should address when and how strategic approaches will be used.

Public Participation Policy Content Questions

Tell us your thoughts about:

1. How a municipality should engage their public to ensure that the public is included in the decision making processes of the municipality's business?
2. How often a municipality engage their public?
3. What mechanisms a municipality should utilize to engage the public?
4. What content in public participation policies should be mandatory through the regulation, and what content should be left to the discretion of the municipality?

Considerations in Establishing Policy

It is important that all stakeholders of a municipality feel included and a part of the municipality. The public participation policy should provide this opportunity equitable amongst all stakeholders.

Public Participation Policy Considerations Questions

Tell us your thoughts about:

5. Who the policy should be directed towards?
6. Who should be included on the development of the policy?
7. What special circumstances would require an exemption from this policy?
8. What considerations should be set out in the regulation, and what considerations should be left to local discretion?

Establishment and Review Requirements

In order to ensure that all municipalities implement this standard within a certain time frame, it is important to establish a regulated implementation date. Once implemented, to ensure the policy is still relevant and current, regular formal reviews would be necessary.

Establishment and Review Requirements Questions

Tell us your thoughts about:

9. When should municipalities be required to have their Public P Policy in place?
10. How often should a municipality review their policy and how should the review occur?

Public Availability of Policy

There is very little information held by a municipality that is not available for public review, unless it falls under the protection of the *Freedom of Information and Protection of Privacy Act*. Nevertheless, due to the nature of the Public Participation Policy, it should be a document that is made available upon request and any fees associated with copying the document if required.

Public Availability Questions

Tell us your thoughts about:

11. How should the policy be made available to the public?

NEXT STEPS

After Municipal Affairs has concluded the consultation, feedback received will be assessed and taken into consideration when developing recommendations for the government to consider for this regulation. Results of this process will be communicated later this year.

Finalizing the legislation is an involved process. Regulations across government need to be updated to reflect changes to the *MGA* and avoid legislative conflicts. Once the regulations have been prepared, the revised *MGA* can be proclaimed and come into force.

Thank you for providing your comments. Your feedback is very important and will be essential to improving municipal governance, administration and accountability.

SUMMARY OF QUESTIONS

1. How a municipality should engage their public to ensure that the public is included in the decision making processes of the municipality's business?
2. How often a municipality should engage their public?
3. What mechanisms a municipality should utilize to engage the public?
4. What content in public participation policies should be mandatory through the regulation, and what content should be left to the discretion of the municipality?
5. Who the policy should be directed towards?
6. Who should be included on the development of the policy?

8. What considerations should be set out in the regulation, and what considerations should be left to local discretion?
9. When should municipalities be required to have their Public Participation Policy in place?
10. How often should a municipality review their policy and how should the review occur?
11. How should the policy be made available to the public?

Acknowledgements

1. Permission was received from the International Association for Public Participation for the use of material from their Public Participation Spectrum and Core Values of Public Participation.



2. Permission was received from the Institute for Local Government for the use of material from their Principles of Local Government Public Engagement.

APPENDIX A – Sample Regulation

ALBERTA REGULATION ###/2015

Municipal Government Act

PUBLIC PARTICIPATION POLICY REGULATION

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- 1** Definitions
- 2** Policy Content
- 3** Available to Public
- 4** Review Date
- 5** Implementation Date

Definitions

- 1** In this Regulation,
 - (a) “Act” means the *Municipal Government Act*;
 - (b) “municipal stakeholder” means any individual, organization, or enterprise that lives, owns property, or operates within the corporate limits of a municipality;

Policy Content

- 2** A public participation policy established for a municipality must
 - (a) identify the types or categories of approaches that will be used to engage municipal stakeholders;
 - (b) identify the types or categories of circumstances in which the municipality will engage municipal stakeholders;
 - (c) identify the criteria or considerations to be taken into account in determining what types or categories of approaches will be used in which types or categories of circumstances.

Available to Public

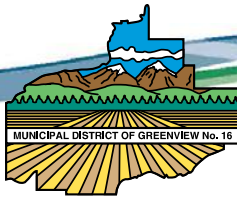
- 3** Each municipality must make their public participation policy available to the public in the manner the council considers appropriate.

Review Date

- 4** Each municipality must review their public participation policy at least once every 3 years.

Implementation Date

- 5** A municipality must establish a public participation policy within 270 days of the day that Section 216.1 of the *Act* is proclaimed.



REQUEST FOR DECISION

SUBJECT:	Northern Gateway Emergent Resolutions for AUMA		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	September 13, 2016	ACAO: DM	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
FILE NO./LEGAL:			LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council support the Northern Gateway Pipeline resolution as to be presented at the Alberta Urban Municipalities Association (AUMA).

BACKGROUND / PROPOSAL:

Mayors, Reeves and leaders from across the province have been requested to support an emergent resolution to be presented at the Alberta Urban Municipalities Association (AUMA) regarding the Northern Gateway Pipeline. The resolution requests that the AUMA advocate for market access and write a letter to the federal government requesting that they conduct new consultations with the First Nations and Metis communities along the pipeline route prior to re-determining whether to approve or deny the approval of the Northern Gateway Project as well as requesting support of the project from the Alberta Government.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to accept, alter or deny supporting the Northern Gateway Pipeline resolution at the AUMA.

Benefits – The benefit of supporting the Northern Gateway Pipeline resolution is that there would be a united voice from across the Province supporting the proposed pipeline.

Disadvantages – There are no perceived disadvantages to supporting the Northern Gateway Pipeline resolutions.

COSTS / SOURCE OF FUNDING:

- N/A

ATTACHMENT(S):

- Email requesting support for the Northern Gateway Pipeline Resolutions
- Northern Gateway proposed AUMA Resolutions

WHEREAS the energy sector contributes approximately \$9.5 billion (four-year average) in annual royalties, bonuses and crown land sales from the oil and gas industry (Source: Alberta Energy);

WHEREAS Canada's oil and natural gas sector provides 20 per cent of the Alberta government's revenue (Source: CAPP);

WHEREAS Canada's oil and gas sector can create jobs for more than 315,000 Albertans (Source: CAPP);

WHEREAS the devastating impacts in the downturn of the economy have been felt by all Canadians, businesses and government;

WHEREAS to maximize the value of Canadian resources, market access is paramount;

WHEREAS On June 30, 2016, with respect to the Northern Gateway Project, the Federal Court of Appeal found that although the Joint Review Panel's recommendation was acceptable and defensible on the facts and the law; concluded that the Federal Government's consultation with First Nations and Métis peoples was insufficient and therefore incomplete.

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association advocate for market access and write a letter to the federal government requesting that they conduct new consultations with the First Nations and Metis communities along the pipeline route prior to re-determining whether to approve or deny the approval of the Northern Gateway Project.

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association write a letter to the Alberta government asking them to voice their support of the Northern Gateway Project.

BACKGROUND:**Albertans Support Northern Gateway**

In June 2016, communities along Northern Gateway's route expressed their support for Northern Gateway's extension request by sending letters to the National Energy Board including:

- 20 out of 20 Alberta communities along pipeline route
- 17 out of 18 First Nations and Métis communities
- Unanimous support from the Alberta Chamber of Commerce

Putting Albertans Back to Work

- With the current downturn in our economy, Alberta is losing our highly skilled work force. Northern Gateway will keep these people here to maintain and grow Alberta's skilled labour base.

Total construction employment opportunities in Alberta*

Grande Prairie Area	Whitecourt Area	Sturgeon County / Strathcona County Area
Construction taking place over 3 Phases:	Construction taking place over 3 Phases:	Construction taking place over 2 Phases:
Phase 1 (Pipelines) 1,105 people	Phase 1 (Pipelines) 517 people	Phase 1 (Pipelines) 297 people
Phase 2 (Pipelines) 440 people	Phase 2 (Pipelines) 318 people	Phase 2 (Pump Station) 61 people
Phase 3 (Pump Station) 71 people	Phase 3 (Pump Station) 68 people	
1,616 total people working over 3 phases	903 total people working over 3 phases	358 total people working over 2 phases

**note: employment opportunities includes temporary, part time and full time jobs taken from Volume 6C of the Regulatory Application*

What kind of skilled Alberta tradespeople/opportunities will be created by Northern Gateway?

Construction	Operations	Business Opportunities
<ul style="list-style-type: none"> • Boilermakers • Carpenters • Electricians • Ironworkers • Labourers including trade helpers • Operating engineers/heavy equipment operators • Pipefitters • Truck drivers • Welders 	<ul style="list-style-type: none"> • Control room technicians • Heavy equipment operations • Maintenance and service pump stations • Monitoring pipeline corridor • Road maintenance • Tank farm operations 	<ul style="list-style-type: none"> • access roads • air charters • camps and catering • clear, log and salvage • fuel supply • environmental monitoring and reclamation • security • surveying • trucking

Long-term Jobs in Alberta

- Northern Gateway will provide 380 long term operational jobs in Alberta
- Northern Gateway is committed to hiring local residents for all direct operational jobs.

Timeline of Key Events

- **June 2014:** Northern Gateway receives certificates from National Energy Board
- **October 2015:** Certificates is challenged in Federal Court of Appeal

- **June 30, 2016:** Federal Court of Appeal finds that the Joint Review Panel recommendation was acceptable and defensible on the facts and the law. **However, it concludes that the Federal Government's consultation with First Nations and Métis peoples was insufficient** and therefore incomplete. In a two-thirds majority decision, **the Federal Court of Appeal overturned Northern Gateway's approval certificates** and puts the matter back to the Federal Government.

The Federal Government now has three choices:

1. Deny the application (effectively cancel the project)
2. Conduct new consultations with the First Nations and Métis communities along the pipeline route and re-determine whether to approve the project.
3. Refer the matter back to the NEB.

The Federal Government has not indicated how it will proceed but it is expected to make a decision in late 2016.

Why is Northern Gateway an Emergent Issue Now?

- Prior to June 30, 2016 Northern Gateway had its approvals and was on a path to construction.
- Now that the approvals have been overturned, it is important for supportive communities to step up their efforts and advocate that:
 - the Government of Alberta work with local supportive communities and publicly support this critical infrastructure project for Albertans
 - the Federal Government complete the necessary consultation with First Nations and Metis Peoples, as well as engaging with local communities on the importance of this project and ultimately approve the project
- This advocacy work needs to happen prior to the Federal Cabinet making a decision.

Why Northern Gateway is Critical to All Albertans

- One of Alberta's most valuable resources is crude oil, but 99% of all our oil exports go to the United States, now one of our biggest competitors, who purchases our crude oil at deeply discounted prices.

- Northern Gateway will provide significant access to other international markets and allow Albertans to get a better price for our crude oil.
- Getting a better price for our crude oil means more royalties collected by the Government of Alberta which can be invested in Alberta schools, universities, hospitals and infrastructure.
- With the serious decline in Alberta's economy due to low oil prices, there is growing momentum for increased international market access for our natural resources.
- Northern Gateway will provide significant access to new markets in the Pacific Rim to secure fair market prices for Alberta's oil.

Alberta Investment

- The recent dramatic drop in oil prices coupled with the lack of pipeline infrastructure is not only affecting future production, but also jeopardizing existing Canadian oil production.
- The significant decrease in oil prices has negatively impacted levels of investment and employment.
- Northern Gateway will provide a badly needed multi-billion dollar private infrastructure investment in Alberta's future including spending \$1.5 billion in Alberta communities.



REQUEST FOR DECISION

SUBJECT: **Municipal Internship Program**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION
ACAO: DM MANAGER:
PRESENTER:
LEGAL/ POLICY REVIEW:
FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to apply for two Municipal Interns under the Municipal Internship Program as offered by Alberta Municipal Affairs.

BACKGROUND / PROPOSAL:

The Municipal Internship Program is offered by Alberta Municipal Affairs to help build the management capacity of Alberta's municipal governments, by supporting municipalities and planning service agencies to host interns, recruiting recent post-secondary graduates interested in a career in municipal administration, finance or land use planning.

Municipal Affairs will support hosting municipalities with a grant of \$43,000.00 dollars for each intern, the municipality will be required to provide the remaining salary allotted. Administration has determined that an additional \$50,000.00 dollars will be required by Greenview to compensate both interns. In addition to the grant, Municipal Affairs will provide a guidebook of reference material and professional development resources created for this program and a supervisor orientation session and workshops throughout the year.

The internship typically starts in May, with a term of one year and the option to extend a second year. The application for an intern may be submitted immediately, and Greenview would receive notification if either of the applications were successful. The internship program as an important part of succession planning for both Greenview and the municipal government industry. Recent post-secondary graduates may apply to the program and Greenview Administration would intern go through the interview and selection process to select suitable candidates.

Administration is fully supportive of the Municipal Internship program and believes that the individuals would be able to provide a valuable service to Greenview.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve or deny an application to the Municipal Internship Program.

Benefits – The benefit to applying for interns under the Municipal Internship Program is that it may provide Greenview in areas such as succession planning and additional resources.

Disadvantages – There are no perceived disadvantages.

COSTS / SOURCE OF FUNDING:

The perceived costs for both Municipal Interns is \$50,000.00, funds to be included to the 2017 Operational Budget.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT:	Grande Prairie Regional College Students' Association Request for Support		
SUBMISSION TO:	REGULAR COUNCIL MEETING		
MEETING DATE:	September 13, 2016	ACAO: DM	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
FILE NO./LEGAL:			LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the request from the Grande Prairie Regional College Students Association, as information.

BACKGROUND / PROPOSAL:

Representatives from the Grande Prairie Regional College Students Association (GPRCSA) will be meeting with the Minister of Advanced Education on September 19, 2016 in Edmonton. During their meeting, the GPRCSA plans to discuss benefits of transforming GPRC into a Polytechnic University and offer Degree Granting Status locally.

In 2015, the GPRCSA commissioned a survey which showed more than 72% of GPRC students would choose to complete their post-secondary degree locally if they were given the opportunity to do so. The same report also indicated that less than one in four students plan on returning to Grande Prairie after completing their education elsewhere.

The GPRCSA believes that Degree Granting Status will improve retention of educated young people living and working in the Peace Country, improve local business and support economic growth in the Region.

Greenview has been asked to issue a letter of support of the GPRCSA's desire to transform GPRC into a Polytechnic University and offer Degree Granting Status locally. Council has also been invited to send a representative, on behalf of Greenview, to participate in the GPRCSA's meeting with the Minister of Advanced Education on September 19th in Edmonton.

OPTIONS – BENEFITS / DISADVANTAGES:

Option 1 – Council has the option to accept or deny the Grande Prairie Regional College Students Association request for a Letter of Support of transforming GPRC into a Polytechnic University and offer Degree Granting Status.

Option 2 – Council has the option to accept or deny the Grande Prairie Regional College Students Association request for a Letter of Support and send a representative, on behalf of Greenview, to participate in the GPRCSA's meeting with the Minister of Advanced Education on September 19th in Edmonton.

Benefits – The benefit of Council providing a Letter of Support/attending the meeting in Edmonton with Minister of Advanced Education is the potential of aiding and improving the retention of professionals in Northern Alberta

Disadvantages – There are no perceived disadvantages.

COSTS / SOURCE OF FUNDING:

There are no perceived costs associated with the recommended motion.

ATTACHMENT(S):

- Letter of Support Request Letter

Request to the attention of the Municipal District of Greenview Council.

The Students' Association is requesting a letter of support and that the Municipal District of Greenview send an attendee to the meeting with the Minister of Advanced Education. If Reeve Dale Gervais is available, it would be a benefit to the cause to have Dales presence at the meeting.

The Students' Association of the Grande prairie Regional College is meeting with the Minister of Advanced Education September 19th at the legislation building in Edmonton. We will be discussing the benefits for the student and the Region from the College gaining degree granting status by Becoming a Polytechnic University.

With a Polytechnic University based in Grande Prairie, businesses will have a closer source than Edmonton to find employees that hold degrees. GPRC degree granting status will improve retention of educated youth in the region, for they wont have to leave to better their job prospects.

The Students' Association believes that it is important to show not only that the student want this, but the community and surrounding areas want this as well. The mayor of Grande Prairie has confirmed his attendance and the Mayor of Beaverlodge is tentative, and we would be thrilled to have the attendance and support from the DM of Green View at this meeting as well.

SAGPRC

Transforming Grande Prairie Regional College (GPRC) into a Polytechnic University will help the students, retain talent for the area and benefit the economic growth of this region.

The students at GPRC are longing for the College to gain degree granting capabilities. The Students' Association at GPRC did a survey in 2015 that found (72.9%) of GPRC students would complete their degree at GPRC if it was available. Our students want to stay here, work here and get degrees here but can't.

With the Polytechnic University based in Grande Prairie, businesses will have a closer source than Edmonton to find employees that hold degrees. GPRC degree granting status will improve retention of educated youth in the region, for they won't have to leave to better their job prospects. The North West region of Alberta requires the same level of accessibility to a post-secondary education as the rest of the province.

Grande Prairie supports a large region with a significant distance to other educational institutions. GPRC requires the authorization to appropriately meet the varied economic and cultural needs of Northwest Alberta. Obtaining degree granting status will improve the retention of talent, improving businesses and economic growth in the region.



REQUEST FOR DECISION

SUBJECT:	Northern Alberta Development Council (NADC) Bursary Matching Scholarship Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	September 13, 2016	ACAO: DM	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM:	PRESENTER: DM
FILE NO./LEGAL:			LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council sponsor Gary Cymbaluk in the amount of \$12,000.00 in matching funds to the Northern Alberta Development Council (NADC) bursary for his fourth year in the program of Dentistry, with the condition that the applicant commits to reside and perform dentistry work in Greenview for a four year term, with funds to come from the Greenview Bursary Fund.

BACKGROUND / PROPOSAL:

Gary Cymbaluk is requesting Greenview's sponsorship of \$12,000.00 matched Northern Alberta Development Council (NADC) funding for his final fourth year dentistry program.

In 2015 Gary Cymbaluk was sponsored \$12,000.00 in matching NADC funds and entered into an agreement to reside and perform dentistry work within Greenview for a three year term. Greenview has sponsored Gary Cymbaluk annually with \$12,000.00 sponsorship for the dentistry program, total to date of \$36,000.00.

Administration recommends that Gary Cymbaluk agrees to the terms of the Greenview Return Service Contract with an additional year of commitment (four years) and the penalty of repaying the funds if the commitment is not fulfilled.

The Greenview Bursary Fund has a balance of \$12,000.00 as of September 12, 2016.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve Gary Cymbaluk's request for matching sponsorship funds with or without conditions, altered conditions, or deny the request for bursary funds.

Benefits – The benefit of sponsoring Gary Cymbaluk the requested \$12,000.00 bursary as matching funds to the Northern Alberta Development Council (NADC) bursary for his fourth (final) in the program of Dentistry with conditions, is that Greenview may receive the benefit of securing a dentist to reside and perform dentistry work in Greenview for a four year term.

Disadvantages - There is no perceived disadvantage to providing Gary Cymbaluk the bursary funds with the condition of residing and working in Greenview for three years.

COSTS / SOURCE OF FUNDING:

The matching \$12,000.00 bursary funds for Mr. Gary Cymbaluk will come from the Greenview Bursary Fund.

ATTACHMENT(S):

- Email dated August 18, 2016 from Gary Cymbaluk
- NADC Student Eligibility
- Signed Greenview 2015 Return Service Contract with Gary Cymbaluk
- Greenview 2016 Return Service Contract

Student Eligibility

In addition to the criteria outlined for all of the NADC bursaries, student candidates **must** meet the following criteria:

- Have an arm's length relationship to the sponsor. This means that the student must not be related to the sponsor, and that the selection of the student is completed through impartial means.
- Commit to live and work in **northern Alberta** for a specified amount of time upon graduation **and** sign a return service contract
- Have reasonably good prospects for employment in northern Alberta after graduation

Please note the following:

- Students cannot receive both the **NADC Bursary** and the Partnerships Bursary during the same academic year

Sponsors can provide bursaries to a student for a number of years or can sponsor a number of bursaries in one year to different students. Selected students must complete a **Bursary Partnerships Program Student Application**. Sponsors will mail completed student applications with the completed **Sponsor Request for Matching Funds** form to the Northern Alberta Development Council office.

Return Service Commitment

Every student selected to receive a Partnerships Bursary must sign a return service contract. The contract commits the student to live and work in Northern Alberta for a specified amount of time upon graduation, based upon the total value of the bursary. Starting for the 2009/10 academic year, two months of return service is required for each \$1000 of total bursary support. For example: A combined \$3,000 bursary has a return service commitment of 6 months.

The Northern Alberta Development Council will follow up with students to monitor completion of return service. If students do not fulfill their return service, Alberta Enterprise and Advanced Education will require repayment of the Bursary Partnerships Program portion.

Please note that Alberta Advanced Education and Technology cannot recover funds on behalf of a sponsor if a student does not fulfill their return service obligation.



BURSARY RETURN SERVICE AGREEMENT

Between

Municipal District of Greenview No. 16
(Hereinafter referred to as the Sponsor)

And

Gary Cymbaluk
(Hereinafter referred to as the Student)

1. This agreement is between the Student and the Sponsor, in joint partnership with the Northern Alberta Development Council, hereinafter referred to as NADC.
2. The Sponsor agrees to loan the student a bursary as assistance while attending the Dentistry Program at the University of Alberta.
3. Upon approval of the Student's application by the Sponsor, and upon confirmation of the Student's registration in the course of studies, the Sponsor will pay the student the sum of \$12,000.00 as a bursary in order for the student to commence or continue the course of studies as outlined in the Student's Bursary Partnerships Application form.
4. The Sponsor will forward a copy of the Student's application form and a signed copy of the Agreement to the NADC for its consideration of a matching NADC Partnership Bursary in the amount of \$12,000.00.
5. In exchange for the bursary the Student will complete three years of full-time equivalent employment with an employer or in private practice in the Dentistry field of work within the Greenview boundary (see attached map) by the 3 year expiration date that commences the day after graduation from the Dentistry program.
6. Should the student not acquire employment or establish private practice, terminate employment or practice as outlined in clause 5 before the completion of the aforementioned period stated, the \$12,000.00 bursary will immediately become due and payable to the Sponsor.
7. The student must provide written information to the Sponsor regarding the status and location of employment, commencing on the date on which employment or private practice is obtained in accordance with this agreement, and until the completion of work commitments under this agreement are completed.
8. The Student will notify the Sponsor forthwith if he/she leaves the program prior to completion.
9. The Student will commence employment within six months of completing his/her program.

Gary Cymbaluk
Student Signature

Nov 14/2015
Date

With the understanding that
there is a 3 year window to
find a position to work
in Greenview for the 3 year
term.

[Signature]
Sponsor Signature

Nov. 20, 2015.
Date



BURSARY RETURN SERVICE AGREEMENT

Between

Municipal District of Greenview No. 16

(Hereinafter referred to as the Sponsor)

And

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4. The Sponsor will forward a copy of the Student's application form and a signed copy of the Agreement to the NADC for its consideration of a matching NADC Partnership Bursary in the amount of \$12,000.00.
5. In exchange for the bursary the Student will complete an additional year of full-time equivalent employment, (see attached contract commitment for three years – Schedule A) for a total of four years with an employer or in private practice in the Dentistry field of work within the Greenview boundary (see attached map) by the 3 year expiration date that commences the day after graduation from the Dentistry program.
6. Should the student not acquire employment or establish private practice, terminate employment or practice as outlined in clause 5 before the completion of the aforementioned period stated, the \$12,000.00 bursary will immediately become due and payable to the Sponsor.
7. The student must provide written information to the Sponsor regarding the status and location of employment, commencing on the date on which employment or private practice is obtained in accordance with this agreement, and until the completion of work commitments under this agreement are completed.
8. The Student will notify the Sponsor forthwith if he/she leaves the program prior to completion.
9. The Student will commence employment within six months of completing his/her program.

Student Signature

Date

Sponsor Signature

Date



BURSARY RETURN SERVICE AGREEMENT

Between

Municipal District of Greenview No. 16
(Hereinafter referred to as the Sponsor)

And

Gary Cymbaluk
(Hereinafter referred to as the Student)

1. This agreement is between the Student and the Sponsor, in joint partnership with the Northern Alberta Development Council, hereinafter referred to as NADC.
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4. The Sponsor will forward a copy of the Student's application form and a signed copy of the Agreement to the NADC for its consideration of a matching NADC Partnership Bursary in the amount of \$12,000.00.
5. In exchange for the bursary the Student will complete three years of full-time equivalent employment with an employer or in private practice in the Dentistry field of work within the Greenview boundary (see attached map) by the 3 year expiration date that commences the day after graduation from the Dentistry program.
6. Should the student not acquire employment or establish private practice, terminate employment or practice as outlined in clause 5 before the completion of the aforementioned period stated, the \$12,000.00 bursary will immediately become due and payable to the Sponsor.
7. The student must provide written information to the Sponsor regarding the status and location of employment, commencing on the date on which employment or private practice is obtained in accordance with this agreement, and until the completion of work commitments under this agreement are completed.
8. The Student will notify the Sponsor forthwith if he/she leaves the program prior to completion.
9. The Student will commence employment within six months of completing his/her program.

Gary Cymbaluk
Student Signature

Nov 14/2015
Date

With the understanding that
there is a 3 year window to
find a position to work
in Greenview for the 3 year
term.

[Signature]
Sponsor Signature

Nov. 20, 2015.
Date



REQUEST FOR DECISION

SUBJECT: **Anton Luu Relocation Expenses**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: COMMUNITY SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to compensate Dr. Anton Luu in the amount of \$771.99 for relocation expenses, with funds to come from the Corporate Services Employee Relocation Budget.

BACKGROUND / PROPOSAL:

At the Council Meeting dated December 19, 2011, Council adopted the following motion:

Dr. Anton Luu – Council authorized reimbursement to Dr. Anton Luu 25% of the cost to relocate personal and business effects from Florida to Valleyview in the summer of 2012, to a maximum amount of \$3,000.00.

Dr. Anton Luu is a dentist that has been practicing out of the Valleyview and District Medical Clinic since 2011. Dr. Luu has previously been compensated in 2012 by Greenview in the amount of \$572.74. As per recent discussions with Administration, Dr. Luu advised that he has previously not claimed all of his moving expenses due to not retrieving all of his belongings until 2015 from Ft. Collins, Colorado.

Dr. Anton Luu has recently submitted invoices totalling \$2,945.78 in which Greenview would be required to pay 25%, for a total of \$771.99.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve, deny or alter the compensation to Dr. Anton Luu for his relocation expenses.

Benefits – The benefit of compensating Dr. Anton Luu for his relocation expenses is that the prior commitment made in 2011 to reimburse Dr. Anton Luu 25% of his moving expenses will be fulfilled.

Disadvantages – There are no perceived disadvantages to compensating Dr. Anton Luu with 25% of his moving expenses.

COSTS / SOURCE OF FUNDING:

The \$771.99 compensation for Dr. Anton Luu's relocation expenses will come from the Corporate Services Employee Relocation Budget.

ATTACHMENT(S):

- Dr. Anton Luu – August 16, 2016 Email Correspondence
- Submitted Receipts for the Relocation Expenses
- Calculation of Expenditures

Teresa Marin

From: Anton Luuv <inertg@gmail.com>
Sent: Tuesday, August 16, 2016 8:31 AM
To: Teresa Marin
Subject: Re: Moving Expense
Attachments: Move DEN Valleyview.pdf; Move TPA DEN.pdf

Hi Teresa,

Enclosed are my expenses for my 2nd and final move to Valleyview done in 2015. Due to the demands of the office not giving me enough time to take off to make the trip in one go, I flew down to Tampa, FL in spring 2015 to move the rest of my belongings to Ft Collins Co, then I drove my UHaul truck from Valleyview to Ft Collins in Fall to pick them up.

In preparation to have an associate in 2017, I am looking for a blueprint of the dental office. Do you think you could find it and return it to me via email?

Dr Anton Luu

On Fri, Jul 29, 2016 at 1:28 PM, Teresa Marin <Teresa.Marin@mdgreenview.ab.ca> wrote:

Good Afternoon Mr. Anton Luu,

I am following up on the conversation that you had with Dennis Mueller, Greenview General Manager Community Services regarding the expenditure coverage for your relocation to Valleyview. I looked into our records and found the following motion from the regular Council Meeting held December 19th, 2011:

Dr. Anton Luu – Council authorized reimbursement to Dr. Anton Luu 25% of the cost to relocate personal and business effects from Florida to Valleyview in the summer of 2012, to a maximum amount of \$3,000.

Attached is the Greenview record of the moving expense payment provided to you December 31, 2012 in the amount of \$572.74. If you have additional moving expenses to claim for the relocation costs incurred for the move from Florida to Valleyview in the Summer of 2012, please provide the documentation to me and I will check into payment of these expenses.

Kind regards,

Teresa Marin

Pick up from Ft Collins to Valleyview
 Ford F350 Depart VV Aug 3rd 3:47 PM 188536 mi
 Arrived Aug Std 8:30 AM - 188 in Ft Collins 189977

PIT Stop Gas and Convenience
 57001 Highway 757
 Colorado 12106-2900
 (970) 825-2432
 FAX (970) 825-2432
 Registration #: 0066932
 Pump # Fuel REC
 Hose 1
 Cash
 Volume 93.545
 Price 100.00
 Total \$ 93.545
 Last 100.00
 Date 8/03/2015
 Thank You #1111

Pump #4 Unl Reg
 Volume 93.545
 Total \$100.00

Merchant ID: 87356180018
 Term ID: 001
 Ref #: 089
Sale
 XXXXXXXXXXXXXXX6014
 VISA
 Entry Method: Chip
 08/03/15 19:09:20
 Inv #: 0000089 Appr Code: 422384
 Approved Batch#: 000692
 Total: \$ 100.00
 By entering a verified PIN, cardholder agrees to pay issuer such total in accordance with issuer's agreement with cardholder (Merchant agreement if credit voucher).
 Retain this copy for statement verification.

Application Label: SCOTTABANK VISA
 AID: A0000000031010
 TVR: 00 00 00 80 00
 TSI: F8 00

Customer Copy

1888509
 188850
 WELCOME
 Shell Canada
 37430 HWY 2 SOUTH
 14E 1B2
 RED DEER AB
 (403) 345-9230
 XXXXXXXXXX6014
 VISA
 PURCHASE C
 INV NO. 0036793524
 2015/08/03 22:59
 SCOTTABANK VISA
 AID A0000000031010
 TVR 0000008000
 TSI F800
 BRONZE
 PUMP NO. 15
 LITRES 90.590
 PRICE/L \$1.089
 TOTAL FUEL \$98.65
 01 APPROVED - THANK
 Y U 001
 APPROVAL NO: 401683
 TERMINAL NO:
 89003670
 VERIFIED BY PIN

IMPORTANT
 retain this copy for
 your records

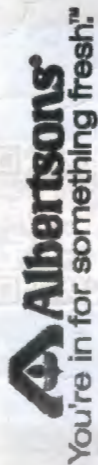
FUEL INCLUDES \$4.70
 GST - Fuel 137400032RT
 No.

TOTAL SALE \$98.65

STORE: C00367
 TRAN: 5506802
 2015/08/03 23:03:41

YOUR OPINION COUNTS
 Tell us about your recent visit at
 www.shell.ca/opinion
 and you could win a
 \$100 Shell Gift Card
 *Receipt Required

THANK YOU
 Questions?
 1-800-661-1600



2250 10TH AVE. S.
GREAT FALLS, MT 59405
Phone # (406) 727-3700
Store Director - Patrick McGuffin

12:30:44

12:30:44

PRODUCE 4635 2.27 F

99 / lb 4.58

SUBTOTAL 2.27

TOTAL TAX .00

TENDER 2.27

CHANGE .00

NUMBER OF ITEMS 1

SAVINGS SUMMARY 1 4.58

THAT IS A SAVINGS OF 67%

THANK YOU FOR SHOPPING AT ALBERTSONS

Phone # (406) 727-9880

www.albertsons.com

Customer Questions or Party (ray Orders 1-877-932-7948

***** Your Opinion Matters *****

We invite you to complete our CUSTOMER SATISFACTION SURVEY

Enter to be a weekly winner of a \$100 gift card!

Go to: www.albertsonssurvey.com

189 166

1350 W Roosevelt Hwy
Shelby MT 59474

EXXON EXPRESS PAY

SHELBY #5000

FG30117734001

1350 W ROOSEVELT HWY

SHELBY, MT

59474

08/04/2015 485491679

10:10:48 AM

XXXXXXXXXXXX9284

Mastercard

LUU/ANTON

INVOICE 032551

AUTH 004776

PUMP# 14

Regular 29.205G

PRICE/GAL \$2.819

FUEL TOTAL \$ 82.33

CREDIT \$ 82.33

Customer-activated Purchase/Capture

Site #: 000000004594863

Shift Number 1

Sequence Number 4793

APPROVED 004776

Bud, Miller, and Coors 30 packs \$21.99

10% Ethanol

Stopped and
continued with 10% Ethanol

Ray's Sport & Western Wear
Hwy 12
Harlotown, MT 59836

MIGI MART

10193944

HWY 12 AND 191

HARLOWTON, MT

08/04/2015 266723023

02:56:52 PM

9284

MASTERCARD

INVOICE 145454

AUTH 00-004678

REF 740170804151454

PUMP# 5

REGULAR 6.089G

PRICE/GAL 2.799

FUEL TOTAL \$ 17.04

CREDIT \$ 17.04

Batch: 74 Seq Num: 17

Term ID: 5

Workstation ID: 00

WANT FREE GAS?

REGISTER TO WIN AT

WWW.GASVISIT.COM

XXXXXXXXXXXXXXXXXXXX

Play TANKS for a

1-in-5 chance of

winning instantly.

Ask cashier for a

game card inside.

Ends 8/31/15

Take a survey at

WWW.GASVISIT.COM

Register and Win!!!

No Ethanol

189 380

Ray's Sport & Western Wear
Hwy 12
Harlotown, MT 59836

MIGI MART

10193944

HWY 12 AND 191

HARLOWTON, MT

08/04/2015 266723026

03:00:31 PM

9284

MASTERCARD

INVOICE 145747

AUTH 00-004989

REF 740200804151457

PUMP# 5

PLUS 16.552G

PRICE/GAL 2.799

FUEL TOTAL \$ 46.33

CREDIT \$ 46.33

Batch: 74 Seq Num: 20

Term ID: 5

Workstation ID: 00

WANT FREE GAS?

REGISTER TO WIN AT

WWW.GASVISIT.COM

XXXXXXXXXXXXXXXXXXXX

Play TANKS for a

1-in-5 chance of

winning instantly.

Ask cashier for a

game card inside.

Ends 8/31/15

Take a survey at

WWW.GASVISIT.COM

Register and Win!!!

Not filled
189 681

KAYCEE SINGLARI
27 HAYDORTH ROAD
KAYCEE, WY
82639

08/04/2015 18:00:35 PH 084054338

XXXX XXXX XXXX 9284 Mastercard
LUU/ANTON
INVOICE 018294
AUTH 004741

PUMP# 2
Unleaded CR
PRICE/GAL
17.4416
2.809

FUEL TOTAL \$ 48.99

Subtotal = \$ 48.99
Tax = \$ 0.00
Total = \$ 48.99

CREDIT \$ 48.99
APPROVED 084741

Plenti Rewards Program
Earn Points Now
See Cashier For Details

EXPRESS PAY

CC 204
FG56117277001
60 SE WYOMING BLVD
CASPER, WY
82609
08/05/2015 619906111
03:49:37 AM

XXXXXXXXXXXX9284
Mastercard
LUU/ANTON
INVOICE 026586
AUTH 005085

PUMP# 9
Regular
PRICE/GAL
20.7786
\$2.689

FUEL TOTAL \$ 55.87

CREDIT \$ 55.87

Customer-activated Purchase/Capture
Site #: 000000004594800
Shift Number 1
Sequence Number 12378
APPROVED 005085

Common Cents #204, 60 SE Wyoming Blvd
Casper, WY
Thanks for your Business

189 929

BIG D #30
2310 W. LINCOLNWAY
CHEYENNE WY 82001
FG56124478001

08/05/2015 7:21:43 AM
Register: 2 Trans #: 2891 Op ID: 8
Your cashier: Nicole

Regular CA PUMP# 3
18.668 GAL @ \$ 2.659/GAL \$49.64 99

Subtotal = \$49.64
Tax = \$0.00

Total = \$49.64

Change Due = \$0.00

Credit \$49.64

XXXXXXXXXXXX9284 Mastercard
LUU/ANTON
INVOICE: 026254
AUTH 005744

POS Purchase/Capture
Site #: 000000004773735
Shift Number 1
Sequence Number 39571
APPROVED 005744

189 997 7:57 PM

-8-2015

Depart Ft Collins

190174

WELCOME TO MAVERIK
Adventures
First Stop
1108 W Yellowstone H
Douglas Wyoming
82633
307-358-1140
Term: 296
Appr: 009029

Regular
Pump No. 06
Gallons 27.183
Price/g \$2.669
Total Fuel \$72.55
Master Card
XXXXXXXXXXXX9284

08/09/2015 05:23:54

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.

TOTAL SALE \$72.55

THANK YOU
HAVE A NICE DAY

301

BUY ONE GET ONE FREE QUARTER POUNDER
W/CHEESE OR EGG McMUFFIN
Go to www.mcdvoice.com within 7 days
and tell us at our visit.

Validation Code: _____
Expires 30 days after receipt date.
Valid at participating US McDonald's.
1090 W YELLOWSTONE HWY
DILLAS TX
#7
82333

!!! THANK YOU !!!
TEL# 307 358 3700 Store# 7608

KS# 3 AUG.09.15 (Sun) 05:17

KVS Order 01

QTY ITEM TOTAL
1 M W F-Vn Latte 3.09

Subtotal 3.09
Tax 0.19

Take-Out Total 3.28

Cash Tendered 3.28
Change 0.00

McDonald's Restaurant

NOW HIRING -- ALL SHIFTS
APPLY @ WWW.MCSTATE.COM/7608

190373

Plenti Rewards Program
Earn Points Now
See Cahier for Details

EXPRESS PAY

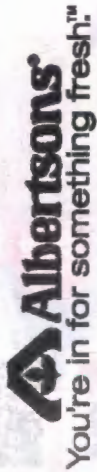
CC 210
FL56117293001
2617 NORTH MAIN
SHERIDAN, WY
82801
08/09/2015 380563838
10:00:37 AM

XXXXXXXXXXXX9284
Mastercard
LUU/ANTON
INVOICE 033425
AUTH 009627

PUMP# 4
Regular 24.3426
PRICE/GAL \$2.699
FUEL TOTAL \$ 65.70
CREDIT \$ 65.70

Customer-activated Purchase/Capture
Site #: 000000004695955
Shift Number 1
Sequence Number 19852
APPROVED 009627

Common Cents, 2617 North Main St
Sheridan, WY 82801
Thanks for your business!



2250 10TH AVE. S.
GREAT FALLS, MT 59405
Phone # (406) 727-3700
Store Director Patrick McGuffin

Alberts Alley

17:39:44

GROCERY

4900003124 4.99 F
2870014842 2.49 F
2.10 7.48
SUBTOTAL .00
TOTAL TAX 7.48

TOTAL

Mastercard
AUTH XXXXXXXXXX9284
APPROV CODE 009269
Cas Ref# 17229
Cash .00

NUMBER OF ITEMS 2
SAVINGS SUMMARY *****
YOU SAVE 1 2.10

TODAY'S TOTAL SAVINGS 2.10
THAT IS A SAVINGS OF 22%

Open 107 Term: 1 Store: 2037
17:40:05

Thank You For Shopping At
ALBERTSONS

Phone # (406) 727-9880

www.albertsons.com

Customer Questions
or Party Inay Orders
1-877-932-7948

Your Opinion Matters
We invite you to complete our
CUSTOMER SATISFACTION SURVEY
Enter to be a weekly winner
of a \$100 gift card!
Go to www.albertsonssurvey.com

190631

Eddies Corner
55000 US Hwy 87
Moore, MT 59464

EDDIES CORNER
HIGHWAY 87
MOORE
08/09/2015 08:33:44 PM 665647507

9284 MASTERCARD

INVOICE 152636
AUTH 00-009749
REF 528290809151526

PUMP# 4
REGULAR
PRICE/GAL 38.5496
2.799

FUEL TOTAL \$ 85.51

Subtotal = \$ 85.51
Tax = \$ 0.00

Total = \$ 85.51

CREDIT \$ 85.51

Batch: 52 Seq Num: 29
Term ID: 4
Workstation ID: 60
WANT FREE GAS?
REGISTER TO WIN AT
WWW.GASVISIT.COM

Thank You
Please Come Again

190805
1350 W Roosevelt Hwy
Shelby MT 59474

EXXON EXPRESS PAY

SHELBY #5000
FG30117734001
1350 W ROOSEVELT HWY
SHELBY, MT
59474
08/09/2015 485498071
07:34:44 PM

XXXXXXXXXXXX9284
Mastercard
LUU/ANTON
INVOICE 037530
AUTH 009778

PUMP# 1
Regular 18.1376
PRICE/GAL \$2.799

FUEL TOTAL \$ 50.77

CREDIT \$ 50.77

Customer-activated Purchase/Capture
Site #: 888888884594883
Shift Number 1
Sequence Number 52922
APPROVED 888778

ALL fountain drinks \$0.99

WE APPRECIATE YOUR COSTCO
MEMBERSHIP. -

191046.2

292021 Costco #251
99 Heritage Gate SE
Calgary, AB

MF# ER# 11181154235

TYP: PURCHASE

ACCT: Interac CHEQUING

PUMP: 11
GRADE: Unleaded
L: 110.654
PRICE/L: \$ 1.019
FUEL SALE: \$ 112.76

CARD NUMBER:
*****1302

DATE: 08/10/2015
TIME: 14:14
REFERENCE: 36654332 0010014260 C
AUTH#: 582473
TRANSACTION#: 72675

INTERAC
A0000002771010
8080008000 6800

GST INCLUDED = \$ 5.36
GST #121476329

VERIFIED BY PIN

00 APPROVED-THANK YOU 000

- IMPORTANT -
RETAIN THIS COPY
FOR YOUR RECORDS

WE APPRECIATE YOUR COSTCO
MEMBERSHIP.

191271-4
Onoway Race Trac Gas

R R 3 - Hwy 43
Onoway AB
DATE: 2015/08/10 TIME: 19:23:38

PURCHASE

*****6014
E FUND REG 86.775L \$1.095/L 95.37H

TOTAL \$95.37
GST 5.00% INCLUDED \$4.54

H = TAXES INCLUDED

ENTRY METHOD: C

VISA
2015/08/10 19:24:04
REF#: 28898049 0010351010
AUTH#: 424585 RESP CODE: 01/027
RECEIPT#: 00003777 BATCH#: 035

SCOTTABANK VISA
A00000000031010
4843A8871A041830
0000000000
L180F0912C45F86A

APPROVED - THANK YOU

- IMPORTANT -
RETAIN THIS COPY FOR YOUR RECORDS
CUSTOMER COPY

PROTECTED when completed
PROTÉGÉ une fois rempli

**GOODS ACCOUNTING DOCUMENT
BILAN DES MARCHANDISES OCCASIONNELLES**

Time/Heure: 20:42

Date: 2015/08/09

0008667

Reference No. - N° de référence	
Country of export - Pays d'exportation	Exchange rate - Taux de change
UNIT	1.000000

Accounting document No. - N° de la déclaration en détail
B7050619149 T

Entry Method: Chip

28:43:02

Apoc Code: 418047

Batch#: 221001

Total: \$ 58.42

By entering a verified PIN, cardholder agrees to pay issuer such total in accordance with issuer's agreement with cardholder (Merchant agreement if credit voucher).

Retain this copy for statement verification.

Application Label: SCOTIABANK VISA
 AID: A0000000031010
 TVR: 00 80 00 80 00
 ISI: F8 00

Customer Copy

16611

Badge No. / Border services officer - N° d'insigne / Agent des services frontaliers

BSF715-1(FLAT)

B15-1(FLAT) (07)

Canada

Classification No. N° de classement	Value for duty (CAN dollars) Valeur en douane (Dollars CAN)	TT	Rate of duty Taux de droit	E.T. rate Taux de T.A.	GST/HST rate-Taux de TPS/TVH	PST rate-Taux de TPP	Duty Droit	Excise tax Taxe d'accise	Provincial liquor mark-up/Fee Frais/Majoration prov. sur l'alcool	Provincial tobacco tax Taxe provinciale sur le tabac	GST/HST TPS/TVH	Provincial sales tax Taxe de vente provinciale
6912.00.90.99	\$1,168.30	10	0.00000	0.00000	5.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.42	\$0.00
6912.00.90.99			0.00000		0.0				\$0.00			
ALCOHOL PRODUCTS HAS BEEN ALLOWED. THE EXEMPTION FOR ALCOHOL IS 1.14 L OF SPIRITS, OR 1.5 L OF WINE OR ALE. THE EXEMPTION FOR TOBACCO PRODUCTS IS 200 CIGARETTES, 50 CIGARS, 200 TOBACCO STICKS, AND 1 TOBACCO EXEMPTION IS FOR CANADIAN BRANDS ONLY.												
a fee for dishonoured payments frais pour tout paiement non honoré												
							Summary - Sommaire			Money tendered - Argent présenté		
							Duty Droit		\$0.00	Cash – CAN Complant – CAN		\$0.00
							Excise tax Taxe d'accise		\$0.00	Cash – U.S. Complant – É.-U.		\$0.00
							GST/HST TPS/TVH		\$58.42	U.S. exchange Taux de change É.-U.		0.000000
							Provincial liquor mark-up/Fee Frais/Majoration provincial sur l'alcool		\$0.00	VISA – POS / SDD		\$58.42
							GST/HST on provincial liquor fee TPS/TVH sur les frais provinciaux sur l'alcool		\$0.00			
							Provincial tobacco tax Taxe provinciale sur le tabac		\$0.00			
							Provincial sales tax Taxe de vente provinciale		\$0.00	TOTAL		\$58.42
							Grand Total		\$58.42	Change due Monnaie		\$0.00

Tampa to Ft Collins

4th leg of move - After ADAC May
conf, caught flight YEG - TPA then
Uhaul to Ft Collins, Co, then DEN - YEG

Tampa

23 May 2015 - 31 May 2015 Itinerary #1105310740073

E-Ticket

This page can be used as an E-Ticket.

Itinerary # **1105310740073**

Before travelling, print a copy of your itinerary and take it with you!

Edmonton (YEG) → Tampa (TPA)

23 May 2015 - 31 May 2015, 1 ticket

COMPLETED
American Airlines PIAKQC
US Airways BGQBZF

We hope you had a great trip. Thank you for choosing Expedia for your travel reservations.

Traveller Information

Anton Luu
Adult

E-Ticket # 0019238111976

† Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

23 May 2015 - Departure 1 stop Total travel time: 7 h 20 m



Edmonton

YEG 7:35am

American Airlines 1262

Economy / Coach (S) | Confirm seats with the airline†

Dallas

DFW 12:34pm

3 h 59 m

Layover: 0 h 56 m



Dallas

DFW 1:30pm

American Airlines 1198

Economy / Coach (S) | Confirm seats with the airline†

Tampa

TPA 4:55pm

2 h 25 m

31 May 2015 - Return 1 stop Total travel time: 6 h 32 m

US AIRWAYS

Denver

DEN 8:00am

This flight departs from DEN not

TPA

US Airways 495

Economy / Coach (N) | Seat **30A** | Confirm or change seats with the airline†

Phoenix

PHX 9:12am

Terminal 4

2 h 12 m

Layover: 0 h 53 m

US AIRWAYS

Phoenix

PHX 10:05am

Terminal 4

US Airways 584

Economy / Coach (O) | Seat **08F** | Confirm or change seats with the airline†

Edmonton

YEG 2:32pm

3 h 27 m

Price Summary

Traveller 1: Adult

C\$596.86

Total: **C\$596.86**

All prices quoted in Canadian dollars.

Additional Flight Services

- The airline may charge additional fees for checked baggage or other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are nonrefundable, nontransferable and name changes are not allowed.**
- Please read the complete penalty rules for changes and cancellations applicable to this fare.
- Please read important information regarding airline liability limitations.
- For residents of Québec, prices include a contribution to the Indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.



U.S. AIRWAYS®

E-TICKET RECEIPT

BEF709K8

31MAY15

FZBZV8/US
LUU/ANTON

ARRIVAL

FROM T

1000A EXCESS BAG EBC US 3957 Y 31MAY 1130A FEE

LUU/ANTON
31MAY

FP CAXXXXXXXXXXXXX9284/XXXX/N031049 /FC BAGGAGE FEE (1B) 01 25.00 (2B)
200 0000 (3B) 00 0000 (4B) 00 0000 (OW) 00 0000 (OZ) 00 0000 (SE) 00 0000
(CU) 00 0000 USD TTL 25.00END 0019238111976201505144201505310495DEN.PHX.
G. (BGQBZF)

US 584 YEG
US 495 PHX

EDMONTON

PNR:
BGQBZF

0037US552333



FARE USD 25.00 DOCUMENT NUMBER 03724045

TAX US 0.00

TAX NO CASH VALUE

TOTALUSD 25.00

THANK YOU FOR FLYING
US AIRWAYS



BLACKWOLF RUN HOLDINGS
2120 SPARROW DRIVE
NISKU AB

CARD *****6014
CARD TYPE VISA
DATE 2015/05/23
TIME 0614 01:25:52
RECEIPT NUMBER
C84069526-001-108-039-0

PURCHASE
TOTAL

\$47.99

SCOTIABANK VISA
A0000000031010
53512281936C2406
0000008000 E800
8780335B15BB252B
0000008000-F800

APPROVED

AUTH# 439648 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

144-142
5128 Caxton ST
Whitecourt ab T7S-1S1

ESSO EXPRESS PAY

WHITECOURT ESSO
00303651
5128 CAXTON ST.
WHITECOURT, AB T7S
URN:R853342335
05/21/2015 404335162
12:33:11 PM

PUMP# 5
EREG 32.327L
PRICE/L 1.049
FUEL TOTAL \$ 33.91

GST1 in fuel \$ 1.61
CREDIT \$ 33.91

TYPE: PURCHASE
ACCOUNT: VISA \$33.91
AUTH: 493711 F INVOICE: TST02530
CARD NUMBER: C **** * 6014
VERIFIED BY PIN
A- SCOTIABANK VISA
B- A0000000031010
01 Approved - Thank You 027
LOYALTY: NO
IMPORTANT - retain this copy for your
records
THANK YOU

144-173
4031-47ave
Entwistle AB T0R0S0

PEMBINA ESSO
00303471
BOX 124
ENTWISTLE, AB T0R 0
URN:R. 5460839
05/22/2015 913466640
09:49:00 PM

PUMP# 4
EREG 14.587L
PRICE/L 1.029
FUEL TOTAL \$ 15.01

GST1 in fuel \$ 0.71
CREDIT \$ 15.01

TYPE: PURCHASE
ACCOUNT: VISA \$15.01
AUTH: 493835 F INVOICE: T017072
CARD NUMBER: S **** * 6014
01 Approved - Thank You 027
LOYALTY: NO
IMPORTANT - retain this copy for your
records
Thank You

Drove to Jasper for ADAC
annual conference. Then from
Jasper to Edmonton to catch
flight -

Lake Park TravelCent
er
6901 Lake Park Bellv
ille Rd
Lake Park, GA
GA 31636-0430
Ph: (660) 463-2001
May 28 09:57:59 2015

Pump 14 Prod U
Gallons 31.132
Price/g \$ 2.559
Fuel Tot \$ 79.67
Total \$ 79.67
MASTERCARD
XXXXXXXXXXXX9284
Auth #: 028367
Ref: 67602025
Resp Code: 000
Term ID: 00014
Stan: 0327362769
SITE ID: 9768920
Earn rebates
with BP Visa
Take application
and Apply Today
Thank You
Come Again

116537

Pilot #421
142 Carbondale Road
Dalton GA 30721

Invoice # 58357
Date 05/28/15
Time 18:14
Auth # 028655

MC
Acct#
#####9284

Pump Gallons Price
15 30.875 \$ 2.459

Product Amount
Unleaded \$ 75.92

Total Sale \$ 75.92

SALE - Card Swiped

Thank You For
Choosing Pilot
Please Come Again

116674

KANGAROO EXP 3562
KANGAROO EXP 3562
2493 S CHURCH ST
MURFREESBORO, TN

- Original -
Receipt # 93083
Date 05/28/15 19:58
MasterCard
Acct#
XXXXXXXXXXXX9284
Pump Gallons PPG
07 13.132 \$ 2.329
Product Amount
UNLEADED \$ 30.58
Approved 00
Approval # 028111
Refer # 96000760254
Batch: 76
Seq : 25
Banknet Ref ID:

Dealer#:
00000127837-04

Thanks for
Visiting Kangaroo
Express #3562

004
1162911
115931
Start

Reading glasses →
1.5X

*** A.L. SALES FINAL ***
CUST # *113
Store Manager: Bruce Nolte
Email: Bruce.Nolte@tigerdirect.com

ALL SALES FINAL
NO RETURNS

4.25 4.5 7.47PM 366 SALE
SUB-TOTAL 4.80 TAX 4.80
CASH TEND 5.14 TOTAL 5.14
Total Items:

ALL SALES FINAL
NO RETURNS
THANK YOU
TIGERDIRECT - BRANDON
11211 CALSEWAY BLVD.
BRANDON, FL 33511
(813) 681-7770

116 953

Pilot #482
4610 Broadway
Mt. Vernon

Invoice # 3660
Date 05/29/15
Time 05:25
Auth # 029294

MC
Acct#
XXXXXXXXXXXX9284

Pump	Gallons	Price
10	26.114	\$ 2.639

Product	Amount
Unleaded	\$ 68.91

Total Sale \$ 68.91

SALE - Card Swiped

Thank You For
Choosing Pilot
Please Come Again

117212

Thank You For
Choosing Break Time

Store 3089
100 W Hwy 40
Sweet Sp MO 65351
660-335-6651

5/29/2015 10:19:47

Transaction #: 731959
Unleaded
Pump Number: 02
Gallons: 23.790
Price: \$2.359
Total Fuel: \$56.12

Mer#:
542929800783896
Terminal : 280887
Dev : B
Appr: 029537

MasterCard
Type:
Completion/Force
Sale
Resp: APPROVED
XXXXXXXXXXXX9284
Bat#: 20150520721
Seq#: 4694
Ref :
5149150061290529MCSH
OXNJK
5 00561200 A

05/29/2015 10:16:38

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.

\$1 DRINKS
ANY SIZE
FOUNTAIN OR FROZEN

117 449

24/7 TRAVEL STORE #1
2230 N. 9TH
SALINA, KS 67401

Invoice # 0090188
Date 05-29-15
Time 03:58PM
Auth # 029101
Sequence# 3421

MASTERCARD Acct #
XXXXXXXXXXXX9284

Pump	Gallons	Price
12	25.179	\$2.439

Product	Amount
UNLEADED	\$61.41
Total Sale	\$61.41

THANK YOU!

117767

117792

ARRIBA DJ FOOD STORE
207 HIGHWAY 63
ARRIBA CO

Flying J #621
2495 Williams Ave
Limon
(719) 775-9286

Invoice # 63735
Date 05/29/15
Time 22:13
Auth # 029240

MC
Acct#
#####9284

Pump Gallons Price
12 27.802 \$ 2.559

Product Amount
Unleaded \$ 71.15

Total Sale \$ 71.15

SALE - Card Swiped

Thank You for
Fueling at Flying J!

MasterCard
REF # 96 078032 @
DATE 05/29/15 21:32
PUMP # 01
PRODUCT: UNLD
APPROVAL # 029077
GALLONS: 7.686
PRICE/G: \$ 2.599
FUEL SALE \$ 19.98

Have A Great Day

Thank you
Come again!

Publix

Shoppes at Acworth
3507 Baker Road
Acworth, GA 30101
Store Manager: Lynn Dickson
770-917-4600

WAVY LAYS LGHT SLT
1 @ 4 FOR 10.00 2.50 t F
You Saved 0.79

V8 SPLASH MANGO PC
1 @ 2 FOR 2.69 1.35 t F
You Saved 1.34

CBAD BEEF RAVIOLI
1 @ 10 FOR 10.00 1.00 t F
You Saved 0.29

GRAPES RED SDLS
2.46 lb @ 2.99/ lb 7.36 t F

Order Total 12.21
Regular Tax 0.00
Food Tax 0.24
Grand Total 12.45
Credit Payment 12.45
Change 0.00

Savings Summary

Specia Price Savings 2.42

* Your Savings at Publix *
* 2.42 *

PRESTO!

Reference #: 030283-003
Trace #: 0010010481
Acct #: XXXXXXXXXXXX9284
Purchase MasterCard
Amount: \$12.45
Auth #: 028778

Your cashier was Mirsada

05/28/2015 16:30 S0593 R103 6513 C0218

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338

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THANK YOU

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KANSAS TURNPIKE AUTHORITY

RECEIPT

CLASS: 02 AMOUNT \$ 2.75

NET PLATE 238

NET TOL 193

NET 431

NET 431

NET 431



For more info call 1-800-442-7462
www.kta.org



RentalNet 2015

Last Refreshed: 9:28am 5/26/2015 [Refresh](#)

Welcome, JENNIFER WOODS

[Exit](#)

0528-68 MY NEIGHBORHOOD STORAGE

Search Unit #
[Quote](#) [Planner](#) [Reports](#) [Callbacks](#) [Vehicle](#) [Tools](#) [Notes](#)
[Rental Quote](#) [Lease Quote](#) [NonRevenue Contract](#)

Checkout

[Edit rental rates & options](#) [Exit Contract](#) [Signature not available](#) [E Sign](#)

Contract #: 51103695 | ANTON LUU | Personal | One-Way | 16' One Way Van

Rental Information

Rental type Personal

Duration 8 days

Trip type One-Way

Distance 1891 driving miles

Pickup

Location MY NEIGHBORHOOD
STORAGE - 0529-68
6040 LAKEHURST RD
ORLANDO, FL 32819
(407) 839-3942

Drop-off

Location PENSKE FT COLLINS - 5000-
10
2201 E MULBERRY
FORT COLLINS, CO 80524

Expected return Wed 06/03/2015

Expected time 09:29 AM

Date Tue 05/26/2015

Time 09:29 AM

Travel scope INTRA-STATEPurchase Order #

Customer Information

First name ANTON

Last name LUU

Primary phone (780) 524-3864

Secondary phone optional☐ Do not call

Email INERTG@GMAIL.COM optional

Address PO 387

City VALLEYVIEW

State FLORIDA

ZIP code 32819

Driver Information

Existing Drivers

First Name	Last Name	License State	License Expires
Details ANTON	LUU	FL	01/19/2017

Add Driver(s)

First name Last name License number

Country USA

State/Province License class License Expires Date of birth

Add to contract

Licenses for all drivers must be presented in person at pickup.

Balance due
\$0.00
[Payment history](#)

Items for Rent

Truck	\$640.08
16' One Way Van	\$640.08
Original Rate	\$869.00
Price adjustment (7%)	\$-60.83
Web Discount (10%)	\$-80.81
AAA Discount (12%)	\$-87.28
Selected Coverage	\$136.00
LDW	Flat Rate \$136.00
Estimated rental subtotal	\$776.08

Items for Purchase

Estimated purchase subtotal	\$0
------------------------------------	------------

Summary

Estimated total (rental + purchase)	\$776.08
Fee	\$9.00
Tax See tax & fee details	\$42.19
Estimated total with tax and fees	\$827.27

Rental Units

Vehicle type 16' One Way Van

Unit number 9164127 [Change unit](#)

Checkout

Damage No ☐

Mileage 115931

Fuel level FULL ☐

Payment Information

Security Deposit

- Cash/Check - \$100 security deposit required
- Credit/Debit card - No security deposit required

Payment options Select Method ☐

Payment History

	Date	Description	Status	Amount
x	05/26/2015	MASTER CARD 524582XXXXX9284 026768		\$ 827.27
Total				\$827.27
Payments				-\$827.27
Balance due				\$0.00

[Edit rental rates & options](#) [Exit Contract](#) [Signature not available](#) [E Sign](#)

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4.58 +
17.04 +
46.33 +
48.99 +
55.87 +
49.64 +
72.55 +
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65.70 +
85.51 +
7.48 +
50.77 +
112.76 +
95.37 +
58.42 +
596.86 +
25.00 +
47.99 +
33.91 +
15.01 +
79.67 +
75.92 +
30.58 +
5.14 +
68.91 +
56.12 +
61.41 +
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71.15 +
12.45 +
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2.75 +
827.27 +
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3,087.97 ×
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771.99 *



REQUEST FOR DECISION

SUBJECT:	Grande Cache Medical Clinic – Committee Proposal		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	September 13, 2016	ACAO: DM	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	PRESENTER: DM
			LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to recommend to the Town of Grande Cache that a joint Grande Cache Medical Clinic Committee shall be established with a mandate to address the Grande Cache Medical Clinic proposal.

MOTION: That Council adopt the terms of reference for the Grande Cache Medical Clinic Committee.

BACKGROUND / PROPOSAL:

The Town of Grande Cache has requested Greenview's commitment of a minimum of \$1,000,000.00 (one million dollars) toward the construction of the new Grande Cache Medical Clinic. At the July 12, 2016 Council Meeting the following motion was adopted:

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

Correspondence has been received from the Town of Grande Cache dated August 9, 2016, whereby some of Greenview's discussion points as outlined in the briefing report were attempted to be addressed. Grande Cache is suggesting that both Councils meet to discuss the proposal in the near future and are requesting a response to the correspondence by September 15, 2016.

Administration is recommending to Greenview Council:

1. That a joint advisory committee be established to review the concept of building a new medical clinic within Grande Cache.
2. That the Grande Cache physicians be consulted regarding the proposed facility but would not be part of the committee.

3. That the facility should be financially self-sustaining, whereby lease agreements are entered into with the physicians and that an appropriate fee structure be established.
4. If a new facility is constructed it should be solely owned and operated by both local governments.

Greenview Administration is very cognizant of the medical clinic issues and time constraints that have occurred within the Town of Grande Cache, however we believe that an orderly and constructive approach to the proposed medical clinic facility would be in the best interest of all stakeholders.

OPTIONS – BENEFITS / DISADVANTAGES:

Benefits – The benefit of forming a Grande Cache Medical Clinic Committee is that the committee will address the viability of establishing a new Grande Cache Medical Clinic

Disadvantages – There are no perceived disadvantages to forming a Grande Cache Medical Clinic Committee.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- June 14, 2016 – RFD Package – Includes initial Town of Grande Cache Medical Clinic Proposal Request Letter
- July 12, 2016 – RFD Package – Includes Greenview’s Response Letter
- Greenview Response Letter July 15, 2016
- Town of Grande Cache Response Letter August 9, 2016
- Proposed Terms of Reference for the joint Grande Cache Medical Clinic Committee



REQUEST FOR DECISION

SUBJECT: **Grande Cache Medical Clinic**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: June 14, 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:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: 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.

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. The Town of Grande Cache to-date has committed \$1,000,000.00 to the Medical Clinic project and the physicians forming the Grande Cache Medical Centre have committed \$250,000.00 for the long term maintenance of the facility. The physicians do not intend to renew the existing lease of the Grande Cache Medical Centre scheduled to expire May 31, 2017.

Administration has identified areas of potential concerns for Council's consideration.

- The Municipal Government Act is currently under review and the impacts to Greenview may need to be considered.
- The Town of Grande Cache's future sustainability may be uncertain at this time.
- Greenview has received no detailed plans or dialogue with the stakeholders to-date in regards to the proposed construction and operation of the Grande Cache Medical Clinic.
- The proposed timeline: June 15, 2016, as requested by the Town of Grande Cache for Greenview's decision on this matter may be impractical due to the lack of detailed information.
- Administration is uncertain at this time if Alberta Health Services has been consulted regarding the future plans for medical service delivery within the Town of Grande Cache.

Administration is recommending that Council inform the Town of Grande Cache that no decision on this matter will be made until further information and negotiations occur with Greenview.

Greenview currently owns a portion of the medical clinic in Valleyview and contributes yearly funding to the clinics in Fox Creek and Grande Cache. Administration believes that funding a portion of the clinic in Grande Cache would be in alignment with the levels of services offered in other communities but is recommending that Council decline funding at this point until additional information about the project and the long-term operations of the clinic are known.

Should Council proceed now or in the future with providing funding to the Grande Cache Medical Clinic as requested, Administration recommends that funding parameters include an ownership share (as per Council policy) and that municipal expenses from the Clinic be fully reimbursed through a monthly rent collected from the physicians.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve, alter or deny Administration’s recommendation to inform the Town of Grande Cache that Greenview is not prepared to provide a funding commitment response regarding the proposed Medical Clinic pending procurement of additional information.

Benefits – The benefit of not committing funding for the Grande Cache Medical Clinic at this time is that Greenview may be able to obtain the pertinent information regarding this matter prior to making a funding commitment.

Disadvantages – By not committing funding as requested, the project may be delayed. Administration feels that this disadvantage is outweighed by the requirement for more information/input to ensure Greenview’s funds (if given) are used in the interests of Greenview’s taxpayers.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Town of Grande Cache Letter – Re: New Medical Clinic Funding Request

May 30, 2016

email: Dale.Gervais@mdgreenvview.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.



Herb Castle
Mayor

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



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:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

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

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.

COSTS / SOURCE OF FUNDING:

N/A

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.

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.

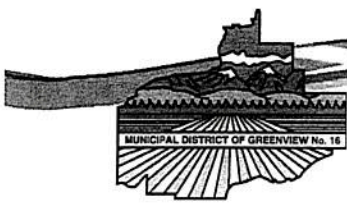
Because the Grande Cache Medical Centre's lease expires March 31, 2017, it is imperative that a decision on this funding request be made as quickly as possible. With this in mind, Council would appreciate your decision by June 15, 2016.

Sincerely,

A handwritten signature in black ink, appearing to read 'Herb Castle', written in a cursive style.

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 14th 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.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

July 15, 2016

Town of Grande Cache
c/o Loretta Thompson
Box 300
Grande Cache, AB, T0E 0Y0

RE: Grande Cache Medical Clinic

Greenview Council has recently had discussions regarding the Grande Cache Medical Clinic facility. Please find enclosed a discussion briefing report which outlines many issues that will need to be addressed prior to Greenview making any financial commitment to the facility. If Grande Cache could kindly review the report and provide input into the items stated in the report prior to any future meeting regarding the Medical Clinic.

Should you have any questions or concerns please contact the undersigned.

Respectfully,

Dennis Mueller
General Manager, Community Services

DM/lk



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?
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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.

August 9, 2016

SENT BY EMAIL ONLY

Dennis Mueller
General Manager, Community Services
Municipal District of Greenview No. 16
Box 1079
Valleyview, AB T0H 3N0

Dear Mr. Mueller:

RE: Grande Cache Medical Clinic

Thank you for your letter of July 15, 2016 regarding the above. The Mayor and a number of Councillors met with Dr. Gillett to discuss the issues outlined in the discussion briefing report you provided. You indicated these issues needed to be addressed prior to the Municipal District of Greenview No. 16 (the M.D.) making any financial commitment to the facility.

Based on this meeting, the response to the issues identified in the discussion briefing report are as follows:

1. Location: Has a location been designated and obtained for the proposed facility?

Dr. Gillett advised the physicians have had discussions with Alberta Health Services Property Management. They have been advised there should not be a problem obtaining and building on Alberta Health Services land behind the EMS building in Town of Grande Cache (the Town). Until financial commitment is received from the M. D. the final paperwork cannot be proceeded with.

2. Building Design: Have any building design concepts been explored as to the size and operational efficiency of the proposed facility?

The physicians have looked at some design concepts. They have been in contact with an architect from Red Deer whose company has designed a number of medical clinics (including the Sexsmith Medical Clinic). The physicians are looking for a building that addresses their basic operational needs only. Along

with the examination rooms, offices, rooms for related clinic operations and administration, the plan is to include a Locum Suite for accommodating Locums when required. The Clinic would also be as "Green" as possible within the budget they have. Until financial commitment is received for the proposed Grande Cache Medical Clinic (the Clinic), more detailed designs cannot be prepared.

3. Timelines: Would the proposed timelines for:
- a) Acquisition of land/a new site; and,
 - b) Realistic design and construction of a facility?

As soon as financing is secured the required paper work for the acquisition of the land will be submitted and the physicians will proceed immediately to the design stage followed closely by the construction of the Clinic. As mentioned previously, the Grande Cache Medical Clinic has a rental agreement at their current location which expires March 31st. While moving into the new Clinic April 1, 2017 may not be realistic, the physicians want to be in the new Clinic as soon as possible thereafter.

4. Project Lead: Which municipality would be the construction project lead?

It is anticipated that the Town would be the construction project lead.

5. Operations: Which municipality would administer the operation and maintenance of the facility?

The proposal is that a not for profit organization be formed with representatives from the physicians, Town and the M.D. The not for profit organization would administer the operation and maintenance of the new Clinic.

6. Finance: Has a business plan model been explored as to outline the capital and operational commitments required and who would fund them.

The business plan model proposed is:

\$1 million from the Town of Grande Cache (committed);
\$1 million from the M.D. (still to be committed) and
\$250,000 loan from the physicians (committed).

The plan is that the building costs (including the cost to furnish a functional medical clinic for 5 physicians) will be kept below \$1.75 million. That leaves \$250,000 in reserves for maintenance and ongoing expenses. With this

\$250,000 as well as the \$250,000 from the physicians loan invested in GIC with a rate of return of 2% the not for profit organization would have \$10,000 per year for insurance and utilities. The building would be operated by the not for profit organization.

Another option would be that the physicians do not invest any money into the new clinic and each of the five physicians pays \$800 per month for rent. The rent would cover insurance, utilities, janitorial services and ground maintenance. If this is the option chosen, the building would be operated by the Town and the M.D. with the Town taking the lead.

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?

The physicians in Grande Cache are part of the bighorn PCN. The Grande Cache Medical Clinic presently rents space to the PCN. Alberta Health Services are aware that the Grande Cache medical Clinic is looking into new premises.

8. Other Considerations: Have options been explored other than constructing a new facility (leasing, purchasing and existing facility, etc.)?

Yes, other options have been explored. These options do not meet the requirements of the physicians for a clinic.

9. Current Lease: What are the available options for extending the current lease?

The present lease expires March 31, 2017. The current location is not ideal for some of the following reasons:

- No opening windows
- Poor soundproofing of offices
- Food smell from adjacent restaurant
- Toilet system unsatisfactory – above ground plumbing with frequent malfunction
- Regular flooding of office basins
- Temperature regulation poor

While the physicians may be willing to approach their landlord to extend the present lease on a month-to-month basis until the new Clinic is completed, they are not prepared to request an extension on their present lease if no financial commitment is made for a new Clinic and actual construction is underway.

Council for the Town of Grande Cache is at a loss as to the apparent reluctance of the Municipal District of Greenview No. 16 to approve funding for a new Medical Clinic in the Town of Grande Cache. On a number of occasions the members of the present M.D. Council raised the matter of a new medical clinic for the Town with members of the Town Council clearly stating that the M.D. was prepared to provide 50% of the funding. What has changed? Is the proposed model (physicians investing in the medical clinic) causing the M.D. concern? Would it be more acceptable to the M.D. if the Town and the M.D. financed the new medical clinic and rented space to the physicians?

The medical clinic's present lease expires March 31, 2017. Our physicians are in a position of having to make a decision with regards to the future of the medical clinic in Grande Cache. So that they have time to begin the process for constructing a new medical clinic or to close the existing medical clinic, a decision from the M.D. Council is requested by September 15, 2016. If the M.D. is not prepared to make a commitment with regards to funding for a new medical clinic by this date, the physicians have indicated they will be closing the existing medical clinic.

The Town of Grande Cache is seriously concerned about the possible loss of the medical clinic in our Community. If this happens it will adversely affect the Town's ability to attract physicians to work in the community and to attract new residents.

As recent as 2013 the Town went through a physician shortage for an extended period of time. Council does not want to experience such a shortage or the need to recruit physician again - especially not due to lack of adequate facilities for their use. Town Council would like to meet with the M.D. Council to discuss this proposal as soon as possible.

Sincerely,



Loretta Thompson, MPA
Chief Administrative Officer



Herb Castle
Mayor

cc: Town Council
Reeve Dale Gervais
Dr. Gillett



Grande Cache Medical Clinic Committee Terms of Reference

Purpose

The joint Grande Cache Medical Clinic Committee will act as an advisory board to their respective Councils relating to the proposed Grande Cache Medical Clinic project.

Mandate

The mandate of the joint Grande Cache Medical Clinic Committee will be:

1. To review the viability of local governments providing a medical clinic facility within Grande Cache.
2. To review various options available regarding a location for the proposed facility.
3. Explore and provide various building designs that will accommodate the physician's and the community's needs.
5. Establish a detailed timeline for the proposed project.

Membership

1. The Grande Cache Medical Clinic Committee shall consist of six (6) members:
 - Two (2) elected officials from each jurisdiction.
 - One (1) administrative non-voting member from each jurisdiction.

Structure

1. The chairman shall be elected by the committee members.
2. Vice chairman shall be elected by the committee members.
3. Members shall be appointed by their respective Councils for the term of the project.
4. Greenview Administration will provide administrative services to the advisory committee.

Responsibilities

1. Meetings shall be held at the call of the chairman.
2. Quorum for the joint Grande Cache Medical Clinic Committee shall consist of fifty percent (50%) of the voting membership plus one.
3. The committee shall advise their respective Council's on all matters relating to the proposed Grande Cache Medical Clinic project.
4. Committee members shall be cognizant of the interests of all stakeholders related to the Grande Cache Medical Clinic project.

Reporting

1. Minutes of the joint advisory committee meetings shall be recorded and submitted to the respective jurisdictions.
2. Activity reports shall be provided to the respective jurisdictions.

The Terms of Reference may be amended as required with the consent of both jurisdictions.



REQUEST FOR DECISION

SUBJECT: **2016 Recreation Services Program update**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: COMMUNITY SERVICES/Recreation
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A.

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That council accept for information the 2016 Recreation Services Program Update presentation.

BACKGROUND / PROPOSAL:

The Greenview Recreation Department has been tasked with investigating and reporting on a variety of potential future projects, these projects are: Kakwa Falls Access, Little Smoky River Floats, Community Walking Trails, Mackie Pit Recreation Area, Simonette Campground and a potential Fish Stocking Program.

The presentation serves to provide Council with an update on the current and future recreational projects.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to accept or deny the presentation for information.

Benefits – the benefit of accepting the presentation for information is that Council may be more informed of the recreational activities.

Disadvantages – There are no perceived disadvantages to accepting the presentation for information.

COSTS / SOURCE OF FUNDING:

There are no additional cost associated with accepting the presentation for information.

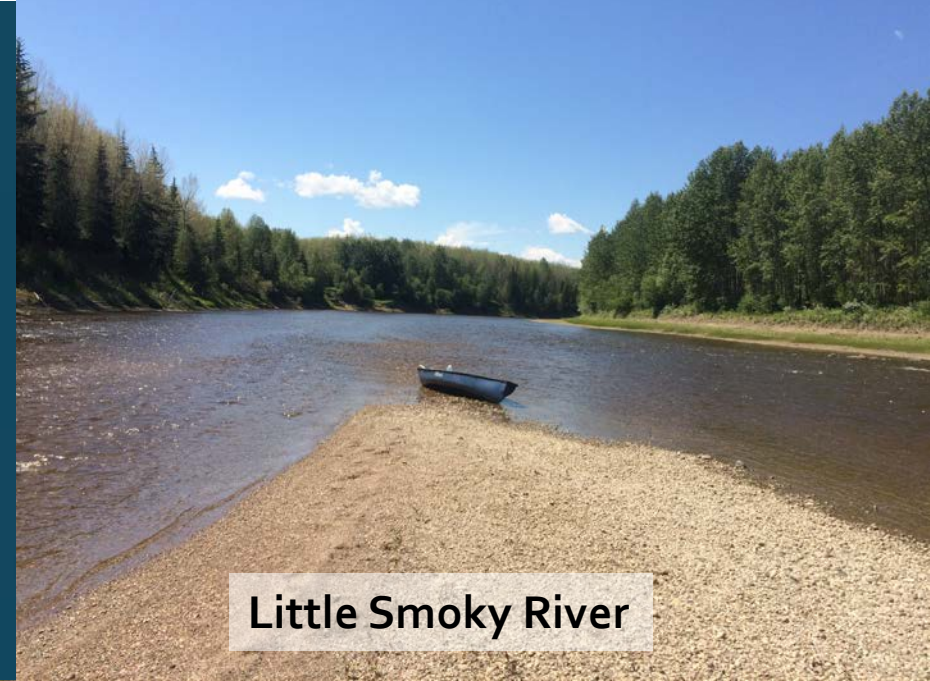
ATTACHMENT(S):

- 2016 Recreation Project Update Power Point Presentation

Recreation Services 2016 Program Update



Wapiti River Near Grovedale



Little Smoky River



Trail to Kakwa Falls



Potential Projects

Kakwa Falls

Little Smoky River Floats

Community Walking Trails

Mackie Pit

Simonette Campground

Potential Fish Stocking Program



Wapiti River Near Grovedale



Recreation Project Process

Area Examination

Field Reconnaissance & Data Collection

GIS Development

Preliminary Stakeholder Contact



Kakwa Falls

2016 Work Includes

- A winter and summer field reconnaissance which
- Mapping of main trails.
- Identification of perceived deficiencies.
- Preliminary discussions with the GoA regarding Greenview's potential contributions to site development.
- GIS development is underway and a feasibility report will subsequently be completed.



Kakwa Falls



Little Smoky River Floats

- 8 Individual Floats have been identified.
- Floats range from relaxing family oriented to more challenging.



Little Smoky River



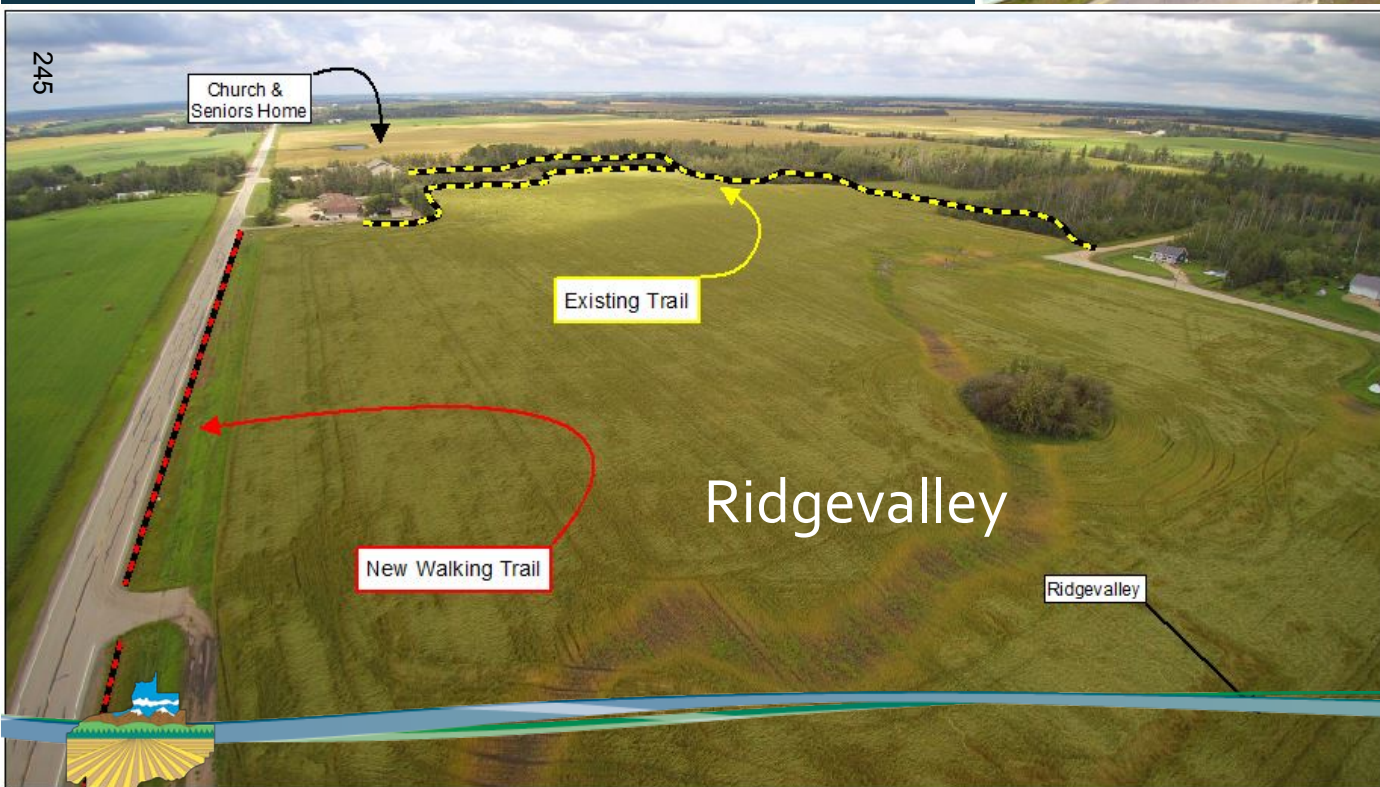
Little Smoky River



Community Walking Trails

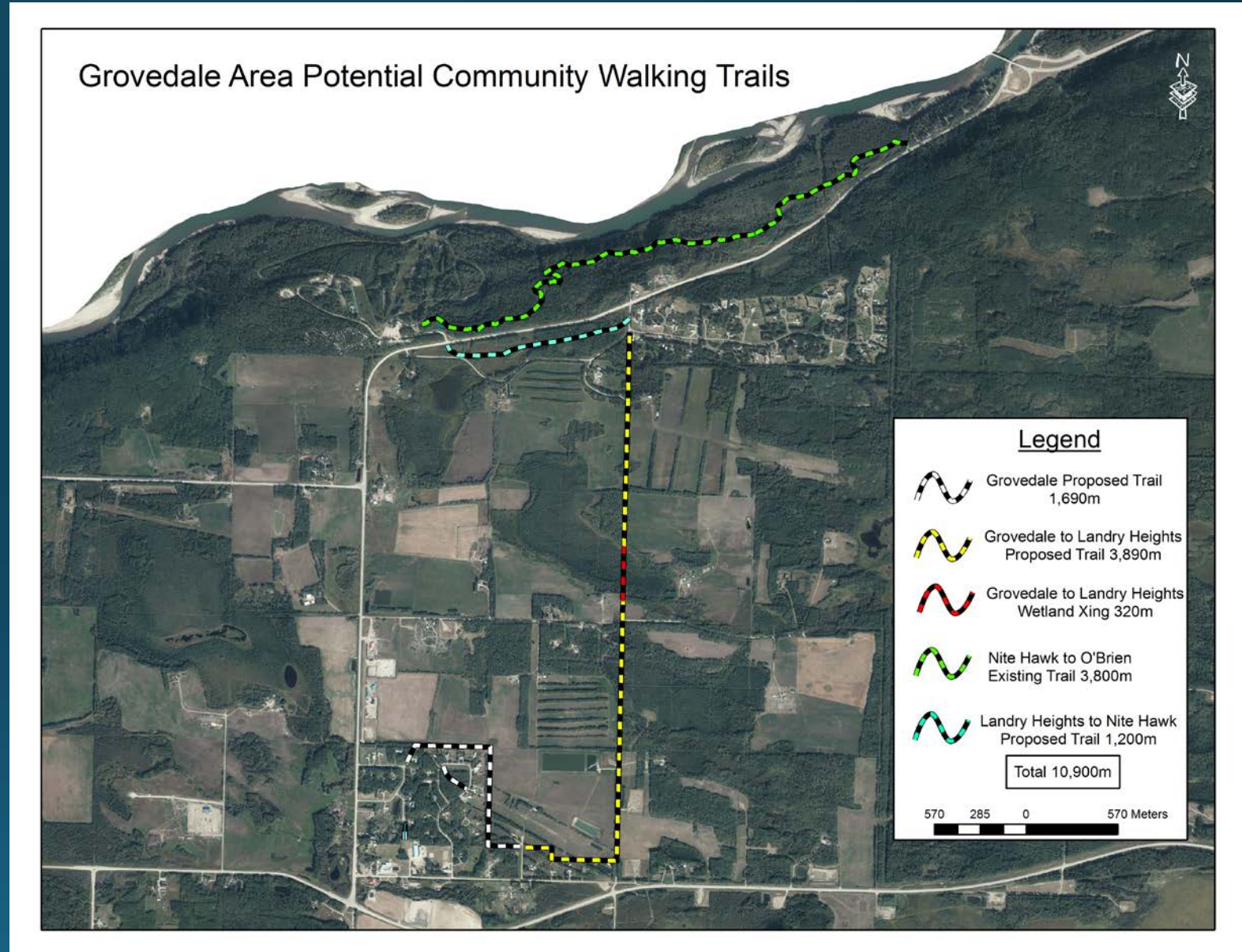


Valleyview



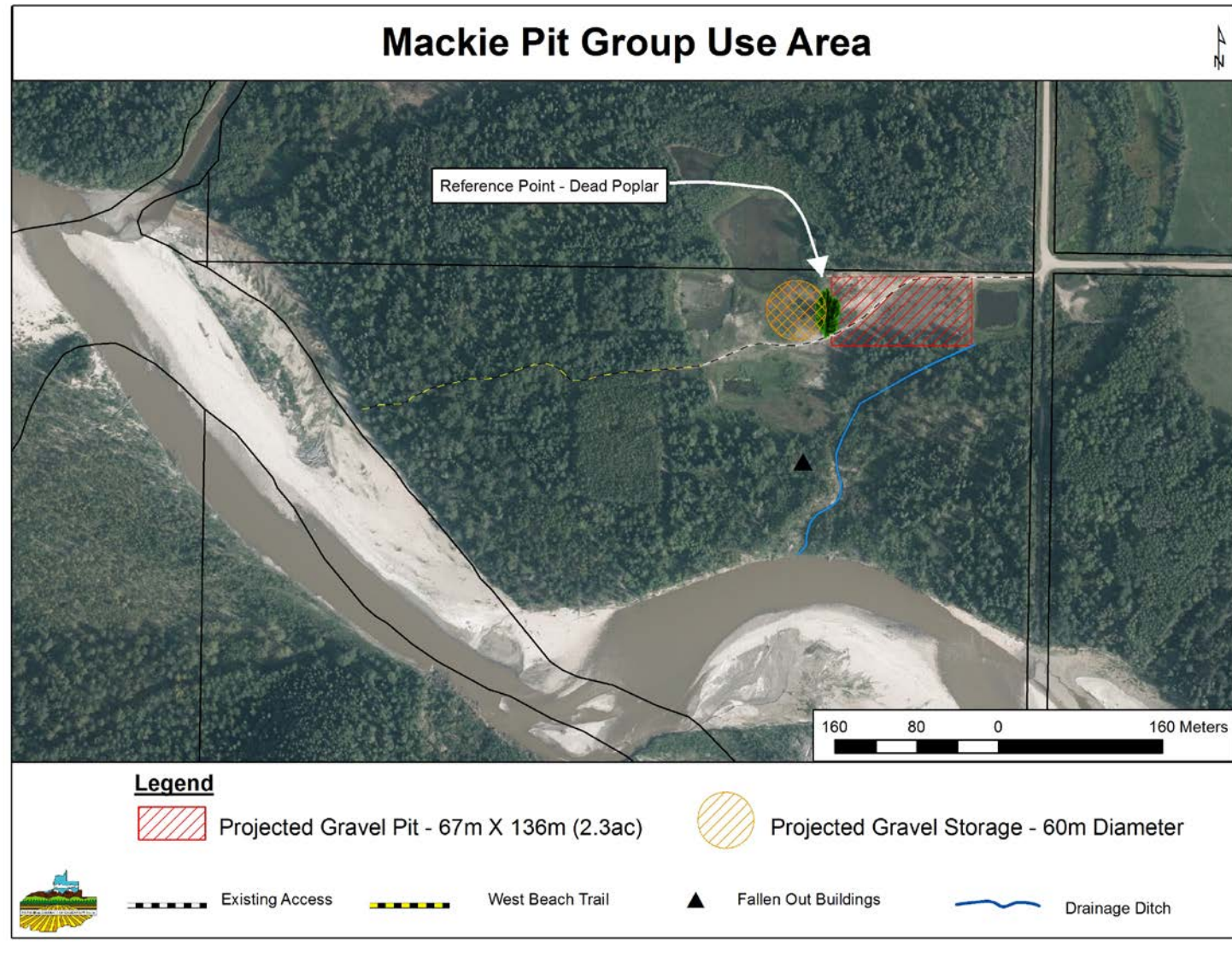
Community Walking Trails Con't

- Grovedale area potential walking trails



Mackie Pit

- Located along the Simonette River.
- Considered for a overnight group and day use area.



Simonette Provincial Recreation Area

- Currently being examined for potential acquisition by Greenview



Swan Lake Campground Expansion

- Becoming an increasingly popular destination for locals and tourists for camping and fishing enthusiasts.



Camping in Swan Lake Parking Lot



Potential Fish Stocking Program

- Alberta Conservation Association partnership
- Nose Lake, Unnamed Lake,
- Pelican Lake, Economy Lake, Pierre Lake, Aspen Grove, Hwy 665

Pierre Lake



Recreation Services Recommendations



Grande Cache Lake



Jerry Lake Users



Kakwa Falls Recommendations

- Insufficient Signage



Kakwa Falls Recommendations Con't

Upgrading amenities at Lik Creek and
access road at Sherman Meadows



Lik Creek



Lik Creek

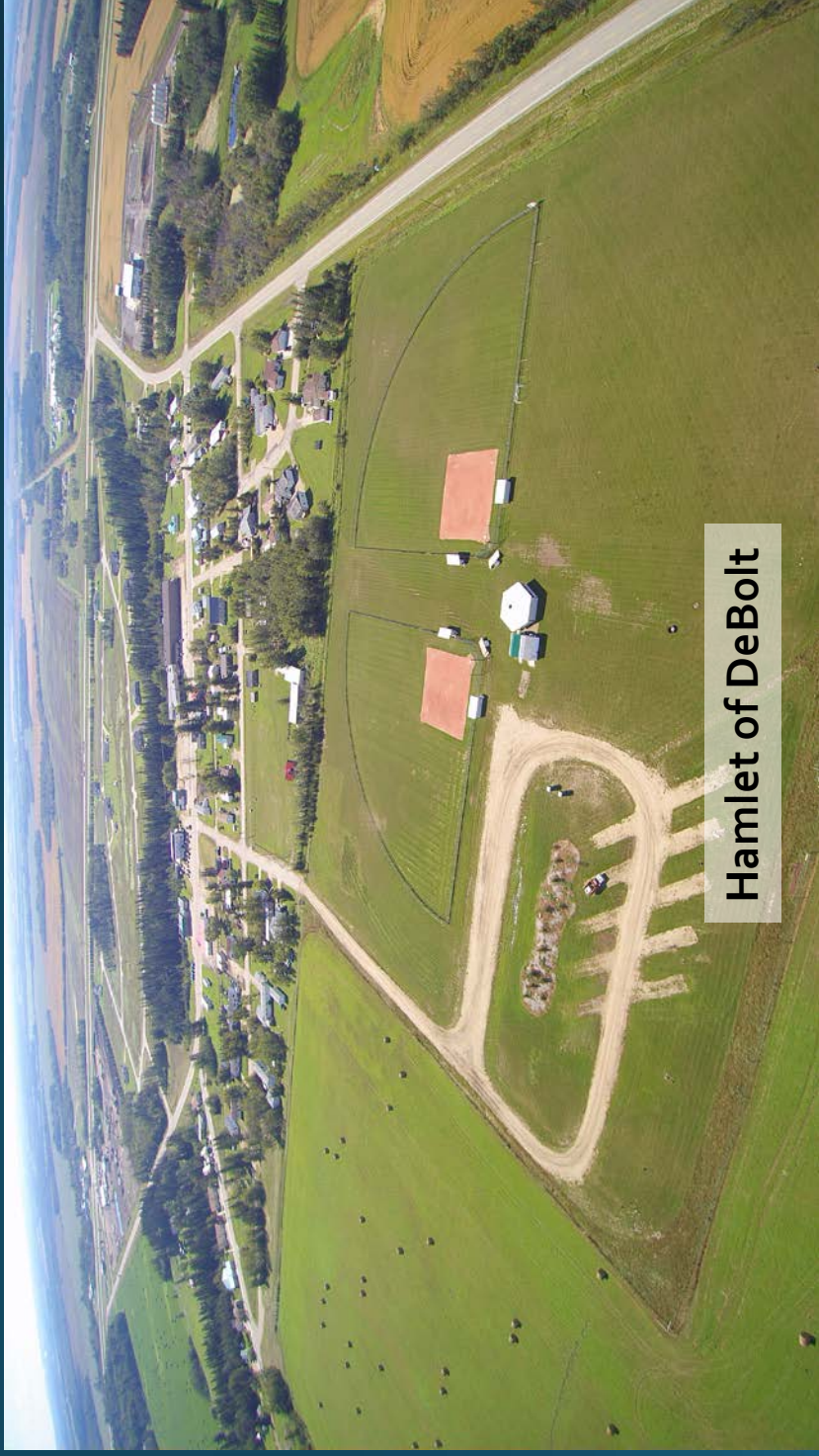
Recreation Services Recommendations

- Little Smoky River Floats
 - Continue to develop a strategy to formalize drop off and pick up locations on the Little Smoky with accompanying information.



Recreation Services Recommendations

- Community Walking Trails
- Continue to work through project process.



Hamlet of DeBolt

Recreation Services Recommendations

- Mackie Pit
 - The site remains an active gravel extraction location for Greenview.



Mackie Pit Entrance

Recreation Services Recommendations

- Simonette Recreation Area & Campground
 - Continue to explore the feasibility of Greenview acquiring the site for the management and further development of recreation opportunities as they relate to camping and Simonette River access.



Simonette Campground



REQUEST FOR DECISION

SUBJECT: **Geothermal Energy Workshop**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council approve all members of Council to attend the September 28th, 2016 Geothermal Workshop at the University of Alberta campus.

BACKGROUND / PROPOSAL:

Please see the attached invitation and agenda from the University of Alberta.

The Municipal District of Greenview is one of several municipalities that contributed funding to a University of Alberta research project investigating the potential of developing geothermal energy on a commercial scale within Alberta. Specifically along the eastern slopes. This was done as part of Greenview's economic development program.

Greenview has been invited to attend the event to review the results of the study and take part in discussions about the future of geothermal energy. Part of the event is a panel discussion in which the municipalities will take place. Administration is awaiting further information regarding the panel and specifically whether Greenview's involvement will be at the Administrative or Political level. Some Greenview staff will be in attendance.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to approve some or all of its members to attend the workshop, or may choose not to participate.

Benefits – Greenview provided funding for this project and, given the possible economic development potential of this initiative for Greenview it is believed that participation in this event will be valuable in gaining knowledge and making connections within the geothermal community.

Disadvantages – There will be costs associated with attending the event. These can be absorbed within Council’s approved budget.

COSTS / SOURCE OF FUNDING:

Costs of attending the workshop can be absorbed within Council’s budget and will include items such as mileage, accommodation, per diems, and meals.

ATTACHMENT(S):

- September 28th, 2016 Geothermal Workshop Invitation



Thursday, September 01, 2016

Please join us: September 28, 2016

Geothermal Heat and Power Workshop: Renewable Energy for Alberta's Communities

University of Alberta, Lister Centre, Wild Rose Room, 87 Avenue and 116 Street, Edmonton

Alberta Innovates – Energy and Environment Solutions (AI-EES) and the University of Alberta's Dr. Jonathan Banks collaborated on a project that analyzed more than 10 geothermal reservoirs located close to five Alberta municipalities. The reservoirs were studied for their potential to deploy heat and power to the neighbouring communities.

AI-EES and the University of Alberta would like to invite you to attend the **Geothermal Heat and Power Workshop: Renewable Energy for Alberta's Communities**, to learn more about this important project. You'll hear from Dr. Banks and other geothermal stakeholders, and then participate in facilitated discussions to advance the development of geothermal heat and power in Alberta municipalities.

Agenda

8:30 a.m.	Registration
9:00 a.m.	Welcoming remarks by John Zhou, Alberta Innovates – Energy and Environment Solutions, and Larry Kostiuk, University of Alberta

9:25 a.m.	Panel discussion with the Municipalities involved in the University of Alberta's Deep-Dive Geothermal Project
10:15 a.m.	Refreshment and Networking Break
10:45 a.m.	Results from the Deep-Dive Geothermal Project, Jonathan Banks, University of Alberta
11:30 a.m.	Geothermal heat and power technology and development opportunities and limitations for Alberta, Kevin Kitz, US Geothermal Inc.
12:00 p.m.	Facilitated question period with Jonathan Banks and Kevin Kitz
12:30 p.m.	Lunch (provided)
1:15 p.m.	Alberta's electricity system and the opportunities for renewable power generation, Jacques Duchesne, AESO
1:45 p.m.	Regulatory environment for geothermal development, Alberta Energy
2:15 p.m.	Facilitated breakout session to gather participant feedback on how to move geothermal development forward in Alberta
3:30 p.m.	Closing Remarks



REQUEST FOR DECISION

SUBJECT: **Recreation Master Plan Advisory Committee**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: COMMUNITY SERVICES/RECREATION
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint Councillor Dave Hay, Councillor Tom Burton, Councillor Bill Smith, Mr. Pat Brothers, Director of Parks and Recreation for the Town of Valleyview, Mr. Mitch Carter, Director of Parks and Recreation for the Town of Fox Creek, Mr. Kevin Gramm, Manager of Community Services for the Town of Grande Cache, to sit on the Greenview Recreation Master Plan Advisory Committee until the end of the Master Plan Project.

MOTION : That Council appoint Councillor _____ to act as chairman on the Greenview Recreation Master Plan Advisory Committee until the end of the Master Plan Project.

BACKGROUND / PROPOSAL:

Greenview Council has approved the undertaking of a Greenview Recreation Master Plan and terms of Reference for a Greenview Recreation Master Plan Advisory Committee which has been initiated by the consulting team of McElhanney Consultants Services Ltd.

The advisory committee will provide a key role in representing the various stakeholders throughout Greenview in regards to recreation activities, programs and services.

The 6 members are being recommended to sit on the Advisory committee as they geographically represent different but populated areas throughout Greenview. This is favorable because it is anticipated that the input provided will better reflect the variety of Recreation in Greenview due to its large size.

Administration has received letters from the Towns of Valleyview, Fox Creek and Grand Cache authorizing their respective Administrative representative to sit on the Advisory Committee.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to accept or deny the recommended action to appoint committee members to the Advisory Committee.

Benefits – The benefit of Council appointing these members to sit on the Advisory Committee is that the input provided will better reflect the variety of Recreation in Greenview due to its large size.

COSTS / SOURCE OF FUNDING:

There are no extra costs associated with the recommended action.

ATTACHMENT(S):

- Greenview Recreation Master Plan Committee Terms of Reference



Greenview Recreation Master Plan Advisory Committee Terms of Reference

Purpose

The Greenview Recreation Master Plan Advisory Committee will act as an advisory board to Greenview and the project consultant on matters related to the preparation and delivery of the Master Plan.

Membership

1. The Greenview Recreation Master Plan Advisory Committee shall consist of nine (9) members:
 - Three (3) Greenview elected officials.
 - One (1) member-at-large, which may be administration, Town of Valleyview.
 - One (1) member-at-large, which may be administration, Town of Grande Cache.
 - One (1) member-at-large, which may be administration, Town of Fox Creek.
 - Three (3) members-at-large, who may represent schools, recreation organizations, etc.

Structure

1. The chairman shall be a Greenview elected official as determined by Council.
2. Vice chairman shall be selected by members of the Greenview Recreation Master Plan Advisory Committee.
3. Members shall be appointed by Greenview Council for the term of the project.
4. Greenview Administration will provide administrative services to the advisory committee.

Responsibilities

1. Meetings shall be held at the call of the chairman.
2. Quorum for the Greenview Recreation Master Plan Advisory Committee shall consist of fifty percent (50%) of the membership plus one.
3. Committee members will be required to advise the project consultants on all matters related to the development of the master plan.
4. Committee members shall represent the interests of all stakeholders related to the master plan development.

Reporting

1. Minutes of the advisory committee meetings shall be recorded and submitted to Greenview.
2. Monthly activity reports shall be provided to Greenview.

Greenview Council may amend the Terms of Reference as required.



REQUEST FOR DECISION

SUBJECT: **Water North Coalition Appointment**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Water North Coalition (WNC) and one Councillor as an alternate.

BACKGROUND / PROPOSAL:

The Water North Coalition was formed in 2014 to build upon work completed through the Closer to Home initiative and to create a forum to address the water and wastewater challenges facing northern communities.

The Coalition meets quarterly in rotating municipalities across Northern Alberta. The next scheduled meeting is Thursday October 27th, 2016 from 10 a.m. – 2 p.m. in Grande Prairie.

Please see attachment for basic information regarding the coalition.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to appoint a Councillor to the Coalition or to choose not to participate.

Disadvantages – There are no perceived disadvantages to the recommended motion.

COSTS / SOURCE OF FUNDING:

There are no perceived costs.

ATTACHMENT(S):

- WNC Invitation Letter



Water North Coalition
206-9621-96 Avenue, Bag 900-14
Peace River, Alberta T8S 1T4
Phone: 780-624-6274 Fax: 780-624-6184

Re: Invitation to participate - Water North Coalition

March 14, 2016

In 2014, Leaders from several organizations came together to formalize the creation of the Water North Coalition (WNC). Operating within northern Alberta, the coalition's vision is "to ensure, through collaboration, that sustainable water systems are available to every northern community." The WNC's mission is, "to implement northern solutions to water sourcing and water challenges through advocacy, public education, attraction and retention and training,"

WNC membership is open to all northern municipalities, First Nations, Métis settlements, water professionals, owners, operators and government. Our membership continues to grow.

The Coalition meets quarterly to: Share information on water and wastewater regulations and responsibilities; work collaboratively with members and partners; identify emergent workforce needs and advocate for "made in the north" solutions and funding for training, education, recruitment and retention, and succession planning for municipal water/wastewater personnel.

Over the past couple of years the Coalition has had many successes, namely:

- Established and adopted a Terms of Reference for the Coalition
- Appointed a Chairman and Vice Chairman (Bob Marshall, County of Grande Prairie No.1, Ray Skrepnek, M.D. of Fairview)
- Grew its membership to 33 voting municipalities and 12 water partner organizations across the north.
- Secured support from the Northern Alberta Development Council to provide strategic direction and administrative support.
- Partnered with the NADC to undertake a Needs Assessment Survey of northern Alberta and produced a summary report for its members.
- Hosted meetings across the north, with expert presenters on topics like Municipal Drinking Water Safety Plans.
- Facilitated a Planning Session and finalized a three year Strategic Plan identifying priorities.

The Strategic Plan outlines the direction of the Coalition for 2016-18. This plan builds on the results of the needs assessment and focuses on the four priority areas of the WNC: advocacy; public education; recruitment and retention; and training. To read the full report visit: <http://nadc.ca/Docs/water-north--plan.pdf>

Sub-committees to advance the priority actions identified in the strategic plan are currently being developed to carry out the important work of the WNC.

If you are not already a member municipality and are interested in joining the Coalition please contact us via Karilee Wadman at Northern Alberta Development Council, email: Karilee.Wadman@gov.ab.ca or call 780-624- 6433 (for toll-free, first dial 310-0000).

We look forward to working with all partners towards ensuring sustainable water systems in the north.

Sincerely,

Bob Marshall
Chair, Water North Coalition
Councillor, County of Grande Prairie No. 1



REQUEST FOR DECISION

SUBJECT:	Alberta Energy Regulator – Area Based Regulation Pilot		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	September 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES		PRESENTER: MH
FILE NO./LEGAL:			LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw / Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: The Council appoint _____ as the primary delegate and _____ as the alternate delegate to the Multi Stakeholder Indigenous Advisory Panel Supporting the Alberta Energy Regulator’s Area Based Regulation Pilot Project

BACKGROUND / PROPOSAL:

Please see the attachments provided by the Alberta Energy Regulator (AER).

The AER, in consultation with Greenview, will be piloting an Area Based Regulation Pilot project with the Municipal District of Greenview. This was first discussed at the working meetings being held between the AER, Town of Fox Creek, and MD of Greenview that have been occurring as a result of concerns regarding water use.

The panel is seeking a delegate from Greenview to take part in the sessions, which will likely comprise 10-12 full day events. The invitation notes that the individual should be “familiar with the Municipal District of Greenview, energy development occurring there, and localized challenges such development creates for the use of water” and have decision making capacity. As any delegate representing Greenview would not have decision making authority (which resides with the whole of Council), Greenview will be unable to meet the latter criteria. An attending delegate would be a spokesperson/liaison with the group and would be aided by being clear on Council’s views regarding area water use and energy development.

Administration believes that Council’s view regarding this topic can be summarized in two key points:

1. Greenview is supportive and encouraging of energy development;
2. Energy development needs to occur in a way that respects regulations and minimizes impact, specifically regarding the use and perceived overuse of fresh water.

More information regarding the details of the pilot project is contained in the attachments. Administration is recommending that Council appoint two delegates – one primary and one alternate – to the group.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to appoint members to the panel or may opt not to participate.

Benefits – Greenview is the pilot area and the municipality has been part of a working group dealing with similar issues. Administration feels that continued participation is beneficial given the impact of Greenview communities and the concerns raised previously by Council.

Disadvantages – There will be a fiscal cost for Greenview to attend, specifically costs such as mileage, meals and accommodation, honorariums/per diems, etc. These costs are generally budgeted for each year and Administration does not believe they will present an issue. Is believed that the value in participating will outweigh the small fiscal costs associated with participating.

COSTS / SOURCE OF FUNDING:

Costs of attending events and meetings are budgeted for as part of Council’s approved Operating Budget.

ATTACHMENT(S):

- AER Invitation
- Area Based Regulation Draft Terms of Reference
- Area Based Regulation Frequently Asked Questions Sheet

August 19, 2016

Mike Haugen, CAO
Municipal District of Greenview
P.O. Box 1079
Valleyview, Alberta
T0H 3N0

Tristan Goodman
Vice President
Major Projects Branch
tristan.goodman@aer.ca

tel 403-297-6902

www.aer.ca

mike.haugen@mdgreenview.ab.ca

**Call for Delegates: Members for the Multi Stakeholder Indigenous
Advisory Panel Supporting the Alberta Energy Regulator's Area Based
Regulation Pilot Project**

Dear Mr. Haugen,

The Alberta Energy Regulator (AER) is seeking participants for a community panel to discuss and recommend improvements to water use in energy development; panel sessions will begin in late September. The panel is a very important part of a new approach the AER is taking called area based regulation.

Area based regulation will begin with a pilot project taking place within the Municipal District of Greenview, where energy development occurs on a larger scale, with multiple well pads and infrastructure and intense use of water. We've heard from residents, indigenous communities, industry, and other stakeholders about the unique concerns specific to this area and the desire for a more collaborative, holistic approach that supports orderly development. As a result, through the area based regulation pilot, we are creating a consensus-based panel of interested participants to look at water-use issues and assist the AER with the development of a practice guide. We are inviting participants from, industry, environmental nongovernmental organizations, First Nations communities, Métis communities, municipalities, and the general population who are interested in energy regulation, to join the AER in these discussions. The Government of Alberta will also be invited to participate.

We would like a delegate from your organization to participate in the panel, because we feel your organization's perspectives will be valuable to panel discussions as we explore issues and pursue consensus-based solutions to water use by the energy sector. Ideally, we are seeking one representative and one alternate representative from organization who is familiar with the Municipal District of Greenview, energy development occurring there, and localized challenges such development creates for

the use of water. Delegates should have decision making capacity for the organization they represent, and some technical understanding of water issues in the area.

We anticipate that the panel will meet for 10 to 12 one-day workshops starting in late September 2016 and ending in approximately June 2017 at venues located in the Municipal District of Greenview area. The outcome of the work by the panel will provide recommendations to the AER for developing an area practice guide. Additional details regarding your role and responsibility on the panel, as well as other information on the panel, are contained in the terms of reference attached to this letter.

While the AER will likely have a variety of subject matter experts attending the panel to support specific discussions, there are two key individuals who are the main contacts for the multi stakeholder panel. Scott Millar is the director for area-based regulation, and he is the main AER representative at the panel table. Krista Waters is an AER engagement specialist and will be facilitating the panel sessions. You can contact either Scott or Krista about the multi stakeholder panel at any time.

Once you have selected your delegate and alternate delegate, please provide their contact information, (including address, email, and phone number) and a brief description of their background and abilities to Krista Waters by September 1, 2016. The AER will confirm panel participants by September 15, 2016.

If you have questions or require additional information, please do not hesitate to call or email.

- Krista Waters can be reached at krista.waters@aer.ca or 403-755-1422
- Scott Millar can be reached at scott.millar@aer.ca or 780-427-9562

Thank you for your time and consideration.

Sincerely,

Tristan Goodman,
Vice President
Major Projects Branch

Enclosures (2): Area Based Regulation Frequently Asked Questions
Draft Terms of Reference

Greenview Area Practices Advisory Panel

Draft Terms of Reference

August 2016 – Version 9

1 Background

The Alberta Energy Regulator (AER) is piloting area based regulation to develop a broader, more integrated, geographically based view of energy development. Since unconventional resource development began in this pilot region, energy projects typically occur on a larger scale compared to activities in the past, with multiple well pads and more infrastructure.

Local residents, indigenous communities, industry, and other stakeholders told the AER they have unique concerns specific to their area and that a more collaborative, holistic approach is needed to support orderly development. Through the area-based regulation pilot, the AER will work with the Greenview Area Practices Advisory Panel to create area practices to proactively address local issues.

Water use by the energy sector in the pilot area was identified as a priority issue by stakeholders and indigenous communities and will be the focus of this pilot and the panel.

This pilot will support increased awareness and understanding of area concerns. By testing a more collaborative approach to energy development, the pilot will support an adaptive regulatory model and by informing policy makers, it may assist with the development and implementation of regional and sub-regional plans and other Government of Alberta (GoA) policies.

2 Mandate

The multi-stakeholder panel's purpose is to explore and discuss water use by the energy sector in the pilot area and recommend ways to reduce water use, enhance water reuse, and promote collaborative water planning among operators in the energy sector.

By sharing information and delving into area-specific concerns, the outcomes of this panel will be to generate consensus-based recommendations for the pilot area for inclusion in an area practice guide.

3 Scope

The focus of this pilot is water. Items outside of the scope of this pilot include the following:

- policy development and work led by the GoA
- issues not related to water
- new rules and requirements or regulation changes

4 Decision-Making Process

The panel will reach agreement on its recommendations through consensus. Consensus is reached when each participant agrees that they can live with the outcome of a particular recommendation or action. Stakeholders and indigenous communities may not achieve all of their goals, but the optimal solution will be in everyone's best interests and will not damage or harm any participant's interests. The resulting recommendations are likely to be more innovative and longer-lasting than those reached through traditional negotiation processes.

The goal of the panel is to reach consensus on its recommendation. Where consensus is not reached, the views of the various parties, including the pros and cons of their respective solutions, will be provided to the AER. The AER is the final decision-maker on the Area Practice Guide.

The work conducted in this panel is not a substitute or replacement for other public involvement requirements or processes.

5 Panel Composition

The panel will consist of representatives from industry, environmental nongovernmental organizations, indigenous communities, municipalities, and community participants with direct interest in water use as it relates to energy development and the AER. The group size and balance of participants will be determined by response. To ensure the process is manageable and productive, the AER is recommending the panel should not exceed 16—18 participants.

Participants should be working, residing, or practicing their rights in the Municipal District of Greenview and be generally knowledgeable about the energy industry and water issues in the region.

Panel composition is expected to include:

- three AER subject matter experts
- three members of the municipality, public, or both
- four to six industry
- three indigenous community representatives
- three environmental (water/aquatic focus)

Additional subject matter experts may be invited to provide input where their specific expertise would enhance the panel's understanding of a matter related to energy development.

The GoA will be invited to participate in the panel as a resource to clarify policy questions and to take feedback into the GoA.

6 Expectations of Panel Participants

- Participants must represent, to the best of their abilities, the perspectives of their sector or community so that all perspectives are represented in panel discussions.
- Participants should be familiar with multi-stakeholder consensus-based processes and be committed to seeking mutual understanding of each other's interests and contributing to an environment where participants can work together in a meaningful and collaborative way to create mutually satisfactory solutions.
- Participants must actively participate. If a participant is unable to attend a meeting, they may send an alternate from their respective organization or group.
- Participants should be familiar with the Municipal District of Greenview.
- Participants should have in-depth knowledge of water and local interests of the area.
- Participants should bring forward any concerns they have with the process or panel through the panel or its AER lead. To support a collaborative process, participants will be asked to avoid bringing concerns forward through another external means such as media, elected officials, lobby groups, or AER executives.
- To support broader communication, participants on the panel will be encouraged to inform others within their sector or community of the progression of the pilot.
- Participants must respect confidentiality.
- Participants are expected to make their own travel and accommodation arrangements.
- Participants should respect timelines and be committed to the process.
- Participants may be asked to step down from the panel if they are not able to fulfil these expectations.

7 Meeting Organization and Support

7.1 Panel Participant Responsibilities

- Participants are expected to express a diversity of views as they collectively explore the nature and extent of risks associated with proposed recommended area practices. To ensure dialogue is open and meaningful and to develop trust, participants must agree to respect the transitory and confidential nature of conversations. There will be expectations with regards to confidentiality.
- Help reach consensus about area-based recommendations.
- Appropriately prepare for meetings. Review panel materials and meeting material.
- Ensure key discussion points and areas of agreement and disagreement are accurately captured and executed.

7.2 Panel Support

7.2.1 AER Facilitation Team

- Provide leadership and ensure the effective operation of the panel.
- Encourage listening and ensure that all participants in the room have opportunities to participate.
- Help the group move beyond positions and instead understand interests.
- Help the group identify innovative solutions that address common interests.
- Focus on an effective meeting process, including collaborating with panel participants to develop proposed meeting agendas.
- Act as point person for logistics, with assistance from other AER staff as required.
- Ensure that the panel participants have meeting materials in advance of meetings.
- Capture attendance, action items, and key discussion points, including meeting highlights, in meeting minutes.

7.2.2 Government of Alberta (subject to further discussion with GoA)

- Be invited as a participant by the AER
- Will help to clarify questions related to policy and provide information when needed
- Follow expectations of confidentiality that apply to the panel

7.2.3 Additional Subject Matter Experts

- Be invited by the AER or the panel.
- Follow expectations of confidentiality that apply to the panel.
- Participate in a way that supports the mandate and timelines of the panel.

8 How We Work Together (Effective Panel Participation)

- Listen generously
- Affirm others
- Speak straight
- Be here and be prepared
- Honour breaks and time
- Hard on problem, easy on people

9 Timelines

The panel is anticipated to meet beginning September 2016 and wrapping up by June 2017. First meeting is anticipated to be in Fox Creek in late September. Date and location to be determined. Tentative meeting schedule—pending input from participants—is every three weeks except during December. Meetings are anticipated to be full days and locations may vary throughout the Municipal District of Greenview. A full- or half-day field tour may be incorporated as required by the panel.

10 Participant Compensation

Participants who are not otherwise compensated for their time on this panel will be provided with an honorarium and are entitled to reimbursement by the AER of nominal expenses incurred as a result of their participation according to the following guidelines:

- Meeting attendance honorarium: \$125/half day, \$250/full day
- \$106 preparation time per meeting and \$106 follow-up time per meeting (if required, pending AER approval)
- Travel expenses: mileage, \$0.505/kilometer or flights;
- Meal allowance: \$41/day maximum (with receipt); lunch and refreshments will be provided during meetings
- Overnight accommodation: \$220/night maximum (with receipt); one night for each day of meetings

Frequently Asked Questions

Area-Based Regulation

August 2016

Key Terms

Area-based regulation (ABR) collaborative engagement	The ABR engagement approach, which focuses on the collaborative involvement of people who live, work, and recreate in an area in the development of area practices.
Area practices	Practices described by the AER that are based on collaborative engagement with people in each area and are intended to supplement our current standards and help reduce impacts from oil and gas development. They are voluntary and unenforceable until they have been approved by the AER or Government of Alberta.
Area Practice Guide	A document to guide the actions of operators developing in an area by providing the area practices that identify expectations of the people in the area.
Area requirements	Application and operational practices that have been approved by the AER, the Government of Alberta, or both in order to become binding, enforceable requirements.
Integrated area assessment	The combined assessment of energy resource and environment for each area.

Q1. What is ABR?

A1. ABR is the AER's proposed new approach to developing and enhancing the rules and practices used to regulate energy development. This approach seeks to make geographically specific rules and practices that consider the unique environmental, energy resource, and community conditions in each area, collaborating with the people who live, work, and recreate in each area to develop the rules and practices.

ABR gives the AER a broader geographical perspective by developing views of the area that integrate energy and environmental characteristics. These integrated representations go

beyond the current well-by-well view and shows us how a resource will be developed over time, what impacts are likely, and how best to mitigate those impacts before they occur. This approach is particularly important when we see unconventional energy development having impacts that are more highly concentrated in specific areas and more widespread than conventional oil and gas development because of the nature of the geology and the technology used to access the resources.

ABR is also about having specific practices and requirements that make sense for an area and are tailored to reflect the kinds of energy resources in the ground, the environment above those resources, the risks of developing those resources, and the perspectives of the people from the area. For the AER, this means changing the way we involve people. Building on this more complete energy and environment picture, the AER will use a collaborative engagement process where the people in an area have a voice in shaping the practices for their area.

Q2. Why are you doing ABR? What problem are you trying to solve?

A2. We're doing this for a few reasons. First, the scope and scale of the impacts being seen on the landscape has changed as the energy industry has evolved. Bigger projects with larger land footprints, water-use impacts, emissions, and other concerns are becoming more common and can cover much broader areas than more traditional kinds of energy development.

ABR is also aligning with the efforts of the Government of Alberta to address cumulative effects through the Land Use Framework. The drive to address cumulative effects means that the AER needs to look beyond the site-level, application-by-application approach to see how energy development in general is affecting an area.

Under the current regulatory system, people affected by each individual activity can participate in the regulatory process and have their concerns addressed. Stakeholders are usually consulted on the content of requirements but aren't asked to collaborate in the creation of the requirements. ABR seeks to enhance participation for people in an area separately from the engagement process required with project applications so that area stakeholders can have a hand in practices and requirements used to regulate the way energy development occurs in an area.

Integrated Area Assessment

Q3. What is an integrated area assessment?

A3. An integrated area assessment simply means we look at the energy resources in the ground and at the environment together rather than separately. In Alberta, we are fortunate to have a very good understanding of our geology and the hydrocarbon-based energy resources that

exist below the ground. Traditionally, we have used our understanding of oil and gas to describe where certain kinds of resources are located and how much there is to develop.

But we can do much more than that. We are building the tools that allow us to forecast how energy might be developed into the future and what kinds of impacts might come along with that potential development. In other words, we can predict where industry might want to build wells and how much water and land might be required for those wells.

Of course, our understanding of geology and energy resources is only part of the picture. We also want to understand how our environment in each area has been or might be affected by development. For example, we want to know the footprint of energy development: things like how much land has been affected, how much water is being used, and where it comes from. Having this kind of information for an area allows us to compare impacts of energy development to any disturbance limits set by the Government of Alberta.

Together, the energy and environment pieces give us a much clearer picture of the current state of the environment, potential benefits of development, and potential impacts. Knowing this information means we have an opportunity to manage how development occurs and then avoid or minimize the impacts to the environment before they happen, while staying aware of important social and economic considerations.

Q4. Who does the integrated area assessment?

A4. The AER will conduct the integrated area assessment using data and information available at the time of the assessment.

Q5. Why is the integrated area assessment important?

A5. First, it gives the AER information about a broader geographical area, helping us better understand cumulative environmental effects within the area. In areas where the Government of Alberta has established disturbance limits or thresholds and directed the AER to manage activity within those thresholds, the AER can use the integrated area assessment to understand the contribution of an individual application to the overall disturbance in the area. Traditionally, applicants have been asked to assess the potential cumulative effects of their project and provide this information with their application. The AER area assessment can provide a baseline against which to measure applicants' performance in creating their assessments

Second, the integrated area assessment gives stakeholders in an area a better understanding of what is happening and allows the collaborative engagement process to focus on issues of importance.

And, finally, the current state and development forecasts provide important information to support the Land-Use Framework regional planning process, which provides a blueprint for land-use management and decision making to address Alberta's growth pressures. The framework is designed to ensure good stewardship of Alberta's lands and natural resources so that future generations of Albertans benefit from the province's natural beauty and prosperity. The integrated area assessment shows the potential scope of development, the area affected, and the value of energy development over time, so that we can weigh this against the potential impacts, and improve how resource development is managed.

Collaborative Engagement

Q6. What do you mean by collaborative engagement?

A6. One of the big shifts within ABR is collaborative engagement, which will bring the perspectives of people from an area into the practices and requirements for that area. We want to hear from people beyond those directly and adversely affected by individual projects or activities, and we want to hear occur in advance of an application for an approval.

For Indigenous peoples, the AER is going to use collaborative engagement to establish when and how traditional knowledge may be built into the ABR approach with respect for the traditions and culture of Indigenous peoples.

Q7. Who can participate in ABR collaborative engagement?

A7. ABR collaborative engagement aims to fairly represent the multiple perspectives of the people who live, work, and recreate in an area, which means individuals, businesses, municipalities, and indigenous people could be involved. The criteria for selecting participants are still being thought out and may end up differing from area to area depending on the issues.

After piloting the ABR approach, the AER will use what we have learned to finalize the process for participating in ABR collaborative engagement.

Q8. Does ABR collaborative engagement affect participation rights for people who may be directly and adversely affected by an application?

A8. No. People who believe they may be directly and adversely affected by an application can still express their concerns through existing processes.

ABR collaborative engagement provides another opportunity to participate; one focused specifically on the development of area practices. Depending on how well area practices are adopted will determine whether they need to become area requirements or some other

regulatory mechanism. For example, a practice intended to promote a certain percentage of water reuse does not need to be made mandatory if companies are demonstrating through their applications or performance reporting to the AER that they are reusing the intended amount of water.

Q9. How does ABR collaborative engagement with communities work? How does this dialogue translate to practices?

A9. Collaborative engagement in an area is an invitation to people and companies in the area to discuss concerns and issues and then work together to craft area practices to address concerns. We anticipate that with every area, issue, or group of people, engagement may need to occur differently and our process will evolve as needed.

Citizens will be provided with the science and information on the current state of development in their community, along with any current environmental, social, economic, and legal considerations. Then together with the AER, stakeholders will work through the information so that they can recommend solutions to outstanding key issues, suggest conditions or practices, or generally provide guidance. Whatever is produced by the collaborative engagement process will be given a final review by the AER to ensure it aligns with policy direction set by the Government of Alberta, is technically feasible, and does not have unintended consequences. It will then be published in the area practice guide. Ultimately, the AER is the decision maker for area practices and will decide when clear consensus can't be reached..

Q10. How does ABR collaborative engagement affect Indigenous people?

Indigenous people have a cultural connection to the landscape and can offer unique perspectives that are based on their traditional use of the land. Initially, the dialogue with Indigenous peoples will focus on building a relationship and developing a shared understanding of traditional land use, how that interfaces with energy development. A goal of this engagement is to collaboratively develop an understanding of what local indigenous peoples feel are possible approaches for incorporating traditional knowledge and traditional land use values into ABR practices. when and how traditional knowledge may be built into ABR. In future stages of ABR project work this discussion may shift toward the creation of area practices or requirements that are specific to indigenous peoples' concerns.

Any dialogue with Indigenous people will respect protocol, their constitutionally protected rights and the consultation processes put in place by the Government of Alberta to ensure

those rights are protected. This means ABR collaborative engagement with Indigenous peoples needs to maintain a strong connection with Alberta Indigenous Relations.

Area Practices and Requirements

Q11. What are area practices?

A10. Area practices are expected practices for the energy industry in an area and are developed through collaborative engagement with people from the area. They are voluntary and not enforceable.

Q12. What are area requirements and how are they developed?

A11. Area requirements are the area-specific rules the AER will expect applicants to follow when preparing an application and conducting their activities. They are mandatory and enforceable.

The first step toward creating area requirements is to create area practices in collaboration with the people from the area. Where it makes sense or where additional regulatory authority is needed to support the area practices, the AER or the Government of Alberta may create a regulatory requirement, or create a requirement jointly. The main difference between area practices and area requirements is that practices are voluntary until they have been approved and become mandatory, unenforceable requirements.

Q13. Won't area practices simply be ignored?

A12. Given that area practices are voluntary and not enforceable, there is a distinct possibility they will be ignored and applicants will simply use traditional application requirements. However, these area practices are co-created with people from the area and include industry perspectives, so the AER will expect that applicants bear area practices in mind when applying to the AER. In addition, the AER might consider actions to encourage voluntary compliance with area practices, such as publishing a regular performance report that notes those companies who have voluntarily adhered to area practices in their applications or operations.

Q14. Why bother with area practices at all? Why not take recommendations from collaborative engagement directly to requirements?

A13. Area practices signal the direction area requirements could eventually take and allow applicants to adjust their operations to the new practices before they become requirements. Practices are also more easily adjusted should area conditions or activities change.

The policy or regulatory development approval process will vary depending on the focus and scope of each area practice. For example, practices that could affect other sectors, such as

road planning with forestry, will take longer than those focused on an application requirement for an energy development activity because the risk of unintended consequences is greater when dealing with multiple perspectives.

In addition, some area practices might achieve results without becoming mandatory requirements.

Q15. How do ABR practices or requirements link to application decisions?

A14. Initially, the results of ABR collaborative engagement will produce area practices, which will be voluntary and unenforceable. Applicants will want to seriously consider area practices when preparing their applications as there will be expectations from the people in the area and the AER that the practices will be followed. Ignoring practices will likely result in more emphasis on creating area requirements.

Of course, where practices follow the process to become approved by the AER, the Government of Alberta, or both, they become the requirements we use to assess an application.

Q16. How do ABR practices and requirements affect industry? What are the benefits?

A15. Area practices provide an opportunity for industry to enhance relationships with the people in the area through the collaborative engagement process and better understand what they find important, discussing concerns and possible solutions. This forum also allows industry the opportunity to share its perspectives in developing area practices. So ABR collaborative engagement not only allows the energy industry to participate and understand area concerns, but it also helps shape how those concerns are dealt with by the AER, and the Government of Alberta. Engaging on individual projects may become easier for industry when there is greater understanding of all viewpoints, needs, and expectations.

At first, area practices are voluntary and unenforceable, but over time, they may become formal area requirements. At that point, industry will be required to demonstrate how it has met the area requirements when submitting an application.

Q17. Will any existing requirements for an area be removed?

A16. Yes. ABR is not simply about adding additional regulation. It is focused on ensuring the practices and requirements that apply in an area are reflective of the energy resources, environment, and people in an area. This means that over time, redundant or inapplicable requirements may be removed for an area. Requirements are also intended to be risk based, which means high-risk activities may have more requirements, while low-risk activities may have minimal or no requirements.

ABR Pilot Project and Implementation

Q18. How will ABR be implemented?

A17. Actually, we are not implementing ABR at this time. We intend to test a few elements of the ABR approach to see whether they will work and whether we can repeat them in other areas. This test through the will occur in the area around the town of Fox Creek and throughout the Municipal District (M.D.) of Greenview.

Q19. What is the ABR Pilot?

A18. The ABR pilot is a short AER project that is intended to test two pieces of the ABR approach, namely the integrated area assessment and the collaborative engagement elements.

The integrated area assessment is intended to test how well the AER can depict the current state of energy resources together with the environment, focusing primarily on energy plays, surface and groundwater use, and the use of public land.

Q20. Why is the ABR Pilot occurring in the M.D. of Greenview?

A19. When we selected the ABR pilot boundaries, we considered a number of factors:

- Geological plays – We are focusing on the Montney and Duvernay geological plays because of the technology used and the potential development intensity.
- Development activity – We are focusing on horizontal multistage fracturing technology because of the associated intensity of water use and area concerns regarding water use.
- Land-Use Framework regional boundaries – We are following direction from the Government of Alberta on land management.
- Key wildlife habitats – We are focusing on woodland caribou and grizzly bear.
- Municipal boundaries – We need undisputed boundaries that stakeholders can easily identify.
- Project resources – A larger pilot area would take longer, would require more AER resources to complete, and would make testing of the ABR concepts more difficult.

Ultimately, we decided to use the existing boundary of the M.D. of Greenview, because this area contained a lot of unconventional resource development activity, it was inside a single Land-Use Framework region, and we could capitalize on existing efforts in the area under the AER's previous play-based regulation (PBR) and the Government of Alberta's policy and regulatory implementation project (PRIP).

Q21. What will make the ABR Pilot successful? What is the Pilot trying to achieve?

A20. The ABR Pilot is fundamentally about testing whether an integrated area assessment can be developed by the AER whether area practices can be developed through collaborative engagement. So success will hinge on whether these two things can be accomplished.

Of course, we hope that any area practices developed will improve how water is used in the pilot area and that applicants will work together more collaboratively to improve water use, but the ABR Pilot will show whether this approach can or should be used elsewhere.

Q22. What's an area? How is it defined?

A21. An area is a portion of the province with generally similar energy resources and environmental characteristics of sufficient size to warrant a specific set of development rules. For example, the Fox Creek area, where the ABR approach is being tested, overlays an unconventional resource that is developed using particular development methods and is in the boreal forest.

How areas are defined specifically has yet to be determined. There are many different environmental, geological, or cultural features that could be used as the basis for defining the areas, so we will determine the criteria for establishing areas after testing the ABR approach.

Q23. What will be the full extent of ABR once it has been implemented?

A22. This too hasn't been determined. The AER is testing some elements of the ABR approach during the fall and winter of 2016/17, specifically to see whether an integrated area assessment can be done and whether collaborative engagement to create area practices will work. After the pilot is complete, we'll take a step back to see what worked and where we can improve. This assessment will inform how and when ABR will proceed.

Q24. Will information from ABR be available to everyone?

A23. Yes. While the exact mechanism for sharing information hasn't been nailed down, the intent is for integrated area assessment information and the results of collaborative engagement to be openly available to everyone.

Q25. How is the environment managed using ABR?

A24. The AER's mandate to protect the environment will not change because of ABR, and staff will continue to assess the information provided by applicants against the current requirements until any new requirements are put in place. Under ABR, additional information will be available for an area, which will give a better sense of how an individual energy development activity or project contributes to the overall impacts from the energy sector.

ABR also helps us understand the value of the resource development over time in relation to the cumulative environmental impacts over time. This understanding will help us proactively reduce impacts.

Q26. How are energy resources managed using ABR?

A25. As with its environmental mandate, the AER is required to ensure orderly development and that energy resources are conserved and not wasted. With ABR, there will be the opportunity to better understand and manage the risks of development and ensure that similar energy resources are managed in a similar way.

For example, ABR practices or requirements may address issues where geological characteristics may cause concerns on the surface, as is the case with induced seismicity.

Q27. Will ABR reduce statements of concern and hearings?

A26. That's a difficult question to answer, but it may. Although reducing statements of concern is not the focus of ABR, ABR is proposing an entirely different approach to setting the area practices and area requirements for energy development activity in the province, an approach that it will give people in an area a greater opportunity to provide input earlier on. If successful, this should address concerns before an application is ever filed with the AER.

Albertans will always retain their ability to submit a statement of concern if they believe they may be directly or adversely affected by an application in accordance with the *Responsible Energy Development Act*.

Background

Q28. What are geological plays? And how do they relate to areas and ABR?

A27. Geological plays are known or estimated oil or gas accumulations that share similar geological and geographical characteristics, such as rock type, type of fluid trapped in the rock, depth from surface, a common source for the fluid trapped in the rock, trapping mechanism, etc. These play characteristics influence cost and the methods used to extract the energy resource.

ABR, through the integrated area assessment, will assess the potential of the geological plays beneath an area to determine the potential for energy development, the economic benefits, and the environmental impacts associated with development.

Often, geological plays are stacked up in layers beneath an area, so managing energy development often involves setting rules for safety and managing subsurface risks, such as induced seismicity. The subsurface characteristics are essential in understanding area risk.

Q29. What are unconventional energy resources?

A28. Where oil or gas bearing zones have low- to very-poor permeability that requires extensive stimulation to produce in commercial quantities, the resource within that resource rock is considered an unconventional energy resource.

Compared to conventional resources, unconventional resource plays can be technologically challenging to remove the resources within them, but geologically known.



Manager's Report

Function: Infrastructure & Planning

Submitted by: Grant Gyurkovits, General Manager Infrastructure & Planning

Date: 9/13/2016

General Manager, Infrastructure & Planning, Grant Gyurkovits

- Reviewing Capital budget with I&P Managers.
- Held by bimonthly I&P Managers meeting.
- CMML Educational Program.

Manager Construction & Maintenance, Kevin Sklapsky

- Rain with inclement weather throughout this construction season has added undue hardship and delays. The time spent to bring the projects back to same condition before the rain events have slowed construction operations. There has been an estimated 40 plus days lost to weather so far this year due to rain and inclement weather leaving 2016 with a short construction season. This could be considered severe or well over double in past years. For example, construction on Swan Lake road in 2012 had one rain day for the entire project.

Supervisor, Facility Maintenance, Alfred Lindl

- General maintenance on task list.
- Monthly inspection on Greenview facilities.
- Check extinguisher, check eye wash stations and first aid kits.
- Normal Maintenance on all facilities.
- Completed replacement of one window in the stair well tower and flashing because of water leak.
- Tested and checked security panic buttons in Grande Cache, Grovedale Shop A & B, Administration Building, Operations Services, Field Services Office, FCSS and the Medical Clinic all are in good working order.

DeBolt

- Completed the extension of the culvert at Alberta Ave. and 1st Street, the finishing of the landscaping is in progress.

Medical Clinic

- Completed some landscaping (grass replacement south east side) around the Clinic.
- The new doctor's offices and exam rooms are still in progress. We completed framing, wall relocation, drywall, patching, sanding and the flooring is 95% complete. Light fixtures were relocated and the electric installation is complete. The t-bar ceiling has also been installed. Next week the doctor's area will be painted and the installation of mill work and plumbing of wash sinks will take place.

Manager Operation, Gord Meaney**East Sector**

- Gravelling in Sunset House and finished in the Little Smoky area.
- Replacing culverts in Sunset House and approach culverts in Ridgevalley.
- Digging out beaver dams in Valleyview, Sunset House and Ridgevalley areas.
- Brushing south of Little Smoky, North of Valleyview and Sunset House.
- Mowing north of Fish Creek and Puskwaska.
- Line painting is completed.
- Dealing with miscellaneous requests.
- Continuous road maintenance with graders.

West Sector

- Airth crushing project is complete.
- Line painting is complete.
- Gravelling on the FTR is complete.
- Calcium chloride application on the FTR is complete.
- Gravelling in the co-ops is complete.
- Working on sign repairs.
- Working on beaver control and dams.

- Dealing with miscellaneous requests.
- Continuous road maintenance with graders.

Shop

- Continue with video training on the new Snap-On Diagnostic System.
- Completed the windshield repair list and submitted to three companies in Valleyview for quotes.
- Regular maintenance and repairs on the entire fleet.

Manager Environmental Services, Gary Couch

Water and Distribution

- Little Smoky water distribution is undergoing testing, flushing, and super chlorination prior to being put into service. The pumps have been upgraded electrically and will run according to the pressure set point.
- Working with Administration to obtain space in the Old DeBolt Fire hall for storage of equipment, parts, and vehicles (operators on leave).
- The Crooked Creek water transmission line is undergoing pressure testing, chlorination, and flushing as well.
- Ridgevalley Water Treatment Plant is out for tender and will close on September 15.
- Grovedale Test well #2 will be completed in September on the newly acquired land.
- DeBolt Water Plant upgrades are going according to plans. Upgrades to electrical pump controls and rebuilding of pumps included in 2016.
- Updated all information and reporting requirements with Alberta Environment and Parks
- Maintenance of all water valves and verification of locations and mapping in hamlets.
- Completed first draft of 10 year capital plan.

Wastewater

- The Septage Receiving Station for Grovedale has been awarded to AGS Mechanical from Peace River. Associated Engineering is arranging a meeting to review construction schedule, in the near future. Construction is expected to be completed before freeze up.
- Clearing of trees for Industrial Lagoon will not likely be allowed by Alberta Environment and Parks in 2016 as initially instructed, so some minor delay in surveying expected.
- More properties discovered in Grovedale that were connected to sewer system, but were not billed.
- Locating and repairing all manholes in all hamlets.

Solid Waste

- Fencing program started. NFC will be first site to get fenced.
- Upgrade of Sturgeon Heights transfer station in progress and expected to be complete in 2016.

- Cement pads and retaining wall repairs were completed at the Sunset House Transfer Station, with new bin rails to follow as soon as possible. These are being installed as per the OH&S regulations and approved in the 2015 budget.
- Tires and household hazardous waste have been collected from all transfer stations this year and almost finished annual metal recycling.
- Working with Grande Cache Liaison to facilitate solid waste issues.
- Regional Landfill maintenance and repairs

Manager Planning & Development, Sally Rosson

- Effective September 9, 2016, Development Officer Prevatt has resigned from his position. Human Resources has posted the position. In the meantime, other Planning & Development Staff will be covering the vacancy.
- Planning Staff are sending out the yearly work camp reminder notifications (renewals).
- Working on final updates to 2016 Municipal Development Plan.
- Big Mountain Industrial Park Area Structure Plan follow-up letter has been sent and staff held a meeting with their contractor and OPUS Stewart Weir Ltd to clarify and provided an update of the necessary changes to the Plan.
- The following new Applications were received in the various categories for the month of August 2016:

Business Licenses:	Three
Development Permit Applications:	Twenty-four
Lease Referrals	
Land Use Amendments (re-designation):	None
Subdivision Applications:	Three



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Community Services

Submitted by: Dennis Mueller, General Manager Community Services

Date: 9/7/2016

General Manager Community Services, Dennis Mueller

- Scott Builders, the contract company constructing the multiplex, hosted a tour of the construction site for the Valleyview Multiplex Committee and the Greenview and Town of Valleyview Councillors on September 6, 2016.
- The grant notification letters were submitted to provide reminders of the upcoming grant submission deadline and the grant fulfillment obligations.
- All Community Service Departments have been diligently working on their Proposed 2017 Capital and Operational Budgets.
- The Manager of the Red Willow Lodge has made her annual request for assistance from Greenview Council to barbecue the steaks at the Annual Steak and Bake scheduled for Sunday, September 11, 2016. The Greenview barbecue has been pre-booked and will be delivered for the event.

Agricultural Services Manager, Quentin Bochar

Problem Wildlife Officer and Pest Program

- The Problem Wildlife Officer continues to assist the Operations Department with beaver control within Greenview.
- The Manager of Agricultural Services is still in the process of trying to facilitate a meeting between Greenview and Alberta Environment and Parks regarding the elk depredation and crop/feed losses.

- The Manager of Agricultural Services had a meeting with the Alberta Conservation Association (ACA) regarding a novel pilot project to get landowners affected by elk depredation in the affected areas in touch with hunters to harvest elk.

Outdoor Recreational Facility Maintenance Program

- The Outdoor Recreational Facility Maintenance program has been in full operation for the months of May, June, July, and August. Users of the facilities are accustomed to having regular maintenance work being done on the sites. People are happy that the washrooms are being cleaned, the garbage is being taken away and that general maintenance activities are happening at their favourite sites.
- The four sites that are currently being managed at this time are:
 - Swan Lake
 - Grovedale Fish Pond
 - Kakwa River Campground
 - Southview Rest Area
- Facility improvements for these four sites are scheduled for late summer and early fall, including signage, kiosks, fire pits, picnic tables, etc.
- Facility improvements are also scheduled for Grande Cache Lake including a new floating dock.
- Users of the outdoor recreation sites are happy that there are a set of regulations for the sites to help prevent misuse and abuse of these beautiful sites.

Vegetation Management Program

- Here are some statistics from the Vegetation Management Program this year:
 - Roadside spray program approximately 1720 km out of the 2200 km target is complete.
 - Brush spray program is approximately 65 Ha complete.
 - Spot spray program approximately 43 Ha complete.
- Weed inspections:
 - Greenview approximately 3800 inspections completed with 1350 having weeds reported.
 - Valleyview approximately 1156 inspections completed with 144 having weeds reported.
- We are estimated to be about three weeks behind schedule due to the adverse weather conditions that the municipality received during the spring/summer months.

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

- FCSS will have a table at the community information night scheduled September 7th at the Memorial Hall, this will be an opportunity to showcase the Green View FCSS programs and services.

- Seniors Housing Survey results have been compiled and posted for public viewing in the Mountains to Meadows newsletter, Greenview website, and the Green View FCSS Facebook page. Public meetings will be scheduled for later in the year to further engage residents and identify needs.
- Details are being finalized for the second HEART conference, September 13th & 14th at the Memorial Hall. This conference will provide community members, educators, and social services agencies with information on domestic violence.
- Summer Day Camps were a huge success again this year, with between 8-21 children in attendance at each of the camps.
- The Celebration of Cultures took place on August 6th in conjunction with the Valleyview Rodeo and Fair. Approximately 150 individuals took part in the opportunity to explore other cultures through food and music. The feedback was tremendously positive and the event continues to provide education on various cultures and strengthen community bonds.
- Green View FCSS's Older Adult Information Day is scheduled for October 6th in Grovedale and October 7th in Valleyview. Presenters will include updates on senior's benefits and supports, elder abuse, assisted living supports and end of life planning.
- The next Green View FCSS Board meeting is scheduled for September 19th at 9:30 a.m.

Protective Services Manager, Jeff Francis

- The commissioning of the mechanical components in the Grovedale Public Service Building will begin on September 9th. Greenview has submitted the deficiencies to Southwest Design & Construction and they are being addressed. The landscaping and dugout sloughing repair will be completed pending weather cooperation.
- Some fence location issues have arisen at the DeBolt Public Service Building site, Administration is working with all the applicable stakeholders to find an amicable solution to the matter. Council will be updated regarding possible solutions. We are also waiting on favorable weather conditions for the dugout repair and landscaping once the noxious weed issues are addressed.
- Currently there are several grant applications being offered for fire department training, emergency service training and fire smart programs, Greenview participates in the regional grant applications. The 2016 fire service grant is held by Northern Sunrise County and all of the fire departments within Greenview have sent members to these training sessions. Greenview last applied for this regional grant in 2011. The 2017 grant is being applied by the County of Grande Prairie. The 2015-2016 Emergency Management Grant was held by Grande Prairie Regional Partnership and Greenview had 6 staff participate in this training session. Fire Smart Grants are offered twice a year in the spring and fall. Greenview will be applying for a grant in the spring of 2017 to develop a fire smart program

master plan for the entire municipality. This plan will include fire smart applications to protect communities and also public education.

Recreation Services Coordinator, Adam Esch

Community Walking Trails

- Community walking trail development feasibility reports have been completed for Valleyview, DeBolt, and Ridgevalley with Grovedale underway. Once all reports are completed administration will prepare a presentation to Council which will outline and recommend 2017 Walking trail options.

Future Recreation Developments

- A development feasibility report has been completed outlining development strategies for river floats on the Little Smoky, and administration is preparing a presentation to council.
- Administration is preparing presentations to council which outlines development strategies for future recreation developments which include, existing site expansions and upgrades.

2016 Upgrades

- To ensure transparency in the design, supply and installation of the Grovedale Fish Park Cook House as part of the 2016 Recreation Capital upgrades program, Administration utilized a formal tender process. The tender contained specifications on dimensions, material types and qualities as well as outlined schedule and project experience requirements. Two companies submitted bids for this tender, they were:
 - Parkworks (Edmonton, AB)
 - Southwest Design (Grande Prairie, AB)

In order to compare the submitted bids a comparison matrix was utilized. The weighting of this matrix was also advertised in the tender package, from this it was determined that Parkworks met the requirements and should be awarded the tender for the price of \$156,024.04 + GST, this amount is within the \$171,000.00 budget.

Both submissions were compliant, however Parkworks had the lowest bid and supplied additional items not specified as requirements such as additional warranties and information.

Bidder	Price	Compliant
Parkworks	\$156,024.04	Compliant
Southwest Design	\$218,970.35	Compliant

- Park asset upgrades continue to be delivered/received and will be installed in September and October following the 2016 Summer Season.
- Updated park signage as per the recently adopted Parks and Recreation Area Protection Bylaw will be installed in September and October.

Greenview Recreation Master Plan

- Administration has begun the Recreation Master Plan process. The Recreation Master Plan is intended to be a guideline document for Greenview's future urban recreation development strategy, which

outlines current facilities, wants and needs, expected future capital and operational requirements, and provides general guiding principles which will assist in planning future recreation and tourism. This process has been started by way of Administration meeting and completing a preliminary tour of Greenview recreational facilities.

Economic Development Officer, Kevin Keller

Future /Continuing Projects:

Branding and Image Building

- The Branding and Image Building Request for Proposals closed on September 6th, with review planned to occur during the week of September 12th.

Tourism and Recreation Database

- Work continues on the data collection of tourism based businesses and recreation sites and facilities in order to create a recreation/tourism data base for publication and inclusion within the upcoming tourism website.

Business Incubator Project

- The submission of the Business Incubator Project application to the provincial governance is anticipated for September 30, 2016.

- Partners participating in the Grande Prairie Research Innovation Network business incubator project initiative include:
 - County of Grande Prairie, City of Grande Prairie, Grande Prairie Innovative Network (formerly known as Centre for Research and Innovation), Community Futures, Grande Prairie Regional College and Greenview.

Partnerships

- Greenview is a participant in the gap analysis study, conducted by Deloitte to identify and quantify the change in economic growth and development brought about by new investment in infrastructure and public health services in the region. The report is anticipated to be completed by September 30, 2016, well in advance of the expected opening of the Grande Prairie Regional Hospital in 2019.
 - Partners participating in the gap analysis study include: County of Grande Prairie, City of Grande Prairie, Alberta Health Services, Grande Prairie Regional College, Grande Prairie Chamber of Commerce, Northern Alberta Development Council and Greenview.
- Greenview and the Fox Creek Nordic Trail group have opened discussions with regards to hosting a mid-Winter 25 km Fat Bike Race to start in Fox Creek and tour through Greenview on dedicated Nordic Trails.

- The Economic Development department has opened discussions with Nitehawk to determine viability of running a second race in the Grovedale area at a later date. The anticipated outcome will be to partner with community groups in developing a “Greenview Series of Races” in the upcoming years, thereby increasing awareness of the winter activities available within Greenview.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager Corporate Services

Date: 8/31/2016

General Manager Corporate Services, Rosemary Offrey

We kicked off the 2017 Budget activities early August and the staff have been busy gathering details, to build the three year budgets.

I have been configuring Questica, the budgeting module to ensure that the staff identified as the budget entry people are able to do their job.

The first Budget presentation to Council will go forward on September 21 and 22. The managers will be presenting their proposed 10 Year Capital Plan and will be looking for Council's input regarding whether or not you like the proposed plan. Administration would appreciate your feedback regarding each department proposed plan during their presentation. This will make it easier to ensure that the final budget presentation in November will have any changes Council require.

The proposed 2017 – 2019 operational budget will be released to Council on October 26 with initial presentations to Council on November 1 & 2. Following which Administration will complete the requested changes from Council and provide Council with the final capital and operational budget on November 16. Administration is hoping the 2017 – 2019 operational budget will be approved at the Regular Council meeting on November 22nd, 2016.

Bill has been designing, building and issuing departmental Revenue and Expense – Budget to Actual Reports to department managers. He has been completing project and account analysis and creating resulting project cost corrections.

He is continuing his orientation with the Management Reporting Systems GP 2013, MS Dynamics Management Reporter and WorkTech.

Shane and I worked diligently to determine the issues that kept the other departments' staff from seeing their budget to actual reports that Bill has been creating on a monthly basis. We finally got a solution today!

Finance & Administration Manager, Donna Ducharme

Including the other many duties, this month there were multiple Insurance renewal forms that needed to be dealt with. Donna, along with Richard, from Hawkins, worked on the bank reconciliations, as well as the operating issues with Accounts Payable and Accounts Receivable. Instead of taking her scheduled vacation time, Donna also covered miscellaneous duties for myself while I was away tending to my sick mother.

Human Resources – Recruitment & Retention, Sandra Rorbak

Positions filled since last report: None. The open competitions include: 1) Development Officer, Planning & Development, 2) Project Engineer, Infrastructure & Planning Department, and 3) Transfer Station Attendant. Seasonal Positions for 2016: Fire Technician – on hold due to the delay in completion of the Community Service Buildings (Grovedale and DeBolt). Last but not least, two resignation received since last report, Transfer Station Attendant (Puskaskau Transfer Station) and Development Officer.

Information Systems, Shane Goalder

Shane has been busy installing new office printers, laptop and desktop computers throughout the organization. He oversaw the Network Connection Project for the Grovedale Operations Shop and Agriculture Services Office. This project enabled the satellite areas to connect to the Greenview Network which is located in the Valleyview Administration Building. He advises that the DeBolt connection to the Greenview Network will be finalized in October.

Like many others, Shane has reviewed and revised his proposed 3 and 10 Y Capital and Operational Budgets. He also provides any other IT support requested.



A GREAT PLACE TO LIVE, WORK AND PLAY

CAO's Report

Function: CAO

Date: September 13th, 2016

Submitted by: Mike Haugen

Committee and Board Letters

All reminder letters to board and committee Members at Large have been mailed. All committee and board positions will be advertised including on Facebook.

Administration has also embarked on a project to review and/or develop terms of reference for Greenview's boards committees as many are outdated or lacking entirely.

Grande Cache Community Connections

Greenview has secured a table at the Grande Cache Community Connections event on September 7th. The table will be staffed and offer a platform for the community to find out information about the MD and programs in the area.

Grande Cache Recreation Agreement

The Grande Cache Community Coordinator is working with the Town to finalize this agreement. This particular agreement governs the MD's partial ownership of the Grande Cache Recreation Centre in recognition of the \$12 Million in funding that was contributed.

Google Trek

Greenview is currently working with Travel Alberta to have the Grande Cache area placed on the itinerary for Google Trek next year, should the program be continued. The program catalogues trail systems so that they can be viewed as part of the Google Maps experience.

This year the Sulphur Gates were catalogued and should be available online in about six months.

Budget

Staff are working on preparing the 2017-2019 budget. Work is well under way in developing and refining the long-term capital plan.

Upcoming Dates:

Nov 15-17 AAMDC Convention