



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Tuesday, December 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 November 22, 2016 – to be adopted.	4
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
	4.1 Bylaw 16-773 Re-designate form Agriculture (A) District to Country Residential (CR-1) District	9
#5	DELEGATION	
	5.1 Willmore Wilderness Foundation	21
	5.2 Grande Cache Council Presentation	23
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	5.4 Town of Fox Creek Fire Hall Presentation	45
	5.5 Town of Fox Creek Multiplex Presentation	59
	5.6 Philip J. Currie Presentation	76
	5.7 DevCo Presentation	80
#6	BYLAWS	
	6.1 Bylaw 16-773 Re-designate form Agriculture (A) District to Country Residential (CR-1) District	9
	6.2 Bylaw 16-774 Road Ban Bylaw	82

	6.3 Bylaw 16-775 Road Allowance License	88
#7	OLD BUSINESS	
#8	NEW BUSINESS	
	8.1 2017 Consolidated Budget Approval	97
	8.2 Road Closure Request	100
	8.3 Days of Operation – South Wapiti Transfer Station	107
	8.4 Tax Forfeiture Properties	112
	8.5 2017 Ministers’ Awards for Municipal Excellence	120
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	8.8 Policy 4014 Annual Gravelling Program	134
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	8.13 Canada 150 Community Leaders Network	218
	8.14 Town of Fox Creek Fire Hall	220
	8.15 Town of Fox Creek Multiplex	234
	8.16 Committee of the Whole/Ratepayer BBQ Dates	251
	8.17 CAO / Managers’ Report	253
#9	COUNCILLORS BUSINESS & REPORTS	
#10	CORRESPONDENCE	
	<ul style="list-style-type: none"> • 100 Year Railroad Thank You • Municipal Internship • TransCanada: Notice of Construction 	

- Valleyview & District Recreation Board Minutes
- Grande Cache Letter
- TransCanada: Notice of Construction
- Thank you Letter from Claudette Everitt
- Thank you Note from Lila's Angels
- Thank you Note from 100 Year Railroad Celebration Committee
- NOVA Gas/ATCO Pipelines Asset Swap
- November 2016 Monthly Peace Officer Report

#11 IN CAMERA

11.1 Disclosure Harmful to Business Interests of a Third Party (FOIPP; Section 16)

1

11.2 Personnel

68

#12 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building,
Valleyview, Alberta, on Tuesday, November 22, 2016

1: Reeve Dale Gervais called the meeting to order at 9:00 a.m.
CALL TO ORDER

PRESENT	Reeve Deputy Reeve Councillors	Dale Gervais Roxie Rutt Tom Burton George Delorme Dave Hay 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 Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyurkovits Teresa Marin
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ABSENT	Councillors Communications Officer	Tom Burton George Delorme Diane Carter
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#2: MOTION: 16.11.512. Moved by: COUNCILLOR DALE SMITH
AGENDA That the November 22, 2016 agenda be adopted with the addition:

- 11.1 In Camera - Personnel

CARRIED

#3.1 MOTION: 16.11.513. Moved by: DEPUTY REEVE ROXIE RUTT
REGULAR COUNCIL That the Minutes of the Regular Council Meeting held on Tuesday, November 8,
MEETING MINUTES 2016 be adopted as presented.

CARRIED

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

#4 **4.0 PUBLIC HEARING**
PUBLIC HEARING

There was no Public Hearing scheduled.

#5
DELEGATIONS

5.0 DELEGATIONS

5.1 CANFOR PRESENTATION

Reeve Dale Gervais recessed the meeting at 9:55 a.m.

Reeve Dale Gervais reconvened the meeting at 10:05 a.m.

CANFOR UPDATE

MOTION: 16.11.514. Moved by: DEPUTY REEVE ROXIE RUTT
That Council accept for information the presentation from Canfor.

CARRIED

#6
BYLAWS

6.0 BYLAWS

6.1 BYLAW 16-773 RE-DESIGNATION FROM AGRICULTURE (A) DISTRICT TO COUNTRY RESIDENTIAL (CR-1) DISTRICT

BYLAW 16-773
REDESIGNATE
AGRICULTURE TO
COUNTRY
RESIDENTIAL – 1ST
READING

MOTION: 16.11.515. Moved by: DEPUTY REEVE ROXIE RUTT
That Council give First Reading to Bylaw No. 16-773, to re-designate a 7.12 hectare ± (17.6 acre) area within NE-21-69-22-W5 from Agriculture (A) District to Country Residential (CR-1) District, as per attached Schedule 'E'.

CARRIED

BYLAW 16-773
REDESIGNATE
AGRICULTURE TO
COUNTRY
RESIDENTIAL –
PUBLIC HEARING

MOTION: 16.11.516. Moved by: COUNCILLOR DAVE HAY
That Council schedule a Public Hearing for Bylaw No. 16-773 to be held on December 13, 2016, at 10:00 a.m. for the re-designation of a 7.12 hectare ± (17.6 acre) area within NE-21-69-22-W5 from Agriculture (A) District to Country Residential (CR-1) District, as per attached Schedule 'E'

CARRIED

#7
OLD BUSINESS

7.0 OLD BUSINESS

#8
NEW BUSINESS

8.0 NEW BUSINESS

8.1 TRAINING PROGRAM SPONSORED BY AAMDC AND MICHELIN

MICHELIN SALES
TRAINING CENTRE

MOTION: 16.11.517. Moved by: COUNCILLOR DAVE HAY
That Council approve the Chief Mechanic, to attend the MSTC (Michelin Sales Training Centre) training provided by Michelin in partnership with AAMDC in Greenville, South Carolina from November 28 – December 2, 2016.

CARRIED

8.2 RECREATION AGREEMENTS

RECREATION FUNDING AGREEMENTS

MOTION: 16.11.518. Moved by: DEPUTY REEVE ROXIE RUTT
That Council authorize Administration to enter into recreation funding agreements with the East Smoky, Crooked Creek and Grovedale Recreation Boards.

CARRIED

8.3 LITTLE SMOKY SKI HILL STRATEGIC PLAN

ADMIN. ASSISTANCE - LITTLE SMOKY SKI HILL STRATEGIC PLAN

MOTION: 16.11.519. Moved by: COUNCILLOR DALE SMITH
That Council endorse the continuation of the current level of funding provided to the Little Smoky Ski area and offer Administrative assistance in development of the Little Smoky Ski Area Strategic Plan.

CARRIED

8.4 VALLEYVIEW ENHANCEMENT SOCIETY

SPONSORSHIP – VV ENHANCEMENT SOCIETY

MOTION: 16.11.520. Moved by: REEVE DALE GERVAIS
That Council approve sponsorship in the amount of \$500.00 to the Valleyview Enhancement Society for a bench at the Valleyview Trout Pond.

CARRIED

8.5 GRANDE CACHE CHRISTMAS DINNER FUNDING REQUEST

GRANDE CACHE CHRISTMAS DINNER FUNDING

MOTION: 16.11.521. Moved by: COUNCILLOR LES URNESS
That Council approve \$5,000.00 to the Grande Cache Community Christmas Dinner Organizing Committee for the Christmas Dinner, with funds to come from the Community Service Miscellaneous Grant.

CARRIED

8.6 RED WILLOW LODGE – TRANSPORTATION FUNDING

RED WILLOW LODGE – TRANSPORTATION FUNDING

MOTION: 16.11.522. Moved by: DEPUTY REEVE ROXIE RUTT
That Council approve \$1,250.00 plus GST to the Red Willow Lodge, Valleyview, Alberta for senior bus transportation to the Grande Prairie Festival of Trees, with funds to come from the Community Service Miscellaneous Grant.

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 Alberta Association of Municipal Districts and Counties Fall Convention

Attended the Municipal Planning Commission Meeting

Attended the Recreation Master Plan Meeting

DEPUTY REEVE ROXIE RUTT

Attended the Alberta Association of Municipal Districts and Counties Fall Convention

COUNCILLOR DALE SMITH

Attended the Municipal Planning Commission Meeting

Attended the Alberta Association of Municipal Districts and Counties Fall Convention

COUNCILLOR DAVE HAY

Attended the Municipal Planning Commission Meeting

Attended the Recreation Master Plan Meeting

Attended the Valleyview Recreation Board Meeting

Attended the Alberta Association of Municipal Districts and Counties Fall Convention

Attended the Policy Review Committee Meeting

COUNCILLOR LES URNESS

Attended the Alberta Association of Municipal Districts and Counties Fall Convention

Attended the Alberta Energy Regulator Meeting

Attended the Valleyview Library Board Meeting

Attended the Policy Review Committee Meeting

9.1 REEVE'S REPORT:

REEVE DALE GERVAIS

Attended the Municipal Planning Commission Meeting

Attended the Alberta Association of Municipal Districts and Counties Fall Convention

#10
CORRESPONDENCE

10.0 CORRESPONDENCE

MOTION: 16.11.523. Moved by: COUNCILLOR BILL SMITH
That Council accept the correspondence for information.

CARRIED

#11 IN CAMERA

11.0 IN CAMERA

IN CAMERA

MOTION: 16.11.524. Moved by: COUNCILLOR LES URNESS
That the meeting go to In-Camera, at 10:39 a.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

OUT OF CAMERA

MOTION: 16.11.525. Moved by: COUNCILLOR DALE SMITH
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 10:53 a.m.

CARRIED

12.0 ADJOURNMENT

#12
ADJOURNMENT

MOTION: 16.11.526. Moved by: DEPUTY REEVE ROXIE RUTT
That this meeting adjourn at 10:58 a.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE



REQUEST FOR DECISION

SUBJECT:	Bylaw No. 16-773	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH	MANAGER: SAR
MEETING DATE:	December 13, 2016	GM:	PRESENTER: LD
DEPARTMENT:	INFRASTRUCTURE & PLANNING / PLANNING & DEVELOPMENT		
FILE NO./LEGAL:	A16-006 / NE-21-69-22-W5	LEGAL/POLICY REVIEW:	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial – *Municipal Government Act, RSA 2000, c M s. 692 (1) – (9)*

Council Bylaw/Policy – *Municipal Development Plan 15-742; and Land Use Bylaw 03-396*

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 16-773, to re-designate a 7.12 hectare \pm (17.6 acre) area within NE-21-69-22-W5 from Agriculture (A) District to Country Residential (CR-1) District, as per attached Schedule 'D'.

MOTION: That Council give Third Reading to Bylaw No. 16-773 to re-designate a 7.12 hectare \pm (17.6 acre) area within NE-21-69-22-W5 from Agriculture (A) District to Country Residential (CR-1) District, as per attached Schedule 'D'.

BACKGROUND/PROPOSAL:

The application for Land Use Amendment A16-006 was received on September 21, 2016, from Terrence Mayne and Debra Ilg to re-designate a 7.12 hectare \pm (17.6 acre) area from Agriculture (A) District to Country Residential One (CR-1) District within NE-21-69-22-W5, in the Valleyview area, Ward 3.

The proposed rezoning would allow for the subsequent subdivision of the residential yard site from the balance of the title which would be reduced to 14.1 hectare \pm (34.9 acre). The existing yard site has two residences, the mobile home being a Garden Suite where Ilg's daughter resides. In accordance with the motion of the Municipal Planning Commission, the size of the parcel was reduced to 17.6 hectares from the original application, being the minimum acreage possible to accommodate the setback requirements for the open discharge sewer system from the east and west boundaries, and include the approximate 5.0 acre treed area to the north versus leaving it with the balance of the title.

The Municipal Development Plan (MDP), Clause 4.3.2 Parcel Size, grants variance of the maximum lot size of 4.0 hectares (10.0 acres) in a Country Residential One (CR-1) District set out in Greenview's Land Use Bylaw (LUB) as follows, 'Proposed country residential parcels shall be in accordance with the requirements of the LUB. Country residential parcels of a size in excess of that permitted under the LUB shall only be considered if, in the opinion of Greenview the additional lands are warranted by site-specific topographic or geographic constraints, or the location of existing buildings, shelterbelts and other improvements.' Clause 3.4.2 of the MDP further states that 'Greenview may support the subdivision of better agricultural land where the proposed subdivision is for: a) A farmstead separation.' Approximately 3.0 acres of fenced pasture would be considered better agricultural land, the balance being the existing yard site or treed.

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.

Existing approaches from Township Road 694 will provide access to the proposed lot and the balance of the quarter. According to comments received from Roads Supervisor – East, Norm Patterson, the approach to the balance will require upgrading. Road widening of 5.03 meters will be required along Township Road 694 a distance of approximately 91 metres. Road widening of 5.03 metres along the balance of the quarter was previously registered under Road Plan 872 1164. Greenview's Environmental Services responded that 'no private municipal supplied water lines are to cross from one separately titled property to another. All municipal supplied water to be metered through one metered service line'.

Alberta Transportation has no concerns with the proposed land use amendment. They further noted that "Comment on land use amendment should not be construed as the department granting variance to the requirements of Section 14 of the Subdivision and Development Regulation. The department will comment further when we receive a subdivision application." ATCO Electric had no concerns and no further comments were received.

Administration has reviewed the land use amendment application, and the proposal meets the requirements of the Municipal Government Act and the 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 Reading.

OPTIONS/BENEFITS/DISADVANTAGES:

Option – 1. That Council pass a motion to give Second and Third Readings to Bylaw No. 16-773, as presented.

Option - 2. That Council table Bylaw No. 16-773 for further discussion or information.

Option - 3. That Council defeat Second Reading of Bylaw No. 16-773.

Benefits – The benefits are that re-designation would allow the Landowner to increase the residential opportunities available in Greenvue 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 proposed application fees have been paid as per Greenvue's Schedule of Fees Bylaw.

ATTACHMENT(S):

- Schedule 'A' – Application & Sketch
- Schedule 'B' – Owner Location Map
- Schedule 'C' – Farmland Report and Map
- Schedule 'D' – Bylaw 16-773

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
Sep. 21, 2016 gsc

FOR ADMINISTRATIVE USE

LUB MAP NO. 244	BYLAW NO.
APPLICATION NO. A16-006	
RECEIPT NO. 222022	
ROLL NO. 202009	
RFLA RATING 21.5%	

NAME OF APPLICANT(S) TERRENCE S. MAYNE / DEBRA J. ILG		NAME OF REGISTERED LANDOWNER(S) [Redacted]	
[Redacted Address]		ADDRESS	
		[Redacted Address]	
POSTAL CODE		TELEPHONE (Res.)	(Bus.)

Legal description of the land affected by the proposed amendment

QTR./L.S. NE	SEC 21	TWP. 69	RG. 22	M. W5	OR	REGISTRATION PLAN NO.	BLOCK	LOT
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Land Use Classification for Amendment Proposed:

FROM: AGRICULTURE	TO: COUNTRY RESIDENTIAL ONE
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Reasons Supporting Proposed Amendment:

FUTURE SUBDIVISION

Physical Characteristics:

Describe Topography: FLAT, EXISTING YARDSITE	Vegetation: PASTURE, TREES	Soil: GRAYWOODED
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Water Services:

Existing Source: MUNICIPAL WATER LINE	Proposed Water Source: SAME
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Sewage Services:

Existing Disposal: SEWAGE LAGOON	Proposed Disposal: UPGRADE, IF REQUIRED.
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Approach(s) Information:

Existing: YES TO PROPOSAL : BALANCE	Proposed: —
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☒ I / We have enclosed the required Application Fee of \$ 800.00.

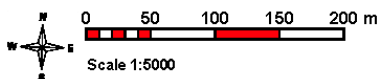
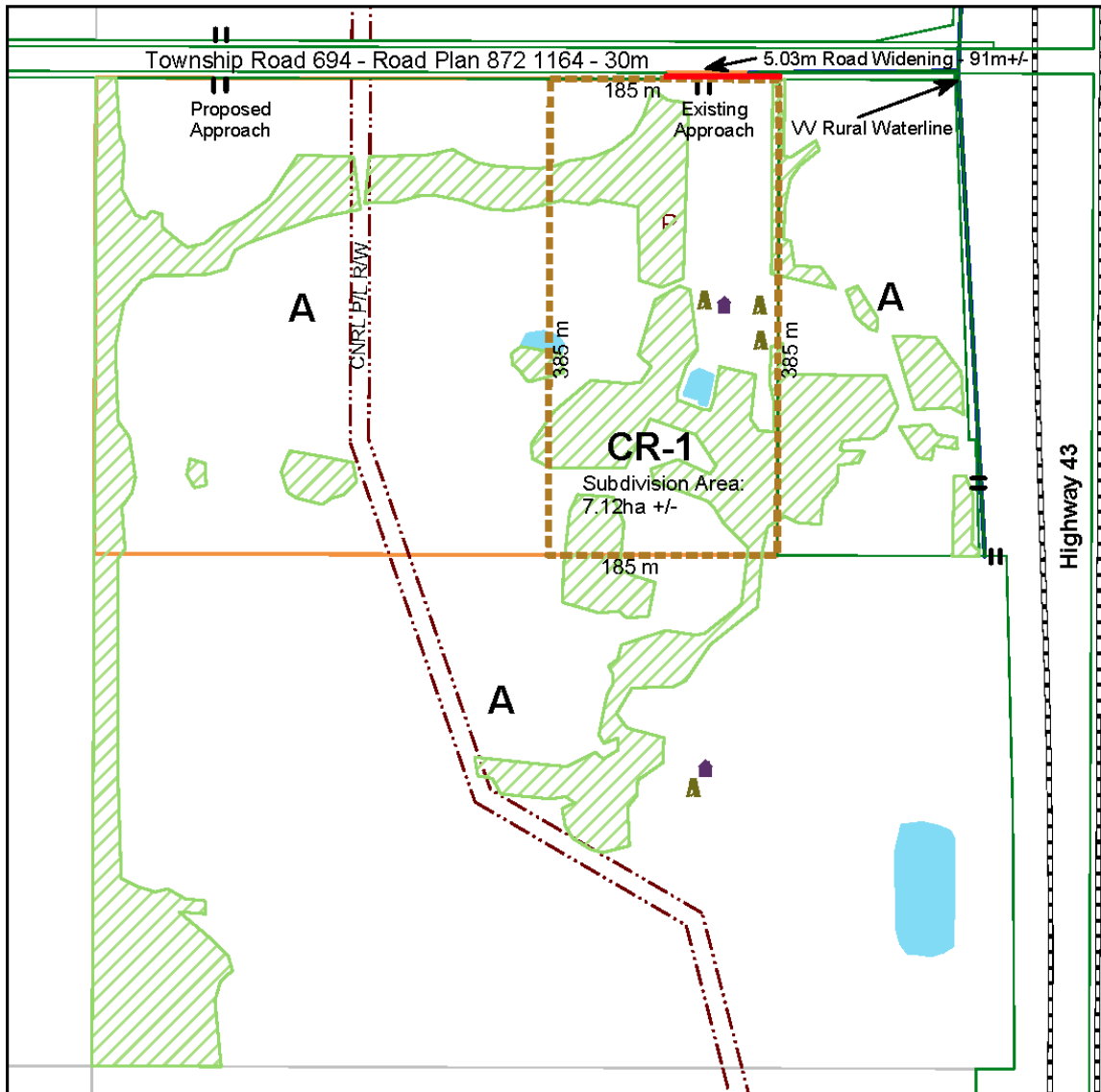
Date: SEPTEMBER 21, 2016 Applicant(s): Debbi ILG

Date: SEPT 20 / 2016 Registered Landowner(s): Debbi ILG / T. May

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 21 - TWP 69 - RNG 22 - W5M



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

LAND USE BYLAW MAP 248

Municipal District of Greenview No. 16

Bylaw No.

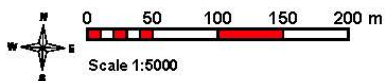
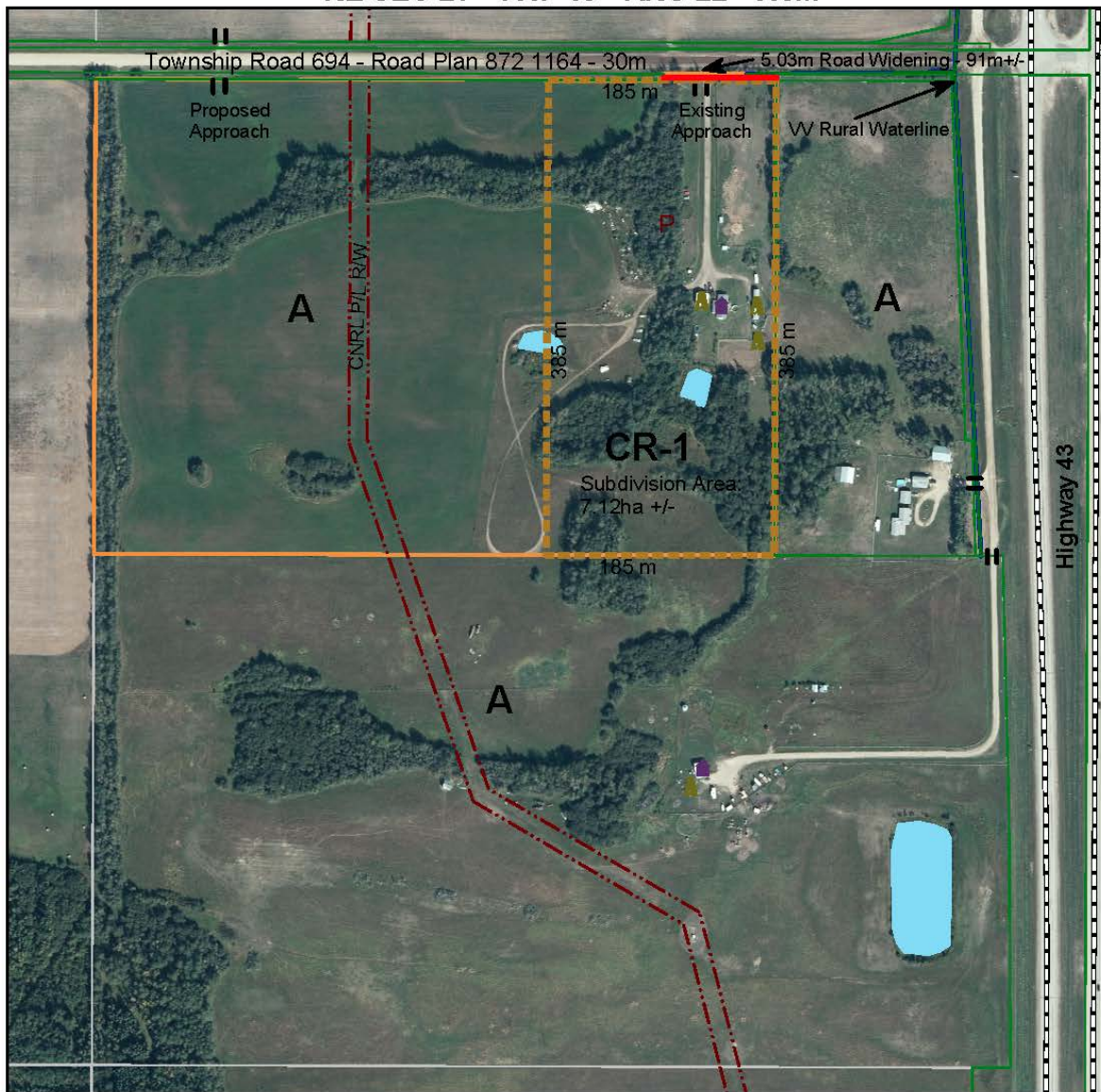
Adopted by Council the xxth Day of Month, 2016.

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 21 - TWP 69 - RNG 22 - W5M



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 248

Municipal District of Greenview No.16

Bylaw No.

Adopted by Council the xxth Day of Month, 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. A16-006

APPLICANT: TERRENCE MAYNE & DEBRA ILG

LEGAL LOCATION: NE-21-69-22-W5

LANDOWNER: TERRENCE MAYNE & DEBRA ILG

Township 69, Range 22



M.D. of Greenview No. 16





Schedule 'C' – Farmland Report and Map

FILE NO. A16-006

APPLICANT: TERRENCE MAYNE & DEBRA ILG

LEGAL LOCATION: SW-9-72-1-W6

LANDOWNER: TERRENCE MAYNE & DEBRA ILG



Farmland Calculation Report

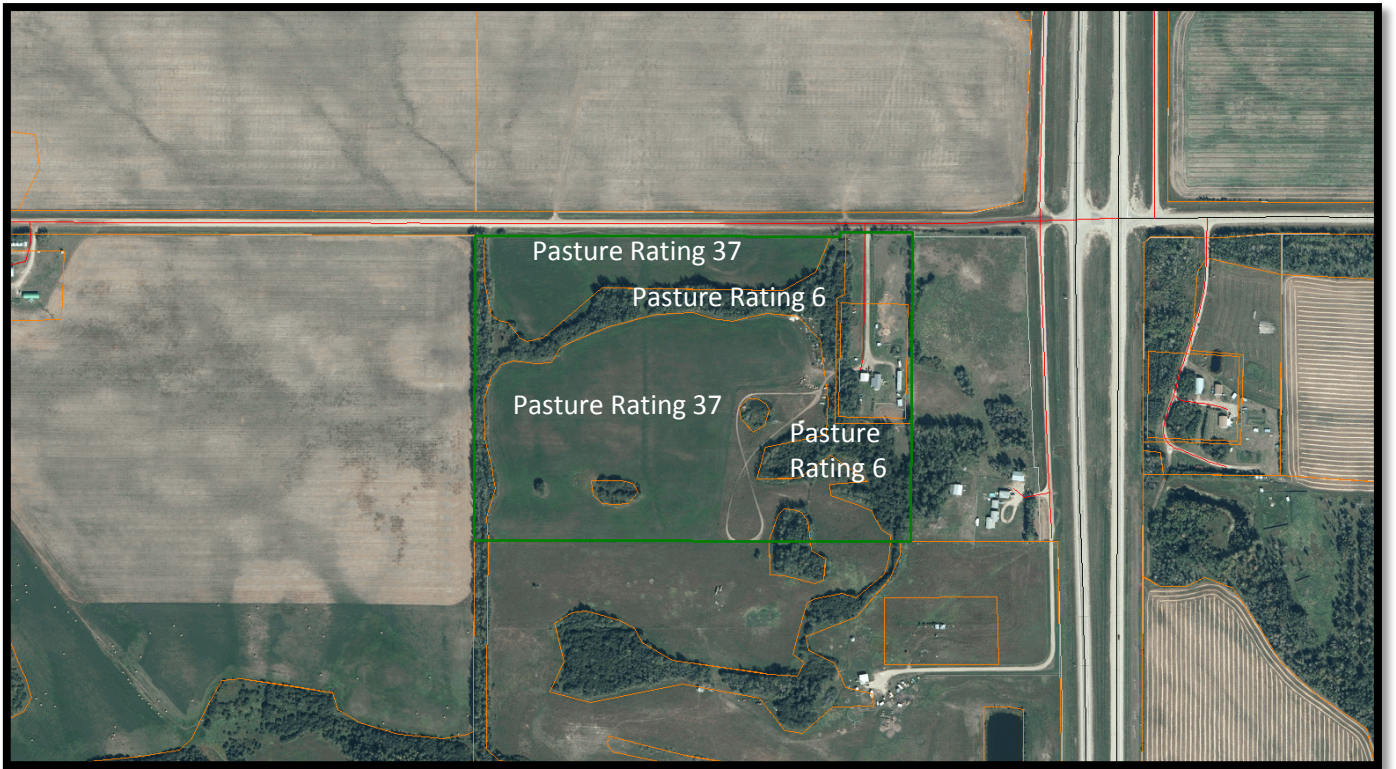
Year of General Assessment: 2015

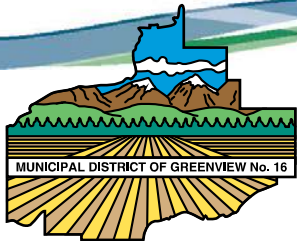
Roll: 202009	Alt. Key:	VALLEYVIEW	5 miles	94%
Legal: NE-21-69-22-5			Access:	100%
Agroclimatic Zone: 21 2H-PR	Photo: 69225	Type:	Net Location:	94%

No: 1	36.00 Acres	Soil: 80	Pasture	Dryland Pasture	%Fld	NPR	ICP
	10 Soil Group		42 DG		50 60%	0.0	0.0
	10 Soil Group		62 GL		50 40%	0.0	0.0
	82 Improved		10 10 Ac/AU		50 100%	37.0	0.0
	99 Description		22 Obstacles/Size		50 100%	0.0	0.0
						37.0	0.0
	Group ID: 138039732		36.00 Acres x	350.0 Acres x	1.0000 x	37.0 %	=

No: 2	13.52 Acres	Soil: 80	Pasture	Dryland Pasture	%Fld	NPR	ICP
	81 Native		60 60 Ac/AU		50 100%	6.0	0.0
	99 Description		9 Trees		50 100%	0.0	0.0
						6.0	0.0
	Group ID: 138039733		13.52 Acres x	350.0 Acres x	1.0000 x	6.0 %	=

Areas	Asmt Code	Areas
Parcel: 52.52 Acres	300 100%	Arable Dry: 0.00
@ F/L Rates: 49.52		Arable Irr: 0.00
		Pasture Dry: 49.52
		Pasture Irr: 0.00
		Waste: 0.00





BYLAW NO. 16-773
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. 248 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-One (21)
Within Township Sixty-Nine (69)
Range Twenty-Two (22) West of the Fifth Meridian (W5M)

As identified on Schedule "A" attached.

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

Read a first time this 22 day of November, 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

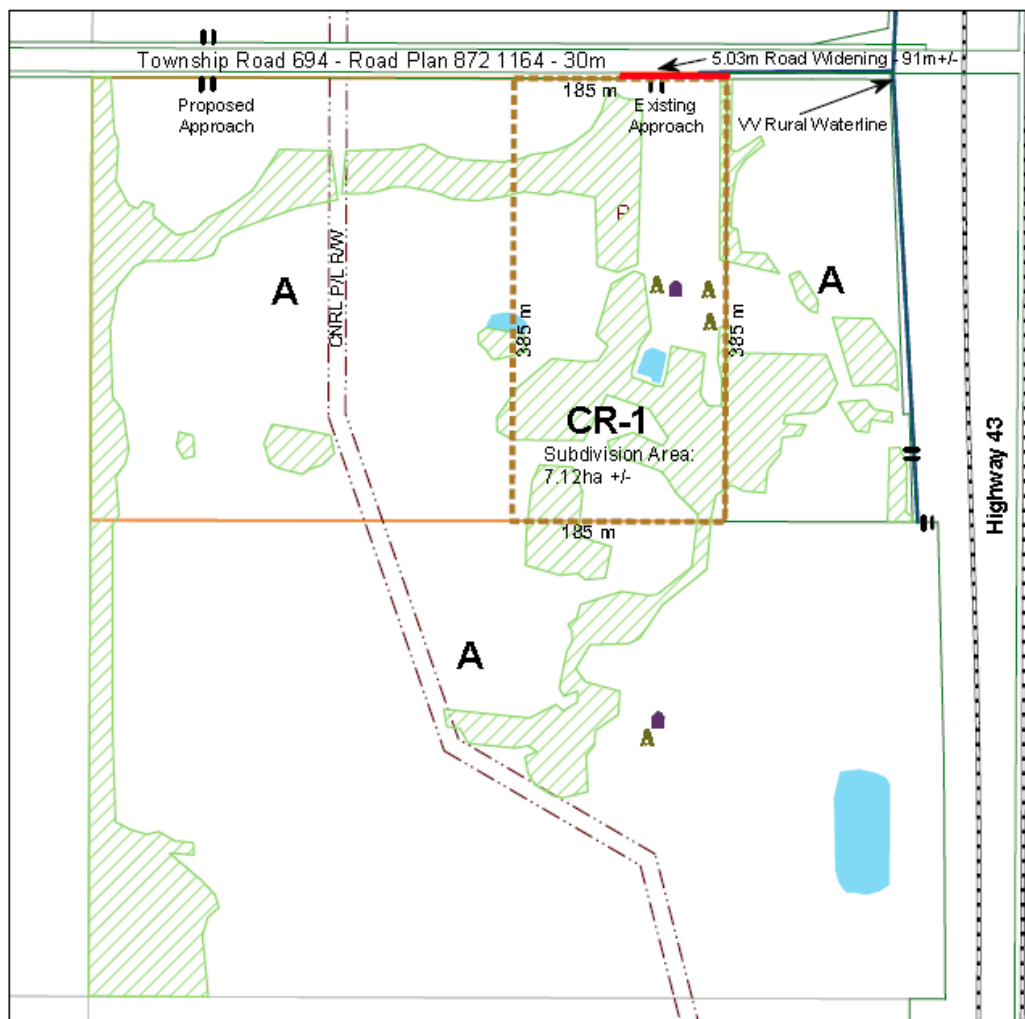
SCHEDULE "A"

To Bylaw No. 16-759

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

A portion of the North East of Section Twenty-One (21)
Within Township Sixty-Nine (69)
Range Twenty-Two (22) West of the Fifth Meridian (W5M)

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





REQUEST FOR DECISION

SUBJECT:	Willmore Wilderness Foundation Presentation		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY 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 Willmore Wilderness Foundation Presentation, as presented, as information.

BACKGROUND/PROPOSAL:

Willmore Wilderness Foundation will be in attendance for the purpose of updating Council on completed and upcoming projects.

The prepared PowerPoint is too large for the Foundation to send electronically. They will present it at the meeting and answer any questions that Council may have.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: N/A

BENEFITS: N/A

DISADVANTAGES: N/A

COSTS/SOURCE OF FUNDING:

There are no perceived costs to the recommended motion.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT:	Grande Cache Council Presentation		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
FILE NO./LEGAL:			LEGAL/POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation from the Grande Cache Council for information as presented.

BACKGROUND/PROPOSAL:

Administration received a letter from the Town of Grande Cache requesting to attend the December 13th, Regular Council meeting to discuss potential funding of a Fire Hall in Grande Cache. A copy of the letter is attached.

Administration notes the following background information for Council:

- Greenview currently has \$3.5 Million allocated in reserves to fund 50% of a Fire Hall in Grande Cache.
- Greenview's proposed 2017 Budget includes \$113,000.00 for the operation of the Grande Cache Fire Department. This represents 50% of the estimated operating cost.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: N/A

BENEFITS: N/A

DISADVANTAGES: N/A

COSTS/SOURCE OF FUNDING:

There are no perceived cost to the recommended motion.

ATTACHMENT(S):

- Letter dated November 18th, 2017



TOWN OF GRANDE CACHE

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

November 18, 2016

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

Dear Reeve Gervais:

RE: Grande Cache Fire Hall

Grande Cache Council understands the Municipal District of Greenview No. 16 (M.D.) has plans to assist the communities in their jurisdiction build new fire halls. To achieve this, the M.D. has contracted an architect to design a fire hall with the intent that each community would use this standard design in building their fire hall. Further, we understand the M.D. intends to share the capital costs of these buildings with the community they will be located in and have budgeted accordingly. The fire chiefs in the various communities were involved in this designing process.

Council recognizes that the M.D. provides fire-fighting vehicles and equipment for use in the M.D. surrounding the Town of Grande Cache. The vehicles and equipment supplied for this area are housed in Grande Cache and used by the Grande Cache Volunteer Firefighters, as required. This benefits both the Town and the M.D. However, because of limited overcrowded space in Grande Cache's primary fire hall, the vehicles are stored in several different locations. All these locations are crowded resulting in vehicles being moved around to access the vehicle required when calls are received. This increases the chances of damage to the vehicles. It also reduces fire departments response time. In addition, the space available is limited with respect to on-going training for volunteer fire fighters.

Over the past several years there have been discussions between the M.D.'s and the Town's fire chiefs about building a new fire hall in Grande Cache. The Councillors for the M.D. and the Town have informally discussed this possibility. To date, no formal discussions have taken place between the two councils regarding the capital and operating costs of building a new fire hall.

Council for the Town of Grande Cache realizes that a new fire hall is necessary. To open discussions on this project, Council respectfully requests a meeting with the M.D. Council to begin negotiations on the capital and operating costs for a new Grande Cache Fire Hall. The first meeting should take place in January 2017 so that the project can progress quickly.

Sincerely,

A handwritten signature in black ink, appearing to read "Herb Castle", with a long horizontal flourish extending to the right.

Herb Castle
Mayor



REQUEST FOR DECISION

SUBJECT: **Curtis Williamson Presentation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: December 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH 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 accept for information the presentation from Curtis Williamson.

BACKGROUND/PROPOSAL:

Please see attached letter from Mr. Curtis Williamson dated December of 2016.

Mr. Williamson would like to appear before Council to discuss the possibility of a density transfer within the Secondary Zone of the Sturgeon Lake Area Structure Plan (SLASP). Planning and Development has advised Mr. Williamson that this is not allowed under both the current Municipal Development Plan (MDP) and the current Sturgeon Lake Area Structure Plan. Please see letter dated April 29, 2016 from Development Officer, Demetri Prevatt.

Mr. Williamson has been advised that his proposal would require an amendment to the SLASP. This would require re-opening the plan for revision including public consultation. Administration notes that Mr. Williamson's property is classified as better agricultural land under the current MDP. As such, it is unlikely that subdivision would be permitted.

Update of the SLASP is currently scheduled as a part of the 2018/2019 budget.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: N/A

BENEFITS: N/A

DISADVANTAGES: N/A

COSTS/SOURCE OF FUNDING:

There are no costs related to the recommended motion.

ATTACHMENT(S):

- Letter to Council
- Letter to Mr. Williamson
- Edson Trail Contracting Proposal
- Location Plan A
- Location Plan B

Edson Trail Contracting c/o
Curtis Williamson
Email: edsontrailcontracting@gmail.com
Phone: 780-552-6169

December 12, 2016

MD of Greenview No. 16,
Council
5205 – 50 Street, Valleyview
AB, T0H 3N0

Dear Council,

This letter is to extend my appreciation to you all for allowing time at your next meeting, December 14, 2016 for me to present my proposal within the Sturgeon Lake Area Structure Plan. Everyone is aware that this plan has been in place since 2002 and is outdated. I have approached Planning Staff several times over the last four years. However no clear direction has been given to have my proposal considered.

Attached to the letter is the proposal containing two proposed Land use Amendments and Subdivisions. I believe council after reviewing this will have questions and maybe be able to guide me through what process I am required to undertake to have this proposal considered.

Thank you and I look forward to seeing you all on December 14, 2016.

Sincerely,

Curtis Williamson
Curtis Williamson



MUNICIPAL DISTRICT OF GREENVIEW No. 16

April 29, 2016

File: LF

Curtis Williamson
Box 1294
Valleyview, AB
T0H 3N0

COPY

Dear: Mr. Williamson,

RE: Possibility of a Density Transfer

Location: NE-28-70-24-W5

In recognition of the phone conversation that took place between you (Landowner), myself (Development Officer) and Sally Rosson (Manager, Planning & Development) yesterday, the Municipal District of Greenview No. 16 (Greenview) is sending you this letter to reaffirm the fact that it is not possible to transfer density from any parcel within Greenview to your parcel located at NE-28-70-24-W5.

It is not possible to transfer density to your parcel located at NE-28-70-24-W5 for the following reasons:

- i. The parcel is located in the Secondary Zone of the Sturgeon Lake Area Structure Plan (SLASP);
- ii. The SLASP (*Section 1.2(a)*) states that the Primary Zone of the plan area constitutes the Development Area noted in Section 4.2 of the SLASP; and
- iii. The SLASP (*Section 4.2.5*) states that density transfers can only increase the density of parcels located in the Development Area of the plan area.

As the SLASP does not currently facilitate transfers of density to your parcel, the SLASP would have to be either partially or completely amended in order to allow any transfers of density to your parcel. If amending the SLASP is an option you would like to pursue, you would need to contact your Councillor Roxie Rutt (780.558.9333 or roxie.rutt@mdgreenview.ab.ca).

If you have any questions regarding this matter, you may contact me at 780.524.6078 or demetri.prevatt@mdgreenview.ab.ca.

Sincerely,


Demetri Prevatt

Development Officer

**PROPOSAL OF
EDSON TRAIL CONTRACTING LTD.
ON
NE 28 -- 70 -- 24 -- W5M
REQUESTING CONSIDERATION
OF
INCREASED RESIDENTIAL DENSITY**

REQUESTING CONSIDERATION OF INCREASED RESIDENTIAL LOT DENSITY

SET BACK FROM STURGEON LAKE

LOCATED WITHIN THE

MD OF GREENVIEW NO. 16

REQUIRING AMENDMENTS TOO:

1. STURGEON LAKE AREA STRUCTURE PLAN

OF

NE 28 – 70 – 24 – W5M

1. Increased Density,
2. Decreased Lot size.

&

2. MD OF GREENVIEW NO. 16, LANDUSE BYLAW,

LAND USE AMENDMENT to Land use bylaw map 161, Municipal of Greenview No. 16, Bylaw No. 07-513 Adopted by Council February 14, 2007 to reflect proposal.

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1.0 INTRODUCTION	Page
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2.1 Description of NE 28 – 70 – 24 – W5M	5
2.2 Surrounding area description and overview.	5
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1.0 INTRODUCTION

Edson Trail Contracting has a vision for development within NE 28-70-24-W5M, the proposal's are to offer residential lots in the vicinity of Sturgeon Lake. However under the Sturgeon Lake Area Structure Plan Created and approved in July 2002 the balance of NE 28-70-24-W5M has reached its full density. This is depicted in MD of Greenview No. 16, Land Use Bylaw Map 161 (attached on Page 10, as Map # 1). The Sturgeon Lake Area Structure Plan, Future Land Use Map shows NE 28-70-24-W5M, is also outside of the Future Development area (attached on Page 11, as Map #2).

Edson Trail Contracting would like to put a proposal forward, to the appropriate planning authority to merely consider its proposal's with all of the facts contributing to support the proposal. Edson Trail Contracting is committed to the MD of Greenview No. 16, and will ensure all requirements as well as processes of proposal meet the standards as would have to be set out by the MD of Greenview No. 16.

Edson Trail Contracting proposal is asking that development take a step back from the actual lake shore while still providing opportunities for rate payers to own residential properties in a cluster development pattern, around the lake. Minimizing the footprint on the land while sustainable minimizing the impacts on the water frontage. Further supporting existing communities and businesses. Any and all infrastructure required for this development would be at the Developers expense.

The Subject land has no agricultural value as the owner has tried to pasture the area, and due to the adjacent population, Garbage is continuously being cleaned out of the fields as well as

fences are cut and trails were neighboring residents use there ATV's and other recreational activities taking place. However attached is the Agricultural land rating as per the MD of Greenview for review (attached on Page 12, Farmland Rating).

2.0 CURRENT LANDUSE AND SURROUNDING AREA USES

2.1 Description of NE 28 – 70 – 24 – W5M

The area in question has four CR-1 lots and the remainder of the quarter is area to be developed. This land is open high dry with a small portion being lower. Historically used for pasture however with the increased demand on Sturgeon Lake by people recreating and increased alternative uses, this is no longer possible as multiple conflicting uses in the area have caused issues of fences being cut continuously, garbage and other issues.

2.2 Surrounding Area Description and Overview

Surrounding area and description of development and overview of area. NE 28-70-24-W5M is surrounded by development to the North West is Greenview Golf Course and Recreational area. To the North is the community of the Narrows, and to the south is the community of Cozy Cove. Three lots have also been taken adjacent to the South before Township road 704

**Edson Trail Contracting Proposal
Rezone to CR-2 and Subdivide
NE 28-70-24-W5M**

out of the South corner of SE 28-70-24-W5M. The old Landfill is also located on SE-29-70-24-W5M.

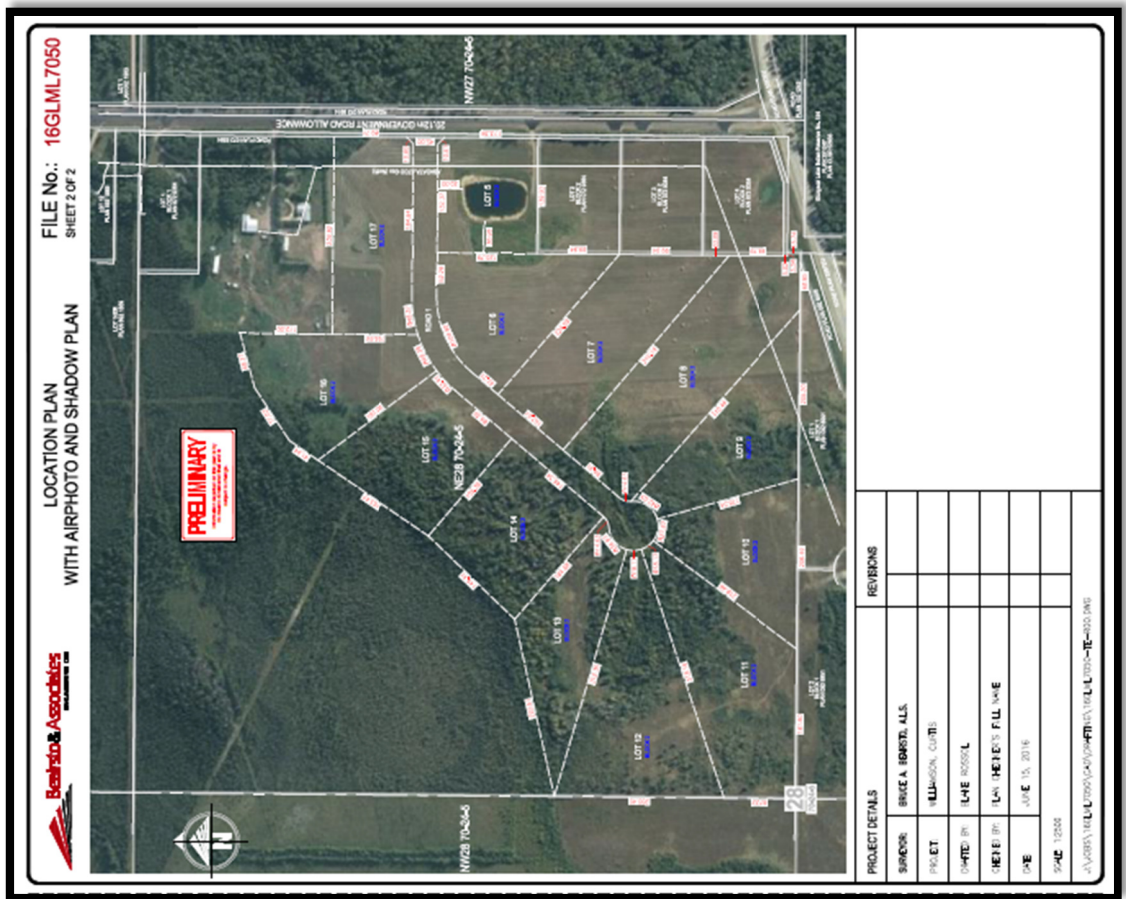
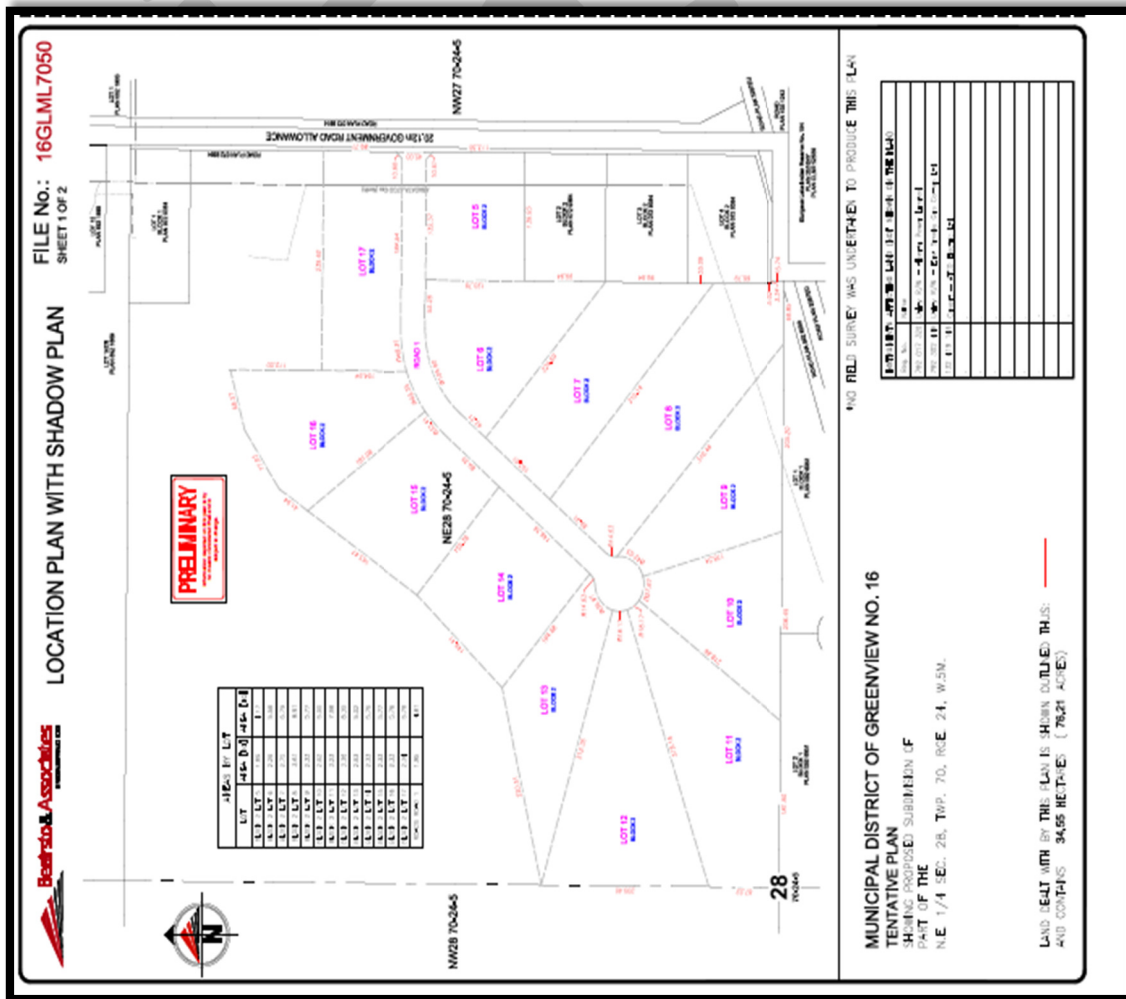
Edson Trail Contracting Proposal

3.1 Proposal One, Description and Mapping



Edson Trail Contracting Proposal Rezone to CR-2 and Subdivide NE 28-70-24-W5M

3.2 Proposal Two, Description and Mapping



4.0 PROPOSED INFRASTRUCTURE

4.1 Proposed Infrastructure

This is not determined at this initial stage and would be dependent on legislative requirements as well as MD of Greenview No. 16, rezoning, development and construction standards. That would be part of the conditions attached to any approvals that the proposals would receive.

5.0 PROPOSED IMPLEMENTATION

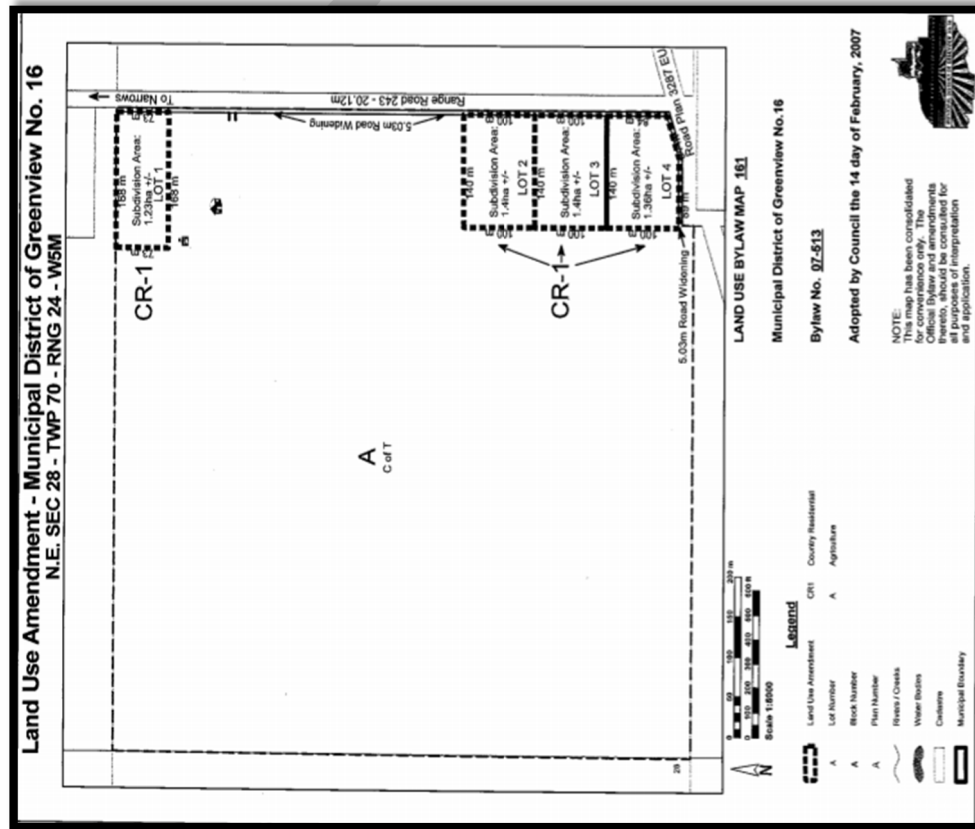
5.1 Phasing

5.2 Integration with Adjacent lands

5.3 Development Policies.

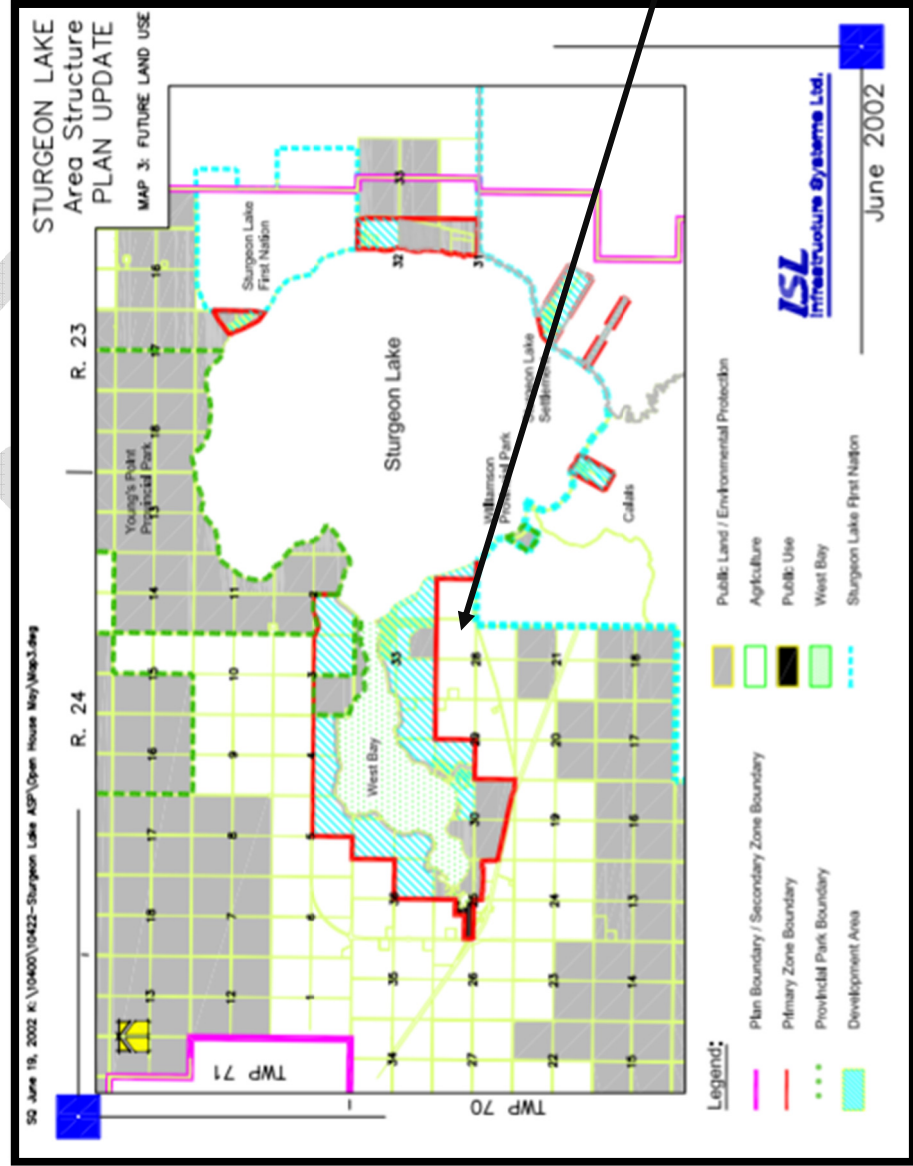
All to be determined as the proposal progresses.

MAP # 1



Edson Trail Contracting Proposal
 Rezone to CR-2 and Subdivide
 NE 28-70-24-W5M

MAP # 2



Location of Proposal
 NE 28-70-24-W5M

Edson Trail Contracting Proposal
 Rezone to CR-2 and Subdivide
 NE 28-70-24-W5M

Farmland Report

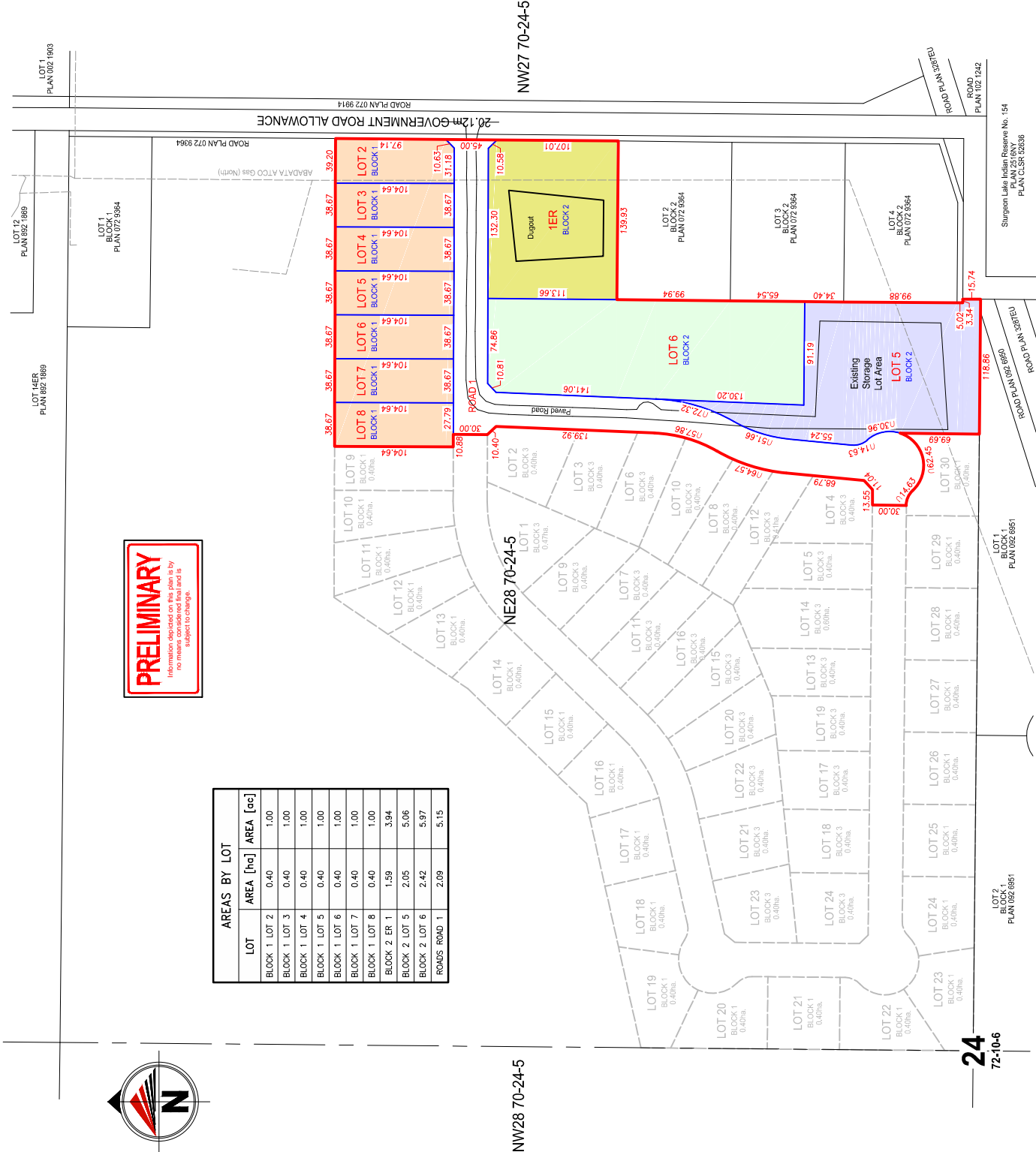
Farmland Calculation Report

Year of General Assessment: 2015

Roll: 38506		Alt. Key:		VALLEYVIEW		16 miles		88%	
Legal: NE-28-70-24-5		Photo: 70246		Type:		Access: 100%		Net Location: 88%	
Agroclimatic Zone: 21 2H-PR		Soil: 80		Pasture		Dryland Pasture			
No: 1	45.57 Acres					%Fld	NPR	ICP	
10	Soil Group			62 GL		50	100%	0.0	0.0
82	Improved			11 10-12 Ac/AU		50	100%	33.0	0.0
99	Description			22 Obstacles/Size		50	100%	0.0	0.0
							33.0	0.0	
Group ID: 138030922		45.57 Acres x		350.0 Acres x		1.0000 x		33.0 % = 5,263	
No: 2		54.00 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: 138030923		54.00 Acres x		350.0 Acres x		1.0000 x		5.0 % = 945	
No: 3		41.88 Acres		Soil: 80		Pasture		Dryland Pasture	
						%Fld	NPR	ICP	
81	Native			99 100+ Ac/AU		50	100%	2.0	0.0
99	Description			4 Muskeg		50	100%	0.0	0.0
							2.0	0.0	
Group ID: 138030924		41.88 Acres x		350.0 Acres x		1.0000 x		2.0 % = 293	
Areas		Asmt Code		Areas		A.U.V.		Total: A.U.V. x	
Parcel: 144.45		300 100%		Arable Dry:		0.00		0	
@ F/L Rates: 141.45				Arable Irr:		0.00		0	
				Pasture Dry:		141.45		6,501	
				Pasture Irr:		0.00		0	
				Waste:		0.00		0	
								F.A.V. 5,720	



AREAS BY LOT		
LOT	AREA [ha]	AREA [ac]
BLOCK 1 LOT 2	0.40	1.00
BLOCK 1 LOT 3	0.40	1.00
BLOCK 1 LOT 4	0.40	1.00
BLOCK 1 LOT 5	0.40	1.00
BLOCK 1 LOT 6	0.40	1.00
BLOCK 1 LOT 7	0.40	1.00
BLOCK 1 LOT 8	0.40	1.00
BLOCK 2 ER 1	1.59	3.94
BLOCK 2 LOT 5	2.05	5.06
BLOCK 2 LOT 6	2.42	5.97
ROADS ROAD 1	2.09	5.15



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

REZONING PLAN

SHOWING PROPOSED REZONING OF
PART OF THE

N.E. 1/4 SEC. 28, TWP. 70, RGE. 24, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS:
AND CONTAINS: 10.95 HECTARES (27.12 ACRES)

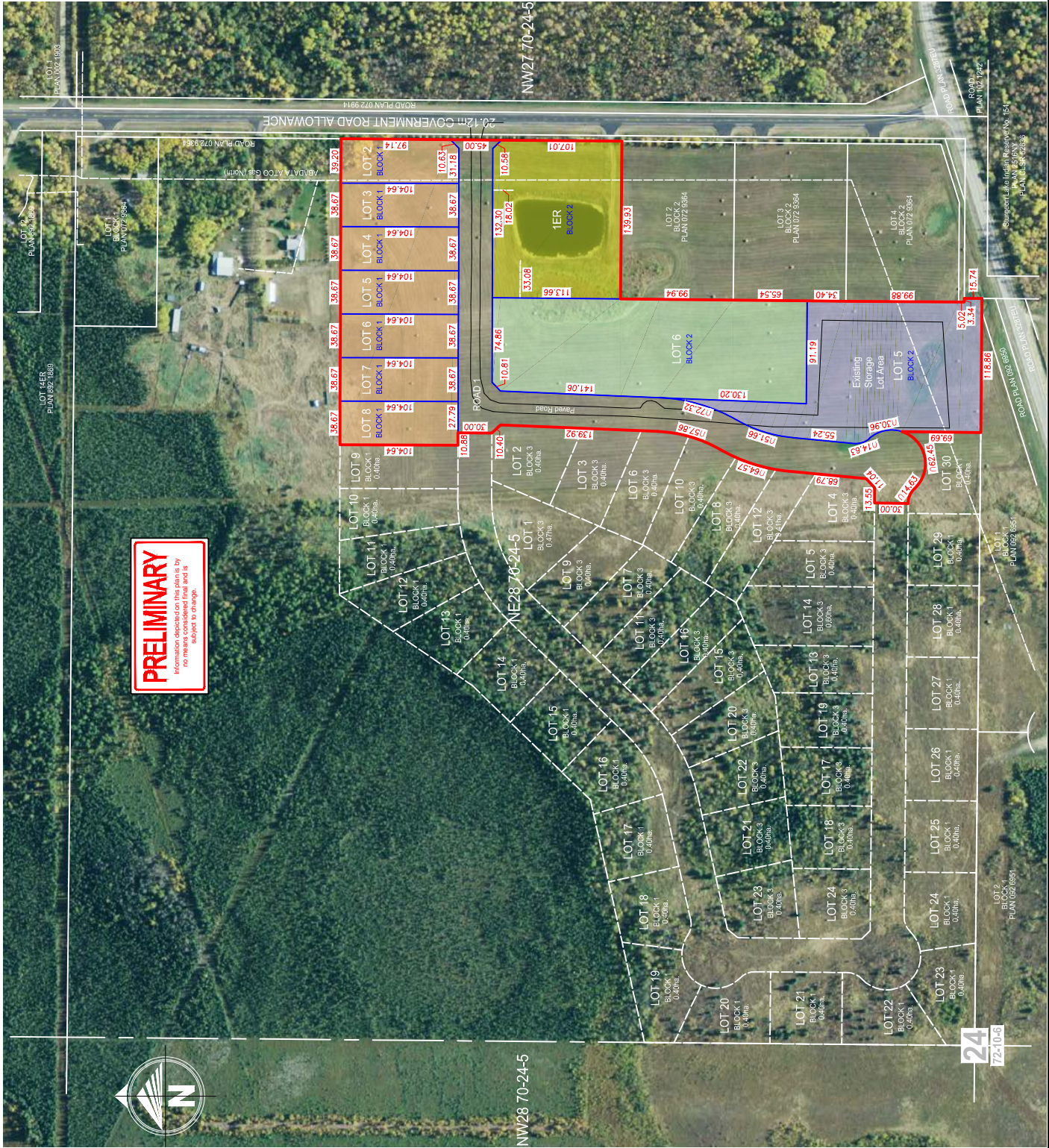
LEGEND

- Hamlet Residential (HR) District
- Country Residential One (CR-1) District
- Rural Commercial (RC) District
- Recreation (R) District

*A FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN



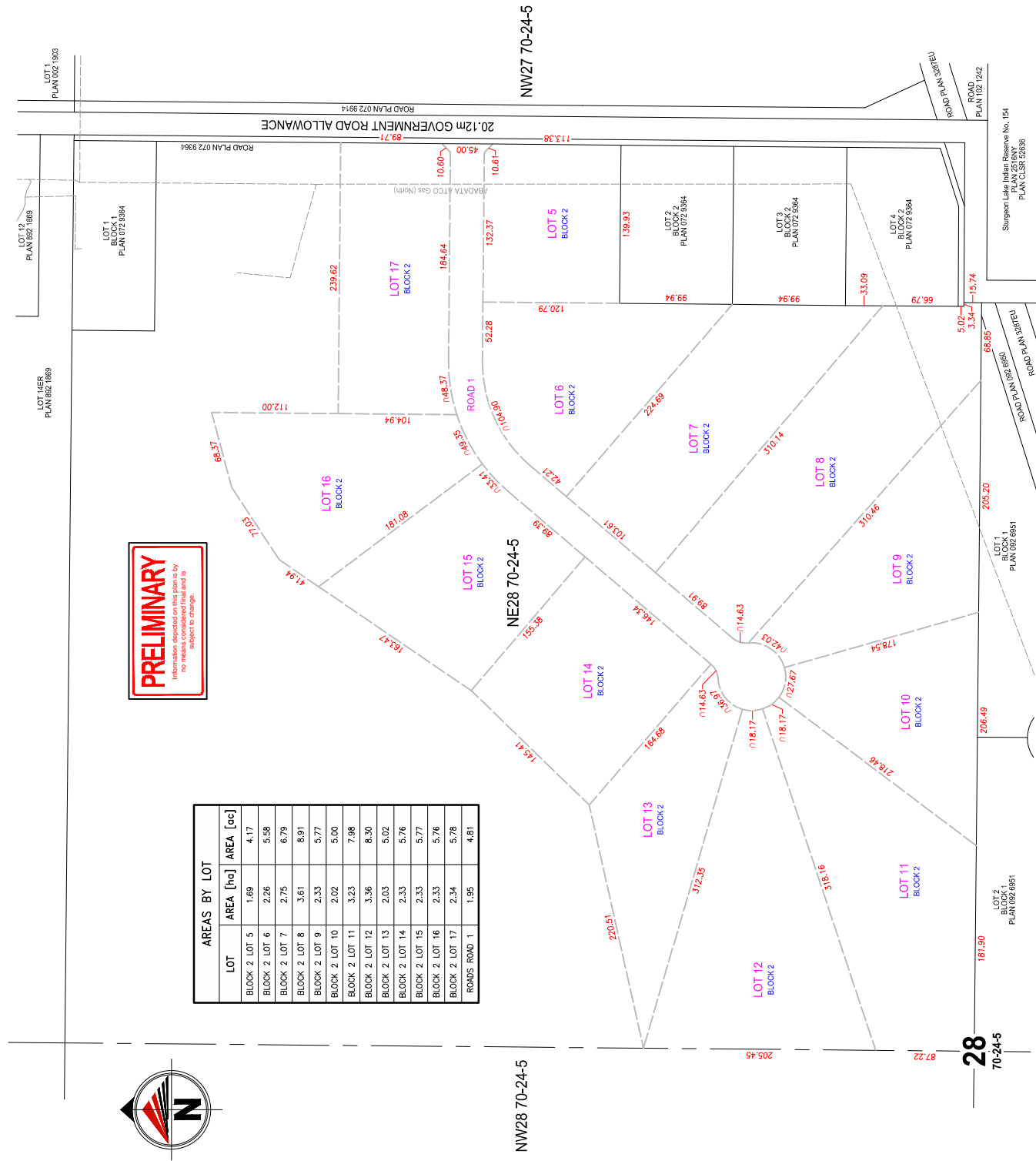
PRELIMINARY
Information contained in this plan is preliminary only
no means considered final and is
subject to change.



PROJECT DETAILS

REVISIONS

SURVEYOR:	BRUCE A. BEARSTO, A.L.S.	1	DEC. 1, 2016
PROJECT:	WILLIAMSON, CURTIS		
DRAFTED BY:	BLAKE ROSSOL		
CHECKED BY:	PLAN CHECKER'S FULL NAME		
DATE:	JUNE 15, 2016		
SCALE:	1:5000 on 11"x17" page, 1:2500 on 24"x36" page		
JJUOBS16GLML7050\CADD\DRAWING\16GLML7050-TE-R01.DWG			



*NO FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

TENTATIVE PLAN
SHOWING PROPOSED SUBDIVISION OF
PART OF THE

N.E. 1/4 SEC. 28, TWP. 70, RGE. 24, W.5M.

[illegible]

LAND DEALT WITH BY THIS PLAN IS SHOWN OUTLINED THUS:
AND CONTAINS **34.55 HECTARES (76.21 ACRES)**

PROJECT DETAILS		REVISIONS
SURVEYOR:	BRUCE A. BEARSTO, A.L.S.	
PROJECT:	WILLIAMSON, CURTIS	
DRAFTED BY:	BLAKE ROSSOL	
CHECKED BY:	PLAN CHECKER'S FULL NAME	
DATE:	JUNE 15, 2016	
SCALE: 1:2500		





REQUEST FOR DECISION

SUBJECT:	Town of Fox Creek Fire Hall Presentation		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	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 presentation for information as presented.

BACKGROUND/PROPOSAL:

The Town of Fox Creek will be providing a presentation regarding the proposed construction of a fire hall within the Town of Fox Creek.

The Town of Fox Creek Fire Hall agreement stipulates that Greenview shall be consulted to obtain final written approval of the design of the facility prior to proceeding with construction. The delegation is attending Council to seek this approval.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: NA

BENEFITS: NA

DISADVANTAGES: NA

COSTS/SOURCE OF FUNDING:

Council has already allocated \$4 Million towards this project.

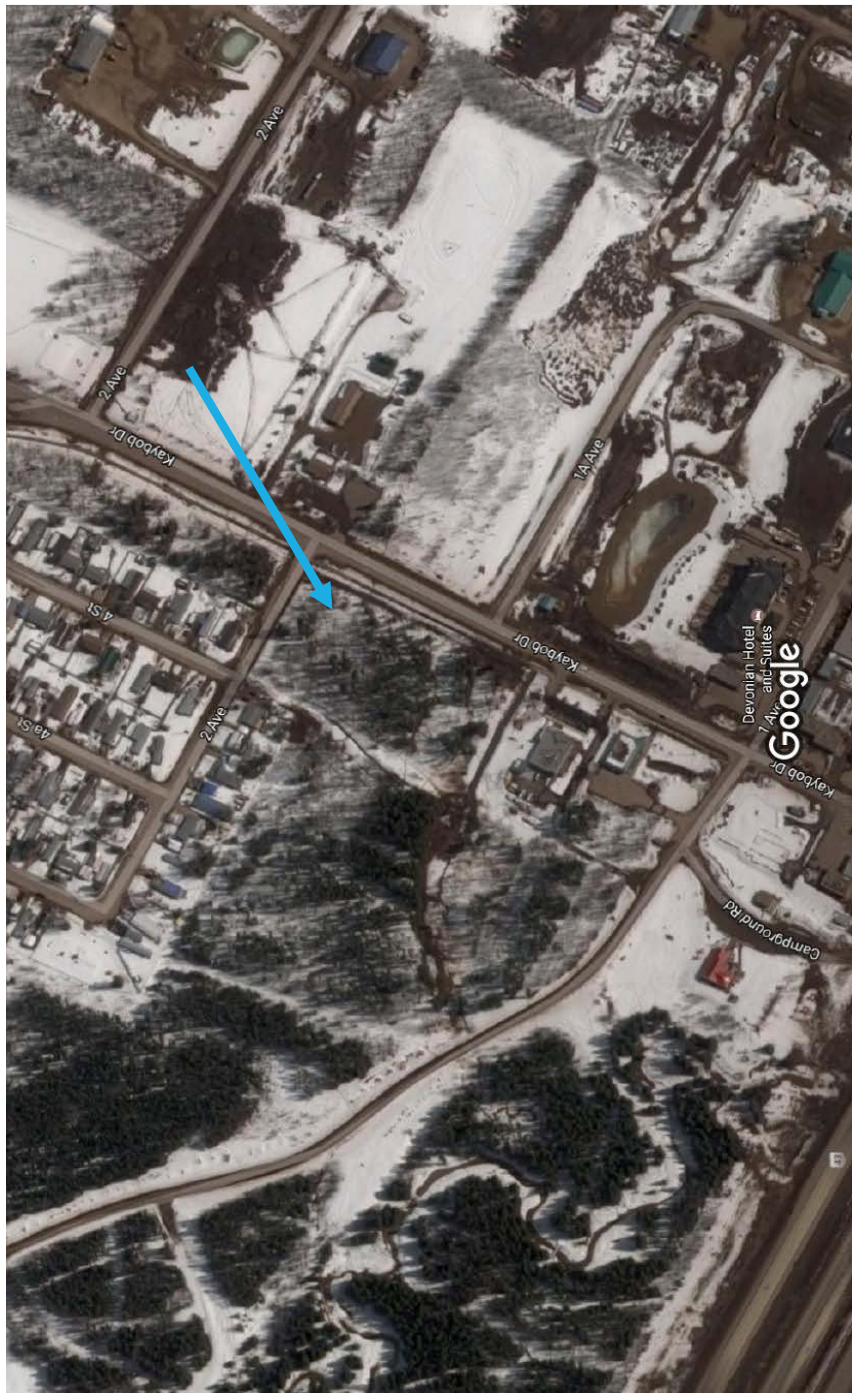
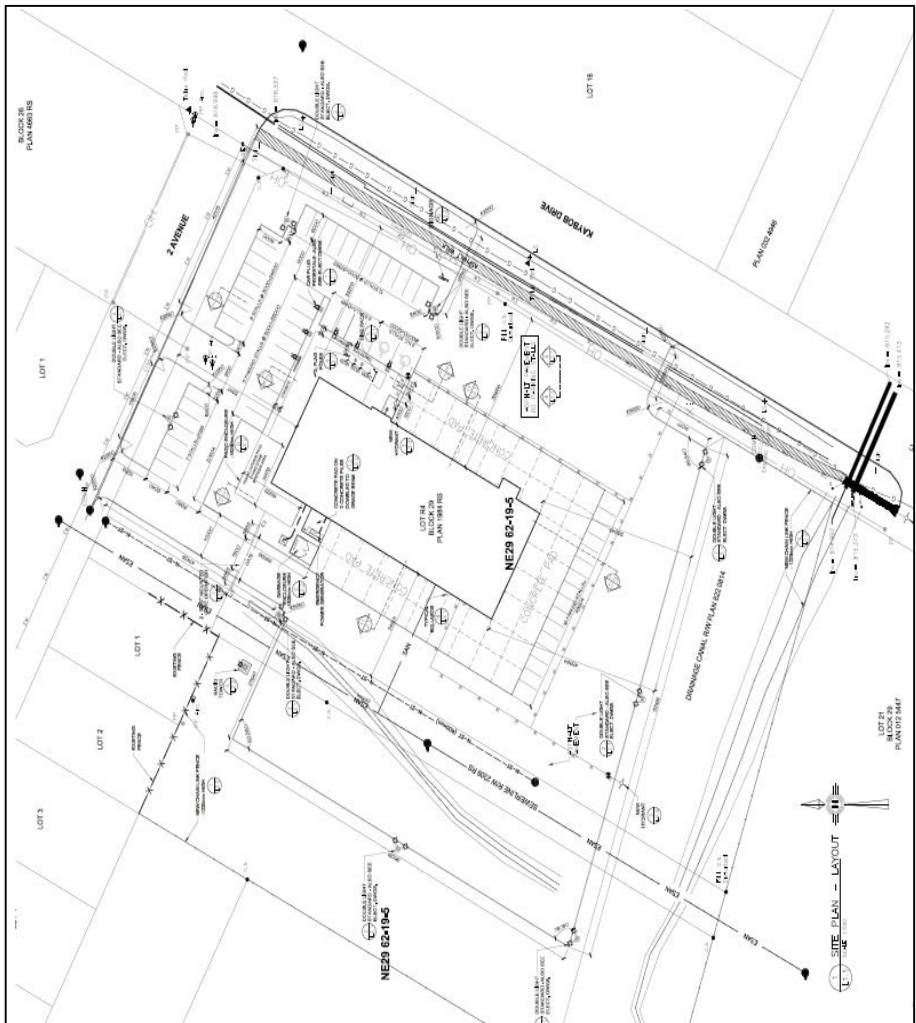
ATTACHMENT(S):

- Town of Fox Creek – Fire Hall Presentation

Town of Fox Creek & M.D. of Greenview Fire Hall Project



Development Site Location



Building Drawings



Exterior View

Legal Description

Lot 24
Block 29
Plan 1984RS Within NE 29-62-18-5

Address

Kaybob Drive, 2nd Avenue, Fox Creek

Zoning District

HR – Hamlet Residential

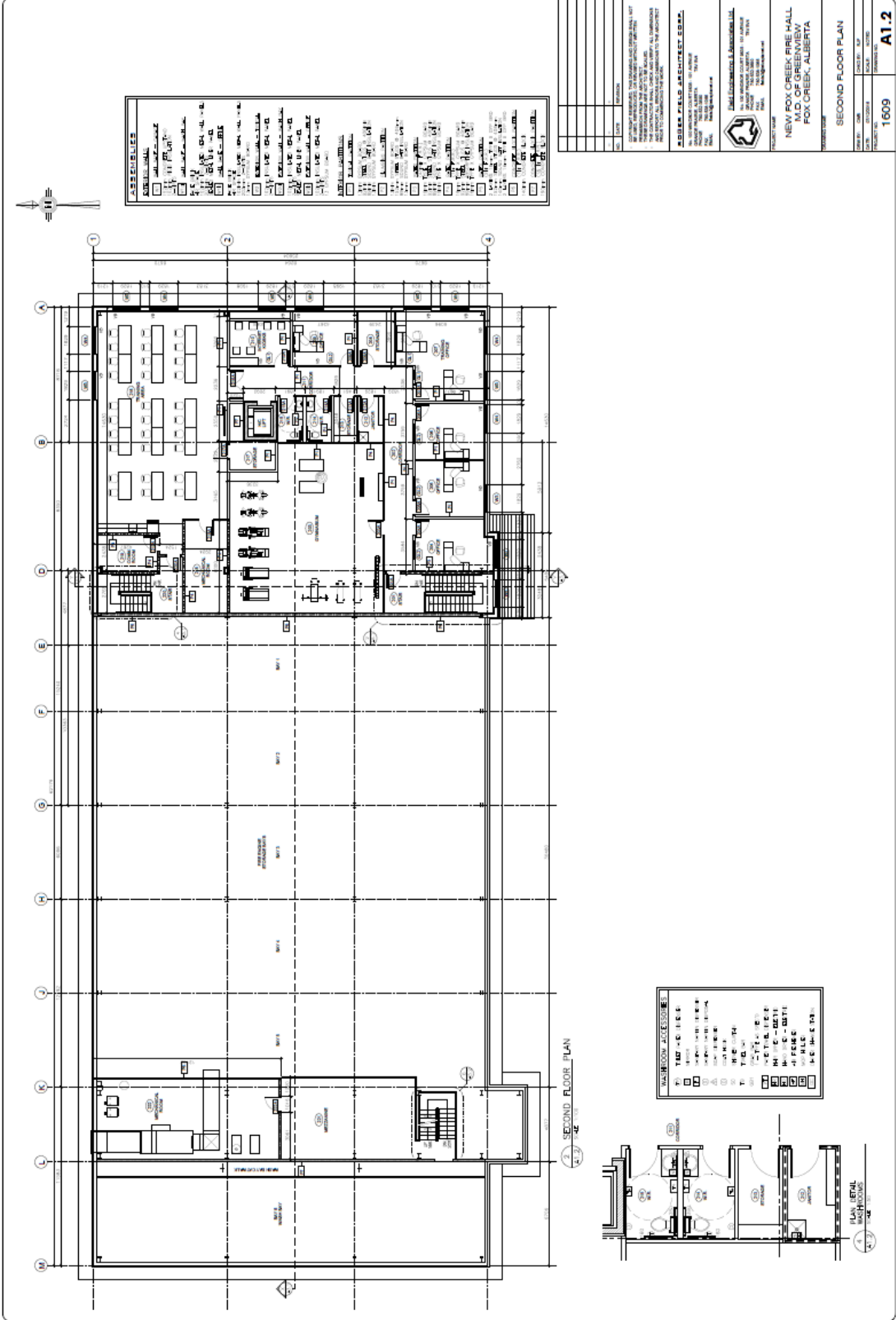
Main Floor

Architectural drawing of the main floor plan for the New Fox Creek Fire Hall. The drawing shows a large rectangular building with a central corridor and various rooms. A north arrow is located in the top right corner. A scale bar indicates 1000 units. The drawing is labeled "MAIN FLOOR PLAN" and "A1.1".

Interior Floor Plan

Second Floor

Field Engineering & Associates Ltd.



Fox Creek Fire Hall – Tender Results

Tender		K-Rite	OML	Southwest Design	Makloc Const.
		\$ 7,945,000.00	\$ 7,998,000.00	\$ 8,293,900.00	\$ 8,469,067.00

Separate Prices					
1. Structural Concrete Floor and Piles		\$ 535,286.00	Included	\$ 142,000.00	\$ 241,314.00
2 Fence & Electric Gate		\$ 42,679.00	Included	\$ 70,000.00	\$ 39,913.00
3. Landscaping		\$ 165,991.00	Included	\$ 130,000.00	\$ 165,991.00
4. Asphalt Roadways, Parkinglot & Pads		\$ 534,068.00	Included	\$ 550,000.00	\$ 651,750.00
5. Exterior Concrete Pad		\$ 210,890.00	Included	\$ 295,000.00	\$ 264,275.00
6. Building Sprinkler System		\$ 67,500.00	Included	\$ 50,000.00	\$ 50,000.00
7. Site Stripping, Site Fill and Compaction		\$ 454,781.00	Included	\$ 750,000.00	\$ 160,000.00
.8 Site Storm Sewer and Drainage		\$ 312,416.00	Included	\$ 657,000.00	\$ 424,000.00

Division 3					
Concrete Forms & Accessories		\$ 250,204.00	\$ 126,305.00	\$ 84,520.00	
Concrete Reinforcing		\$ 78,963.00	\$ 63,695.00	Included	
Cast-in-Place Concrete, Formwork, and Reinforcing		Included	\$ 94,998.00	\$ 15,000.00	
Concrete Floor Finishing		\$ 126,859.00	\$ 137,900.00	\$ 191,275.00	

Division 4					
Masonry		\$ 118,925.00	\$ 136,289.00	\$ 130,000.00	

Division 5					
Structural Steel Framing		\$ 340,770.00	\$ 169,000.00	Incl. Pre-Eng	
Open West Steel Joists		Included	Included	Incl. Pre-Eng	
Metal Decking		Included	Included	Incl. Pre-Eng	
Custom Metal Fabrication		Included	Included	\$ 100,000.00	
Metal Stairs		Included	Included	\$ 112,000.00	

Division 6					
Rough Carpentry		\$ 24,595.00	\$ 16,464.00	\$ 250,000.00	
Finish Carpentry		\$ 177,247.00	Included	\$ 32,000.00	
Architectural Woodwork		Included	\$ 210,690.00	\$ 150,000.00	
Solid Surfacing Fabrication		Included	Included	N/A	

Division 7					
Rigid Board Insulation		Included	Included	\$ 15,000.00	
Non Rigid Fibrous Insulation		Included	Included	\$ 37,062.00	
Hydronic Piping Insulation		Included	Included	\$ 17,000.00	
Plastic Sheet Air Barrier		Included	Included	\$ 8,000.00	
Spray Applied Polyurethane Air Seal		Included	\$ 8,475.00	\$ 8,000.00	
Preformed Insulated Metal Roofing System		Included	Included	Incl. Pre-Eng	
Preformed Insulated Metal Siding System		Included	Included	Incl. Pre-Eng	
Metal Siding		Included	Included	Incl. Pre-Eng	
Metal Soffits & Fascia		Included	Included	\$ 15,000.00	
Metal Flashing for Standing Seam Metal Roof		Included	Included	Incl. Pre-Eng	
Snow Retention System		Included	Included	\$ 7,000.00	
Firestopping		\$ 22,741.00	\$ 22,741.00	\$ 7,000.00	
Joint Sealants		Included	Included	\$ 7,000.00	

Division 8					
Supply of Hollow Metal Doors and Frames		\$ 21,391.00	\$ 17,081.00	\$ 19,300.00	
Flush Wood Doors		Included	Included	\$ 35,000.00	
Overhead Insulated Coiling Grilles		\$ 6,232.00	\$ 69,628.00	\$ 4,773.00	
Side Folding Doors & Frilles		\$ 9,741.00	Included	\$ 6,000.00	
Sectional Overhead Doors		\$ 83,334.00	Included	\$ 85,000.00	
Fibre Glass Windows		\$ 43,625.00	Included	\$ 36,000.00	
Hardware		\$ 43,694.00	\$ 29,583.00	\$ 20,000.00	
Glass and Glazing Gen Req		Included	\$ 43,625.00	\$ 10,000.00	
Glazing		Included	Included	Included in Above	

Fox Creek Fire Hall – Tender Results, Pg. 2

		K-Rite	OML	Southwest Design	Makloc Const.
Division 9					
Gypsum Board	\$ 199,893.00	\$ 234,825.00		Incl in Div. 6	
Ceramic Tile	\$ 16,250.00	Included		Incl in Resil. Floor	
Acoustical Unit Ceilings	\$ 34,933.00	Included		Incl in Div. 6	
Resilient Flooring	\$ 62,097.00	\$ 62,097.00	\$ 82,000.00	\$ 82,000.00	
Resinous High Build Epoxy Floor Cloating	\$ 34,981.01	\$ 33,684.00	\$ 32,000.00	\$ 32,000.00	
Carpet Flooring	Included	Included	\$ 5,000.00		
Painting & Finishing	\$ 88,400.00	\$ 88,400.00	\$ 88,400.00	\$ 88,400.00	
Epoxy/ Polyurethane Wall Coating System	\$ 16,505.00	\$ 16,505.00	\$ 8,000.00	\$ 8,000.00	
Division 10					
Specialties		N/A	Included	\$ 8,000.00	
Metal Washroom Partitions	\$ 1,360.00	\$ 1,110.00	Included	Included in Below	
Washroom Accessories	\$ 10,350.00	\$ 8,750.00	\$ 18,000.00	\$ 18,000.00	
Lockers	\$ 39,091.00	\$ 34,332.00	\$ 35,000.00	\$ 35,000.00	
Flag Poles	\$ 13,590.00	\$ 12,940.00	\$ 32,000.00		
Division 12					
Verticle Louvre Blinds	\$ 11,730.00	\$ 6,342.00	\$ 11,000.00		
Division 13					
Pre-Engineered Metal Building	\$ 1,229,395.00	\$ 1,069,900.00	\$ 990,000.00		
565000					
Hydraulic LULA Elevators	\$ 76,450.00	\$ 69,550.00	\$ 69,550.00		
Divisions 20/21/22/23					
Mechanical	\$ 547,500.00	\$ 564,150.00	\$ 565,000.00		
Division 26					
Electrical	\$ 584,401.00	\$ 599,401.00	\$ 584,000.00		

		K-Rite	OML	Southwest Design	Makloc Const.
Division 27					
Communication		Included	Included	\$ 10,000.00	
Division 31					
Earthwork Testing	\$ 5,000.00	\$ 620,000.00	\$ 10,000.00	\$ 10,000.00	
Fill Materials	\$ 103,070.00	Included	Included	Included in Below	
Earthwork General Requirements	\$ 144,920.00	Included	Included	Included in Below	
Site Excavating, Filling and Grading	\$ 71,350.00	Included	\$ 750,000.00	\$ 750,000.00	
Building Structure Excavating	\$ 35,950.00	Included	\$ 25,000.00		
Building Structure Backfilling	\$ 88,292.00	Included	\$ 15,000.00		
Trench Excavating and Backfilling	\$ 6,198.50	Included	\$ 20,000.00		
Cast In Place Concrete Piles	\$ 171,000.00	\$ 204,644.00	\$ 210,000.00		
Division 32					
Granular Base	\$ 534,068.00	Included	\$ 245,000.00		
Asphalt Paving	Included	\$ 630,776.00	\$ 330,000.00		
Concrete Paving, Curbs, and Gutters	\$ 233,726.00	\$ 314,240.00	\$ 325,520.00		
Interlocking Concrete Unit Paving	\$ 11,120.00	\$ 175,700.00	\$ 33,000.00		
Pavement Markings	\$ 2,870.00	Included	\$ 6,000.00		
Chain Link Fencing	\$ 27,500.00	Included	\$ 65,000.00		
Top Soil Placement and Grading	\$ 165,991.00	Included	\$ 55,000.00		
Seeding	Included	Included	\$ 20,000.00		
Trees Shrubs and Ground Covers	Included	Included	\$ 40,000.00		
Restoration of Site Work	Included	Included	\$ 15,000.00		
Division 33					
Piped Utility System General Utility	\$ 312,416.00	\$ 797,500.00	Included in Below		
Water System	Included	Included	Included in Below		
Sewer System/ Storm Water Systems	Included	Included	\$ 750,000.00		
Foundation Drainage	N/A	Included	Included in Above		

Fox Creek Fire Hall – Tender Results, Pg. 3

	K-Rite	OML	Southwest Design	Makloc Const.
Contingency				
6. Miscellaneous Items of Work: of all other items of work not itemized separately: (Refer to Article 4.5 of this Section)	\$ 589,020.00	\$ 531,459.00	\$ 427,000.00	
7. General Requirements:	\$ 785,210.00	\$ 427,721.00	\$ 665,000.00	

Cash Allowance				
.1 Appliances	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
.2Mash washer	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
.3 Site Signage	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
.4 Washbay Equipment (two 900 Hotsy's)	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
.5 Telephone/Communication Equipment	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
.6 Site Utility Services	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
.7 Air Compression for Breathing Apparatus	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
.8 Air Compressor/Dryer and Components, Supply only	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
.9 Electric lift for hose tower	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
.10 TV and Smart Board	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
.11 Security Systems	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
.12 Contingency	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00

Fox Creek Fire Hall - Costing

Division 3 - Concrete	\$	456,026.00
Division 4 - Masonry	\$	118,925.00
Division 5 - Metals	\$	340,770.00
Division 6 - Wood, Plastics and Composites	\$	201,842.00
Division 7 - Thermal and Moisture Protection	\$	22,741.00
Division 8 - Openings	\$	208,017.00
Division 9 - Finishes	\$	453,059.01
Division 10 - Specialties	\$	64,391.00
Division 12 - Verticle Louvre Blinds	\$	11,730.00
Division 13 - Pre-Engineered Metal Building	\$	1,229,395.00
Division 14 - Hydraulic LULA Elevators	\$	76,450.00
Division 20/21/22/23 - Mechanical	\$	547,500.00
Division 26 - Electrical / Communications	\$	584,401.00
Division 31 - Earthwork	\$	625,780.50
Division 32 - Exterior Improvements	\$	975,275.00
Division 33 - Utilities	\$	312,416.00
Miscellaneous Items of Work:	\$	589,020.00
General Requirements:	\$	779,761.49

Cash Allowance		
.1 Appliances	\$	35,000.00
.2Mash washer	\$	7,500.00
.3 Site Signage	\$	15,000.00
.4 Washbay Equipment (two 900 Hotsy's)	\$	25,000.00
.5 Telephone/Communication Equipment	\$	20,000.00
.6 Site Utility Services	\$	50,000.00
.7 Air Compression for Breathing Apparatus	\$	30,000.00
.8 Air Compressor/Dryer and Components, Suply only	\$	20,000.00
.9 Electric lift for hose tower	\$	15,000.00
.10 TV and Smart Board	\$	20,000.00
.11 Security Systems	\$	35,000.00
.12 Contingency	\$	75,000.00

Total Tender (K-Rite) \$ 7,945,000.00

Cost Comparisons for Fire Hall

Cost comparisons between the Fox Creek Fire Hall and Grovedale / Debolt Fire Halls:

- PC Sums, additional \$85,000.00 in Fox Creek project
- Site storm and drainage, additional \$312,000.00
- Moving and earthwork, additional \$145,000.00
- Tree removal and grubbing, additional \$70,000.00
- Landscaping, additional \$78,750.00

Over and above this, room, board and travel is an additional \$100,000.00 due to location.

The total of additional costs equals \$790,750.00, most of these costs are due to location.

Helipad & Project Manager

We have removed the helipad from the Fire Hall and want to relocate it at the Medical Centre.

We need to hire someone to be the Project Manager for the work. Would the M.D. of Greenview be willing to fund this position?

Letter of Recommendation



August 19, 2016
FILE: 1609

Roy Dell: operations@foxcreek.ca
Bonnie Anderson: bonnie.a@foxcreek.ca

Town Fox Creek
102 Kaybob Drive, Box 149
Fox Creek, Alberta
T0H1P0

ATTENTION: Roy Dell

RE: Fox Creek Fire Hall

We have reviewed the tenders submitted on August 16, 2016 for the Fox Creek Firehall. It is recommended that the Town of Fox Creek and M.D. of Greenview enter into a contract with K-rite for the sum of \$79,945,000.00. This recommendation is based on the information provided and we warrant that the information is true and correct. Along with the information of two other contractors, OHL and Southwest Design for comparisons.

If you require any additional information, please do not hesitate to contact our office.

Yours very truly,
FIELD ENGINEERING & ASSOCIATES LTD.

A handwritten signature in black ink, appearing to read "Roger Field".

Roger Field Architect Corporation

xc: Roy Dell, Bonnie

Tel: (780) 532-3690 Fax: (780) 538-1066 E-mail: field53@telusplanet.net
No. 100 Windsor Court, 9835 -101 Avenue, Grande Prairie, Alberta T8V 5V4 www.f3archeng.com

Field Engineering & Associates Ltd. have done a review of the tenders sent in August 2016.

It has been recommended that the Town of Fox Creek and the M.D. of Greenview enter into a contract with K-rite for \$7,945,000.00.



REQUEST FOR DECISION

SUBJECT:	Town of Fox Creek Multiplex Presentation		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	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 Fox Creek Multiplex presentation for information as presented.

BACKGROUND/PROPOSAL:

The Town of Fox Creek will be providing a presentation regarding the proposed construction of the multiplex within the Town of Fox Creek.

The Town of Fox Creek Multiplex agreement stipulates that Greenview shall be consulted to obtain final written approval of the design of the facility prior to proceeding with construction. If Council is accepting of the proposed project and final design, Administration recommends giving that approval so that the project may move forward.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: NA

BENEFITS: NA

DISADVANTAGES: NA

COSTS/SOURCE OF FUNDING:

Greenview has committed \$19 Million to this project. The total project is estimated to be \$32 Million.

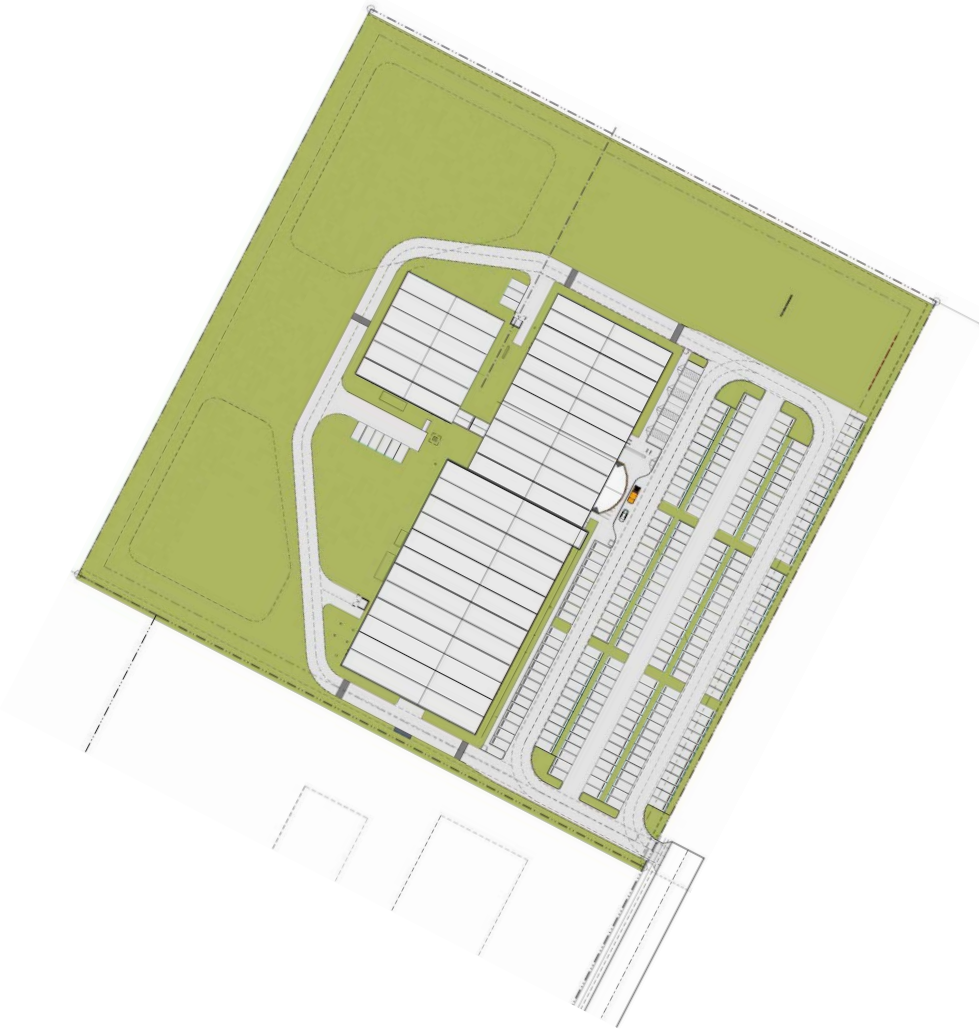
ATTACHMENT(S):

None



Fox Creek Multiplex

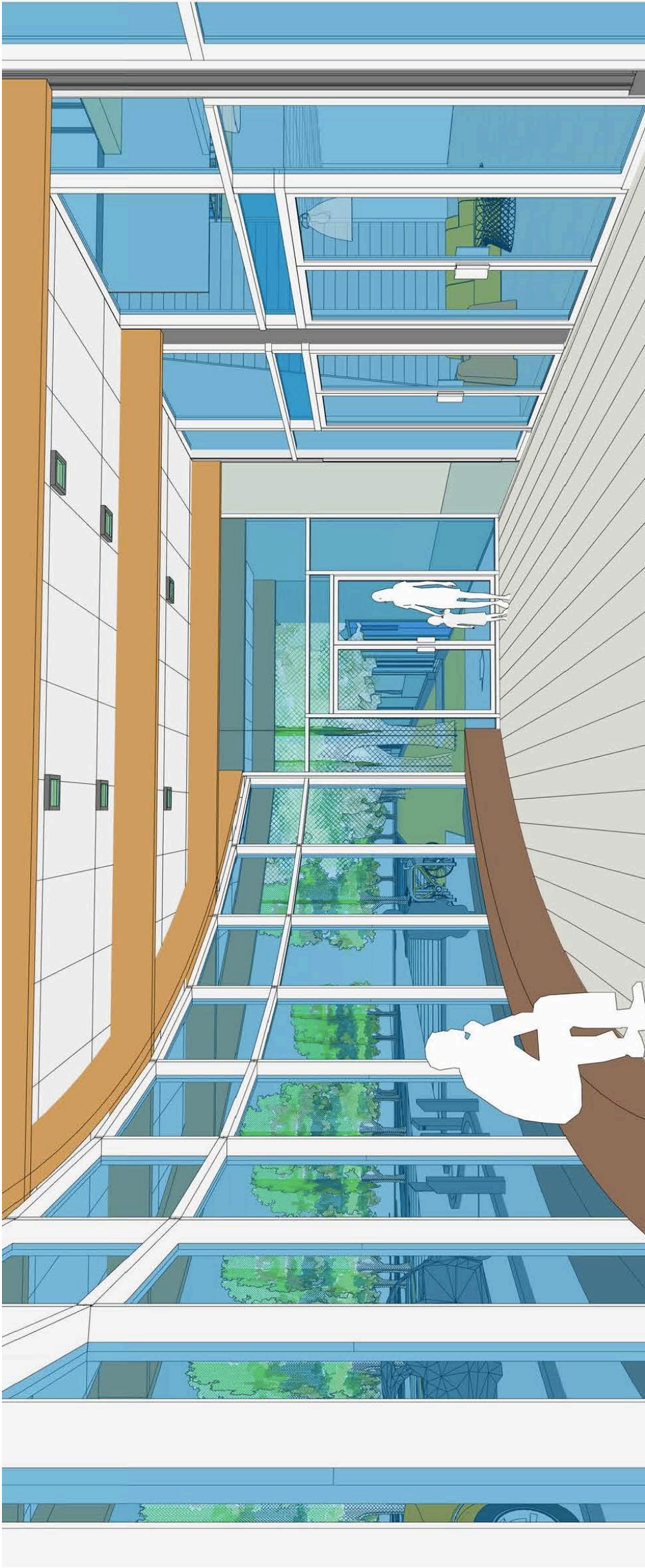




Fox Creek Multiplex

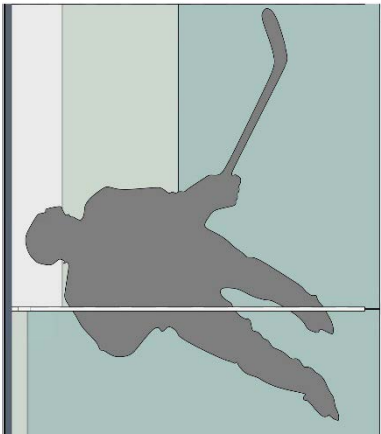
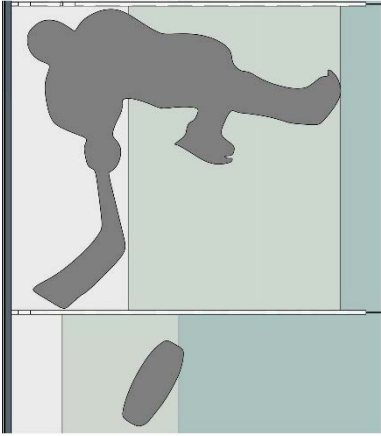
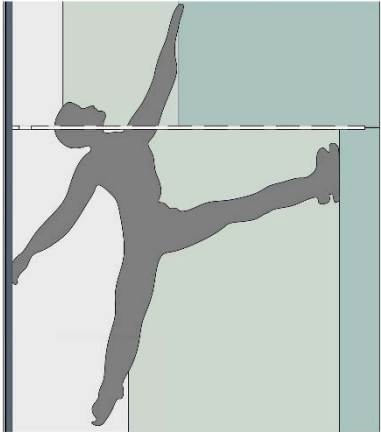
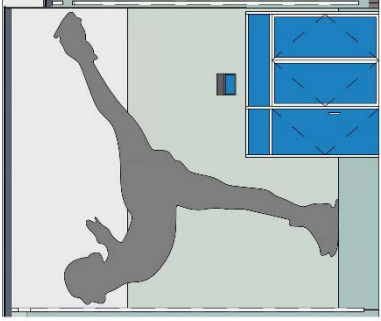


Fox Creek Multiplex



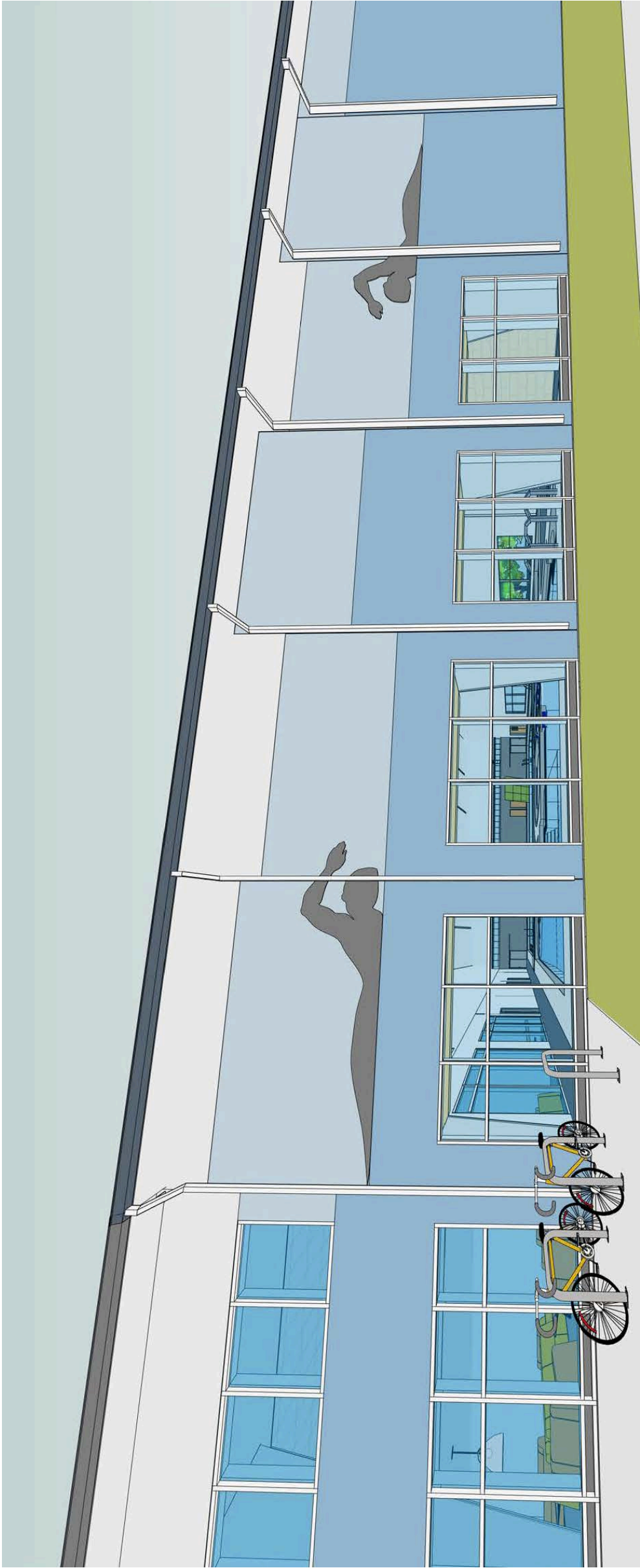
Fox Creek Multiplex





Fox Creek Multiplex

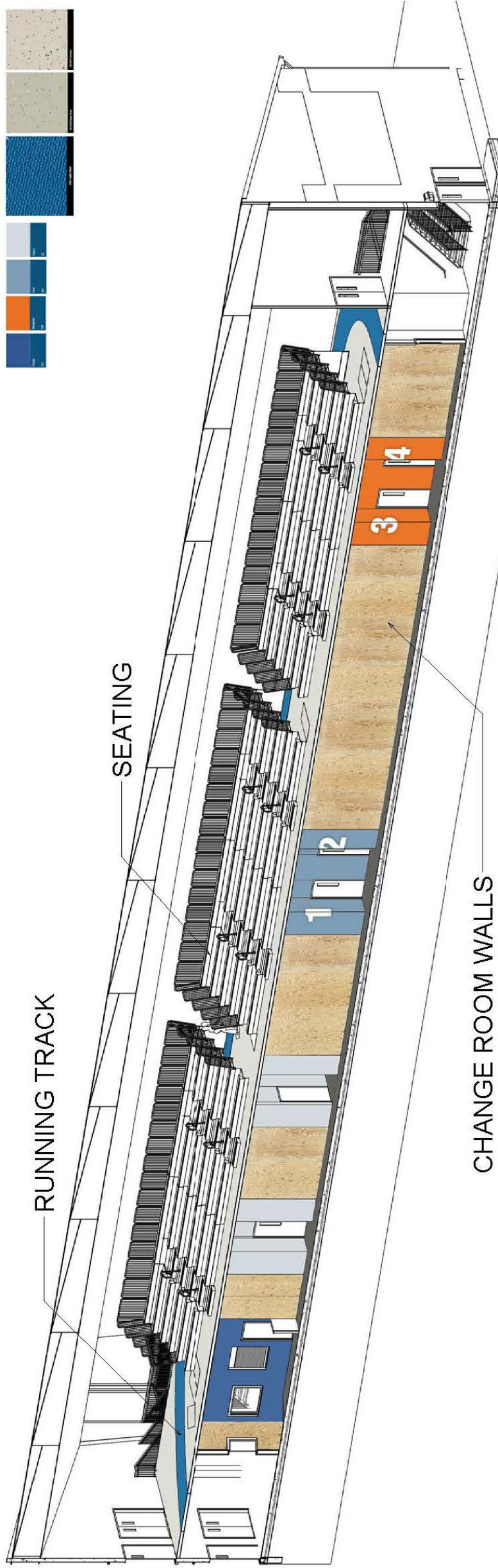




Fox Creek Multiplex



COLOR SCHEME



RUNNING TRACK

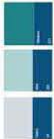
SEATING

CHANGE ROOM WALLS

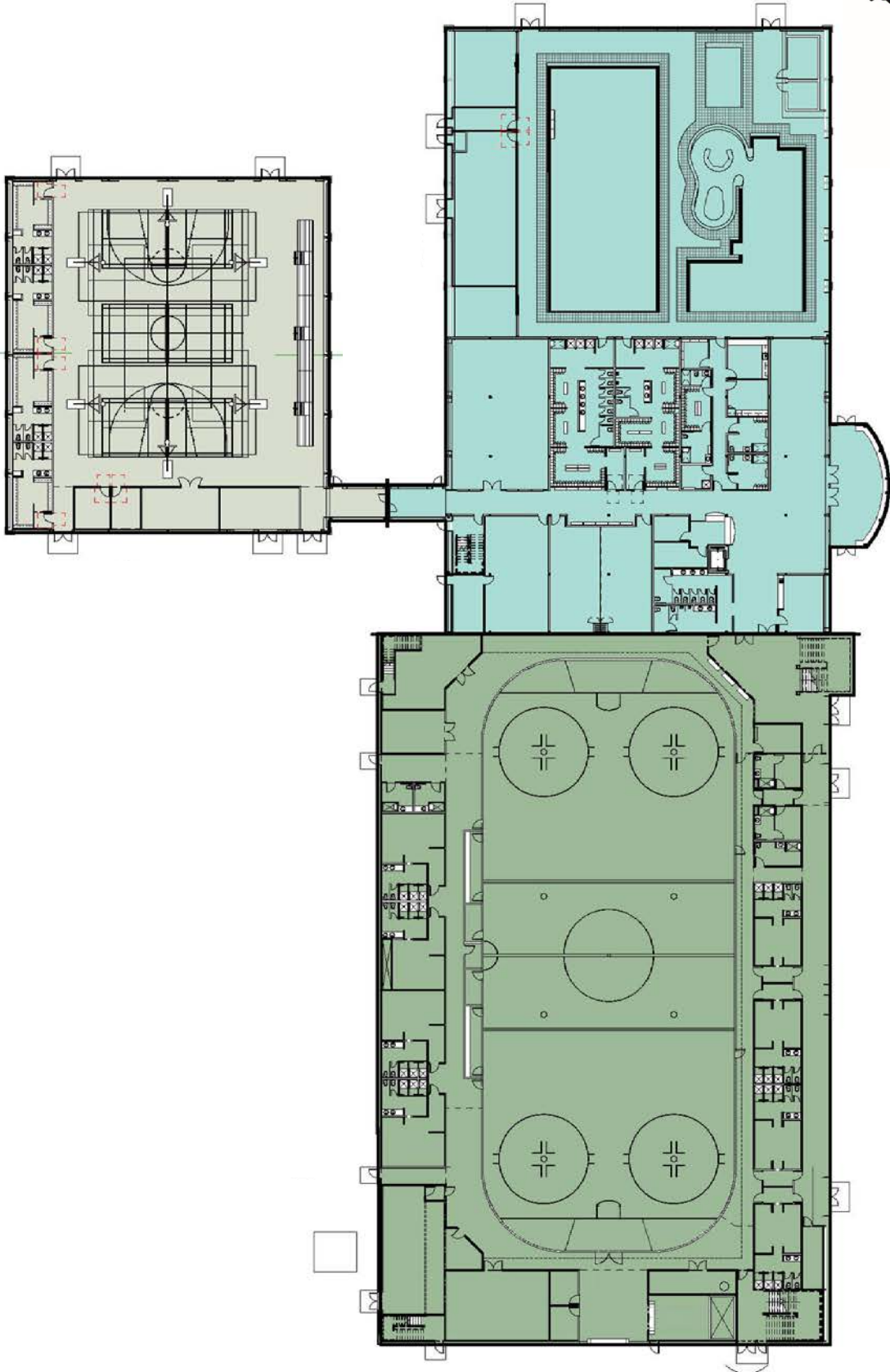
Fox Creek Multiplex



COLOR SCHEME



Fox Creek Multiplex



GYMNASIUM

1237 SM (13,315 SF)
COST \$ 2,470,454

HOCKEY RINK

4639 SM (49,934 SF)
COST \$ 10,765,189

CORE-AQUATIC

3700 SM (39,826 SF)
COST \$ 10,561,047

SITE

33,261 SM (358,018 SF)
COST \$ 2,048,350

SUMMARY

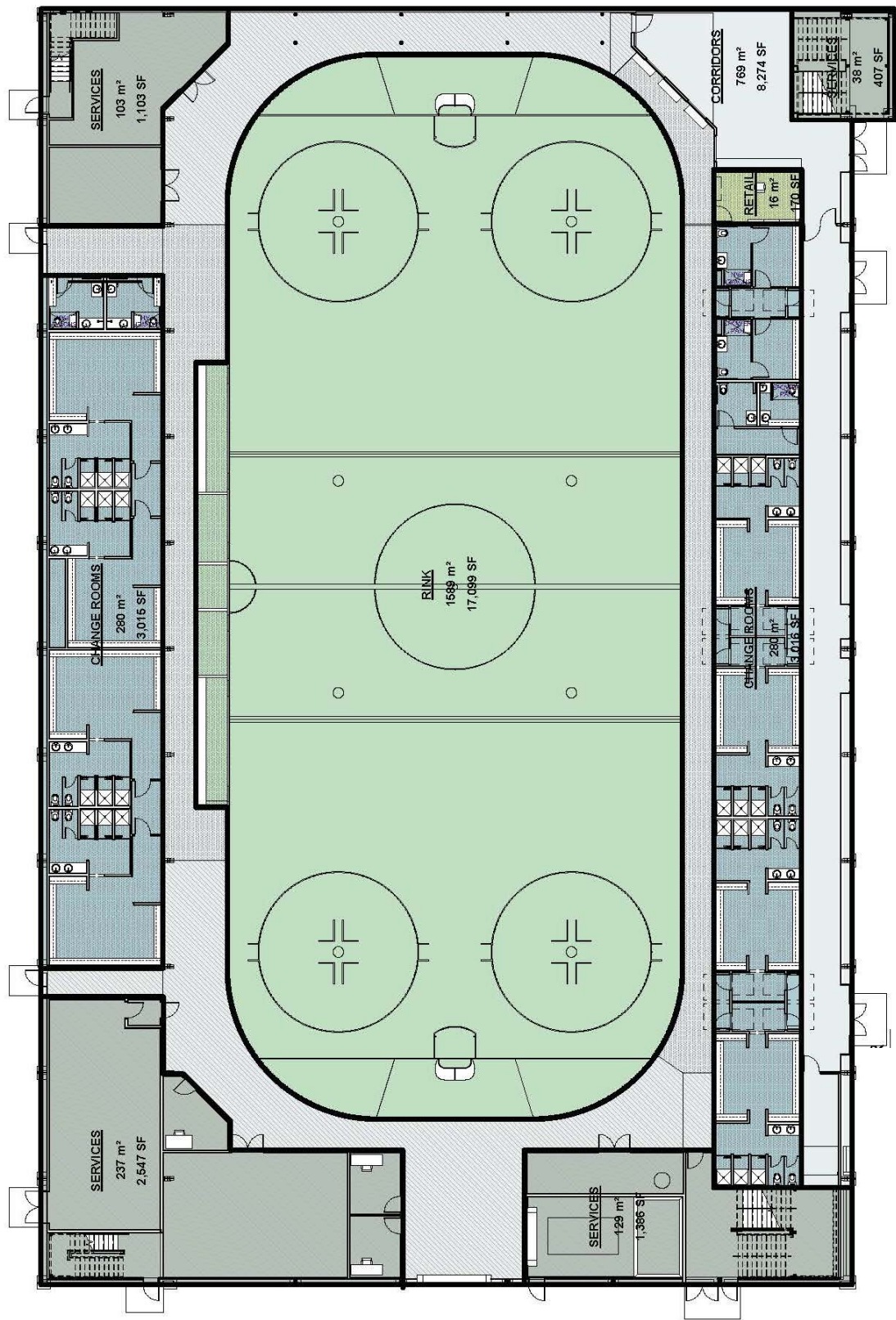
TOTAL BUILDING AREA
9,574 SM (103,075 SF)
COST \$ 23,796,689

TOTAL CONSTRUCTION COST

TOTAL COST \$ 27,653,0909



Fox Creek Multiplex



RINK

1589 SM (17,099 SF)

COST \$ 4,688,081

CORRIDORS

769 SM (8,274 SF)

COST \$ 1,484,188

CHANGE ROOMS

560 SM (6,031 SF)

COST \$ 1,346,458

SERVICES

506 SM (5,447 SF)

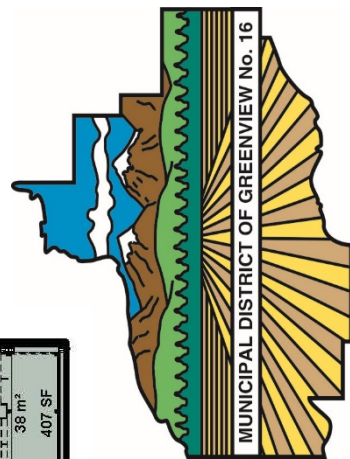
COST \$ 976,592

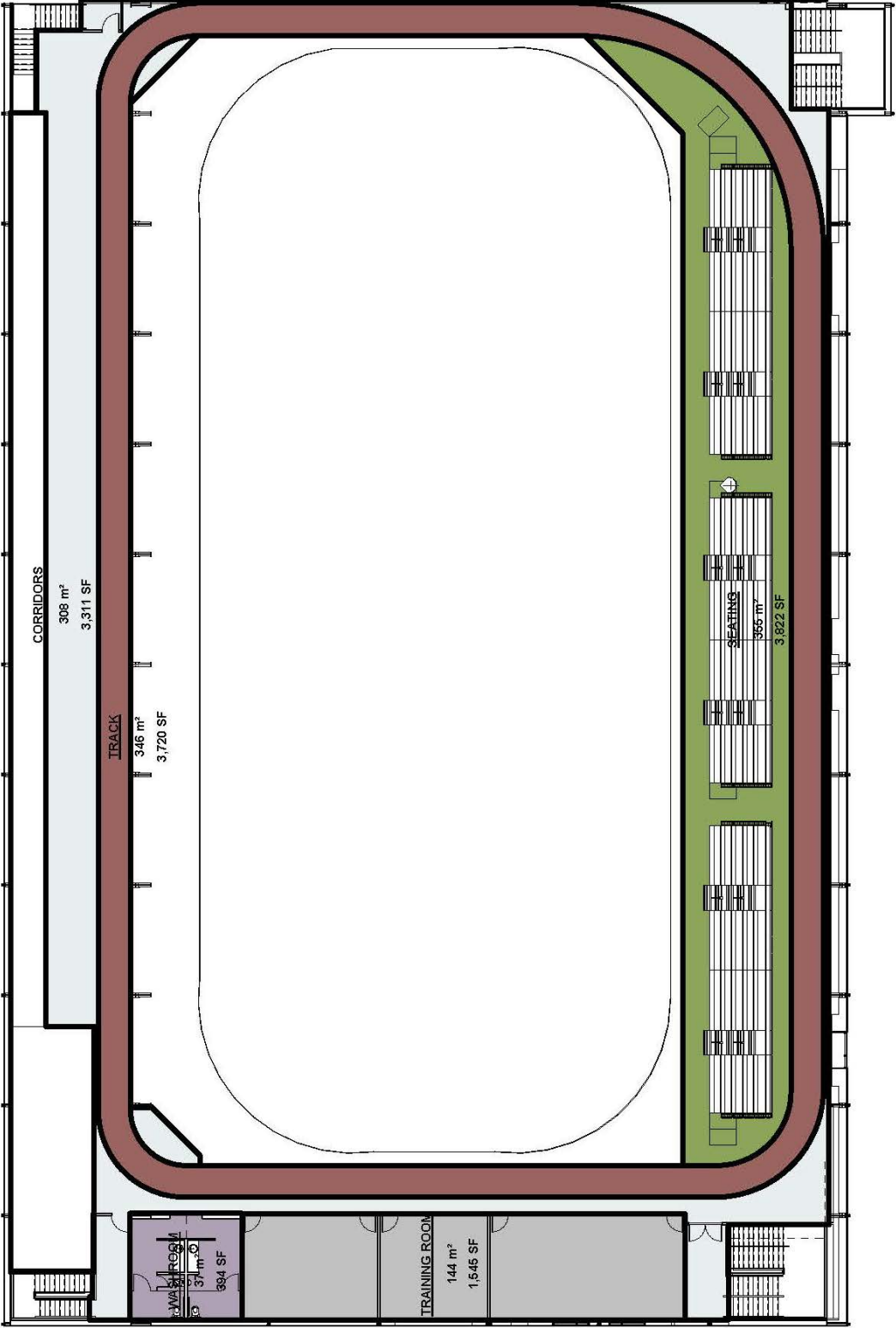
RETAIL

16 SM (170 SF)

COST \$ 30,880

Fox Creek Multiplex





SEATING
355 SM (3,822 SF)
COST \$ 685,159

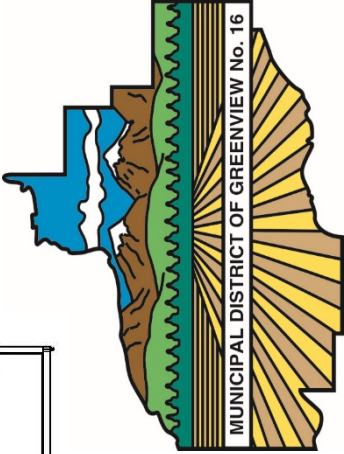
TRACK
346 SM (3,720 SF)
COST \$ 575,127

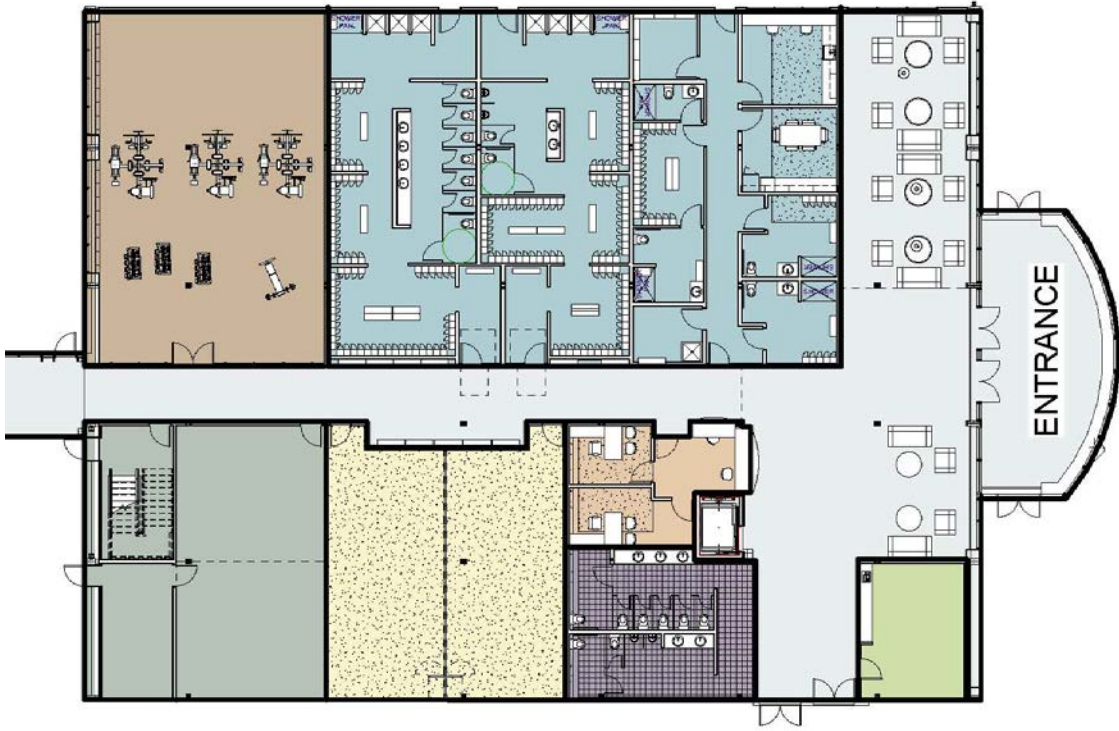
CORRIDORS
319 SM (3,427 SF)
COST \$ 615,678

TRAINING ROOM
144 SM (1,545 SF)
COST \$ 277,923

WASHROOM
37 SM (394 SF)
COST \$ 88,962

Fox Creek Multiplex





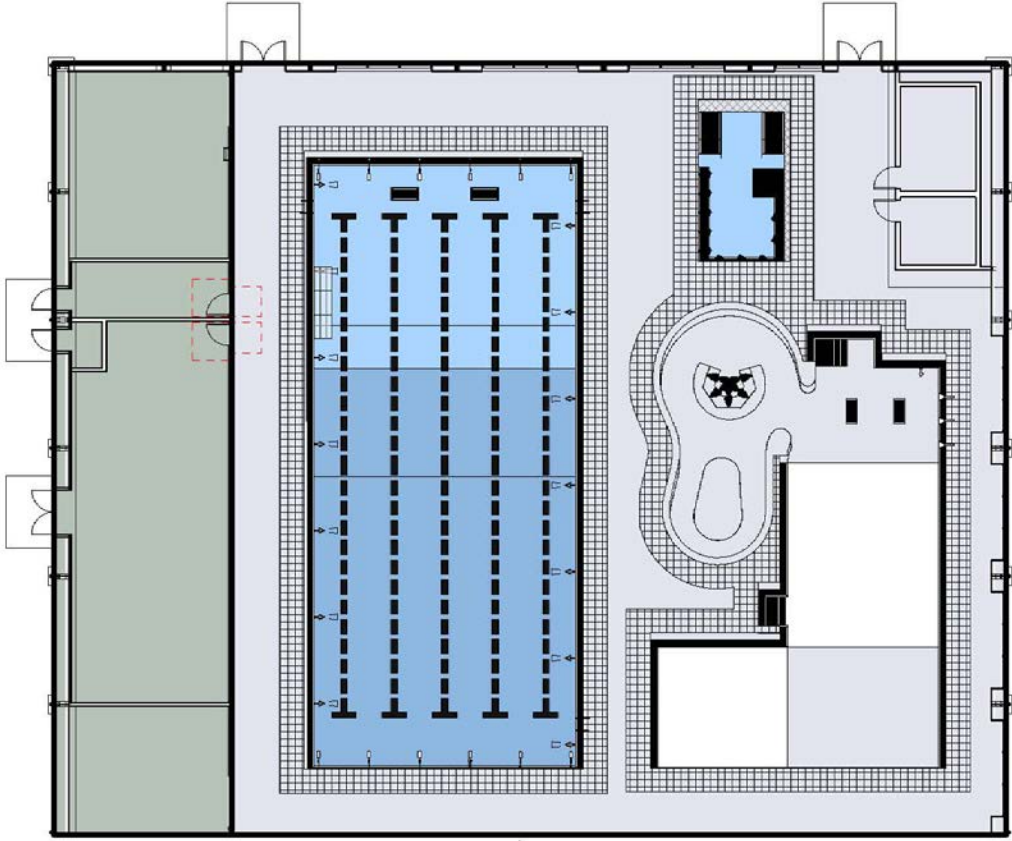
CORRIDOR	393 SM (4,230 SF) COST \$ 758,499
CHANGE ROOMS	355 SM (3,822 SF) COST \$ 853,558
FITNESS	169 SM (1,816 SF) COST \$ 326,174
SERVICES	131 SM (1,413 SF) COST \$ 252,833
EVENT ROOMS	122 SM (1,315 SF) COST \$ 235,463
WASHROOM	55 SM (594 SF) COST \$ 132,241
OFFICES	38 SM (412 SF) COST \$ 73,341
CONCESSION	30 SM (323 SF) COST \$ 86,748



OFFICES	377 SM (4,061 SF) COST \$ 727,619
FUTURE	322 SM (3,469 SF) COST \$ 931,100
RESTAURANT	171 SM (1,840 SF) COST \$ 494,466
CORRIDORS	141 SM (1,517 SF) COST \$ 272,133
WASHROOM	83 SM (894 SF) COST \$ 199,564
KITCHEN	39 SM (420 SF) COST \$ 112,773

Fox Creek Multiplex



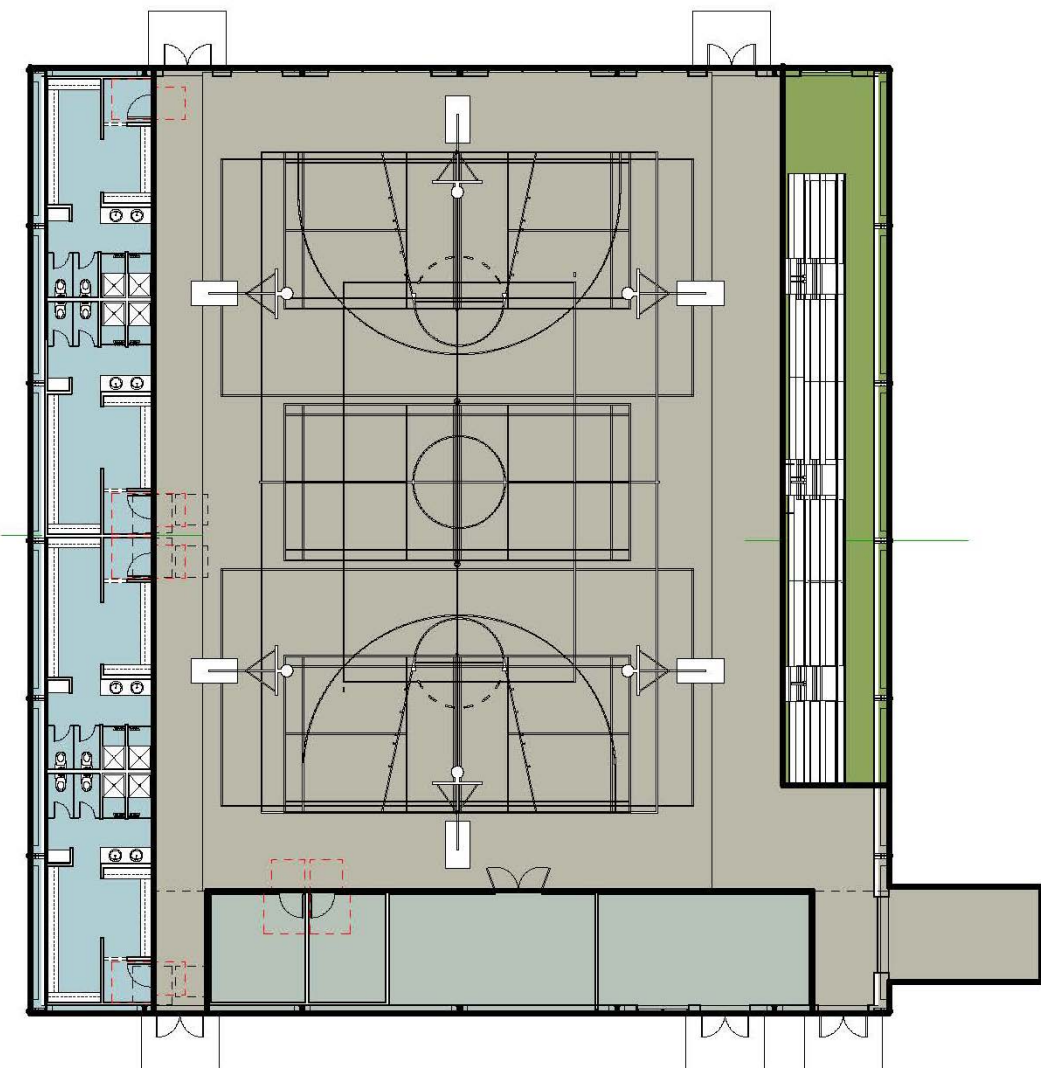


POOL
 1035 SM (11,145 SF)
 COST \$ 4,807,689

SERVICES
 238 SM (2,560 SF)
 COST \$ 459,346

Fox Creek Multiplex





CHANGE ROOMS

175 SM (1,888 SF)

COST \$ 420,768

SEATING

114 SM (1,228 SF)

COST \$ 220,023

SERVICES

111 SM (1,199 SF)

COST \$ 214,233

GYMNASIUM

837 SM (9,013 SF)

COST \$ 1,165,430



Fox Creek Multiplex

FACILITY ZONE	AREA		UNIT COST		TOTAL COST
	SQ.M.	SQ.FT.	\$/SQ.M.	\$/SQ.FT.	
ARENA					
RINK	1589	17104	\$ 2,950	\$274.10	\$ 4,688,081
CHANGE ROOMS	560	6028	\$ 2,404	\$223.38	\$ 1,346,458
SERVICES	506	5447	\$ 1,930	\$179.31	\$ 976,592
TRAINING ROOMS	144	1550	\$ 1,930	\$179.31	\$ 277,931
RETAIL	15	161	\$ 1,930	\$179.31	\$ 28,950
TRACK	346	3724	\$ 1,662	\$154.43	\$ 575,127
SEATING	355	3821	\$ 1,930	\$179.31	\$ 685,159
CORRIDORS	1087	11700	\$ 1,930	\$179.31	\$ 2,097,936
WASHROOMS	37	398	\$ 2,404	\$223.38	\$ 88,962
TOTAL ARENA GROSS AREA	4639	49934	\$ 2,119	\$ 196.87	\$ 10,765,196
CORE					
OFFICES	416	4478	\$ 1,930	\$179.31	\$ 802,890
KITCHEN	39	420	\$ 2,892	\$268.64	\$ 112,773
RESTAURANT	171	1841	\$ 1,930	\$179.31	\$ 330,034
WASHROOMS	138	1485	\$ 2,404	\$223.38	\$ 331,806
FITNESS	169	1819	\$ 1,930	\$179.31	\$ 326,174
FUTURE	322	3466	\$ 2,892	\$268.64	\$ 931,100
EVENT ROOMS	122	1313	\$ 1,930	\$179.31	\$ 235,463
CONCESSION	30	323	\$ 2,892	\$268.64	\$ 86,748
CORRIDORS	534	5748	\$ 1,930	\$179.31	\$ 1,030,633
SERVICES	131	1410	\$ 1,930	\$179.31	\$ 252,833
CHANGE ROOMS	355	3821	\$ 2,404	\$223.38	\$ 853,558
TOTAL CORE GROSS AREA	2427	26124	\$ 2,249	\$ 208.95	\$ 5,294,012
AQUATIC					
POOL	1035	11141	\$ 4,645	\$431.55	\$ 4,807,689
SERVICES	238	2562	\$ 1,930	\$179.31	\$ 459,346
TOTAL CORE GROSS AREA	1273	13702	\$ 2,807	\$ 260.79	\$ 5,267,035
GYMNASIUM					
GYM	837	9009	\$ 1,930	\$179.31	\$ 1,615,430
SERVICES	111	1195	\$ 1,930	\$179.31	\$ 214,233
CHANGE ROOMS	175	1884	\$ 2,404	\$223.38	\$ 420,768
SEATING	114	1227	\$ 1,930	\$179.31	\$ 220,023
TOTAL GYMNASIUM GROSS AREA	1237	13315	\$ 2,268	\$ 210.69	\$ 2,470,454
TOTAL GROSS AREA	9576	103075			\$ 23,796,697

Fox Creek Multiplex

FACILITY ZONE	AREA		UNIT COST		TOTAL COST
	SQ.M.	SQ.FT.	\$/SQ.M.	\$/SQ.FT.	
CONTINGENCY					\$ 1,808,870
SITE WORK	33261	358018		5.72	\$ 2,048,350
TOTAL					\$ 27,653,917

The following is not included in this budget:

Project Management fees	\$	1,179,526
Off Site Overhead & Fees	\$	1,270,045
Consultant Fees	\$	1,896,520
	\$	32,000,007





REQUEST FOR DECISION

SUBJECT: Philip J Currie Delegation
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: December 13, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH **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 accept the Philip J Currie presentation for information as presented.

BACKGROUND/PROPOSAL:

A delegation representing the Philip J Currie Museum has asked to appear before Council.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: N/A

BENEFITS: N/A

DISADVANTAGES: N/A

COSTS/SOURCE OF FUNDING:

There are no perceived costs to the recommended motion.

ATTACHMENT(S):

- 2017 Budget

Philip J. Currie Dinosaur Museum
2017 Budget

REVENUE	2016 YTD ACTUALS	2016 YTD BUDGET	2017 YTD BUDGET
Sales Revenue			
Total Admission Sales	546,724.67	780,000.00	623,550.00
Annual Memberships	4,080.00	0.00	3,000.00
Sponsorships	1,500.00	0.00	56,000.00
Restaurant - Dine O Saur	9,973.63	0.00	24,000.00
Grants	856,227.83	650,000.00	385,000.00
Charitable Donations	51,848.58	0.00	0.00
Education Programs	22,965.02	60,000.00	24,000.00
Facility Rentals	14,254.73	0.00	14,500.00
Total Gift Shop Sales	202,829.38	237,240.00	207,000.00
Fundraising - Amber Ball	139,338.80	150,000.00	0.00
Raffle Sales	86,660.19	0.00	0.00
Interest Revenue	1,470.62	0.00	1,800.00
Total Sales Revenue	1,937,873.45	1,877,240.00	1,338,850.00
TOTAL REVENUE	1,937,873.45	1,877,240.00	1,338,850.00
EXPENSE			
General & Admin. Expense			
Advertising	73,696.95	108,000.00	50,400.00
Museum Events	31,940.77	0.00	22,500.00
Meals & Entertainment	3,904.00	0.00	3,000.00
Fundraising - Amber Ball	132,002.79	0.00	0.00
Fundraising - Raffle	61,028.74	0.00	0.00
Merchandise - Gift Shop	85,802.58	142,344.00	50,400.00
General & Admin. Expenses	159,597.08	154,100.00	112,341.00

Grant Projects
Equipment
Lab
Education
Accounting
Consulting Fees
Training & Conferences
Building & Grounds Maintenance
Exhibits
Restaurant - Dine O Saur
NG Theatre Royalties
Travel
Hourly & Salary Wages
Foreign Exchange Gain/Loss

21,200.00	0.00	53,000.00
5,036.19	0.00	11,000.00
742.72	50,000.00	50,900.00
5,935.49	50,000.00	15,000.00
33,075.26	25,000.00	25,000.00
38,319.23	120,000.00	0.00
13,028.99	16,000.00	18,500.00
230,083.65	224,500.00	311,400.00
173,572.64	190,000.00	122,400.00
19,045.75	0.00	24,000.00
5,630.17	0.00	12,000.00
41,801.69	24,000.00	24,000.00
805,070.02	1,080,000.00	900,200.00
23,358.84	0.00	15,000.00
1,963,873.55	2,183,944.00	1,821,041.00
1,963,873.55	2,183,944.00	1,821,041.00
-26,000.10	-306,704.00	-482,191.00

Total General & Admin. Expense

TOTAL EXPENSE

NET INCOME

Philip J. Currie Dinosaur Museum 2017 Budget

*** Received in prior years but are not guarantees ***

REVENUE

Municipal Grants	250,000.00
Amber Ball Fundraising	139,000.00
Raffle Fundraising	86,000.00
Donations	50,000.00
	<u>525,000.00</u>

EXPENSE

Amber Ball Fundraising	135,000.00
Raffle Fundraising	62,000.00
	<u>197,000.00</u>

POTENTIAL NET INCOME 328,000.00



REQUEST FOR DECISION

SUBJECT:	DevCo – Socio-Economic Impact Study Partnership Agreement			
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION		
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:	KK
DEPARTMENT:	COMMUNITY SERVICES/ECONOMIC DEV.	GM: DM	PRESENTER:	KK
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 for information the CARES Program presentation from DevCo for information.

MOTION: That Council enter into a partnership agreement with DevCo, Grande Prairie, Alberta for a Socio-Economic Impact study for a total of \$10,000.00, regarding the proposed Big Mountain industrial development site located within Greenview, with funds to come from the 2016 Economic Development Budget.

BACKGROUND/PROPOSAL:

DevCo a division of the Side group is in the process of developing an industrial area approximately 30 km south of Grovedale.

DevCo has made application to access the Community and Regional Economic Support (CARES) program and is requesting that Greenview become a partner in this initiative. This provincial initiative will provide fifty percent (50%) of the report costs for projects that will provide an economic benefit within a region. The allocated funding to the CARES Program will include DevCo contributing \$41,000.00, Greenview committing \$10,000.00 and the Province contributing \$51,000.00 (\$41,000.00 + \$10,000.00 + \$51,000.00 = \$102,000.00 total). The result of this partnership will be a detailed report regarding the economic benefit of the proposed Big Mountain industrial development. Greenview would be required to submit the request for the Care program funds and would be required to administer all aspects of the proposed project.

The proposed study will consider the financial and socio economic impact of developing an industrial park within the proposed area.

Greenview in partnering with DevCo, who are strong supporters of community initiatives within the region, may gain important information regarding the proposed industrial sites economic benefit to the area.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to accept, alter or deny the partnership with DevCo.

BENEFITS: The benefit of partnering with DevCo for the socio-economic impact study is that Administration will receive additional knowledge and insights to the untapped industrial opportunities and the resulting economic impact to the Grovedale area, Greenview and the Grande Prairie Region. Additionally, Greenview funding is contingent on the approval of the grant, should the application be denied, Greenview will not contribute to the cost of the socio-economic study.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

The funds for this study will come from the 2016 Economic Development Budget.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT:	Bylaw 16-774 – Road Ban Bylaw	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH MANAGER: GM
MEETING DATE:	November 22, 2016	GM: GG PRESENTER: GM
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 16-774 Road Ban Bylaw.

MOTION: That Council give Second Reading to Bylaw 16-774 Road Ban Bylaw.

BACKGROUND / PROPOSAL:

Council passed first reading at the regularly scheduled Council meeting on September 13th, 2016. Council then defeated second reading of Bylaw 16-768 Road Ban Bylaw and requested Administration to revise the signatory requirements to include a member of Council.

The proposed Bylaw 16-774 maintains the overall intent of Bylaw 94-100 (to allow for weight restrictions on municipal roads) as well as Council’s direction to require the signature of a Council member to enact a ban. Updates to the Bylaw include:

- The inclusion of specific definitions;
- Updated organizational titles; and,
- The Committee established by Bylaw 94-100 is removed.

Administration does not believe that the termination of the committee represents an issue as it has not been used in practice for some time and was largely defunct. The proposed Bylaw represents a process that is already utilized in practice.

OPTIONS – BENEFITS / DISADVANTAGES:

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

Benefits – The benefit of adopting the updated Road Ban Bylaw recognizes Greenview’s current organizational structure and regulatory agencies.

Disadvantages – There are no perceived disadvantages.

COSTS / SOURCE OF FUNDING:

There are no perceived costs.

ATTACHMENT(S):

- 94-100: Road Ban Bylaw
- 16-774: Road Ban Bylaw



BYLAW NO. 16-774
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 One Member of Council and Greenview's Chief Administrative Officer or 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., ____.

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

This Bylaw shall come into force and effect _____.

REEVE

CHIEF ADMINISTRATIVE OFFICER

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



REQUEST FOR DECISION

SUBJECT: **Bylaw 16-775 Road Allowance License - SE 14 & SW 13-73-21 W5M**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: December 13, 2016 CAO: MH MANAGER:

DEPARTMENT: INFRASTRUCTURE & GM: GG PRESENTER: GG
PLANNING/CONSTRUCTION &
MAINTENANCE

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

RELEVANT LEGISLATION:

Provincial (cite) – *Traffic Safety Act, Revised Statutes of Alberta 2000, Chapter T-6, Division 3, Section 13(o). Authorizing the municipality 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 portion of a road allowance or highway when it is not required for public use.*

Council Bylaw/Policy (cite) – *Road Allowance Licensing EES 07.*

RECOMMENDED ACTION:

MOTION: That council approve First reading of Bylaw No. 16-775 in relation to the Road Allowance License application received for SE 14 & SW 13-73-21 W5M.

And

MOTION: That council schedule a Public Hearing for Bylaw No. 16-775 on January 10th, 2017 at 10:00am.

BACKGROUND/PROPOSAL:

On November 10th 2016 Greenview administration received a Road Allowance License application for the undeveloped road allowance between SE 14 & SW 13-73-21 W5M. The landowner is requesting to fence off the road allowance to pasture his cattle and clear the remaining 400 meters of the north side of the road allowance. According to the landowner, the timber consists of willows and small brush which would not be salvageable.

The land owner meets the criteria of our current policy, by being the registered owner of both sides of the road allowance and being in good standing with the Municipality. The road is not required for public vehicle passage.

If first reading is approved, Administration will move forward with advertising, notification of adjacent landowners, utilities and Alberta Transportation.

If approved, the license will be prorated to expire December 31st 2017, along with all active road allowance licenses. The \$100.00 applications fee will be collected and an additional \$10.00 (for one year). The advertising costs will be collected from the landowner, in accordance with Bylaw 12-673 Schedule of Fees and Policy EES 07.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council could choose not to approve First Reading.

BENEFITS: Approving the Road Allowance License will allow the landowner to better utilize the land for pasture.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Original Road Allowance application.
- Map of proposed Road Allowance License.
- Map of proposed Road Allowance Brushing.
- Bylaw 16-775.
- Policy EES 07 Road Allowance Licensing.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

ROAD ALLOWANCE LICENSE APPLICATION

The personal information on this form is being collected in accordance with Section 33 (c) of the *Freedom of Information and Protection of Privacy Act* and is being collected for the purpose of obtaining agreement to remove earth from a borrow area for road construction. If you have any questions about the collection, contact the Municipal District FOIP Assistant at 780-524-7600.

I/We Bud Coates of Box 726 Valleyview, AB T80-550-61
Name(s) Mailing address & Phone #

hereby apply for a license to temporarily occupy the following road allowance(s) under the regulations in accordance with the Traffic Safety Act, Chapter H-7, Revised Status of Alberta, 1980, Section 13.

The road allowance(s) or portion thereof which I/we wish to occupy is marked on the diagram below.

The facts regarding the manner in which adjacent land owners, or the traveling public generally, will be affected by the temporary occupying of the road allowance(s) are as follows:

Land owner owns both sides SW 13-73-21 W5M + SE 14-73-21 W5M.
- wants to fence off for cattle pasture.
- wants to clear remaining 1/4 mile of Road allowance.

I/ We are applying for a Road Allowance License adjacent to the following land:

SW 13-73-21 W5M + SE 14-73-21 W5M.

I/We own or occupy the following land:

Both (own)

I/We understand that upon 3rd and final reading by the Council of Municipal District of Greenview No. 16 and the advertising in the local paper for two (2) issues that I/we agree to pay to the M.D. the rate of Ten Dollars (\$10.00) per half mile or portion thereof per year for a term of three (3) years, plus advertising costs associated with this road allowance license application. **A one-time non-refundable application fee of \$100.00 must accompany the application.**

Bud Coates

Signature of Applicant

Nov 10/16

Date

Signature of Applicant

Date

13 November 2015

Greenview, Alberta 1

Please highlight the road allowance location on the map below:

Twp. 73 Range 21 West of the 5TH Meridian

Twp. Range West of the TH Meridian

31	32	33	34	35	36	31	32	33	34	35	36
30	29	28	27	26	25	30	29	28	27	26	25
19	20	21	22	23	24	19	20	21	22	23	24
18	17	16	15	14	13	18	17	16	15	14	13
7	8	9	10	11	12	7	8	9	10	11	12
6	5	4	3	2	1	6	5	4	3	2	1

Approved As To Form & Content

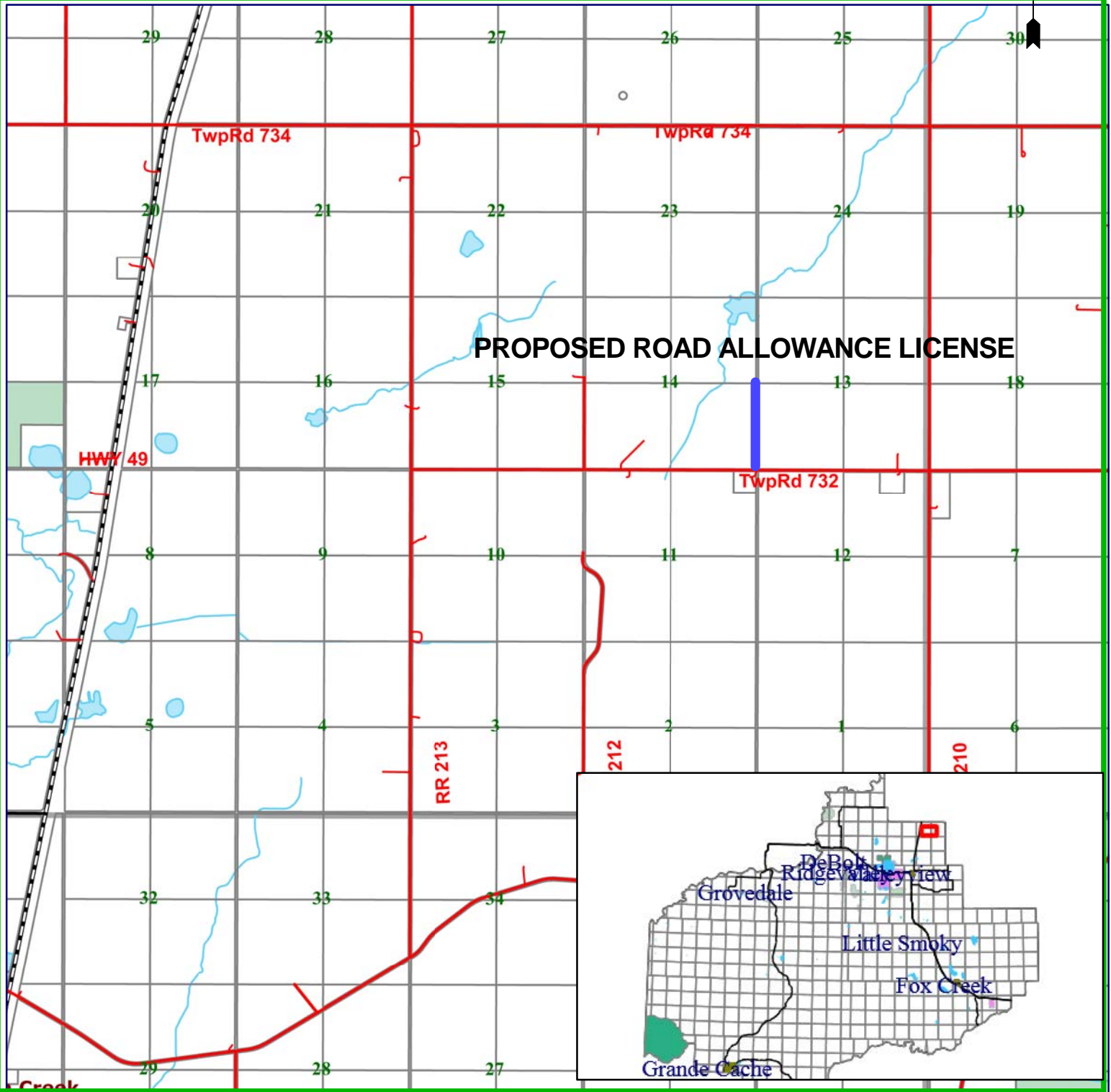
Gerrit Kuehn
General Manager, Infrastructure & Planning

Nov 24/2016
Date



Municipal District of Greenview #16

Road Allowance License Request
SW 13-73-21 W5M & SE 14-73-23 W5M

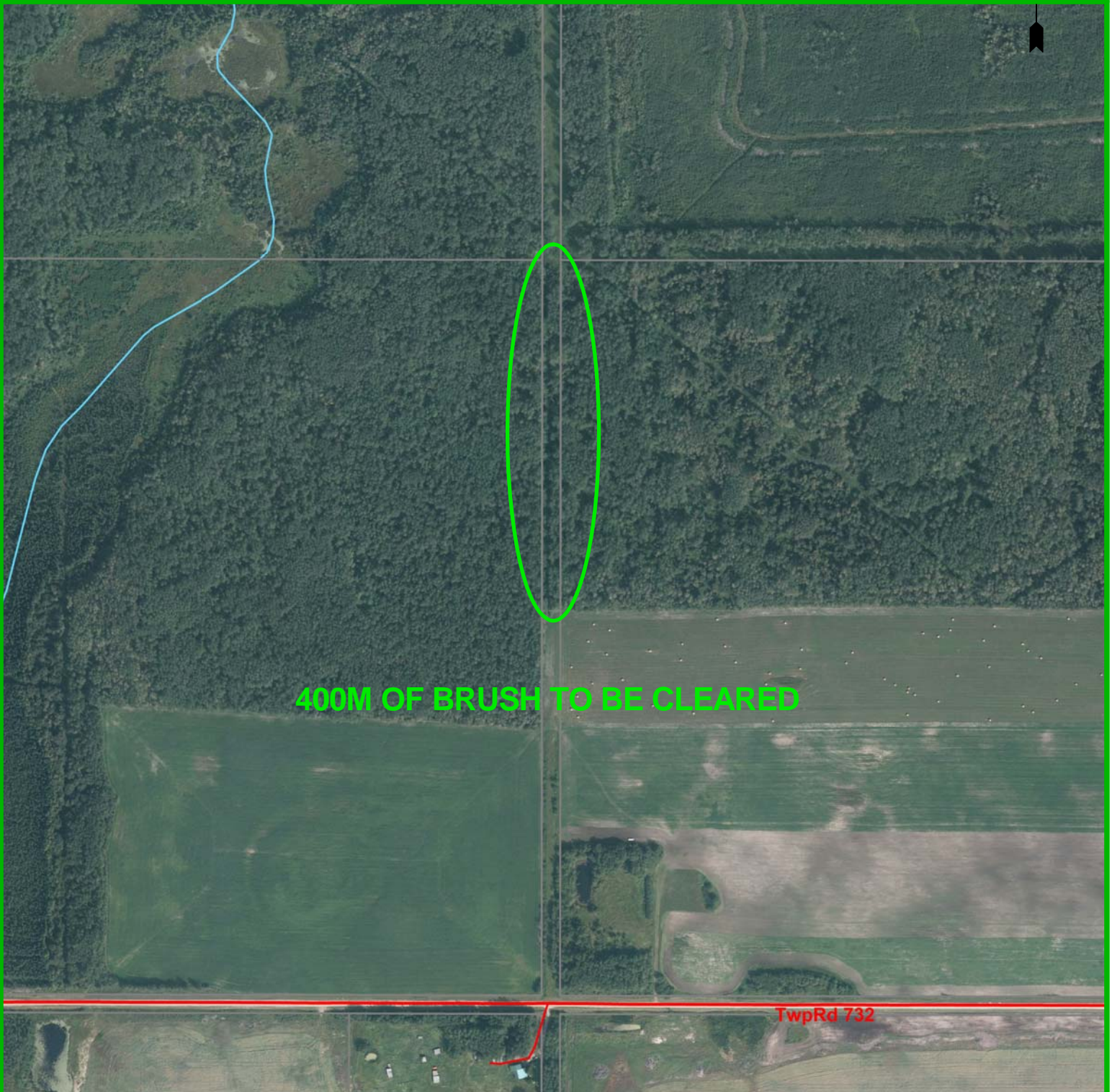
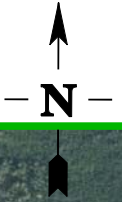


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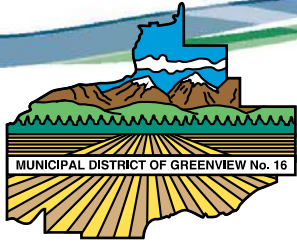
Municipal District of Greenview #16

Road Allowance License Request
SW 13-73-21 W5M & SE 14-73-23 W5M



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

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of granting a license for the temporary use or occupation of a road allowance in accordance with the Traffic Safety Act, Chapter T-6, Revised Statues of Alberta 2000, Section 13.

Whereas, the council of the municipality may make bylaws granting a license for the temporary use or occupation of a road allowance, public highway, or a portion of a road allowance or highway when it is not required for public use, and if the license is terminable on 30 days' notice in writing; and

Whereas, the lands hereafter described are not required for public use; and

Whereas, application has been made to Council to have the road allowance licensed;

Therefore, be it resolved that the Council of the Municipal District of Greenview No. 16, in the Province of Alberta, duly assembled, hereby authorizes the granting of a lease for the temporary occupation of the following road allowance

ALL THAT PORTION OF THE STATUTORY ROAD ALLOWANCE WHICH FORMS THE SOUTH EAST BOUNDARY OF SECTION FOURTEEN (14), AND THE SOUTH WEST BOUNDARY OF THIRTEEN (13), WITHIN TOWNSHIP SEVENTY-THREE (73), RANGE TWENTY-ONE (21), WEST OF THE FIFTH MERIDIAN (W5M).

Excepting thereout all mines and minerals.

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

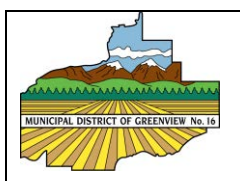
Read a first time this ____ day of ____, A.D., 2016.

Read a second time this ____ day of ____, A.D., 2017.

Read a third time and passed this ____ day of ____, A.D., 2017.

REEVE

CHIEF ADMINISTRATIVE OFFICER



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

Section:
**ENGINEERING &
ENVIRONMENTAL
SERVICES**

POLICY NUMBER: EES 07

POLICY TITLE: ROAD ALLOWANCE LICENSING

Page 1 of 2

Date Adopted by Council / Motion Number:

10.04.940

PURPOSE:

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

POLICY:

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

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

POLICY TITLE: ROAD ALLOWANCE LICENSING

Page 2 of 2

Date Adopted by Council / Motion Number:

10.04.940

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

(Original signed copy on file)

REEVE

C.A.O.



REQUEST FOR DECISION

SUBJECT:	2017 Consolidated Budget Approval		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CORPORATE SERVICES/FINANCE	GM:	PRESENTER: RO
FILE NO./LEGAL:			LEGAL/POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – *Sections 242(1), 245 and 248(1)*

Council Bylaw/Policy (cite) – *Policy 1016 Budget Development Policy*

RECOMMENDED ACTION:

MOTION: That Council approve the 2017 Consolidated (Operational and Capital) Budget as presented.

MOTION: That Council accept the 2018 and 2019 Consolidated (Operational and Capital) Budget as information.

BACKGROUND/PROPOSAL:

Administration completed the 2017/2018/2019 budget presentations to Council on November 2nd. All of the Council required changes that were noted during the presentations have been adjusted in this budget presentation. Attached is a complete listing of the changes that were made as a result of Council's decisions, along with changes that Administration has made since those presentations.

The following notes are provided for Council's information:

- ✓ Each year of the budget includes projected assessment changes. The amount of change for each class differs;
- ✓ 2017 projected revenues are down \$7.5M compared to 2016 budget;
- ✓ Changes to the Well Drilling Equipment Tax (WDET) has had a negative impact on the 2016 revenue actuals. Administration advises that the revenue in this area is well below the 2016 budget amount. Thus, staff have built the 2017 budget based on a yearly WDET of \$6 Million, which is \$3 Million dollars less than the 2016 budgeted amount;

- ✓ It has been assumed that the WDET at \$6,000,000 will continue for all three years, although this may change in 2018;
- ✓ The projected 2017 revenues of \$111,557,212 include only secured grant funding such as the Municipal Sustainability Initiative, the Family and Community Support Services Grant, and also includes the education requisition;
- ✓ The 2017 revenue also assumes no change in the current mil rates of Residential at 2.7000 Mills and Non-Residential at 7.8280 Mills;
- ✓ Payroll amounts include all proposed new Staff;
- ✓ Payroll amounts include merit increases for those Staff that are not at the final step of the Job Band. It is not guaranteed that all Staff will receive merit increases; however, the funds are included. Staff who are on the final step of the Job Band will not receive a merit increase;
- ✓ As per Council's decision no Cost of Living Allowances or Market Adjustments has been added to the 2017 Budget;
- ✓ Some of the changes within the individual departments are due to Administration changing the accounting to reflect more accurate department cost;
- ✓ The proposed budget continues to include an increase in the level of funding support for the Community Services support that was added in 2016 for the Towns of Fox Creek and Grande Cache;
- ✓ In 2017 Administration is proposing a Staff increase of approximately 4.7 FTEs (Full Time Equivalents). This does not include the intern that Municipal Affairs approved for 2017. Staff highlighted these positions to Council during the capital budget presentations. Notable proposed new full-time positions include changing an Admin Support Casual position to a full-time position (Corporate Services), One new Weed Inspector position and increasing the hours for current Weed Inspecting complement of staff to an equivalent of 1.20 FTEs; 1 FTE - Facility Maintenance Technician – Grovedale, 1 FTE - Facility Maintenance Operator – Valleyview and .5 OFTE - Facility Maintenance – Winter Seasonal Groundskeeper – DeBolt Public Service Building;
- ✓ The 2017 proposed Capital Budget is \$74,738,451 with a 2016 Capital Budget carryover of \$30,262,212;
- ✓ The proposed 2017 Consolidated Budget equals \$163,054,334 (includes contingency);
- ✓ As noted in the Budget Summary Page, there will be a draw down from reserves of \$21,234,910 to balance the 2017 Consolidated Budget;
- ✓ The draw down from reserves will be completed as follows: Fire Facilities - \$2,250,000 (Fox Creek Fire Hall), Recreation - \$14,750,000 (Fox Creek Multi-Plex), FCSS - \$191,786 (as per FCSS Board), Road Infrastructure - \$4,043,124;
- ✓ The 2015 Committed Reserve balance was \$182,466,912;

- ✓ The 2015 Committed Reserve balance has \$79,810,692 are project specific and or required by legislation;
- ✓ Another \$72,131,274 are earmarked for known upcoming development and other projects;
- ✓ These reserve breakdown do not account for replacing buildings and other infrastructure that will be required in the next 25 to 40 year timeframe;
- ✓ Administration is acknowledging that the annual surplus, which contributed to the reserves was mostly due to the Well Drilling Equipment Tax delivering more funding, annually, than predicted. The 2016 revenue from this tax is currently at \$5M. This fund was at \$14M at the same time in 2015.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Other options for Council's consideration are:

- Council may approve the Capital Budget today;
- Council may approve the Operational Budget today;
- Alternatively, Council may choose not to approve the 2017 Budget today. (This is not recommended by Administration).

BENEFITS: The benefit of the recommended motion is that by Council approving the 2017 Consolidated Budget today, this will enable Administration to efficiently move forward with preparing tender documents for both capital and operational projects that are included in the budget.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

2017 Property Taxes, Provincial Grant funding and other revenues for services rendered along with Greenview's reserves to deliver a balanced budget.

ATTACHMENT(S):

- Greenview's 2017 Proposed Consolidated Budget Document
- List of changes that are included in the Budget Document



REQUEST FOR DECISION

SUBJECT: **Road Closure Request SE 23-69-22 W5M**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: December 13, 2016 CAO: MH MANAGER:

DEPARTMENT: INFRASTRUCTURE & GM: GG PRESENTER: GG
PLANNING/PLANNING &
DEVELOPMENT

FILE NO./LEGAL: SE 23-69-22 W5M LEGAL/POLICY REVIEW:

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

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

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

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council endorse Administration’s proposed process regarding undeveloped road allowance closures.

And

MOTION: That Council have no initial opposition to the closure of the undeveloped road allowance located on the east side of SE 23-69-22 W5M moving forward.

BACKGROUND/PROPOSAL:

Administration is bringing forth this application for Council’s review and direction. Administration would like to streamline the road closure process by limiting the amount of time and work spent in the preliminary stages of a road closure application.

Currently, prior to being approved or denied by Council the following steps are completed: Advertising, utility agency notifications, Right of Way agreements, adjacent landowner notification(s), Councillor

notification, internal department notification, Alberta Minister Approval, land assessment for land purchase, bylaw assignment, Public Hearing, and 1st reading of the bylaw.

By conducting an initial review with Council, if Council was not receptive to closing the road, Administration could then discuss the options with the applicant, potentially eliminating the landowner application fee and, subsequently, all of the preliminary steps above would not be taken. If Council agrees to the concept of the road closure or not, the landowner still has the option to move forward with the application and administration would start the process as stated above.

The Applicant would be advised that if Council did move forward with an Application at this stage, that there was no guarantee that Council would ultimately agree to the road closure.

Greenview received a road closure request from a landowner on October 26, 2016. The request is to close the existing undeveloped road allowance on the west boundary of SE 23-69-22 W5M. This road allowance is approximately 1.48 acres (.5998 ha) from the North quarter line to the South boundary of Township Road 693A (Valleyview Golf Course Road).

The landowner is currently encroaching on the road allowance from the original development permit that was issued in 1988 for a bee extraction honey shop by the previous owner. In 2002, the current landowner submitted a development permit for an equine stable, indoor equipment storage, hay storage, equine exercise area, fenced area and portable coverall shelter, which was approved.

The landowner is asking to close this road allowance to provide the additional land of approximately 1.30 acres (.523 ha) for corral space. Administration suggests the closure to encompass, from the north quarter line boundary of the road allowance, south to approximately 2 meters north of the north boundary of the East Smoky Easement for approximately 1.16 acres. The East boundary of SE 23-69-22 W5 does not currently have access to this land although, it is accessed by the approach located on SW 24 69 22 W5.

Currently, located on the east side of the undeveloped road allowance there are 2 subdivisions, 2 separate landowners that share one driveway by agreement. With the closure request it would eliminate the ability of the 2nd subdivision to build a driveway if it was ever necessary. With leaving the southern portion of the road allowance open, potential future access to the second subdivision is maintained.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council could disagree with the principle of the process.

OPTIONS: Council could disagree in principal of the road closure request.

BENEFITS: The benefit of streamlining the process would be time efficient for administration.

BENEFITS: The benefit of the closure requested would be that the applicant is aware in the preliminary stages where the application stands.

DISADVANTAGES: Administration would have a longer process to complete the closure.

DISADVANTAGES: The landowner may not agree to the partial close.

COSTS/SOURCE OF FUNDING:

Application fee deemed to landowner of \$1,500.00

Sale of the Road Allowance for the purpose of road closure. As determined by Accurate Assessment would be fair market value. Deemed payable by the landowner.

ATTACHMENT(S):

- Map of Location (2)
- Real Property Report



10940 - 92 Avenue, Grande Prairie, AB T8V 6B5
P: 780 532 4919 F: 780 532 4739 W: www.beirsto.ca

ALBERTA LAND SURVEYORS REAL PROPERTY REPORT

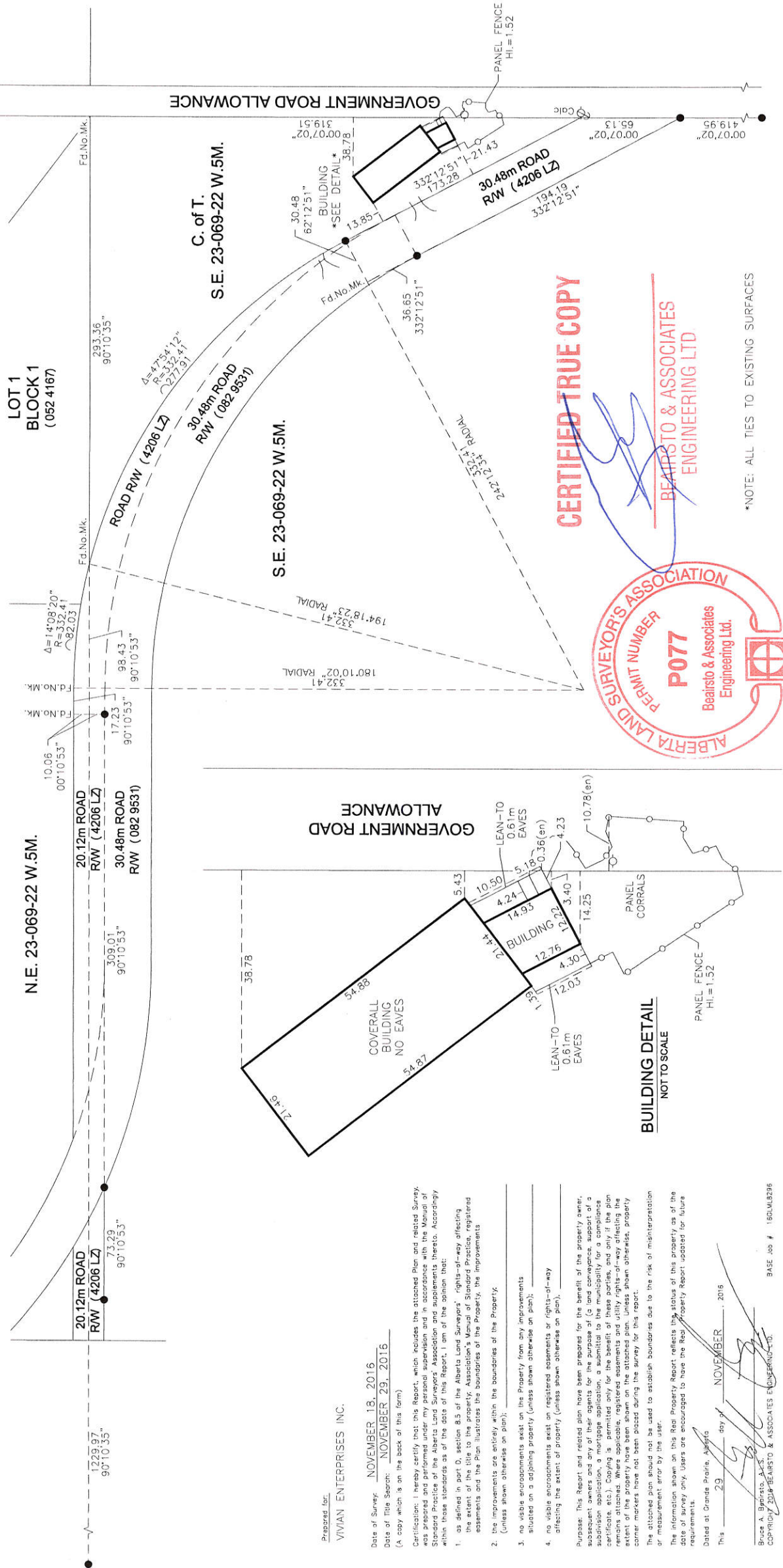
FOR

Sec. 23, Twp. 09S, Rge. 22, W.5M., Municipality known as
PART SE 23-069-22 W5M in the M.D. OF GREENVIEW NO. 15 in the Province of Alberta

NOT TO SCALE

LEGEND

- Found Standard Iron Survey Post
- Planted Spike
- △ Found Reference Monument
- ┌ Cantilever
- Power Pole
- └ Guywire/Anchor



Prepared for:
VIVIAN ENTERPRISES INC.

Date of Survey: NOVEMBER 18, 2016
Date of Title Search: NOVEMBER 29, 2016
(A copy which is on the back of this form)

Certification: I hereby certify that this Report, which includes the attached Plan and related Survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly, within those standards as of the date of this Report, I am of the opinion that:

- as defined in part D, section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and the Plan illustrates the boundaries of the Property, the improvements and the Plan illustrates the boundaries of the Property, the improvements
- the improvements are entirely within the boundaries of the Property, (unless shown otherwise on plan);
- no visible encroachments exist on the Property from any improvements situated on an adjoining property (unless shown otherwise on plan);
- no visible encroachments exist on registered easements or rights-of-way affecting the extent of property (unless shown otherwise on plan);

Purpose: This Report and related plan have been prepared for the benefit of the property owner, subsequent owners and any of their agents for the purpose of (a) land conveyance, support of a subdivision application, a mortgage application, a submission to the municipality for a compliance certificate, etc.). Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the property have been shown on the attached plan and are shown otherwise, property corner markers have not been placed during the survey for this report.

The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user.

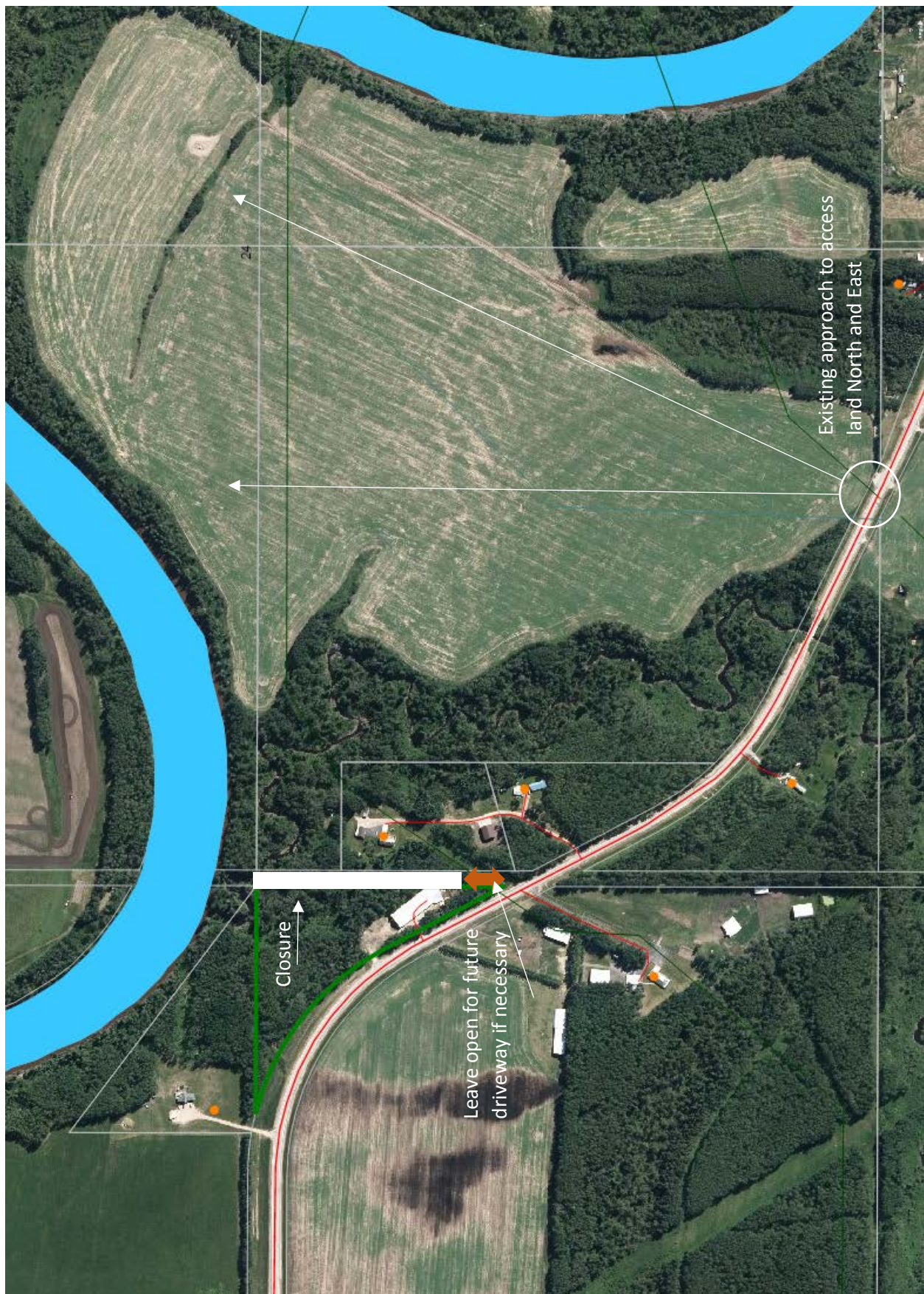
The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

Dated at Grande Prairie, Alberta

This 29 day of NOVEMBER, 2016

Bruce A. Beirsto, A.S.L.S.
COP-PROV 304-BEIRSTO & ASSOCIATES ENGINEERING LTD.

BASE JOB # 160LM03296

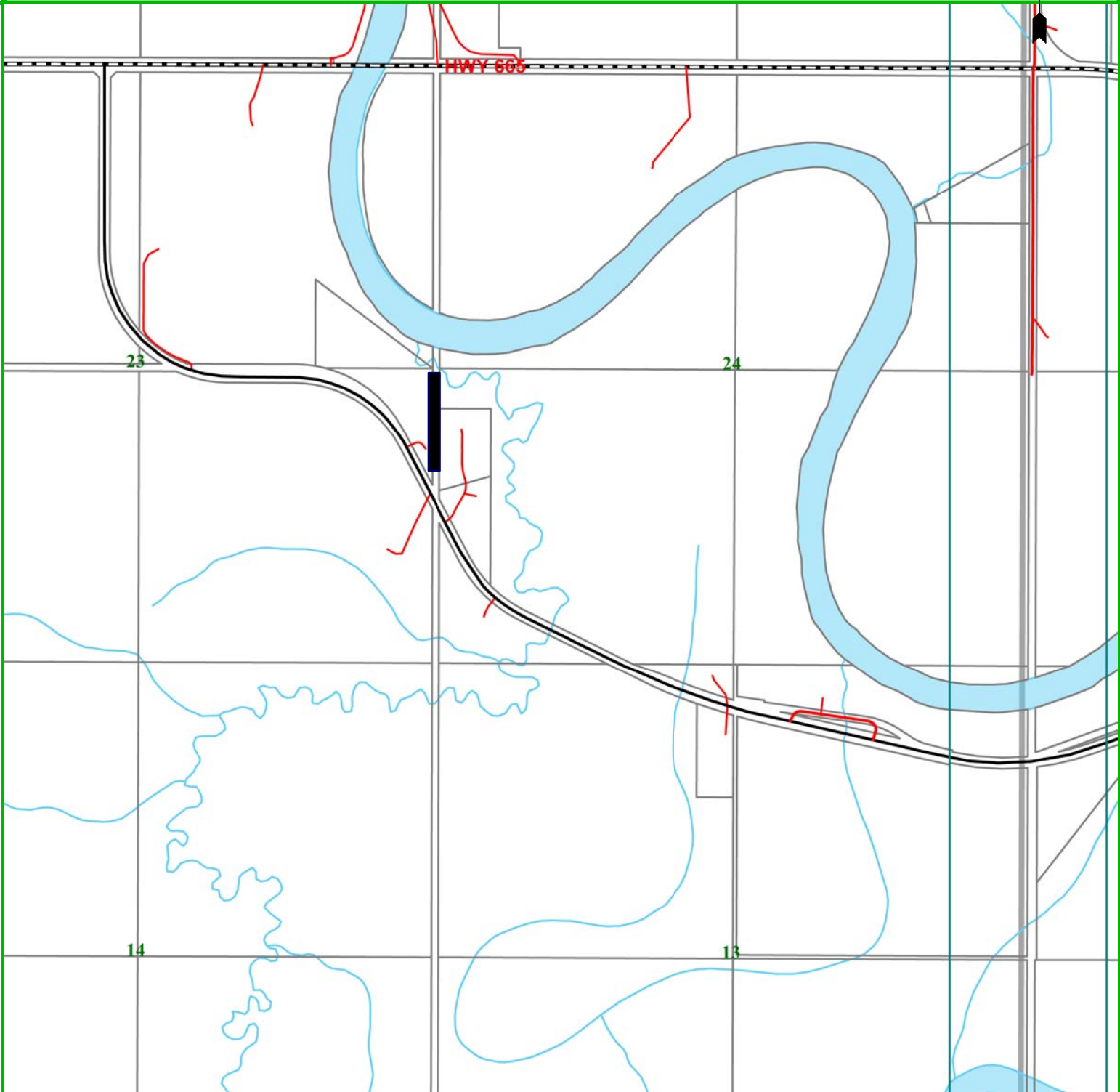






Municipal District of Greenview #16

Road Closure Request
SE 23-69-22 W5M



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REQUEST FOR DECISION

SUBJECT: Days of Operation at South Wapiti Transfer Station

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION		
MEETING DATE:	December 13, 2016	CAO:	MH	MANAGER: GC
DEPARTMENT:	INFRASTRUCTURE & PLANNING/ENVIRONMENTAL SERVICES	GM:	GG	PRESENTER: GC

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 approve the request to reduce the days of operation at the South Wapiti Transfer Station to two days, Friday and Sunday, per week.

BACKGROUND/PROPOSAL:

Prior to the summer of 2014 both the South Wapiti and Grovedale Transfer stations were open 2.5 days per week. Both of these stations were operated by the same attendant who worked two full days at each site and then worked a three hour shift consecutively at each site on a Wednesday, which accounted for the half day per week at each site.

In July of 2014 the operational days for both stations were changed to three full days per week. Being that both sites were now open on Wednesday's. Administration had to hire an attendant that was required to work one full day at South Wapiti on Wednesday's. This has been a challenging position to keep filled as the employee is only guaranteed one full day per week.

Currently the operational days for the South Wapiti and Grovedale Transfer stations are as follows:

Grovedale: Wednesday, Thursday and Saturday and **South Wapiti:** Wednesday, Friday, and Sunday. The daily operational hours at both sites are from 11am to 6pm.

Presently the Wednesday shift at South Wapiti is being covered by relief staff due to the resignation of the attendant, because of personal reasons. All other operational days at the South Wapiti and Grovedale transfer stations are operated by the regular Greenview staff attendant.

Information documented shows that the South Wapiti transfer station has a lower usage on a Wednesday as compared to the usage on the other operational days for the years of 2014 and 2015. Recorded data shows that the average amount of users on a Wednesday is 2, with an annual total not exceeding 450 for each of these years. The documented usage for 2016 shows an annual total of 224 with the daily average that is consistent with the previous years.

By reducing the operational hours by one day at the South Wapiti transfer station to two days per week should not affect the residents' level of service offered as the Grovedale transfer station is reasonably close in proximity to this site on Wednesday if needed.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council can agree to leave the days of operations as is for the South Wapiti Transfer site.

BENEFITS: The benefits to the recommended motion is that one Attendant can operate both sites and the level of service is not compromised for the customers. The costs that are saved by changing the operational hours can be spent in a more practical way within the Solid Waste Department.

DISADVANTAGES: The disadvantage of the recommend motion is that South Wapiti site will only be open for residents two days per week.

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Transfer Station- Annual Report

MUNICIPAL DISTRICT OF GREENVIEW # 16
ANNUAL REPORT FORM MONTHLY TOTALS

SOLID WASTE FACILITY South Wapiti

FOR THE YEAR OF 2014

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL FOR MONTH
JANUARY				33	39		100	172
FEBRUARY				21	12		78	111
MARCH				18	14		130	162
APRIL				33	28		97	158
MAY				40	48		150	238
JUNE				30	32		144	206
JULY			37		44		133	214
AUGUST			34		76		148	258
SEPTEMBER			49		44		134	227
OCTOBER			30		37		128	195
NOVEMBER			17		33		95	145
DECEMBER			24		13		117	154
TOTALS			191	175	420		1454	2240
AVERAGE			31.8333	29.167	35		121.2	186.7
DAILY AVERAGE			7	7	8		30.0	4.0

AT MONTH END INSERT NUMBER OF USERS IN COLUMN FOR EACH DAY FOR THE MONTH

Debbie Lester/Cheryl Ryan
OPERATOR

MUNICIPAL DISTRICT OF GREENVIEW # 16
ANNUAL REPORT FORM MONTHLY TOTALS

SOLID WASTE FACILITY South Wapiti

FOR THE YEAR OF 2015

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL FOR MONTH
JANUARY			26		31		97	154
FEBRUARY			25		25		98	148
MARCH			27		25		146	198
APRIL			65		34		154	253
MAY			49		60		186	295
JUNE			47		39		137	223
JULY			37		70		134	241
AUGUST			34		46		161	241
SEPTEMBER			38		52		121	211
OCTOBER			36		63		126	225
NOVEMBER			19		44		147	210
DECEMBER			35		18		116	169
TOTALS			438		507		1623	2568
AVERAGE			36.5		42.3		135.5	214
DAILY AVERAGE			9		10		33	3

AT MONTH END INSERT NUMBER OF USERS IN COLUMN FOR EACH DAY FOR THE MONTH

Debbie Lester/Cheryl Ryan
OPERATOR

MUNICIPAL DISTRICT OF GREENVIEW # 16
ANNUAL REPORT FORM MONTHLY TOTALS

SOLID WASTE FACILITY South Wapiti

FOR THE YEAR OF 2016

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL FOR MONTH
JANUARY			22		27		139	188
FEBRUARY			29		28		122	179
MARCH			43		32		97	172
APRIL			43		75		195	313
MAY			68		57		168	293
JUNE			57		57		141	255
JULY			42		49		137	228
AUGUST			66		55		129	250
SEPTEMBER			49		59		141	249
OCTOBER								
NOVEMBER								
DECEMBER								
TOTALS			419		385		1269	2127
AVERAGE			46		42		141	236
DAILY AVERAGE			11		10		32	3

AT MONTH END INSERT NUMBER OF USERS IN COLUMN FOR EACH DAY FOR THE MONTH

Debbie Lester
OPERATOR



REQUEST FOR DECISION

SUBJECT: Tax Forfeiture Properties

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: December 13, 2016

DEPARTMENT: CORPORATE SERVICES/FINANCE

FILE NO./LEGAL:

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER: DD

GM: RO PRESENTER: MJ

LEGAL/POLICY REVIEW:

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial – Municipal Government Act, Section 425 Right to dispose of parcel

Council Bylaw/Policy – AD 27

RECOMMENDED ACTION:

MOTION: That Council directs Administration to sell three (3) Tax Forfeiture properties at fair market value, these lots are identified as NE-31-69-6-W6, Plan 8120453 Block 1 Lot 2 – Tax Roll 206853, NE-22-69-8-W6, Plan 9825734 Block 4 Lot 15 - Tax Roll 311141 and NE-34-66-11-W6, Plan 8821490 Block 10 - Tax Roll 292657.

BACKGROUND/PROPOSAL:

Three (3) “Tax Forfeiture” properties have been transferred into the MD’s name, as per Section 424 of the MGA and can now be sold by the MD. These properties must be sold for a price that is as reasonably close to “Fair Market Value” as possible.

In event that there are any remaining funds once all remedial costs relating to the parcel for things such as tax arrears, legal costs, expenses owing to the Crown that may have been charged against the land under section 553 and a 5% administration fee have been deducted, the MD is required to do one of the following:

- a. If the municipality is satisfied that there are no debts secured against the property, pay the funds to the previous land owner.
- b. If municipality is not satisfied that there are no debts secured against the property it must notify the previous owner of the surplus funds and that he or she must make application to the Court of Queens’s Bench under Section 428 to recover all or part of the proceeds.

Based on Section 429 (1) (MGA): These properties may **not** be purchased by the Auctioneer, Councillors, CAO, designated officers, or any employees of the municipality, unless subsection 2 applies. Under Section 429 (2) (MGA): The municipality may direct a designated officer or employee of the municipality to bid for or buy one of the parcels if the municipality wishes to become the owner of the property.

The properties are as follows:

NE-31-69-6-W6, Plan 8120453 Block 1 Lot 2 – Aspen Grove Area

NE-22-69-8-W6, Plan 9825734 Block 4 Lot 15 – Aspen Grove

NE-34-66-11-W6, Plan 8821490 Block 10 – Nose Creek (the previous owner of this property passed away suddenly a few years ago without a Will, information has recently been received by Administration that she did have a husband and children who moved to Ontario prior to her passing away. No one has come forward to claim this land. One family member, sister of the deceased, has been in contact with Administration and would like to take over this land if possible.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS – Council may choose to put the properties up for sale or to purchase them for municipal use.

BENEFITS – Once properties are sold, the land will once again generate Tax Revenue

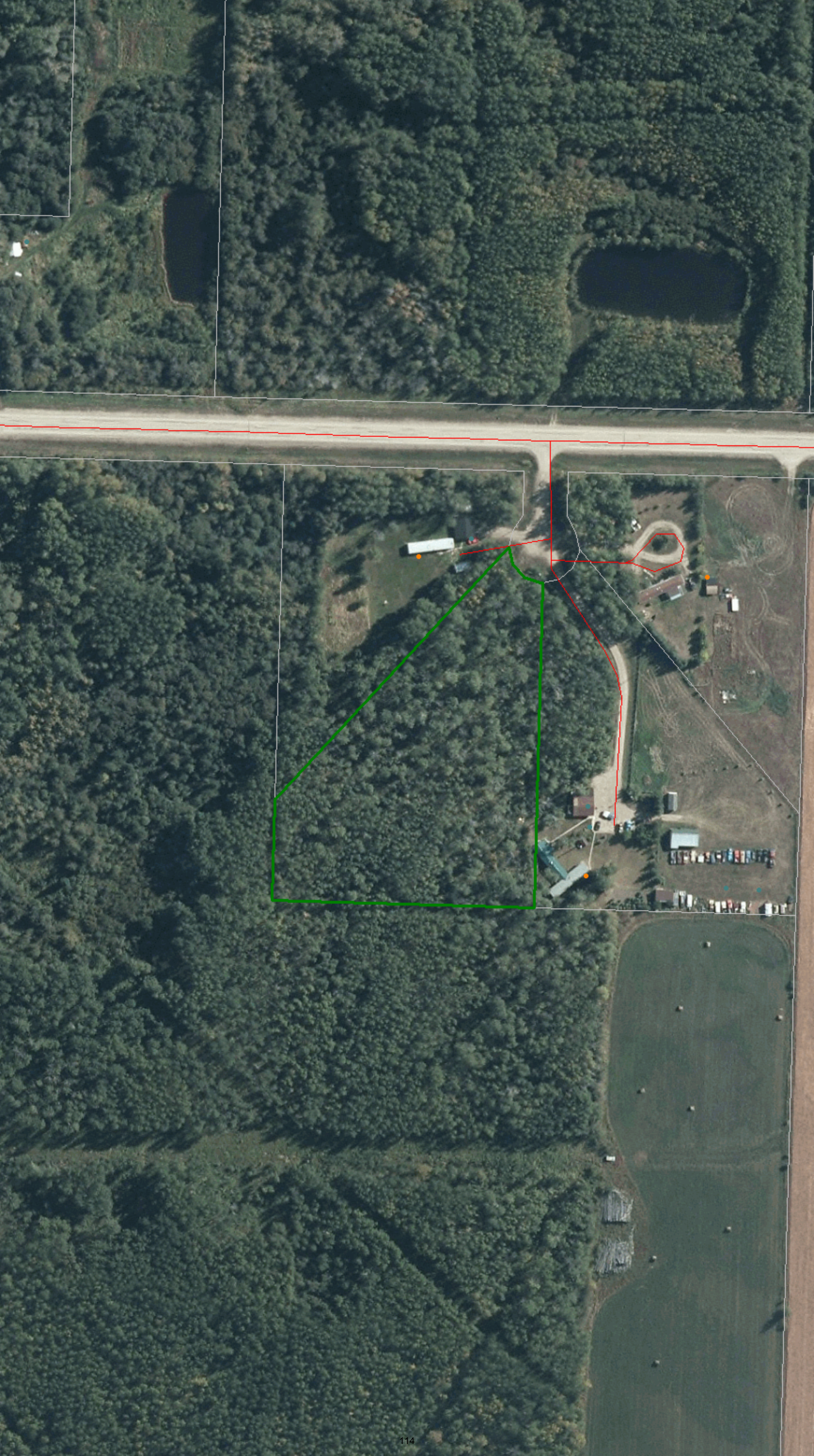
DISADVANTAGES – There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Assessment Summaries for each property
- Aerial photos of each parcel





Summary Report

Year of General Assessment: 2015

Roll: 206853
Legal: 8120453 1 2 NE-31-69-6-6
Address:

Land Area: 3.26 Acres
Subdivision:
Zoning: Agricultural



Market Land Valuation

Site Area: 3.26 Acres

Asmt	Code	Assessment
450	100%	77,520

Assessment Totals

Tax Status	Code	Description	Assessment
E		450 TAX RECOV RES EXEMPT	77,520
Grand Totals For 2015			77,520





Summary Report

Year of General Assessment: 2015

Roll: 311141
Legal: 9825734 4 15 NE-22-69-8-6
Address:

Land Area: 10.97 Acres
Subdivision: Aspen Grove
Zoning: Rural Settlement



Market Land Valuation

Site Area: 10.97 Acres

Asmt	Code	Assessment
450	100%	59,210

Assessment Totals

Tax Status	Code	Description	Assessment
E		450 TAX RECOV RES EXEMPT	59,210
Grand Totals For 2015			59,210





Summary Report

Year of General Assessment: 2015

Roll: 292657
 Legal: 8821490 10 NE-34-66-11-6
 Address:
 & NW 35/SE 2-67-11-6

Land Area: 2.72 Acres
 Subdivision: Nose Creek Settlement
 Zoning: Country Residential Two



Market Land Valuation

Site Area: 2.72 Acres

Asmt	Code	Assessment
450	100%	6,390

Improvement Valuation

		Floor Area	Built	Asmt	Code	Assessment
1 Storey Basementless	SFD - After 1940	779 Sq Feet	1987	450	100%	69,200

Assessment Totals

Tax Status	Code	Description	Assessment
E	450	TAX RECOV RES EXEMPT	75,590
Grand Totals For 2015			75,590



REQUEST FOR DECISION

SUBJECT:	2017 Minister's Awards for Municipal Excellence		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER: MH
FILE NO./LEGAL:	AG 38-12	LEGAL/POLICY REVIEW:	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to submit an application to the Province of Alberta's 2017 Minister's Awards for Municipal Excellence for Greenview's Regional Community Development Funding.

MOTION: That Council direct Administration to submit an application to the Province of Alberta's 2017 Minister's Awards for Municipal Excellence for the Towns Infrastructure Audit Project.

MOTION: That Council direct Administration to submit an application to the Province of Alberta's 2017 Minister's Awards for Municipal Excellence for the Northwest Emergency Resources Agreement.

BACKGROUND/PROPOSAL:

Since 2012, Greenview has annually and unconditionally provided the towns of Fox Creek, Grande Cache, and Valleyview. In 2016 the amount provided to each Town was over \$2.6 Million.

As per Council's request, Administration looked into applying for this award in the spring of 2016, however, the application deadline had already passed. The application timelines for 2017 have not yet been announced.

Administration feels that two other projects should also be submitted for consideration. The first is the Towns Infrastructure Audit project that is currently underway. This partnership will facilitate more proactive regional planning and future partnership discussions.

The second is the Northwest Emergency Resources Agreement program that provides for mutual aid across Northwest Alberta. This agreement is a first of its kind in Alberta and is garnering interest in many circles.

Administration notes that the partners to these programs will also need to be partners in the application process. Given this, they will also need to be supportive of an application.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council could choose to apply or to not apply for this award.

BENEFITS: The benefit of the recommended motion is that Greenview could be recognized by the Province of Alberta for the contributions it has made in these areas.

DISADVANTAGES: There are no perceived disadvantages to the recommended motions.

COSTS/SOURCE OF FUNDING: N/A

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: Policy No. 4012 Miscellaneous Requests: Cemeteries, Recreational and Community Facilities

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

MEETING DATE: December 13, 2016 **CAO:** MH **MANAGER:** GM

DEPARTMENT: INFRASTRUCTURE & **GM:** GG **PRESENTER:** GM
PLANNING/OPERATIONS

FILE NO./LEGAL: **LEGAL/POLICY REVIEW:**

STRATEGIC PLAN: **FINANCIAL REVIEW:**

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy (cite) – Supersedes Policy No. OP 31 & 32

RECOMMENDED ACTION:

MOTION: That Council approve Policy No. 4012 – Miscellaneous Requests: Cemeteries, Recreational and Community Facilities as presented.

BACKGROUND/PROPOSAL:

Policy 31 & 32 have been combined into one document to better serve Greenview staff and the ratepayers as well as modifying the language so that the new policy better fits our current organizational structure.

The proposed policy does not alter the intent of the existing policies. Greenview would still provide a level of service to these groups/areas. Administration notes that this service would be on the MD's timelines and be of a lessor priority than MD operations.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council could refuse or accept this policy.

BENEFITS: By accepting this policy it would give clear direction to both Greenview staff and the ratepayers.


DISADVANTAGES: By continuing this level of service, groups may grow increasingly dependent upon MD resources at the expense of developing/maintaining their own resources.

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Policy OP 31
- Policy OP 32
- Policy 4012

	<i>M. D. OF GREENVIEW NO. 16</i> <i>POLICY & PROCEDURES MANUAL</i>	Section: OPERATIONS
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POLICY NUMBER: OP 31

POLICY TITLE: MISCELLANEOUS REQUESTS RECREATIONAL AND COMMUNITY FACILITIES	Page 1 of 2
Date Adopted by Council / Motion Number:	11.05.292

PURPOSE:

To establish guidelines under which Recreational and Community facilities, within the jurisdiction of the Municipal District of Greenview, may access municipal services.

POLICY:


To provide support when the Committees are unable to accomplish the work with their own resources.
Reasons must be included in order to have the request considered.

DEFINITIONS:

For the purpose of this policy the following definitions shall apply:

1. Recreational and Community facilities will include:
 - Community Centers
 - Community Parks and Playgrounds
 - Museums

2. Community Locations/Areas will include:
 - Little Smoky
 - Sunset House/Sweathouse
 - New Fish Creek
 - Crooked Creek/Ridgevalley/Sturgeon Heights
 - DeBolt/Goodwin
 - Puskwaskau
 - Grovedale
 - Grande Cache

	<i>M. D. OF GREENVIEW NO. 16</i> <i>POLICY & PROCEDURES MANUAL</i>	Section: PUBLIC WORKS
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POLICY NUMBER: OP 32

POLICY TITLE: MISCELLANEOUS OPERATIONS REQUESTS CEMETERIES Date Adopted by Council / Motion Number:	Page 1 of 2 10.03.824
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PURPOSE:

To define direction for Cemetery Committees and M.D. of Greenview Staff in the use of Municipal Operations Services for cemeteries within the jurisdiction of the Municipal District of Greenview #16. The intent of the Policy is to provide support when the Committees are unable to accomplish the work with their own resources. *All requests will be considered on the basis of availability of staff and equipment. Municipal Public Works projects and programs will be the priority.*

DEFINITIONS:

For the purpose of this policy the following definitions will apply:

1. Cemetery Committees will include:
 - Little Smoky
 - Sunset House
 - New Fish Creek
 - Grovedale

2. Municipal Services will include:
 - Snow Removal – as required
 - Mowing – where accessible by Municipal roadside mowers and when crews are available.
 - Grading – as needed for regular maintenance of grounds. To be determined by the Director of Operations or his/her designate.
 - Hauling of Landscape Material – as needed for regular maintenance of grounds. Special projects or large quantities will require Council approval.
 - Weed control – as determined by the Manager of Agricultural Services or his/her designate.
 - Road Gravel – as needed to maintain primary accesses. Special projects or large quantities will require Council approval.

3. The MD will provide each of the Cemetery Committees a list of contractors having backhoes. The list and rates will be provided from the annual Equipment Bid Registry.

REEVE

C.A.O.

Title: Miscellaneous Requests: Cemeteries, Recreational and Community Facilities

Policy No: 4012

Effective Date:

Motion Number:

Supersedes Policy No: OP 31 & OP 32



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish guidelines under which Cemeteries, Recreational and Community facilities in Greenview, may access Municipal Services when they are unable to complete a task with their own resources.

DEFINITIONS

For the purpose of this policy the following definitions shall apply:

1. **Cemeteries, Recreational and Community Facilities** will include but are not limited to:
 - 1.1 Community Centers
 - 1.2 Community Parks and Playgrounds
 - 1.3 Museums
 - 1.4 Cemeteries
2. **Community Locations/Areas** will include:
 - 2.1 Little Smoky
 - 2.2 Sunset House/Sweathouse
 - 2.3 New Fish Creek
 - 2.4 Crooked Creek/Ridgevalley/Sturgeon Heights
 - 2.5 DeBolt/Goodwin
 - 2.6 Puskwaskau
 - 2.7 Grovedale
 - 2.8 Grande Cache
3. **Municipal Services** may include but are not limited to:
 - 3.1 **Snow Removal** – as required for special events or extreme snowfall events at the availability of staff
 - 3.2 **Grading** – as needed for regular maintenance of grounds, to be determined by the Manager of Operations or their designate
 - 3.3 **Hauling of Landscape Material** – as needed for regular maintenance of grounds. Special projects or large quantities will require Council approval
 - 3.4 **Mowing** – where accessible by roadside mowers and when field staff is available.
 - 3.5 **Sign Installation** – installation of directional and facility identification signs as required
 - 3.6 **Weed Control** – as determined by the Manager of Agricultural Services or their designate
 - 3.7 **Road Gravel** – as needed to maintain primary accesses. Special projects or large quantities will require Council approval.

POLICY

1. Municipal projects and programs will take priority over miscellaneous requests. Access to Municipal Services, as defined above, are subject to the availability of field staff and equipment.
2. Additional requests for Municipal Services for special circumstances will be assessed on a case by case basis and may require Council approval.



REQUEST FOR DECISION

SUBJECT: **Policy No. 4013 Road Inspections and Maintenance**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: December 13, 2016 CAO: MH MANAGER: GM

DEPARTMENT: INFRASTRUCTURE & GM: GG PRESENTER: GM
PLANNING/OPERATIONS

FILE NO./LEGAL: LEGAL/POLICY REVIEW:

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy (cite) – Supersedes Policy No. OP 20 & 25

RECOMMENDED ACTION:

MOTION: That Council approve Policy No. 4013 – Road Inspections and Maintenance as presented.

BACKGROUND/PROPOSAL:

These policies have been merged into one document to better serve Greenview staff and the ratepayers as well as modifying the language so that policy No. 4013 better fits our current organizational structure.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council could refuse or accept this policy.

BENEFITS: By accepting this policy it would give clear direction to both Greenview staff and the ratepayers.

DISADVANTAGES: There are no perceived disadvantages associated with the proposed recommendation.

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Policy OP 20
- Policy OP 25
- Policy No. 4013



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

Section:
**OPERATIONS
SERVICES**

POLICY NUMBER: OP 20

POLICY TITLE: ROAD INSPECTIONS

Page 1 of 1

Date Adopted by Council / Motion Number:

11.04.206

PURPOSE:

To establish a program to ensure that all M.D. roads are inspected on a regular basis with special attention paid to safety measures (i.e. signs, culverts, rough roads).

POLICY:

1. M.D. roads are to be inspected as outlined in the following schedule:

Paved Routes	- weekly
School Bus Routes	- biweekly
Market Roads	- biweekly
Residential Access	- monthly
Farmland Access	- four times yearly

These are to be considered minimum standards and more frequent inspections may be undertaken when time and conditions allow.

2. Any staff inspecting roads will document and report immediately any hazards found to the appropriate Road Manager for evaluation and corrective measures.
3. Employees will adhere to guidelines as defined in the Transportation Procedural Manual. If a contradiction between policy and procedures arises, the Director of Operations Services will resolve the issue and recommend amendments.

REEVE

C.A.O.



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

Section:

**OPERATIONS
SERVICES**

POLICY NUMBER: OP 25

POLICY TITLE: ROAD MAINTENANCE

Page 1 of 2

Date Adopted by Council / Motion Number:

11.05.292

PURPOSE:

To ensure that all M.D. roadways are maintained to a standard that allows for safe passage.

POLICY:

To establish guidelines to ensure the operation of a consistent road maintenance program.

GRAVEL SURFACE

1. Road Inspections are to be performed on a continuous basis.
2. Road maintenance work is to be performed on a schedule as follows:
 - 2.1 Arterial Roads - once weekly
 - 2.2 Bus Routes and Collector Roads - biweekly
 - 2.3 Residential Access - monthly
 - 2.4 Farmland Access - twice yearly
 - 2.5 Utility Right-of-Ways/Alleyways - as required
3. The roadway should be bladed to remove all potholes, washboards and ruts. Shoulders should be kept free of grass and sod. The proper crown and super elevation rates are to be maintained as per procedure manual.
4. The Road Managers, and Manager of Agricultural Services will coordinate mowing, weed control and brushing operations with regular maintenance operations to ensure efficient delivery of all programs.
5. All field staff are to familiarize themselves with the appearance of noxious weeds, and make the Manager of Agricultural Services aware of their presence.
6. Employees will adhere to guidelines as defined in the Transportation Procedural Manual. If a contradiction between policy and procedures arises, the Director of Operations Services or his/her designate will resolve the issue and recommend amendments.

COLD MIX & ASPHALT CEMENT PAVEMENT (ACP) SURFACE

1. Crack sealing on ACP projects will be done on a yearly basis, or as otherwise deemed necessary by the Director of Operations Services or his/her designate.
2. General patching will be undertaken on a yearly basis. The areas to be patched will be prioritized based on safety. Minor patching will be done as the budget allows.

Title: Road Inspections & Maintenance

Policy No: 4013

Effective Date:

Motion Number:

Supersedes Policy No: OP 20 & 25



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish guidelines to ensure the operation of a consistent maintenance program.

POLICY

1. Road Inspections are to be performed on a continuous basis.
2. Road maintenance work will adhere to guidelines as defined in the Greenview Engineering Design & Construction Standards and is to be performed as needed in the following priority sequence:
 - 2.1 Arterial Roads
 - 2.2 Bus Routes, Collector and Market Roads
 - 2.3 Residential Access
 - 2.4 Farmland Access
 - 2.5 Utility Right-of-Ways/Alleyways

GRAVEL SURFACE

1. The roadway should be bladed to remove all potholes, washboards and ruts. Shoulders should be kept free of grass and sod. The proper crown and super elevation rates are to be maintained as per procedure manual.
2. Roads Supervisors will coordinate mowing and brushing operations with regular maintenance operations to ensure efficient delivery of all programs and will inform the Manager of Agricultural Services for specific weed control locations.

COLD MIX & ASPHALT CEMENT PAVEMENT (ACP) SURFACE

1. Crack sealing on ACP projects will be done on a yearly basis, or as otherwise deemed necessary by the Manager of Operations or their designate.
2. General patching will be undertaken on a yearly basis. The areas to be patched will be prioritized based on safety concerns. Minor patching will be done as the budget allows.
3. Emergency patching will be undertaken on a case-by-case basis with an emphasis on preserving safety. A stockpile of patching material is to be kept available at all times.

4. Line painting will be evaluated on a yearly basis and repainting will be done as deemed necessary by the Manager of Operations or their designate. When possible, painting will be done after crack sealing and patching.



REQUEST FOR DECISION

SUBJECT: **Policy No.4014 Annual Gravelling Program**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: December 13, 2016 CAO: MH MANAGER: GM

DEPARTMENT: INFRASTRUCTURE & GM: GG PRESENTER: GM
PLANNING/OPERATIONS

FILE NO./LEGAL: LEGAL/POLICY REVIEW:

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy (cite) – Supersedes Policy No. OP 02

RECOMMENDED ACTION:

MOTION: That Council approve Policy No. 4014 – Annual Gravelling Program as presented.

BACKGROUND/PROPOSAL:

This policy has had the language modified so that the new policy better fits our current organizational structure. The intent of the proposed policy has not been altered from the existing policies.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council could refuse or accept this policy.

BENEFITS: By accepting this policy it would give clear direction to both Greenview staff and the ratepayers.

DISADVANTAGES: There are no perceived disadvantages associated with the recommended motion.

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Policy 4014
- Policy OP 02



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

Section:

**OPERATIONS
SERVICES**

POLICY NUMBER: OP 02

POLICY TITLE: ANNUAL GRAVEL PROGRAM

Page 1 of 1

Date Adopted by Council / Motion Number:

11.04.206

PURPOSE:

To ensure that the annual gravelling of local roads is carried out in a cost effective manner considering both short and long term maintenance requirements.

POLICY:

The gravelling program within the M.D. of Greenview will operate on a 3 year rotation for all local roads, as needed.

1. Prior to September 1st the Director of Operations Services or his/her designate will present an annual proposed gravelling program to Council, which will include the number of roads to be gravelled, areas to be gravelled, estimated costs, and percentage of contract versus day labour.
2. Council will approve the current years' program and establish gravelling contracts.
3. The Director of Operations Services or his/her designate will advertise all gravelling contracts in accordance with policy and legislated requirements.
4. In addition to the gravelling program, spot gravelling will be done as required, after consultation with the Road Managers.

REEVE

C.A.O.

Title: Annual Graveling Program

Policy No: 4014

Effective Date:

Motion Number:

Supersedes Policy No: OP 02



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To ensure that the annual graveling of local roads is carried out in a cost effective manner while considering both short and long term maintenance requirements.

POLICY

1. Greenview's graveling program will operate on a 3 year rotation for all local roads, as needed.
2. In addition to the graveling program, spot graveling will be done as required, after consultation with the Road Supervisors.

PROCEDURE

1. Operations will annually propose a gravel program for inclusion in the yearly budget.
2. In establishing the program, the Manager of Operations Services or their designate will take into consideration, but not be limited to:
 - a) Condition of road;
 - b) Year road was constructed;
 - c) Traffic volumes;
 - d) Joint use agreements;
 - e) Budget; and
 - f) Previous years' program.



REQUEST FOR DECISION

SUBJECT:	Grande Prairie Regional Gap Analysis Report		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER: KK
DEPARTMENT:	COMMUNITY SERVICES/ECON. DEV.	GM: DM	PRESENTER: KK
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 for information the report on the 2016 Grande Prairie Regional Hospital Gap Analysis.

BACKGROUND/PROPOSAL:

In the spring of 2016, Greenview along with a number of regional partners commissioned a Gap /Economic Analysis on the soon to be open Grande Prairie Regional Hospital.

On November 6th the final report was presented in Grande Prairie with a number of elected officials in attendance from regional municipalities, including Greenview.

The gap analysis has identified approximately ten unique points that may need to be addressed leading up to the opening of the hospital. Administration will continue to work with the partners to develop a regional action plan as to address the gaps identified.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to accept or deny the gap analysis report.

BENEFITS: The benefit of accepting the gap analysis for information is that Council will be more informed as to the current socio-economic gaps regarding the opening of the Grande Prairie regional hospital.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

There is no direct cost associated by engaging in this action.

ATTACHMENT(S):

- Executive Summary of Grande Prairie Regional Hospital Gap Analysis

Grande Prairie Chamber Regional Economic Development Group



Economic Development Project

Economic Impact & Gap Analysis of the **Grande Prairie Regional Hospital**

Executive Summary

October, 2016

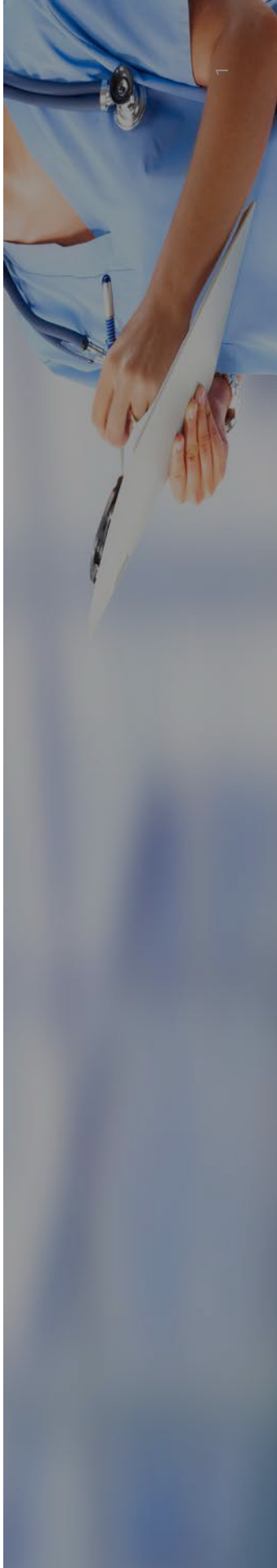
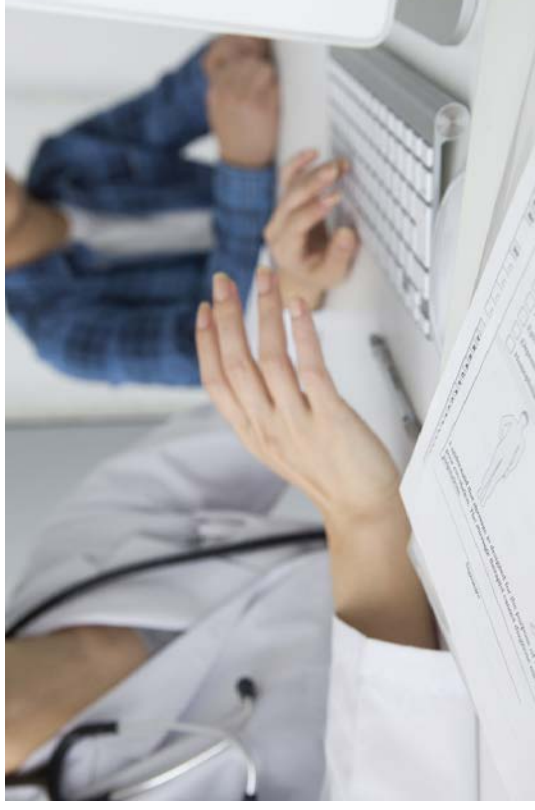


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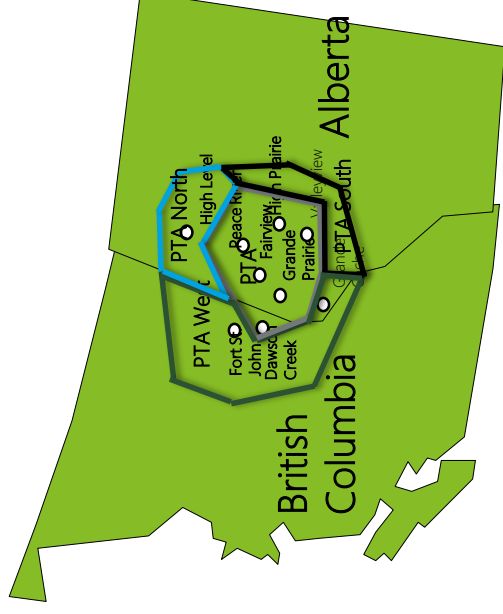


Geographic focal point

We looked at the following geographic area, in accordance with the 2016 Grande Prairie Retail Market and Gap Analysis. We assumed that this was the geographic focal point for the Gap Analysis. In addition, we assumed the population as shown here is expected to grow to 350,000 by 2025, as indicated in the 2012 Functional Program Report.

Geographical Area in our Report includes:

1. **The City of Grande Prairie** – Refers only to within the City limits.
2. **Grande Prairie and surrounding communities** – Includes the City, the County of Grande Prairie, the Municipal District of Greenview, and neighboring towns such as Beaverlodge, Valleyview and Fairview.
3. **Region** – The Region is defined as the 2016 Grande Prairie Retail Market and Gap Analysis.



*Source: 2016 Retail Market and Gap Analysis

Objectives of the Economic Impact Analysis

Our economic impact analysis and assessment of the new Grande Prairie Regional Hospital (“GPRH”) had two major objectives:



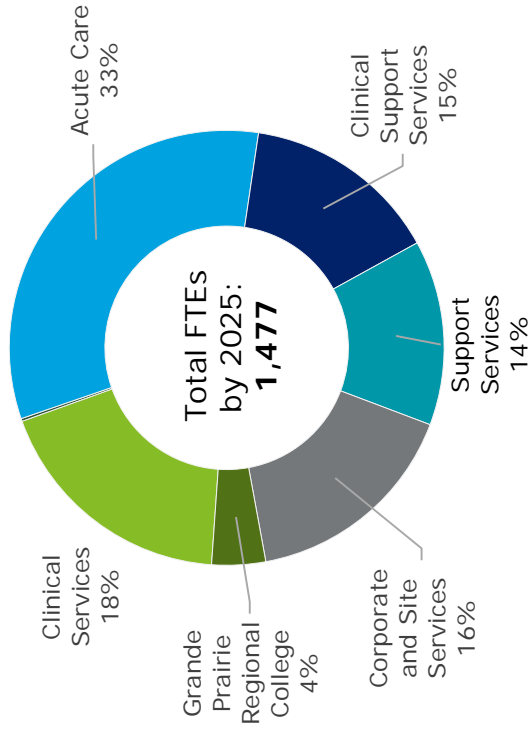
Understand the GPRH operations, translate them into monetary values, and assess the total economic impacts of the GPRH's operations: direct, indirect and induced impacts



Determine the potential impacts of the GPRH operations to the Grande Prairie Region's economy

Our analysis also included a review of the dynamic benefits to the Region's economy, and potential variations in the overall level of economic benefit given differing scenarios of population growth.

Grande Prairie Regional Hospital (GPRH) services and expenses FTEs by Service Area - Projected 2025

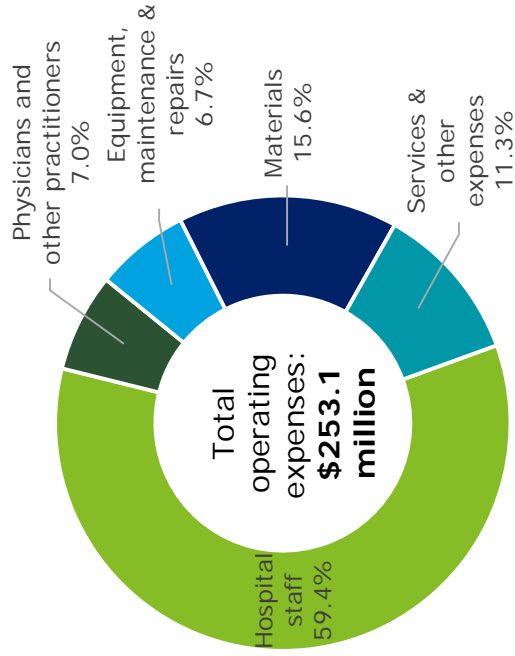


With a greater focus on Acute Care and Clinical Services, the new GPRH will not only supply crucial services, but also employ highly skilled individuals. This will help promote the Grande Prairie Region as a hub for health care in Northern Alberta.

We estimate GPRH's monetary operating capacity by 2025 will include total operating expenses of \$253 million. This estimation was based on GPRH's functional analysis aligned to budget categories and average spend for similar Canadian hospitals.



GPRH Estimated Cost Structure



The impact of GPRH operations



We estimate that GPRH operations will generate around **\$443.7 million in output and \$276.7 million in GDP** annually in Alberta.



Because of the overall increases in economic activity, certain tax revenues are expected to increase, generating an **expected incremental taxes of \$14.4 million**.



Annual impact to labour income across Alberta is expected to be approximately **\$212.7 million**. GPRH's operations are expected to also create and/or maintain approximately **2,473 FTEs across the Province**.



Industries such as **retail trade; health care and social assistance; and accommodation and food services** are among the top ten industries that will experience the largest shares of economic impact – in both output and employment.

Regional and dynamic impacts



With a large share of the direct impacts stemming from labour income and a favourable industry mix, the Grande Prairie Region should expect realize a significant proportion of the impacts of the GPRH's operation.

146

We also identified that the GPRH is expected to increase Regional socio-economic benefits in the following areas:



Quality education



Overall standard of living



Labour productivity



Industry diversification and business attraction

Conclusion

The Grande Prairie Regional Hospital is expected to bring considerable economic benefits to Alberta and the Grande Prairie Region. These benefits extend beyond health care occupations and service provision, and include strictly economic benefits as well as long-term social benefits.

1

Industry output, GDP, and employment of many industries are expected to see significant increases stemming from the operational expenses of the GPRH.

2

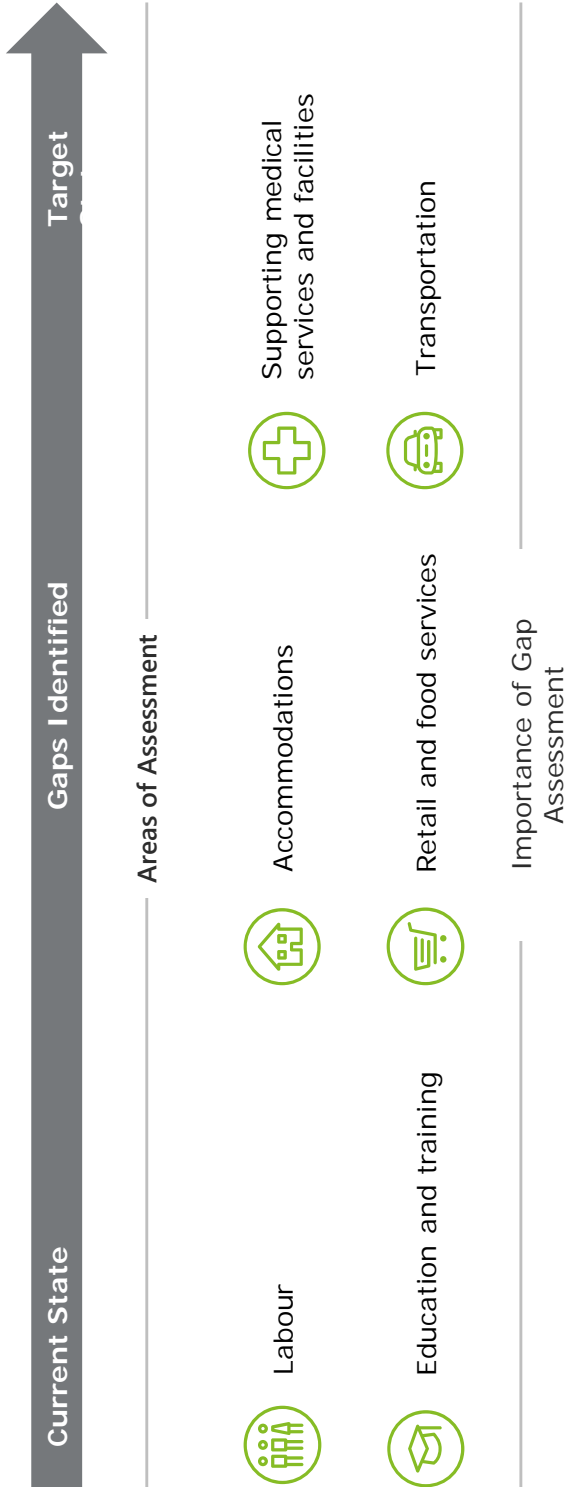
The Grande Prairie Region can expect to capture a significant proportion of the total impacts, with several dynamic, or long-term impacts expected to boost the Region's economy.

3

Estimates show that the impacts can be significant, given the GPRH's catchment population and the expected rate of population growth in Northern Alberta.

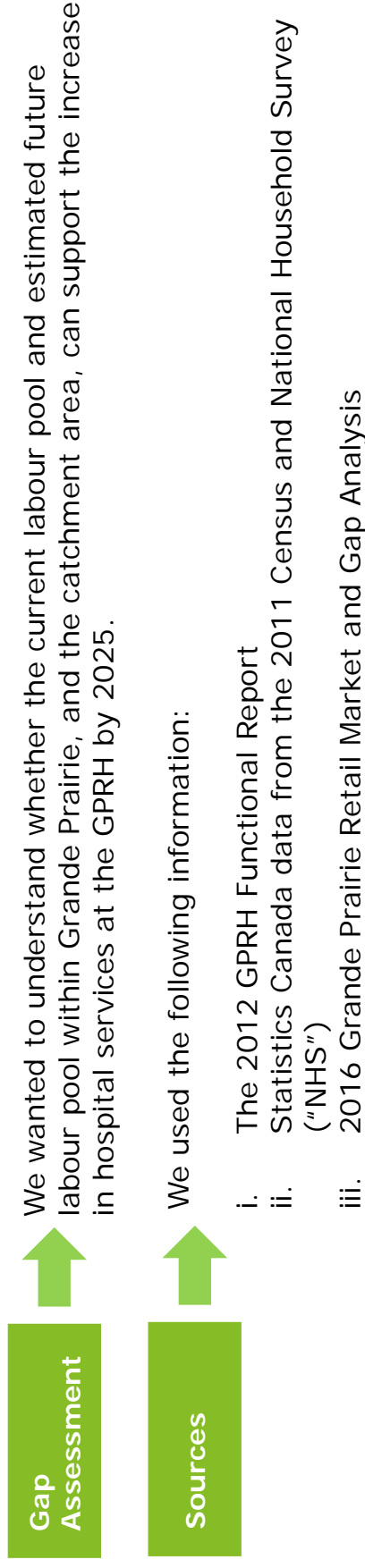
Gap Analysis Overview

We assessed the external influences and determined whether or not the Grande Prairie Region has the capacity to support the projected increase in demand arising from the requirements of the new GPRH.



- ✓ To allow for proactive identification of focus areas
- ✓ To act as a guide for future studies requiring in-depth analysis
- ✓ To ensure that the City of Grande Prairie, the County of Grande Prairie, and MD of Greenview can accommodate demands

Overview of the Gap Analysis for labour



We made the following key assumptions:


- 1) The labour force working in the health care and assistance industry in the Region, as determined in the 2011 NHS, will grow at the same rate as the working age population from 2011 to 2025.
- 2) The total available skilled labour pool was assumed to equal to the labour pool available to work in hospitals.
- 3) The health care industry mix, as calculated from the 2011 NHS, would remain consistent in 2025.
- 4) For the catchment area, it was assumed that none of the health care workers in the catchment area will be available to work in the GPRH – it is a “zero-sum-game” because if a health care worker joins the GPRH from the Region, then the Region still needs to recruit a new worker to maintain its existing level of service.

Approach and calculations for labour Gap Analysis

We used the following methodology to assess the gap in labour



Based on the details in the green box below, our calculations are:



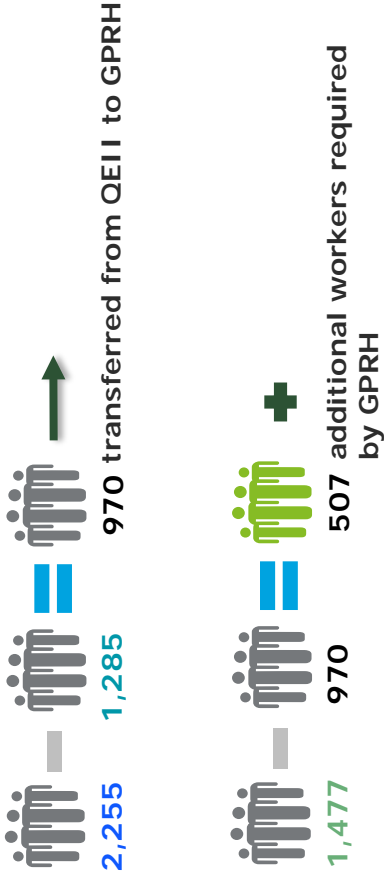
Current QEII workers
1,532

Projected QEII 2025, without GPRH
2,255 (147.2% increase)

Projected QEII 2025, with transfers to GPRH
1,285

Workers required by GPRH
1,477

970 transferred from QEII to GPRH

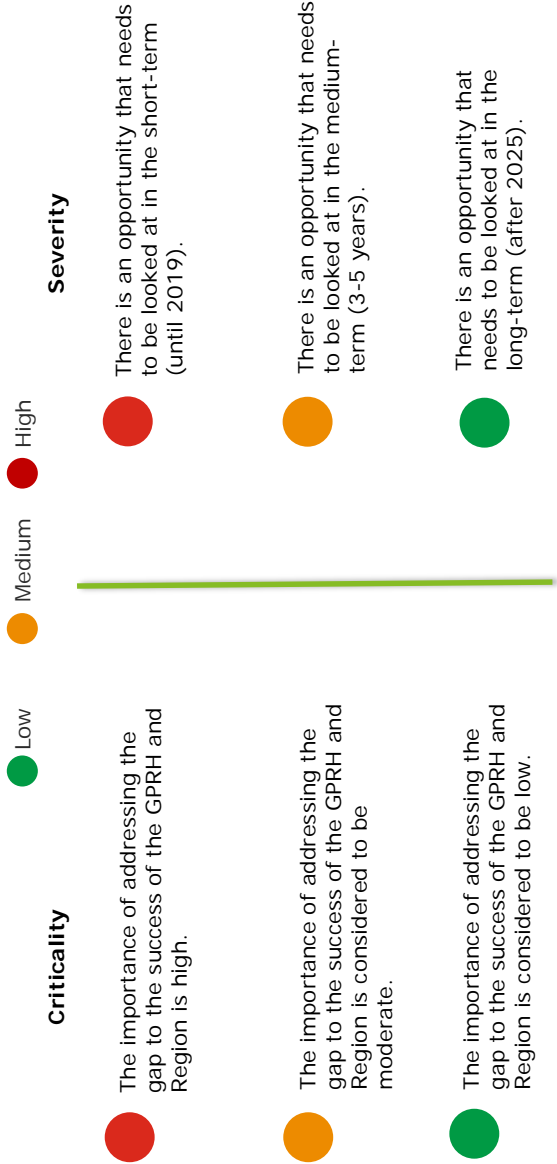


507 new workers required in the Region
Workers new to the Region would be required to fulfill this gap. If workers transferred from other facilities within the Region, those facilities would then require replacement workers.

Explaining the criticality and severity of gaps identified

To provide an assessment of the significance and the magnitude of the impact of the gaps identified in each section of the report, we assessed the criticality and severity of each gap. Criticality of the gaps assesses the importance of addressing this gap to the success of the GPRH and Region. The severity of the gap assesses the impact of not addressing this gap in the short-term (until 2019 when the GPRH is expected to open). Any gaps that are seen as opportunities that need to be addressed in the medium-term or long-term, are considered moderate severity and low severity.

We evaluated the criticality and severity of the gaps identified in each section based on high, medium and low priorities for the Region and GPRH.



Summary of findings for labour gaps

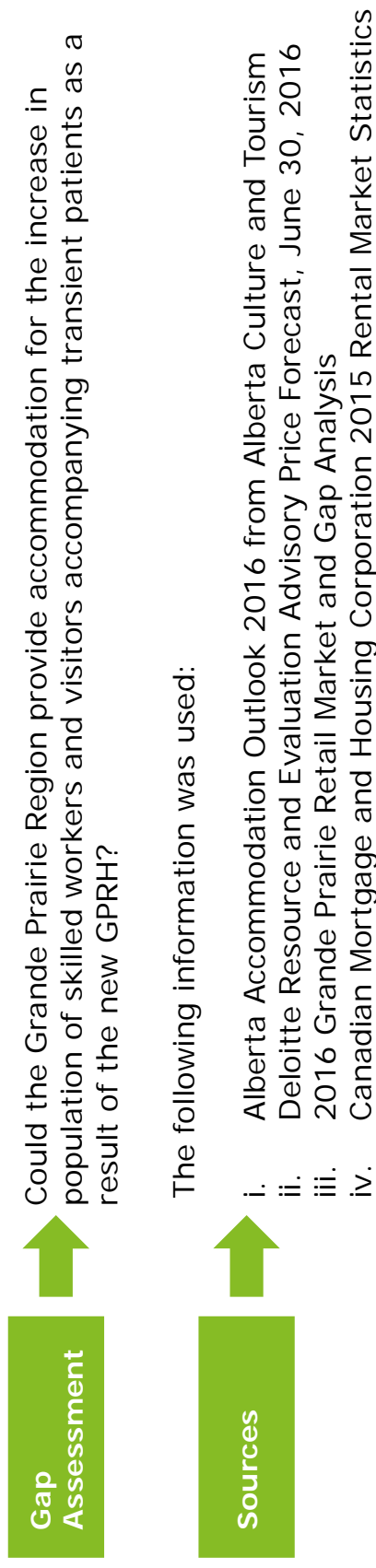
Gap Identified	Criticality	Severity	Comments
Physicians and Specialists	●	●	a) These skills can not be sourced locally and are in high demand / short supply provincially.
Physiotherapists and Occupational Therapists	●	●	a) Additional roles will be required as there will be a division of health care services between the two hospitals. b) The increase in cancer services at the GPRH will also create demand for rehabilitation services for cancer patients. c) Recruitment will be a challenge as these roles cannot be sourced locally.
X-ray and Laboratory Technicians and Assistants	●	●	a) There will be an increased demand for services of these skilled roles due to the expanded Diagnostic Imaging Centre and Medical Laboratory at the GPRH. b) Certain incremental skills will be required over and above current levels at the QEII. c) These skill sets are not developed as part of the local educational programs.
Nutritionists/Dietitians	●	●	a) Additional roles will be required as there will be a division of health care services between the two hospitals. b) The increase in cancer services at the GPRH will also create demand for rehabilitation services to cancer patients. c) Recruitment will be a challenge as these roles cannot be sourced locally.
Pharmacists, Pharmacist Technicians/Assistants	●	●	a) Pharmacy Services will be provided at the QEII and GPRH, therefore there will be an immediate need for skilled labourers in these roles. b) Recruitment will be a challenge as these roles cannot be sourced locally.

Criticality: How important is addressing this gap to the success of the GPRH and Region?

Severity: The impact of not addressing this gap in the short-term (until 2019).



An overview of the Gap Analysis for accommodation



We made the following key assumptions:

- 1) **Hospitality:** Visitors from cities and towns beyond a 200 km driving distance from Grande Prairie, will stay in the Grande Prairie Region overnight and require accommodations - seasonality in the energy industry has an impact in the vacancies in hotel rooms at certain times in the year.
- 2) **Permanent Housing:** When the economy is booming and labourers move to the Grande Prairie Region, the supply of permanent houses is limited, making it difficult for health care workers to purchase single family dwellings.
- 3) **Rental Properties:** Grande Prairie has a robust rental pool and the demand for rental properties by short-term workers may increase.
- 4) **On-campus Housing:** There will be a need for on-campus housing based on the student enrollment projections by 2025; however, this is dependent upon funding being approved for both the housing and educational programs.

Approach and calculations for accommodation gaps







The approach we used to assess the gap in accommodation is outlined below:



At a high level, our calculations were:

- 1) **Hospitality:** Historical average annual occupancy rates were applied to population projections in 2025 in order to determine the increase in demand for hospitality as a result of the GPRH.
- 2) **Permanent Housing:** Utilized the average household size as calculated from the 2011 Statistics Canada Census and applied it to the population projections of the Grande Prairie Region in 2025 to determine the estimated 2025 households.
- 3) **Rental Properties:** The normalized average annual vacancy rate from 2014 and 2015 was determined. The average increase in rental properties from 2014 to 2015 was applied in the previous year's total until 2025. The normalized average annual vacancy rate was then applied to determine the projected rental properties available by 2025.
- 4) **On-campus Housing:** Expected enrollment at GPRH in 2025 as based on the Hospital Functional Report (506) was compared to the total capacity at GPRC on-campus housing of 371 units.

Summary of findings for accommodation gaps

Gap Identified	Criticality	Severity	Comments
Hotel vacancies during peak times in the energy industry			a) Quantitative analysis suggests that there are no gaps in the supply of vacant hotel rooms in the Grande Prairie Region by 2025. However, seasonality and activity levels in the energy industry impact vacancies in hotel rooms, and this can be volatile and unpredictable.
Permanent housing			a) There is a definite gap in permanent housing to accommodate GPRH workers, particularly during boom times in the energy industry, which must be addressed on a continuous basis. b) Many stakeholders indicated that the criticality of addressing the gaps and the severity in the short-term is high priority as hospital workers will migrate out of the Region if permanent housing is not available.
Possible gaps in On-Campus Housing			a) Demand and subsequent gaps will depend on programs that get approved and the number of students enrolling in those programs. b) We were informed that any increase in student housing is easily accommodated for and not a challenge. A gap could be early definition of construction plans, but this is a low priority and low risk in the short-term.

Criticality: How important is addressing this gap to the success of the GPRH and Region?

Severity: The impact of not addressing this gap in the short-term (until 2019).

 Low  Medium  High

An overview of the Gap Analysis for supporting medical services and facilities



We examined whether the current supporting medical services and facilities within the Grande Prairie Region could support the expected increase in demand as a result of the new GPRH.



We used the following information:

- i. Grande Prairie Primary Care Network website
- ii. 2015 Grande Prairie Area's Vital Signs Report from the Community Foundation of Northwestern Alberta
- iii. North Zone, City of Grande Prairie Local Geographic Area ("LGA") Profile 2016
- iv. Grande Prairie School Board Capital Plan 2016-2019
- v. Grande Prairie Public School District Boundary Update January 2016
- vi. Alberta Ministry of Human Services

We made the following key assumptions:

Released Inpatient Medical Support:
New specialized surgery, rehabilitation services, long-term care facilities, and primary care services will be required for released in-patients.

Outpatient Medical Support:
Outpatient support and surgical services required based on the new services at GPRH. Also, outpatient services that are expected to be provided at the QEII Regional Health Centre were acknowledged.

Schooling Facilities:
A growing community with a significant population in the child bearing years in Grande Prairie creates ongoing enrollment pressures. Where there is growth in the economy, growth occurs in enrollment, as more people move into the Region.

Child Care Facilities:
Children aged 0-4 years will primarily require child care services as children 5 years and older will attend regular school, with children aged 5-6 years attending.

Approach and calculations for supporting medical services gaps







The approach we used to assess the gap in supporting medical services is outlined below:



At a high level, the calculations and/or qualitative insights we used were:

- 1) **Released Inpatient Support:** There are gaps identified in the required number of pain management clinics, medical clinics, pharmacies and long-term care facilities / services.
- 2) **Outpatient Medical Support:** There are gaps identified in the number of medical clinics that will be required. Outpatient Oncology Peripheral Cancer Clinics will be needed to support increased cancer services and patients.
- 3) **Schooling Facilities:** Population projections in 2025 for children between the ages of 5-18 years in Grande Prairie were compared to current supply and capacity rates to gaps.
- 4) **Child Care Facilities:** Population projections in 2025 for children between the ages of 0-4 years that will require child care services in Grande Prairie were compared to the current capacity of child care facilities to determine gaps.

Summary of findings for supporting medical services and facilities

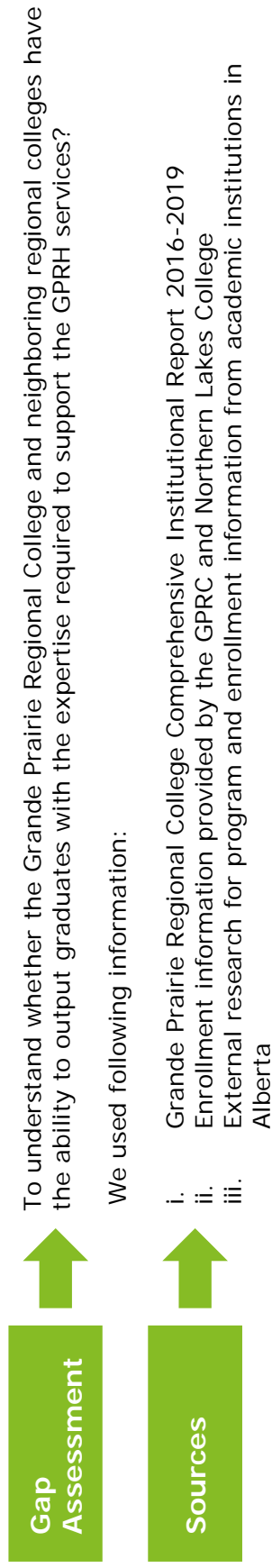
Gap Identified	Criticality	Severity	Comments
Released Inpatient Support Services			<p>a) There are gaps identified in the number of pain management clinics, medical clinics , pharmacies and long-term care that will be required to support the demand as a result of the GPRH by 2025.</p> <p>b) Access to long-term care facilities is a major gap that must be addressed.</p> <p>c) Grande Prairie Region should consider the recommendations in their economic plan, especially for long-term care facilities in the medium-term to expand on these services in order to provide continued support after treatment.</p>
Outpatient Support Services – Medical Clinics			<p>a) There are gaps identified in the number of medical clinics that will be required to support the increase in demand as a result of the GPRH.</p> <p>b) However, it is expected that the QEII with its regional health centre, the ambulatory and community health care services will provide additional support.</p>
Schooling Facilities			<p>a) For both K-8 schools and high schools, the current capacity will not be able to satisfy the future demand due to the projected increase in population.</p> <p>b) Therefore, it is critical to address the gaps in the short-term as overcapacity issues, especially in high schools, are expected by 2025.</p>
Child Care Facilities			<p>a) During times of increased economic activity, there is limited access to child care services, due to increased demand.</p> <p>b) However, the expansion of the child care centre at the QEII and additional plans to develop daycares around the GPRH will hopefully address this gap.</p>

Criticality: How important is addressing this gap to the success of the GPRH and Region?

Severity: The impact of not addressing this gap in the short-term (until 2019).



An overview of the Gap Analysis for education and training



We made the following key assumptions:

Current health programs offered at the GPRC and catchment area colleges: There is an educational need to provide more specific programs targeted within the healthcare field, based on new programs planned to be offered at the GPRH by 2025.

Polytechnic institution programs:
We identified a number of Diploma and Certificate programs that are offered at polytechnic institutions in Alberta, that are assumed to be considered priority programs for the GPRC in the medium to long-term.

Community, Comprehensive Academic & Research Institutions:
We identified a number of programs offered at the various Institutions, which may be considered priority programs for the GPRC in the medium to long-term.

Approach and calculations for education and training gaps

The approach we used to assess the gap in education and training is outlined below:



We assessed and analysed the following programs and institutions:







- 1) **Current health programs offered at the GPRC and catchment area colleges:** Current health programs offered do not output all trained graduates required to support the GPRH. In response to community demand and the need for trained graduates in the health education and training programs, planning and development has commenced for the GPRH Education and Research Centre, which is still pending approval.
- 2) **Polytechnic institution programs:** Health programs offered at polytechnic institutions will provide GPRH with a number of graduates.
- 3) **Community, comprehensive academic & research institutions:** Since the GPRC and neighboring colleges are not degree-granting institutions, a challenge is the attraction of skilled graduates from outside the Region.

Identifying short-term, medium-term and long-term priorities

We have divided the relevant education and training programs into short-term, medium-term, and long-term priorities for the GPRH Education Centre and GPRC to consider:

Short-term (current - 2019)	Medium-term (2020-2025)	Long-term (over 2025)
Addictions and Sexual Assault	Bachelor of Science in Nursing	Medical Doctor (M.D.) Program
EMT - Paramedic	Combined Laboratory and X-Ray Technology	Midwife Program
Health Care Aide	Diagnostic Medical Sonography	
Health Information Management	Medical Device Reprocessing	
Licensed Nurse Practitioner	Medical Laboratory Assistant	
Pharmacy Technician	Medical Laboratory Technology	
Physical Therapy Assistant	Medical Radiologic Technology	
Occupational Therapy Assistant	Pharmacy Assistant	
Various Cancer Support Programs	Respiratory Therapy	
	Rehabilitation Therapist Assistant	

Summary of findings for education and training gaps

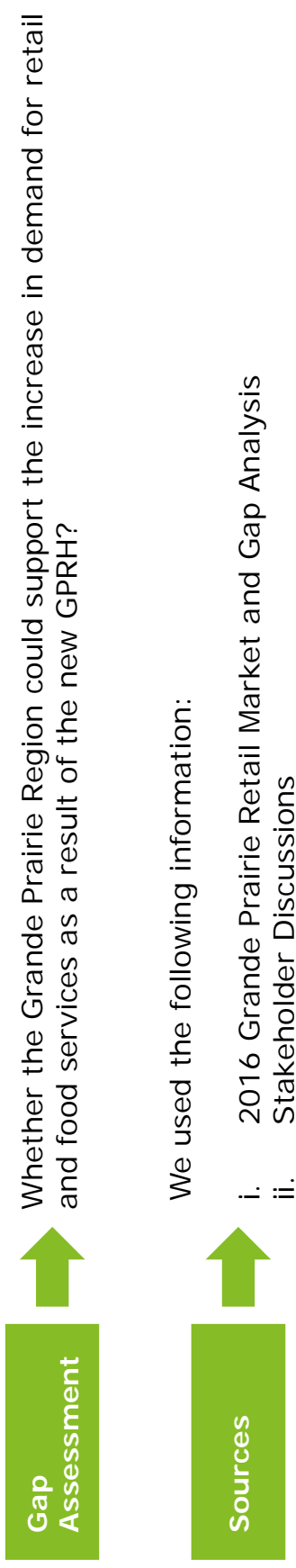
Gap Identified	Criticality	Severity	Comments
Trained Graduates from Programs offered at GPRC, Northern Lakes College, and Northern Lights College			a) Programs offered at GPRC and catchment area colleges do not output all the graduates required to support an increase in GPRH services.
			b) The GPRC is planning to offer programs in high demand to bridge any gaps. These programs still require approval and funding from the government and licensing bodies.
Trained Graduates from polytechnic institutions			a) Health programs offered at polytechnic institutions represent a gap in the output of graduates that will be required at the GPRH.
			b) However, the GPRC is working on becoming such an institution. Therefore the criticality and severity of the gap is considered to be medium.
Trained Graduates from Physical Therapy and Occupational Therapy Assistant and Pharmacy Technician Program			a) The GPRH Education Centre is currently planning on delivering these programs. Although, they have not been approved and represent a short-coming in terms of the number of skilled graduates required.
Trained Graduates from programs offered at Universities			a) GPRC will not be able to offer programs available from Comprehensive Academic and Research Institutions in Alberta such as Medicine, Pharmacy, Physical Therapy Occupational Therapy, Nutrition etc. The output of graduates from these programs is going to be critical to support the increase in required services for the QEII and GPRH, especially Physicians.
			b) While this represents a significant gap, there is limited ability for GPRC to alleviate these issues. Consequently, the criticality has a different weighting.

Criticality: How important is addressing this gap to the success of the GPRH and Region?

Severity: The impact of not addressing this gap in the short-term (until 2019).

 Low
  Medium
  High

An overview of the Gap Analysis for retail and food services



We made the following assumption:

- 1) We extrapolated the results from the residual demand analysis to 2025 for different merchandise categories as calculated in the 2016 Grande Prairie Retail Market and Gap Analysis. This extrapolation assumed that the trade population for the Grande Prairie Region's retail and food services footprint would expand to correlate with the projected catchment area population that the GPRH will serve.

Approach and calculations for retail and food services gaps

We used the following approach to assess the gap in retail and food services:



We used the following calculation:

Extrapolation of 2016 Retail Market Study Findings to 2025







Sq/capita 2016 Retail Market Report	×	Increase in catchment population (2025)	=	Projected Residual Demand (2025)	÷	Average Store Size (sf)	=	Number of additional stores required (2025)
								
Current Residual Demand / 281,425 (current regional trade population)		68,575						372

Establishing priorities in retail and food services gaps

Using the Retail Study, together with stakeholder interviews, we developed the following priorities for Retail and Food Services in the Grande Prairie Region:



Summary of findings for retail and food services gaps

Gap Identified	Criticality	Severity	Comments
Space for retail and food services			a) Currently there is a deficiency in the quality of retail space and configurations suitable for new market entrants, which will be a challenge should demand increase as a result of the GPRH.
Capacity to meet residual demand as a result of the new GPRH in 2025.			a) A possible gap exists due to increased demand by 2025. However, as long as Grande Prairie and the surrounding communities move to implement the recommendations from the retail report, the increase in population due to the GPRH should not have a material impact upon those retail gaps.
Entertainment and Leisure*, Full Service Restaurants, Personal Services – Child Care			a) Increased demand in the short-term is likely to be correlated to oil prices. It will be important to address these gaps now to ensure that any increase in demand due to the GPRH, does not further compound the issue. We also conclude that additional capacity, infrastructure and activity will be needed in the arts and culture fields to attract and retain the educated work force needed at the GPRH.

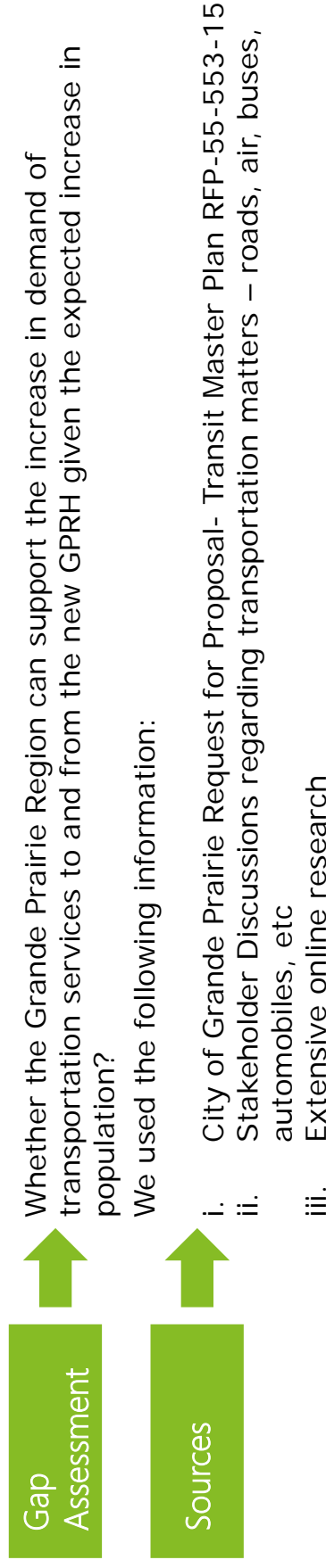
Criticality: How important is addressing this gap to the success of the GPRH and Region?

Severity: The impact of not addressing this gap in the short-term (until 2019).



*For entertainment and leisure, we followed the categories in the Retail Market and Gap Analysis Report. However, the Retail Report did not take into consideration arts and culture. There is a gap in entertainment, leisure, arts and culture, and how that gap is addressed needs to be decided upon further by the Grande Prairie Region.

An overview of the Gap Analysis for transportation services



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We made the following key assumptions:

Non-emergency transportation:

- 1) **Bus** – there will be gaps in areas that will continue to be underserved and that will not be addressed. For example, regional bus service does not exist.
- 2) **Car** – Assumed to be a significant form of non-emergency transportation which patients can use throughout the Region.
- 3) **Commercial Flights** – No direct flight access from Northern Alberta and catchment areas.

Emergency transportation:

- 1) **Ground Ambulance** – Assumed current services may not have the capacity to support an increase in demand in the Region by 2025.
- 2) **Fixed Wing Air Ambulance** – Current supply is able to service future demand.
- 3) **Rotary Wing Air Ambulance (STARS)** - Current supply is able to service future demand. Any limitations will be based entirely on AHS plans.

Approach and insights for transportation gaps

We used the following approach to assess the gap in transportation:



Our key insights for non-emergency transportation gaps:







Non-emergency transportation:

- 1) **Bus** – Most City gaps are addressed. Regional transit gaps remain an unaddressed issue. As well, the development of a regional transportation hub (includes the City & Region) near the GPRH is not addressed.
- 2) **Car** – Improvements are needed to the road infrastructure adjacent to the GPRH. However, there is no capital funding to address the gap.
- 3) **Commercial Flights** – Suggested routes:
 - a) Direct flight from Fort St. John to Grande Prairie.
 - b) Direct flight from Peace River and High Level to Grande Prairie.
 - c) Easier air travel from NWT and Yukon to Grande Prairie.

Emergency transportation:

- 1) **Ground Ambulance** – Demand is expected to increase, particularly in the catchment areas. However, there are no plans to address this yet.
- 2) **Fixed Wing Air Ambulance** – A need was identified to provide air transport for the critically ill from NWT and Yukon to Grande Prairie. There are no plans to increase fixed-wing air ambulances services when the GPRH opens.
- 3) **Rotary Wing Air Ambulance (STARS)** – There are no further plans to expand operations as cover is provided by ground and fixed wing air ambulance services.

Summary of findings for non-emergency transportation gaps







Gap Identified	Criticality	Severity	Comments on Non-emergency Transportation
Bus – Transit and Charter Services			<p>a) Some of the City of Grande Prairie transit gaps have been addressed in the transit master plan; however, there are Regional gaps in bus services that have not been addressed.</p> <p>b) There are critical gaps identified in charter bus services and Regional bus services for transporting patients and visitors to Grande Prairie and the GPRH from catchment areas, especially in Northern Alberta communities.</p>
Cars transportation in Grande Prairie			<p>a) The City of Grande Prairie has indicated there are improvements needed to the road network adjacent to the new GPRH, however, it does not currently have capital funding for the improvements to the road infrastructure.</p> <p>b) Gap of traffic congestion in downtown should also be a medium-term priority.</p>
Commercial Flights			<p>a) There is a lack of direct flights from catchment areas and no flight service from the north. This gap must be addressed to enable the GPRH to service a much larger catchment population.</p>

Criticality: How important is addressing this gap to the success of the GPRH and Region?

Severity: The impact of not addressing this gap in the short-term (until 2019).

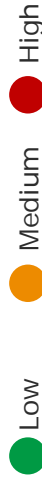


Summary of findings for emergency transportation gaps

Gap Identified	Criticality	Severity	Comments on Emergency Transportation
Ground Ambulance			a) Demand should increase by 2025, especially in the Grande Prairie Region, however, no further plans have been developed by the Region to address this.
Fixed-wing Air Ambulance			a) There are no plans to increase fixed-wing air ambulances services when the GPRH opens. b) However, there is the need for air transport for critically ill patients from NWT and Yukon to Grande Prairie.
Rotary Air Ambulance			a) No gaps exist with STARS as a method of emergency transport to GPRH, as ground ambulance and airplane ambulance serve as additional capacity for emergency medical transportation.

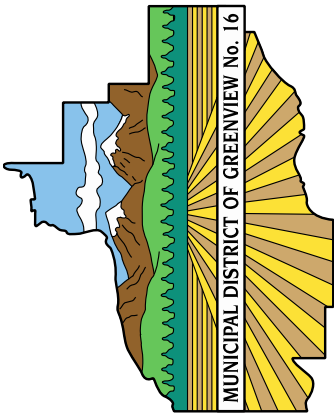
Criticality: How important is addressing this gap to the success of the GPRH and Region?

Severity: The impact of not addressing this gap in the short-term (until 2019).



Acknowledgements

Deloitte and the project team would like to acknowledge the following stakeholder groups for their contribution, support and engagement throughout the project:





REQUEST FOR DECISION

SUBJECT: **Electronic Records Management System**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: December 13, 2016 CAO: MANAGER: DD

DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: KC

FILE NO./LEGAL: LEGAL/POLICY REVIEW:

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – *Policy No. 1018 Expenditure and Distribution Policy*

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to award Project A: Electronic Records Management System (ERMS) to FileHold at a cost of \$48,716.80 with funds to come from the Information Systems 2016 Capital Budget.

BACKGROUND/PROPOSAL:

Greenview Administration received five proposals in response to Project A: Electronic Records Management System (ERMS) Request for Proposal posted to the Alberta Purchasing Connection. Administration reviewed the proposals and is recommending that the project be awarded to FileHold.

Bid Components	FileHold	Xerox	PCIT	TAB	OpenText
Cost	3	2	2	1	1
Strong Training Delivery	3	3	3	2	3
Strong Maintenance & Support	3	3	2	2	2
Implementation Approach	2	2	3	2	3
Proven Experience in a Municipal Setting	3	3	2	2	1
Project Understanding	3	3	3	2	2
RFP Response Requirements	2	2	2	3	1
Score	19/21	18/21	17/21	14/21	13/21

All proposals demonstrated an understanding of the project and an ability to successfully complete it. Subsequently the proponents were shortlisted to the three lowest priced proposals. The three were asked to demonstrate their software.

- FileHold: \$48,716.80
- PCIT: \$48,950
- Xerox: \$87,525

FileHold and Xerox accommodated the request and presented their software to staff on September 23 & 29. PCIT did not demo their software.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Other options for Council's consideration is to award the project to a different proponent. Should Council choose this option it is recommended that Council consider Xerox or PCIT. Although; Xerox only rated 1 point higher than PCIT, and costs more, its ERMS software and implementation is superior, proven and its three references supplied were from municipalities.

BENEFITS: The benefit(s) of the recommended motion are awarding the project to FileHold will exhibit one of Greenview's STILE values "Excellence in Service". FileHold will help us demonstrate this by providing Greenview with a digital, single source library (aka ERMS) that will archive and maintain Greenview's corporate records in a secure and governed environment. The ERMS will assist to reduce clutter, rampant duplication, data loss, speed up workflow approval processes and provide a quick and easy means to retrieve and view corporate records.

DISADVANTAGES: The disadvantage of the recommended motion is Staff will have to learn a new filing system.

COSTS/SOURCE OF FUNDING:

\$350,000 was allocated in the 2016 Corporate Services Capital budget for an Electronic Records Management System and Document Scanning Services. (Separate RFD). The remaining \$300,000 is projected to cover the costs for scanning Greenview's corporate records.

ATTACHMENT(S):

- 3 Proposal Evaluation Reports



MUNICIPAL DISTRICT OF GREENVIEW No. 16

PROPOSAL EVALUATION REPORT

Date:	Oct 31, 2016	Project:	Electronic Records Mgmt. System
Provider:	FileHold Systems Inc.	Software:	FileHold
Contact:	Kevin Chang	Contact #:	877-833-1202

Description	Above Average- 3	Average- 2	Below Average- 1
1. Cost: \$48,716.80	3		
Comments: Lowest priced proposal. Optional cost: \$5000 Onsite consultation package Pre-Implementation.			
2. Strong Training Delivery:	3		
Comments: Gold training package - offered online, Train the trainer. Records and supplies the training sessions for Greenview's use. Useful for new employees and as a refresher. On-site training will cost extra travel.			
3. Strong Maintenance & Support:	3		
Comments: FileCare - Unlimited technical support plus all product upgrades \$6002.80 annually, 1 st year is Included in proposal.			
4. Implementation Approach:		2	
Comments: Phased approach; Consultation - Online or (On-site = 35 hours + travel expenses an extra cost \$5000), delivery, installation, configuration, customization, integration, testing, data conversion, training, piloting, go live. In-house IT implementation and maintenance, self-sufficiency is stressed. Start small and grow in phases. Gold implementation pkg. (24 hrs of online instruction done at our leisure).			
5. Proven Experience w/System proposed in a municipal setting:	3		
Comments: Contacted 3 municipalities with the product, Happy with the product and supplier, 1 is currently in the training phase. All stressed that practice is the key in using this product.			
6. Project Understanding:	3		
Comments: Vendor understands project. Software integrate with any 3 rd party application. Demo provided in April was very good. Online Demo in Sept, was good. Mobile app accessibility. Workflows is included and simple to create by staff for future workflow processes.			
7. RFP Response Requirements		2	
Comments: Missing: Cover letter, training schedule.			
OVERALL RATING: 19/21			
Final Comments: Lowest in cost, references happy with product & Supplier. Integrates with 3 rd party applications. Mobile App. Workflows included easy to create. Satisfied clients.			


Records Management/FOIP


General Manager



MUNICIPAL DISTRICT OF GREENVIEW No. 16

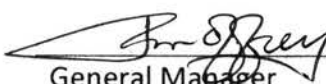
PROPOSAL EVALUATION REPORT

Date: <u>Oct 31, 2016</u>	Project: <u>Electronic Records Mgmt. System</u>	
Provider: <u>Xerox Canada</u>	Software: <u>DocuShare</u>	
Contact: <u>Gary Snell/ Ashraf Elsahn</u>	Contact #: <u>T: 780-538-0888/ 780-232-0867</u>	

Description	Above Average- 3	Average- 2	Below Average- 1
1. Cost: \$87,525		2	
Comments: Mid-range priced. Includes 1 st yr. of support.			
2. Strong Training Delivery:	3		
Comments: 2 hr. Webex/Online training. On-site training: extras costs = travel, accommodations, etc.			
3. Strong Maintenance & Support:	3		
Comments: 3 levels of support offered: 1. online, 2. call center, 3. support escalation team (for issues unsolvable by the previous supports) Onsite support available at cost (travel, accommodations, etc.)			
<ul style="list-style-type: none"> Annual symposium provides excellent training and information. 			
4. Implementation Approach:		2	
Comments: Phased approach: Review, Project planning, custom solutions, readiness review, install & configure, validation (testing), training.			
5. Proven Experience w/System proposed in a municipal setting:	3		
Comments: References responded with very favorable comments about the product's installation and the support provided by Xerox.			
6. Project Understanding:	3		
Comments: Vendor understands project. Demos provided very good. Integrates with 3 rd party applications. eg. ERP user views ERMS documents. Workflows are included, easy to create should more be needed.			
7. RFP Response Requirements		2	
Comments: Missed section Image Management capabilities.			
OVERALL RATING 18 / 21			
Final Comments: Integrates w/ any ERP, CRM and database. Mobile app accessibility, Triple pane view. Excellent Demos. Excellent product, unfortunately not the lowest priced proposal.			



 Records Management/FOIP



 General Manager



MUNICIPAL DISTRICT OF GREENVIEW No. 16

PROPOSAL EVALUATION REPORT

Date:	Oct 31, 2016	Project:	Electronic Records Management System
Provider:	PCIT	Software:	SharePoint 2013/PSIGen Capture 6.0
Contact :	Darren Boyer	Contact #:	780-833-8885

Description	Above Average-3	Average- 2	Below Average- 1
1. Cost: \$48,950.		2	
Comments: Priced low: Use existing licenses, SharePoint 2013 to be reconfigured. PSIGen added to enable scanning documents into the ERMS. If awarded project PCIT will supply the AP Workflow at no cost. (a \$10,000 cost). Any future needed workflows will be an additional expense.			
2. Strong Training Delivery:	3		
Comments: Onsite training 1-day, 3 to 4 - 90 minute sessions based on User roles.			
3. Strong Maintenance & Support:		2	
Comments: PSIGen: \$2000 annual yearly support agreement. PCIT: call in support 8 am to 5 pm Monday to Friday, after hours call out is also available. Under 90 mins response time via remote connection.			
4. Implementation Approach:	3		
4 month non-continuous timeline expected. Phased approach, 2 – 3 weeks per phase. 1. Analysis, 2. Design, 3. Code, 4 Test. Suggests scanning portion of project be held off until the ERMS is implemented and staff trained in use of ERMS.			
5. Proven Experience w/System proposed in a municipal setting:		2	
Comments: As "IT support" PCIT has great references, As an ERMS provider they have no references. One reference uses SharePoint but scanning into it isn't being used. The other uses Laserfiche - PCIT supplies support services.			
6. Project Understanding:	3		
Comments: Have inside knowledge of our IT systems thus understand what we need, their demo in June was real good. Unfortunately Workflow processes were not included in their proposal. Have offered to build and implement the AP workflow process at no cost (valued at \$10,000), Future requests for workflow processes will cost extra. Their system will not integrate with 3 rd party applications.			
7. RFP Response Requirements		2	
Comments: Unable to integrate with other applications. Failed to supply Workflow costs into proposal. No experience supplying & implementing ERMS. Knowledgeable of MD's IT systems. Workflows difficult to create and will cost extra for each one wanted.			
OVERALL RATING : 17/21			

Records Management/FOIP

General Manager



REQUEST FOR DECISION

SUBJECT: **Document Scanning Services**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: December 13, 2016
DEPARTMENT: CORPORATE SERVICES
FILE NO./LEGAL: 0680-S01-16
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – *Policy No. 1018 Expenditure and Distribution Policy*

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to award Project B: Document Scanning Services to TAB Canada at a cost of \$150,374.00 with funds to come from the Information Systems 2016 Capital Budget.

BACKGROUND/PROPOSAL:

Greenview Administration received two proposals in response to Project B: Document Scanning Services Request for Proposals posted to the Alberta Purchasing Connection. Administration has reviewed the proposals and is recommending that the project be awarded to TAB Canada.

Bid Components	TAB Canada	Consentia
Cost	3	1
Strong Training Delivery	3	3
Strong Maintenance & Support	3	3
Implementation Approach	3	3
Proven Experience in a Municipal Setting	1	2
Project Understanding	3	3
RFP Response Requirements	3	3
Score	19/21	18/21

Both proposals demonstrated an understanding of the project and the ability to complete it. TAB Canada is the cost efficient choice.

- TAB Canada: \$150,374.97
- Consentia: \$274,000.00 + Shipping

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Other options for Council's consideration is award the project to Consentia.

BENEFITS: The benefits(s) of the recommended motion are that awarding the project to TAB Canada will exhibit one of Greenview's STILE values "Excellence in Service". TAB Canada will help us demonstrate this by ensuring Greenview's corporate records are accurately scanned, indexed and prepared to smoothly merge into an Electronic Records Management System. This is the second step of Greenview's goal of realizing a digital, single source library that will archive and maintain our corporate records in a secure and governed environment, will assist to reduce clutter, rampant duplication, data loss, speed up workflow approval processes and provide a quick and easy means to retrieve and view corporate records.

DISADVANTAGES: The disadvantage of the recommended motion is that blocks of records will be off-site while they become digitized.

COSTS/SOURCE OF FUNDING:

\$150,374 to come from the Information Systems 2016 Capital Budget of \$350,000.

ATTACHMENT(S):

- 2 Proposal Evaluation Reports



MUNICIPAL DISTRICT OF GREENVIEW No. 16

PROPOSAL EVALUATION REPORT

Date:	Oct 31, 2016	Project:	Document Scanning Services
Provider:	TAB Canada	Scan Location:	Calgary Scan Centre
Contact:	Ian MacPherson	Contact #:	403-273-5400 Ext: 5420

Description	Above Average- 3	Average- 2	Below Average- 1
1. Cost: \$150,374.97	3		
Comments: Lowest priced. Includes \$10,400 for 4 return shipments of records to scan center. \$2600 per round trip.			
2. Strong Training Delivery:	3		
Comments: Team workshops. A sample book of MD w/ imaging rules will be provided. Onsite training will be provided. A dedicated staff member will be trained on how to prepare records and boxes for shipment. Training & Statement of Work to be defined.			
3. Strong Maintenance & Support:	3		
Comments: An account executive will be assigned for this project.			
4. Implementation Approach:	3		
Comments: 2 phases: 1. Work plan development & Training 2. Production. Timeline will be determined by how fast Greenview can prepare the records to be scanned for Shipping. TAB can scan 1million documents a week! A 10-week timeline estimated, but will be adjusted to work for Greenview. Digitized records will be saved and retrieved from a cloud.			
5. Proven Experience in a municipal setting:			1
Comments: All References supplied were from industry not municipalities, Maybe too expensive a service for municipalities??? When conferring with other Municipalities, many have used staff or summer student to scan their records. but it is a slow and labour intensive process that must be done accurately			
6. Project Understanding:	3		
Comments: Project requirements understood.			
7. RFP Response Requirements	3		
Comments: All requirements met.			
OVERALL RATING: 19 /21			
Final Comments: Excellent Proposal, certainly know their business. Shipping costs included in proposal. Scan Centre located in Calgary.			


Records Management/FOIP


General Manager



MUNICIPAL DISTRICT OF GREENVIEW No. 16

PROPOSAL EVALUATION REPORT

Date:	Oct 31, 2016	Project:	Document Scanning Services
Provider:	Consentia	Scan Location:	Edmonton Scan Centre
Contact:	Carolyn Buchanan	Contact #:	780-441-4532

Description	Above Average- 3	Average- 2	Below Average- 1
1. Cost: \$274,000 + shipping			1
Comments: Highest priced; Optical Character Recognition included. Does not include the shipment of records to scan centre and back. \$35 per hr + vehicle rental & driver expenses.			
2. Strong Training Delivery:	3		
Comments: Back file online training for 1 or 2 dedicated staff members: how to prepare records and boxes for shipment, per records series. Onsite training (train the trainer) for day forward scanning of records to include interviews, review current infrastructure & document types, index and metadata needs.			
3. Strong Maintenance & Support:	3		
Comments: A dedicated account executive & Service Bureau Operations manager will be assigned to this project. Maintenance & Support is available from 8- 4:30 pm weekdays.			
4. Implementation Approach:	3		
Comments: Phased approach as requested. Onsite initial meeting. Kick off meetings per records series. Digitized records will be saved and transferred to Greenview via FTP site.			
5. Proven Experience in a municipal setting:		2	
Comments: References provided are very satisfied with services provided and the digitized records produced. References: 2 Government agencies & 1 municipality.			
6. Project Understanding:	3		
Comments: Project requirements clearly understood.			
7. RFP Response Requirements	3		
Comments: All requirements met.			
OVERALL RATING: 18/21			
Final Comments: Excellent proposal, absolutely know their business, the only downside is their higher price and the extra costs for shipping records. Scan Centre located in Edmonton.			

Records Management/FOIP

General Manager



REQUEST FOR DECISION

SUBJECT:	Moody's Crossing Recreation Development		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER: SW
DEPARTMENT:	COMMUNITY SERVICES/RECREATION	GM: DM	PRESENTER: SW
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 authorize Administration to proceed with Option C for the development of a municipal park (Moody's Crossing) S ½ 17-72-2 W6M, with funds to come from the 2018 Recreation Capital Budget.

MOTION: That Council authorize Administration to apply for a Department Miscellaneous Lease from the Alberta Provincial Government on 106 acres of vacant crown land located on portions of SW17-72-2W6M and SE17-72-2 W6M for the purpose of developing and operating a municipal park.

MOTION: That Council authorize Administration to apply for a Department Miscellaneous Lease on the bed and shore of the Smoky River located at SW17-72-2 W6M for the purpose of developing and operating a formal boat launch.

BACKGROUND/PROPOSAL:

The area of land where Provincial Highway 43 crosses the Smoky River (location of SW17-72-2 W6M and SE17-72-2 W6M) has been and continues to be a focal point for outdoor activities since the area was settled in the early 1900's. During this time, this location was known as a safe crossing of the Smoky River for area residents, homesteaders and travellers commuting to and from Northwest Alberta and Alaska. As such, the Moody family established Moody's Crossing with the services of a ferry and ice road. These services were provided until 1949 when a bridge was completed across the river.

Today the site remains a popular destination for camping, boating and fishing. Most of these activities occur on an exposed gravel bed on the bed and shore of the Smoky River which can conflict with provincial legislation regarding permitted activities on environmentally sensitive areas.

Administration has determined that there are three possible options available to address the needs and issues prevalent at this location:

Option A – To develop and operate a municipal day use area and boat launch on a 12 acre site.

- Estimated costs: \$160,000.00 capital and \$5,000.00 annual operating.
- Cons of Option A: Presently there is random unauthorized overnight camping at this location, if Greenview proceeds with Option A this activity would have to cease.

Option B – To develop and operate a municipal day use area, campground and boat launch on a 12 acre site.

- Estimated costs: \$214,000.00 capital and \$20,000.00 operating.
- Cons of Option B: This option may not provide a camper friendly experience due to the close proximity to the highway and may limit future expansion options.

Option C – Develop and operate a municipal day use area, campground and boat launch on a 106 acre site.

- Estimated costs: \$242,000.00 capital and \$20,000.00 operating.
- Cons of Option C: There may be additional costs with maintaining a larger land base than is immediately required for development.

Administration is recommending that Option C be considered in order to accommodate all current primary user group needs as well as maintain the ability to expand the site amenities offered if deemed appropriate at a later date. Administration would also like to note that maintaining the ability to expand the site amenities may also result in future cost recovery opportunities by way of user fees.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to accept, alter or deny the recommended motion.

BENEFITS: The benefit of the recommended motion is that Greenview will formally recognize, develop and manage a site that has substantial popularity and historical significance as to enhance the quality of life for Greenview residents.

DISADVANTAGES: The disadvantage of the recommended motion is that Greenview may be required to implement enforcement for unauthorized activities at the proposed development site.

COSTS/SOURCE OF FUNDING:

Costs for Option C are estimated at \$242,000.00 capital and \$20,000.00 operating, with funds to come from the 2018 Recreation Budget.

ATTACHMENT(S):

- Moody's Crossing Municipal Campground & Boat Launch Development Strategy
- Moody's Crossing Presentation



MUNICIPAL DISTRICT OF GREENVIEW No. 16

MOODY'S CROSSING MUNICIPAL CAMPGROUND & BOAT LAUNCH DEVELOPMENT STRATEGY

COUNCIL INFORMATION PACKAGE



Stacey Wabick

stacey.wabick@mdgreenview.ab.ca



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EXECUTIVE SUMMARY

Greenview Administration is recommending the review of 3 outdoor recreation development options to be located at the Provincial Highway 43 Smoky River Bridge crossing, formally known as Moody's Crossing. This location has been a popular destination for outdoor recreation since the area was settled in the early 1900's and its popularity continues today. It is anticipated that by selecting one of the 3 options presented; Moody's Crossing will increase its popularity as an outdoor recreation destination for Greenview residents and visitors while providing a formal, safe and more environmentally sustainable setting.

Recreation has been noted at this location as early as 1918 for camping and fishing. However, the site gained formal recognition as a river crossing for travelers and eventually resulted in the establishment of a ferry. The ferry was operated by the Moody family until it was officially replaced by a bridge in 1949.

An informal campground was established on the north side of the bridge in the eighties and its popularity encouraged Alberta Transportation to further develop the site with bathrooms and garbage receptacles. In 1988 a flood took out these facilities and coupled with the eventual twinning of the highway and bridge, access became limited on the north side and recreation activity was refocused to the south side where access was more readily available due to gravel pit development.

Today the site is used extensively for river boat launching, camping and shoreline day use. Unfortunately, almost all of these activities take place on a gravel bar that is approximately 7 acres in sized under normal water flow conditions. These type of intensive activities on the bed and shore pose significant environmental concerns and it is important that any formal site development is completed in a manner that refocuses these activities on the adjacent uplands. Therefore, Greenview administration has outlined three development proposals, including simple upgrades to site access, a formal boat launch and a campground facility. Each proposal has advantages and disadvantages that require careful consideration. The proposals' costs range from \$160,000 to \$242,000.

VISION STATEMENT

The formal development of Moody's Crossing for outdoor recreation will provide stewardship of the sites natural, cultural and historical resources, while assisting Greenview residents and visitors in their pursuit in outdoor recreation activities. Outdoor recreation promotes a healthier lifestyle, while elevating Greenview's profile and providing economic benefits.

INTRODUCTION

Greenview administration is recommending the development of a municipal campground and boat launch located at SEC-72-2 W6M, where Provincial Highway 43 crosses the Smoky River.

The location of the proposed campground and boat launch has been a focal point and gathering area since the early 1900's. As the area populations of DeBolt, Bezanson and Grande Prairie grew, so too did its popularity. The growing number of residents in the area created a need for a formal crossing; which translated in the development of Moody's Crossing which included a ferry in the summer and ice road in the winter. The crossing was named after the family who operated it from its conception until August of 1949 when these services were officially replaced by the opening of a bridge.



The area also became a popular spot for recreation and camping as early as 1918. As time passed, locals developed an informal campground which would later be enhanced by the provincial government with low amenity services such as fire pits and a bathroom. A flood in 1988 swept away all of the amenities and the campground was never formally re-established. In addition, the twinning of the highway and bridge in later years made access more difficult and any plans to resurrect the campground were abandoned. However, as time passed, new access roads were developed for residential areas and gravel reserves along the river. As a result, this site has once again become a highly desirable destination for outdoor recreation enthusiasts and today it is common to see large gatherings of people camping, boating and relaxing by the shore on the south side of the Highway 43 Bridge.

CURRENT USE

Site Access

Recreation users currently access the site by turning south on Range Road 23. The road winds its way down to the river with many intersections that lead to one of the 4 main gravel pits located in the area. Though the primary purpose of these roads is for industry access to the gravel pits; they are also highly used for recreation purposes. The condition of the roads are excellent and are developed to Greenview standards. Currently the dual purpose use of industry and recreation does not seem to pose and problems or conflicts.



Current Site Use Activities

The site currently experiences a variety of recreation uses including camping, boating, fishing, hiking and ATVing. The frequency of these activities are described in the table below.

Use Type	Boating	Camping	Fishing	Picnicking	ATV
	○	○	○	○	○
Use Frequency		○ High		○ Moderate	○ Low

Boating and Fishing

The excellent road conditions leading to the river and a large hard packed gravel bar on the bed and shore make this site very popular among river boaters and canoers. Boating enthusiasts can be frequently seen fishing and enjoying day use sites along the river, both north and south of its location. Extensive use also occurs from break up in the spring to freeze up in the fall. On a well-used day, the gravel bar will have dozens of trucks and boat trailers parked on it.

In addition, the site has also become a popular destination for shoreline fishing. Many people who cannot access the river by boat, enjoy the sites easy access to fish from. This location provides approximately 2 kilometers of very fishable shoreline and anglers frequently enjoy modest results with catches including walleye, northern pike and goldeye.

Camping



Camping is one of the most popular recreation activities on the site. Generally speaking, camping is confined to a gravel bar on the bed and shore of the river located immediately south of the Highway 43 bridge. This gravel bar consists of extremely hard packed river stones of varying sizes making it accessible to accommodate campers of all sizes including large motorhomes. The accessible area of the gravel bar remains somewhat constant ranging

from 5 to 7 acres; however, it does experience water over its entirety during varying river flows, especially during spring break up.

Due to legislative restrictions and environmental concerns it is imperative that any future development for overnight camping be switched off of the bed and shore to a more suitable land base that is both legally and environmentally acceptable.

Camping on immediately adjacent higher elevations off of the bed and shore exists on the north and south sides of the bridge, however these opportunities are very limited. As well, the camping areas in the previously mentioned semi-formal campground requires navigating a rough trail which passes under the bridge and coupled with the areas limited space makes it generally an undesirable location.

All-Terrain Vehicles

ATV use occurs much less frequently than the previously mentioned site uses. However, some short local trails do exist in the immediate area and a more extensive trail exists on the north side of the highway 43 bridge. Here, a main ATV trail extends from the gravel bar access point north under the bridge and continues for approximately 5 kilometers northeast where the main trail ends on a peninsula. The use of this trail by motorized does pose some conflict issues as most of it passes through crown land that is currently under a registered grazing lease with intermittent fencing.

Picnicking

Due to the extreme high visibility of the location it attracts many people who simply want to enjoy some riverside relaxation. It is very common to see gatherings of people in groups from small to large sitting along the river's edge having lunch, playing with kids and pets. This group of recreation users can be measured as making up a considerable demographic of people who frequent the site for recreation purposes.

PROJECT DEVELOPMENT OPTIONS

3 project development options have been created for Greenview senior management and Council review. The purpose of the options is to allow design flexibility as related to the desired level of development amenities and related costs. The development options are as follows:

Development Option A

Development Option A is comprised of 2 separate leases, one 12 acre lease for day use and parking and the other to develop a formal boat launch. This option is the lowest cost, however it offers the least amount of amenities.

Recreation opportunities will be focused on day use activities with controlled access to the river bed and shore. The gravel bar, (under normal river flow conditions) will provide visitor access fishing and other riverside activities. Three day use sites that exist off of the gravel bar will be enhanced with proper gravel surfacing, fire pits and picnic tables. In addition, a double vault concrete bathroom will be installed in close proximity to these sites along with Greenview signage.



Approximately 200 meters of existing undeveloped access road will be upgraded with proper surfacing. A 23m X 145m parking area will be established along this road for boat trailer parking and other day use activities. A turn-around loop at the end of the road will be developed to allow traffic to flow freely in the area.

Development Costs

The development cost for Option A is an estimated \$160,000. Associated costs with development Option A include but are not limited to the following:

Option A Associated Development	
Development	Work Required
Parking lot turn-around	Clearing and surfacing
Parking lot	Clearing and surfacing
Bathroom	Clearing, surfacing, installation
Day use access road	Grading and surfacing
River access road	Grading and surfacing
3 day use sites	Surfacing, installation of fire pits, picnic tables
Kiosk and signage	Installation
Garbage receptacle	Installation
Boat launch access control	Installation

Development Advantaged and Disadvantages

Some advantages and disadvantages of proceeding with development Option #1 are as follows:

Advantages	Disadvantages
Extremely high profile recreation site at a low development costs.	Restricted ability to accommodate users as far as numbers.
Formalizing the current use of the proposed lease area will likely result in less environmental damage of said area.	Not accommodating the camping which are a primary site user.

Development Option B



As with Development Option A, Option B is still comprised of 2 separate leases, one 12 acre lease for day use and parking and the other to develop a formal boat launch. The significant difference is that this option concentrates on a more inclusive approach that provides the improvements described above, as well as the addition of a camping loop with 9 unserviced sites. Access to these sites will be through the expansion of road used in Option A for day use and parking. Each campsite will be

large enough to accommodate multiple large RV units and the sites will be graveled with a fire pit and picnic table installed.

The bathroom described in Option A will be positioned in a manner that will be conveniently available to both day use visitors and overnight campers. An additional garbage receptacle will be installed in the overnight camping loop.

Development Costs

The development cost for Option B is an estimated \$214,000. Associated costs with development Option B include but are not limited to the following:

Option B Associated Development	
Development	Work Required
Parking lot turn-around	Clearing, grading, surfacing
Parking lot	Clearing, grading, surfacing
Bathroom	Clearing, surfacing, installation
Day use access road	Grading, surfacing
River access road	Grading, surfacing
3 day use sites	Surfacing, installation of fire pits, picnic tables
Kiosk and signage	Installation
2 Garbage receptacles	Installation
Boat launch access control	Installation
Camping loop road	Clearing, grading, surfacing
9 overnight campsites	Clearing, grading, surfacing, installation of fire pits, picnic tables
Culvert crossing in camping loop road	Installation
Indicates additional work from Option A	

Development Advantaged and Disadvantages

Some advantages and disadvantages of proceeding with development Option #3 are as follows:

Advantages	Disadvantages
Ability to accommodate and provide users with a more complete recreation experience.	Increased cost to Greenview and more amenities to maintain and manage.
Better likelihood to attract overnight users to an approved area and off of the rivers bed and shore.	Camping loop does not lend itself to future expansion and due to its proximity to the highway, the camping experience can be negative.

Development Option C



Option C still includes a lease for a formal boat launch; however, the 12 acre lease will be expanded to include a larger landbase of 106 acres. This will allow for the overnight camping loop to be moved to an area that will provide a better user experience further away from the highway while also allow for the possibility of future expansion if deemed appropriate.

To accomplish this, a camping loop road will be constructed adjacent to the aforementioned day use road. This loop will include 14 overnight unserviced camping sites large enough to accommodate multiple camping units along with fire pits and picnic tables.

The bathroom described in the previous options will still be positioned in a manner that will be conveniently available to both day use visitors and overnight campers. An additional garbage receptacle will be installed in the overnight camping loop.

Development Costs

The development cost for Option C is an estimated \$242,000. Associated costs with development Option C include but are not limited to the following:

Option B Associated Development	
Development	Work Required
Parking lot turn-around	Clearing, grading, surfacing
Parking lot	Clearing, grading, surfacing
Bathroom	Clearing, surfacing, installation
Day use access road	Grading, surfacing
River access road	Grading, surfacing
3 day use sites	Surfacing, installation of fire pits, picnic tables
Kiosk and signage	Installation
2 Garbage receptacles	Installation
Boat launch access control	Installation
Camping loop road	Clearing, grading, surfacing
14 overnight campsites	Clearing, grading, surfacing, installation of fire pits, picnic tables
Culvert crossing in camping loop road	Installation
Indicates additional work from Option B	

Development Advantaged and Disadvantages

Some advantages and disadvantages of proceeding with development option #3 are as follows:

Advantages	Disadvantages
Ability to accommodate and provide users with a more complete recreation experience.	Increased cost to Greenview and more landbase to maintain and manage.
Better likelihood to attract overnight users to an approved area and off of the rivers bed and shore.	
Potential for site expansion and future cost recovery through user fees.	

Development Option C Potential Expansion

Option C provides the opportunity for the amenities at Moody's Crossing to be expanded in the future, if deemed appropriate. The 106 acre landbase is largely forested with a cleared grass field in the middle that is approximately 20 acres in size. This mixture lends itself well to a number of possible expansion opportunities which may include increased overnight camping sites and a group use area.

PROJECT COST COMPARISON

The table below displays the estimated cost comparison of development proposals A to C.

Moody's Crossing OPTION A				
Bush Clearing				
Development Type	Size	Quantity M2	Quantity Ha	Cost \$15,000/Ha
Parking Lot Turn Around	100m X 4.5m	450	0.04	\$600
Parking Lot	23m X 145m	3335	0.33	\$4,950
Bathroom	5m X 9m	45	0.004	\$60
TOTAL				\$5,610
Gravel Requirements				
Development Type	Size	Cubic Yards	Tons	Cost \$16.50/Ton
Bathroom Pad	5m X 9m	6	12	\$198
Parking Lot	23m X 145m	440	880	\$14,520
River Access Road	142m X 4.5m	130	260	\$4,290
Day Use Road	220m X 2.4m	200	400	\$6,600
3 Day Use Sites	10.6m X 10.6m	15	30	\$1,485
TOTAL				\$27,093
Misc. Costs				
Development Type	Amount	Cost		
Fire Pits & Tables	3	\$3,000		
Single Vault Bathroom	1	\$80,000		
Kiosk & Signs	1	\$12,000		
Garbage Receptacles	1	\$1,800		
Boat Launch Barriers	20	\$15,000		
TOTAL		\$111,800		
OPTION A TOTAL		\$144,503		
OPTION A 10% Contingency		\$14,450.30		
OPTION A TOTAL (with contingency)		\$158,953		

Moody's Crossing OPTION B				
Bush Clearing				
Development Type	Size	Quantity M2	Quantity Ha	Cost \$15,000/Ha
Camping Loop	245m X 4.5m	1103	0.11	\$1,650
9 Campsites	35m X 10.7m	375	0.04	\$5,400
Parking Lot	23m X 145m	3335	0.33	\$4,950
Bathroom	5m X 9m	45	0.004	\$60
TOTAL				\$12,060
Gravel Requirements				
Development Type	Size	Cubic Yards	Tons	Cost \$16.50/Ton
Camping Loop Road	245m X 4.5m	222	445	\$7,343
9 Campsites	35m X 10.7m	50	100	\$14,850
Bathroom Pad	5m X 9m	6	12	\$198
Parking Lot	23m X 145m	440	880	\$14,520
River Access Road	142m X 4.5m	130	260	\$4,290
Day Use Road	220m X 2.4m	200	400	\$6,600
3 Day Use Sites	10.6m X 10.6m	15	30	\$1,485
TOTAL				\$49,286
Misc. Costs				
Development Type	Amount	Cost		
Fire Pits & Tables	12	\$12,000		
Single Vault Bathroom	1	\$80,000		
Kiosk & Signs	1	\$12,000		
Garbage Receptacles	2	\$3,600		
Boat Launch Barriers	20	\$15,000		
Culvert Crossing	1	\$10,000		
TOTAL		\$132,600		
OPTION A TOTAL		\$193,946		
OPTION A 10% Contingency		\$19,394.60		
OPTION A TOTAL (with contingency)		\$213,341		

Moody's Crossing OPTION C				
Bush Clearing				
Development Type	Size	Quantity M2	Quantity Ha	Cost \$15,000/Ha
Camping Loop	500m X 4.5m	2285	0.23	\$3,450
14 Campsites	35m X 10.7m	375	0.04	\$8,400
Parking Lot	23m X 145m	3335	0.33	\$4,950
Bathroom	5m X 9m	45	0.004	\$60
TOTAL				\$16,860
Gravel Requirements				
Development Type	Size	Cubic Yards	Tons	Cost \$16.50/Ton
Camping Loop Road	500m X 4.5m	455	910	\$15,015
14 Campsites	35m X 10.7m	50	100	\$23,100
Bathroom Pad	5m X 9m	6	12	\$198
Parking Lot	23m X 145m	440	880	\$14,520
River Access Road	142m X 4.5m	130	260	\$4,290
Day Use Road	220m X 2.4m	200	400	\$6,600
3 Day Use Sites	10.6m X 10.6m	15	30	\$1,485
TOTAL				\$65,208
Misc. Costs				
Development Type	Amount	Cost		
Fire Pits & Tables	17	\$17,000		
Single Vault Bathroom	1	\$80,000		
Kiosk & Signs	1	\$12,000		
Garbage Receptacles	2	\$3,600		
Boat Launch Barriers	20	\$15,000		
Culvert Crossing	1	\$10,000		
TOTAL		\$137,600		
OPTION A TOTAL		\$219,668		
OPTION A 10% Contingency		\$21,966.80		
OPTION A TOTAL (with contingency)		\$241,635		

The estimated annual maintenance associated with each development option is displayed in the table below.

Development Option	Development Cost	Annual Maintenance
A	\$160,000	\$5,000
B	\$214,000	\$20,000
C	\$242,000	\$20,000

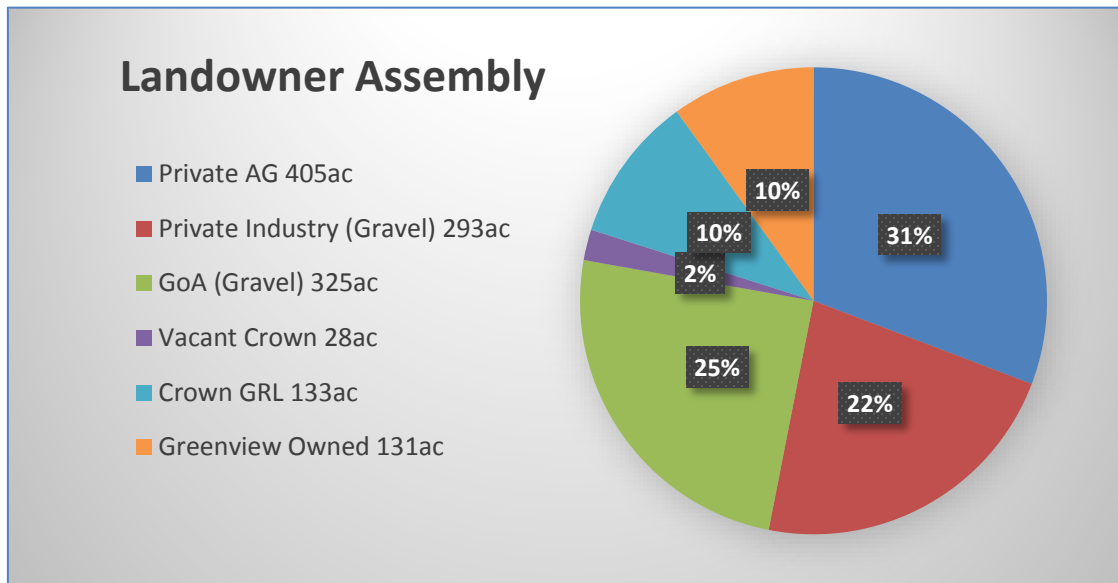
KEY STAKEHOLDERS

To determine key stakeholders in the immediate area of the proposed campground and boat launch, land ownership was examined within 2 kilometers of the proposed park boundary. Further to this, because highway 43 and land topography act as a significant physical barrier in this area, only the south side of the highway was examined.

Four groups of key stakeholders have been identified and are as follows:

- Private agriculture which is comprised of 2 separate landowners, one of which farms a 172 acre parcel that borders the proposed park boundary and the other occurring approximately 1 kilometer away.
- A private industry category which represents 6 different companies in the area using the land base for gravel extraction.
- A Government of Alberta category that represents 2 large parcels of land used by Alberta Transportation for gravel extraction, 2 parcels of land currently under a grazing lease and a number of small parcels listed as vacant crown.
- Greenview is a stakeholder not only for being the developer of the proposed site, but it also owns 4 small parcels of land within 1 kilometer of the park boundary.

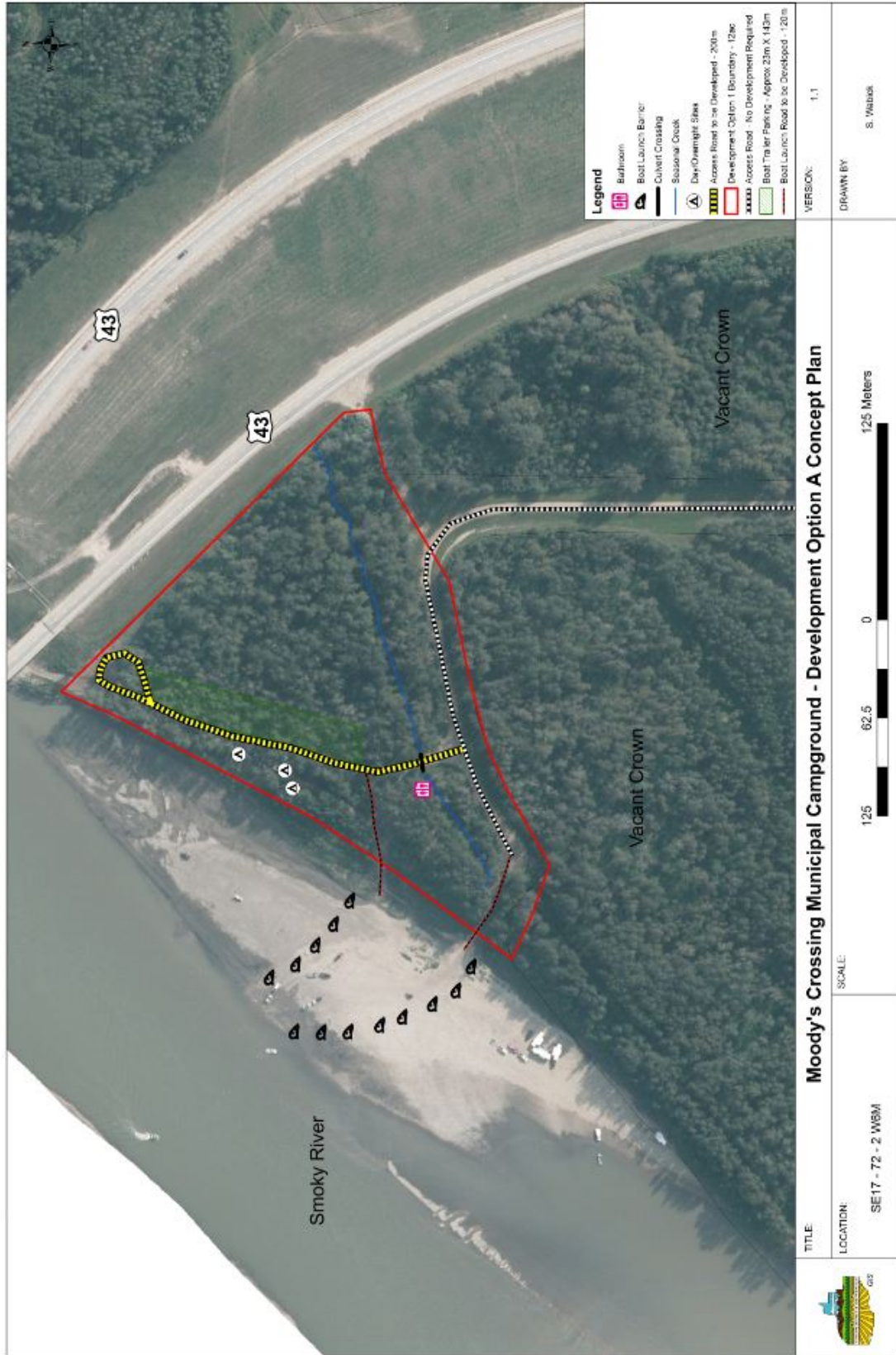
The chart below describes the percentage of individual land ownership.

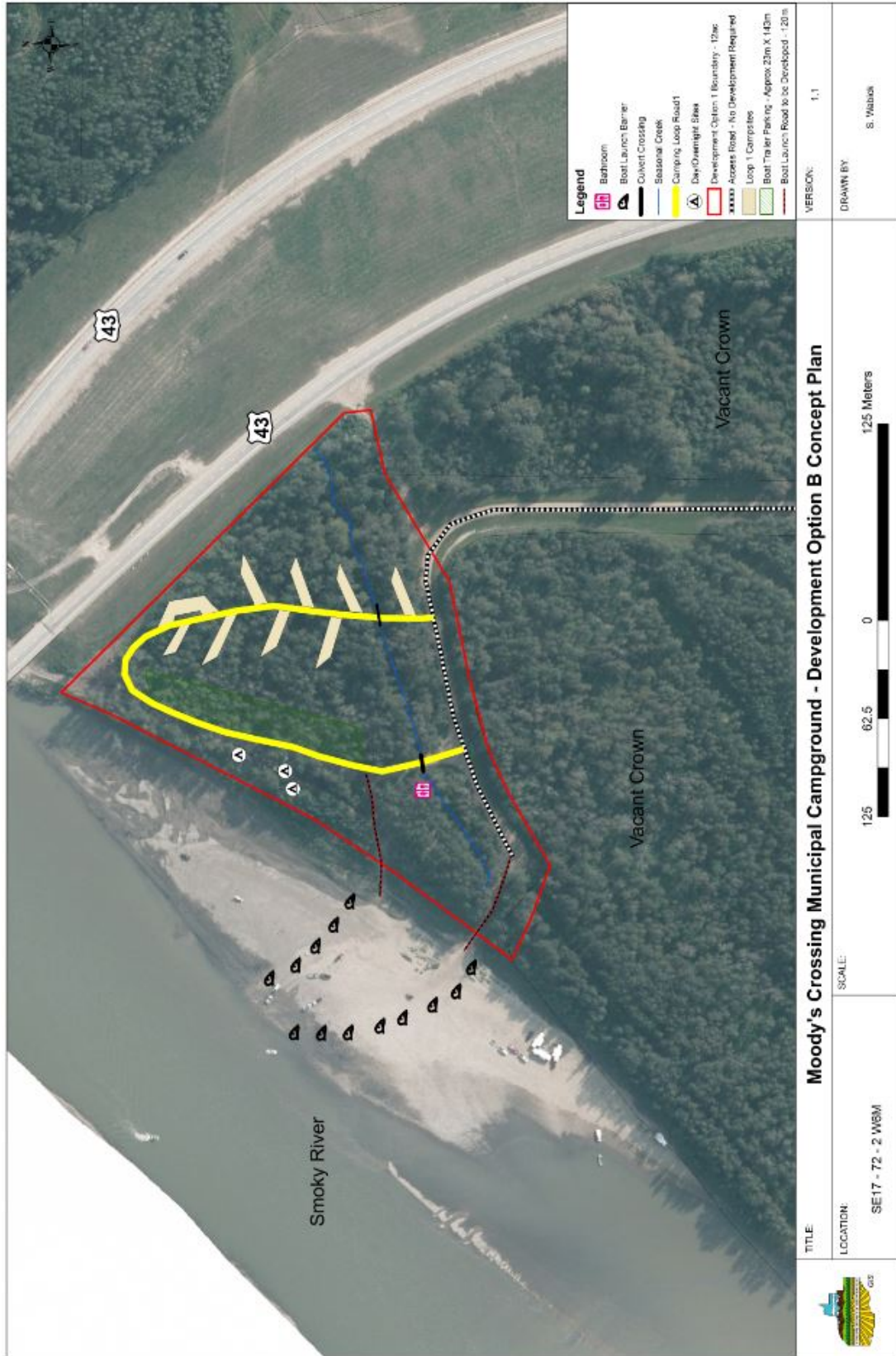


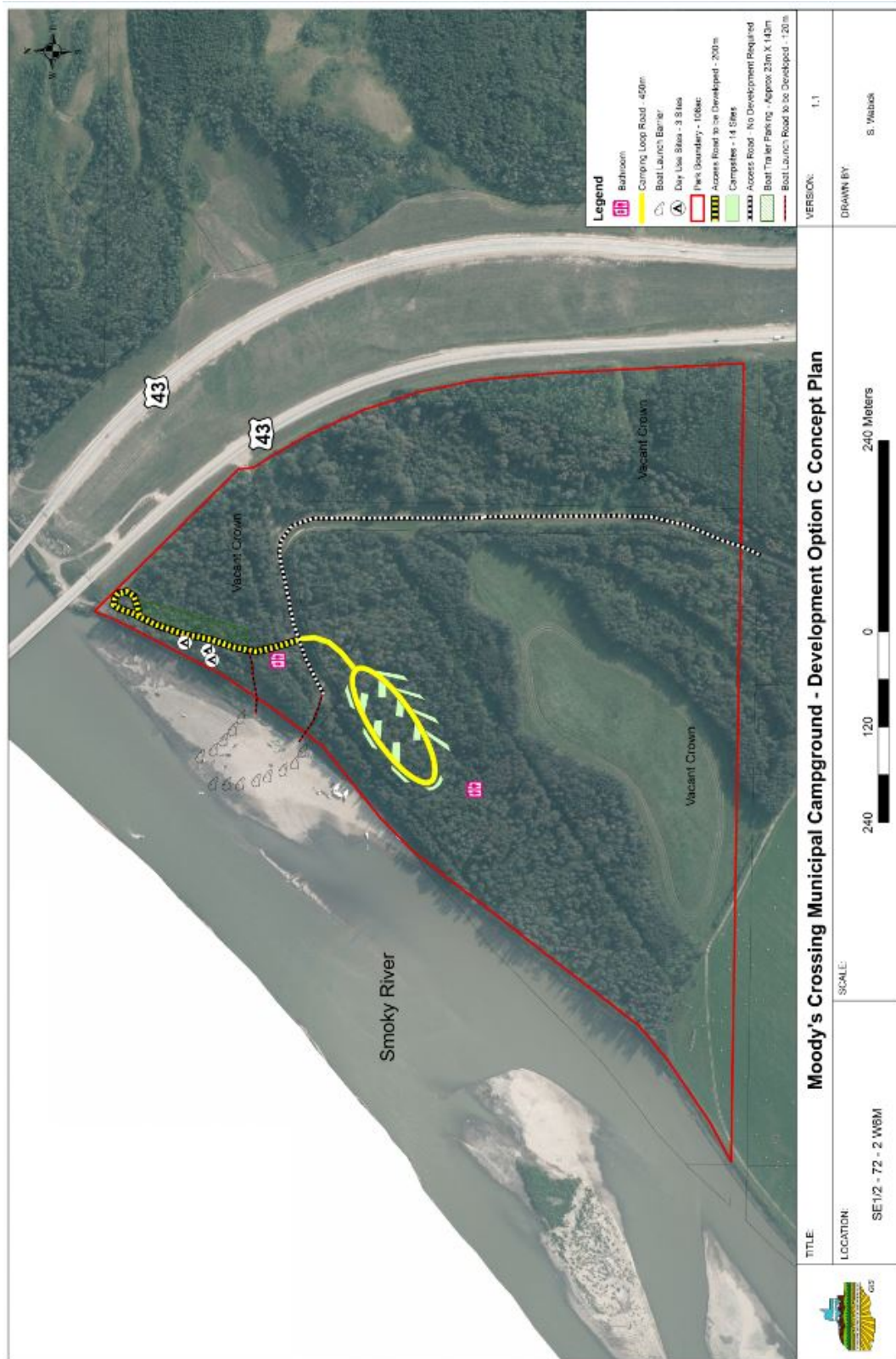


APPENDIX I

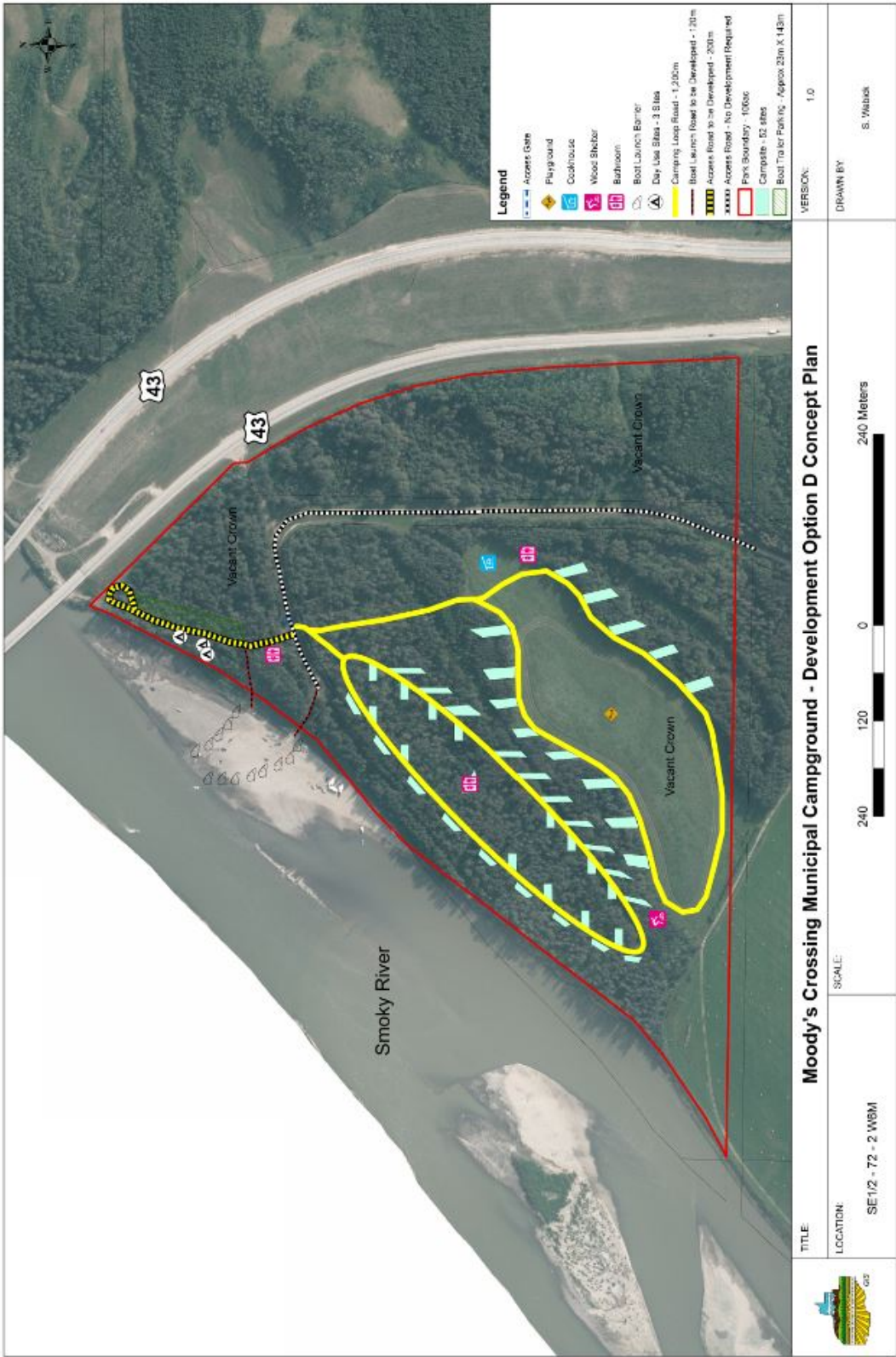
Development Option Maps







Potential Future Expansion



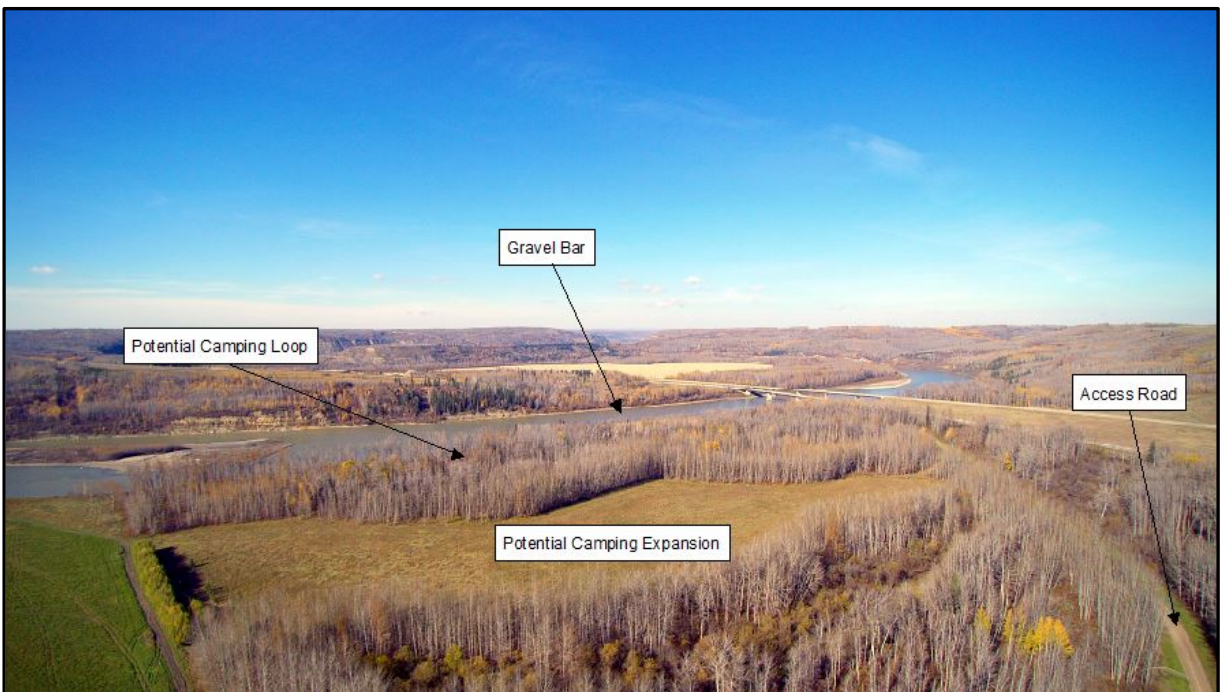


APPENDIX II

Site Photos



Gravel bar access.



Site view looking northwest.



Day use area and access road to highway 43 bridge.



Day use area and access road to highway 43 bridge.



Gravel bar access.



Boat trailer parking on the gravel bar.



Access road under highway 43 bridge.



Access road along Smoky River.



Informal day use and camping spots along the Smoky River.



Informal camping sites on the bed and shore of the Smoky River.

Moody's Crossing



Moody's Crossing Development Option A

12 Acre Lease
Boat Launch Lease

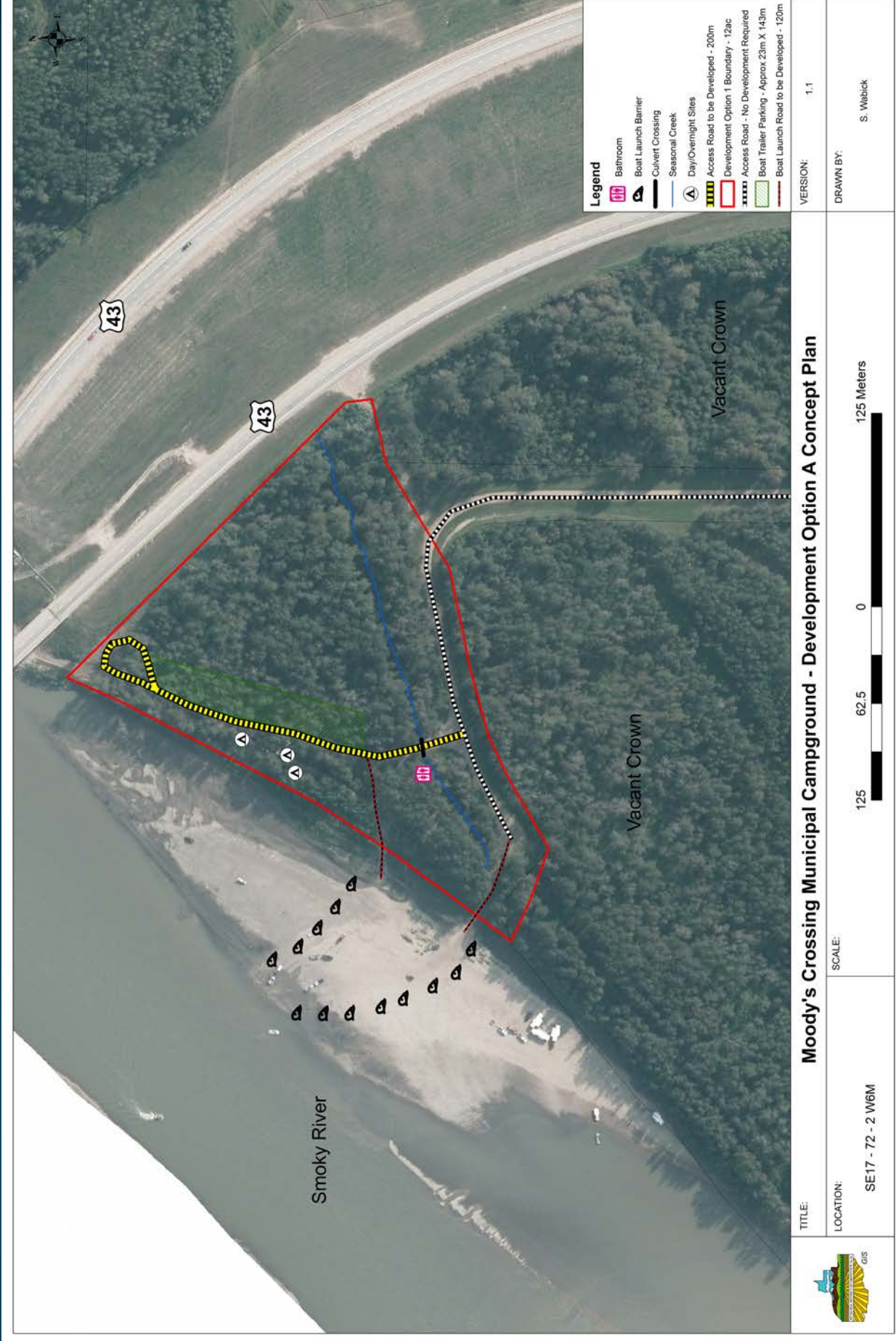
Includes

- Boat launch
- Day use sites
- Bathroom
- Garbage receptacle
- Parking

Cons of Option A

- No authorized overnight camping available

COST - \$160,000



Moody's Crossing Development Option B

12 Acre Lease
Boat Launch Lease

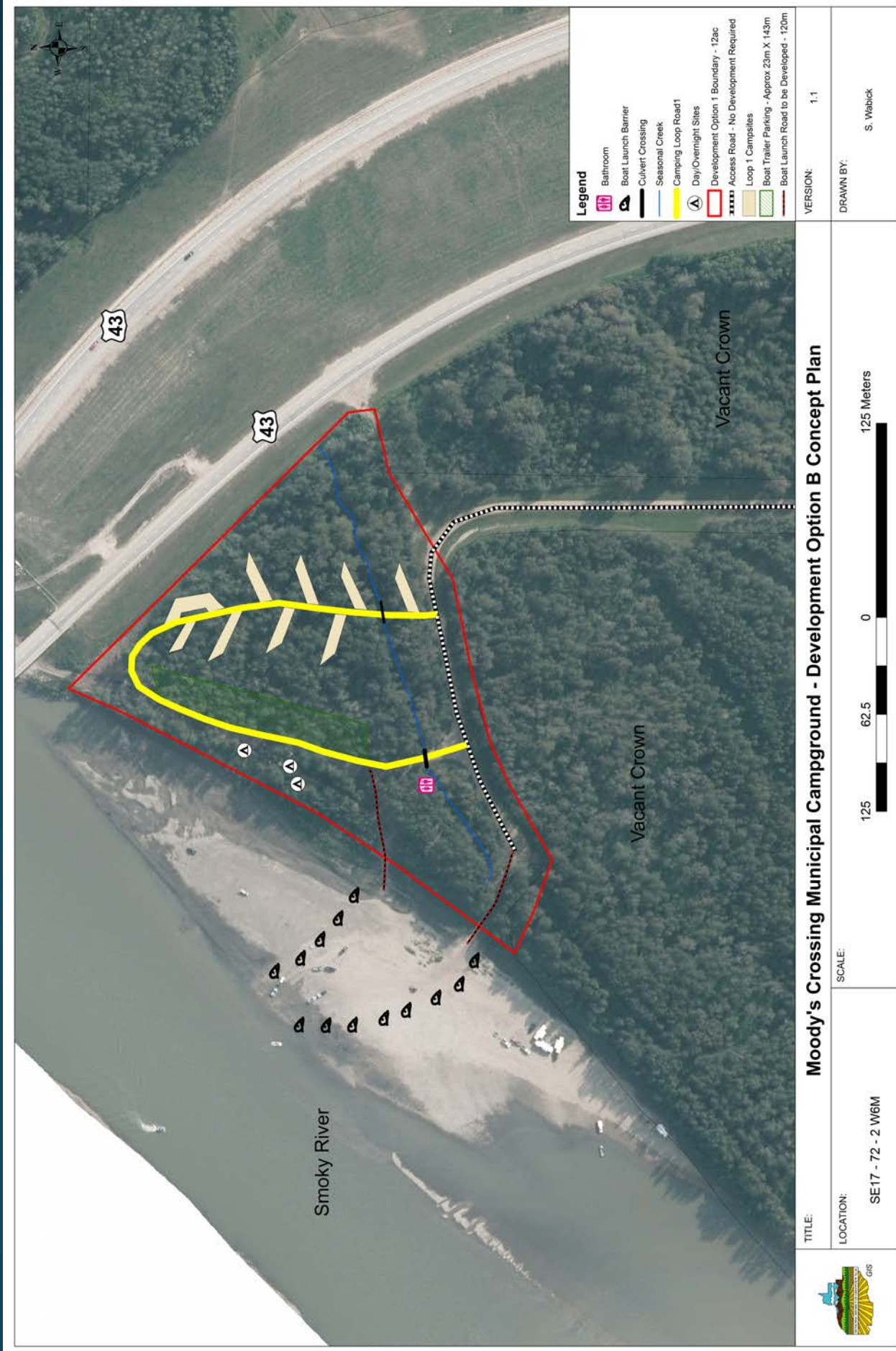
Includes

- Boat launch
- 9 Campsites
- 3 Day use sites
- Bathroom
- Garbage receptacle
- Parking

Cons of Option B

- Proximately of camping to the highway

COST - \$214,000



Moody's Crossing Development Option C

- 106 Acre Lease
- Boat Launch Lease

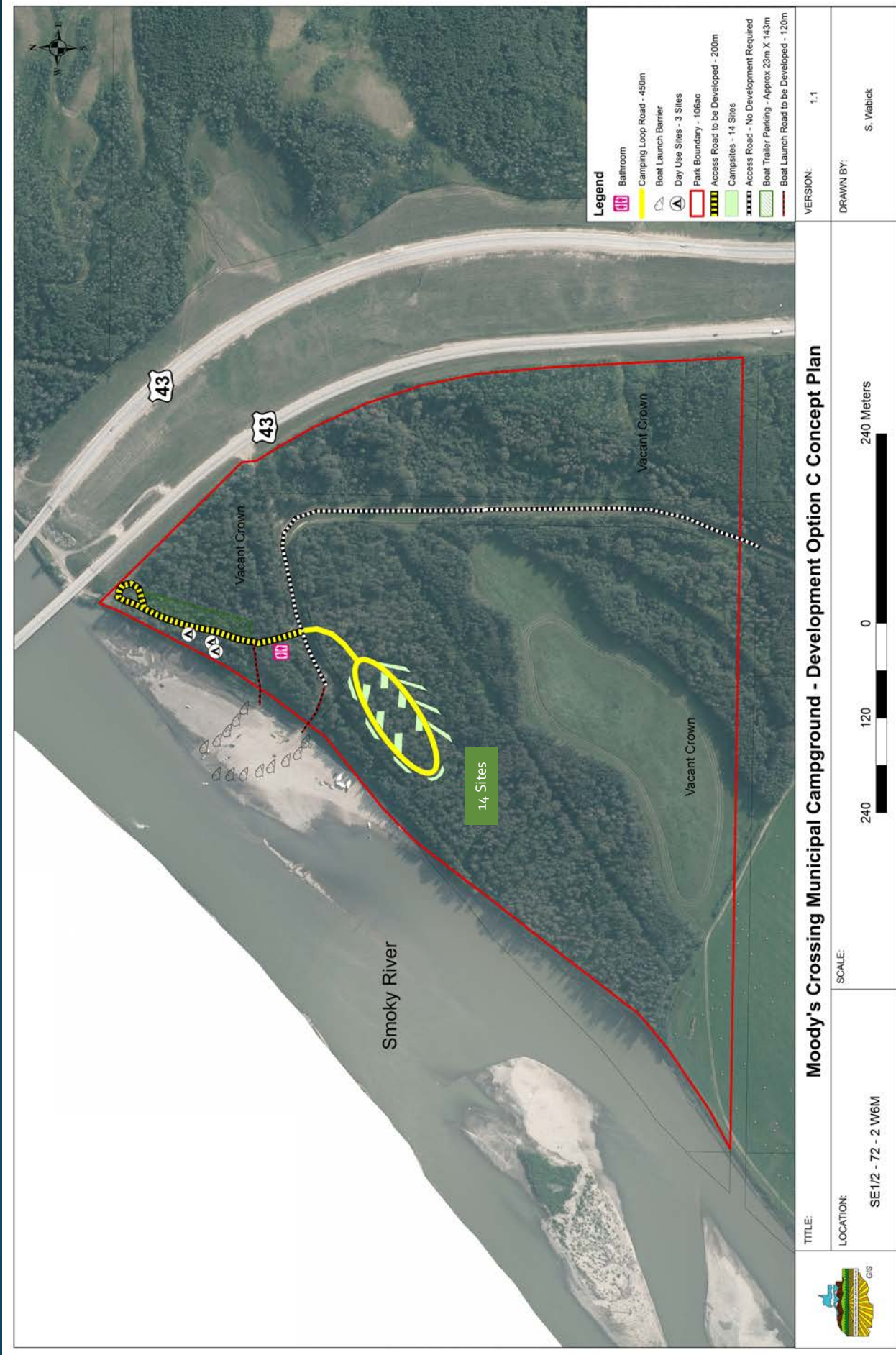
Includes

- Boat launch
- **14 Campsites with better user experience**
- 3 Day use sites
- Bathroom
- Garbage receptacle
- Parking
- **Ability for expansion**

Cons of Option C

- Potential additional costs with maintaining a larger land base

COST - \$242,000



Moody's Crossing Development Option C Future Expansion Option

106 Acre Lease
Boat Launch Lease

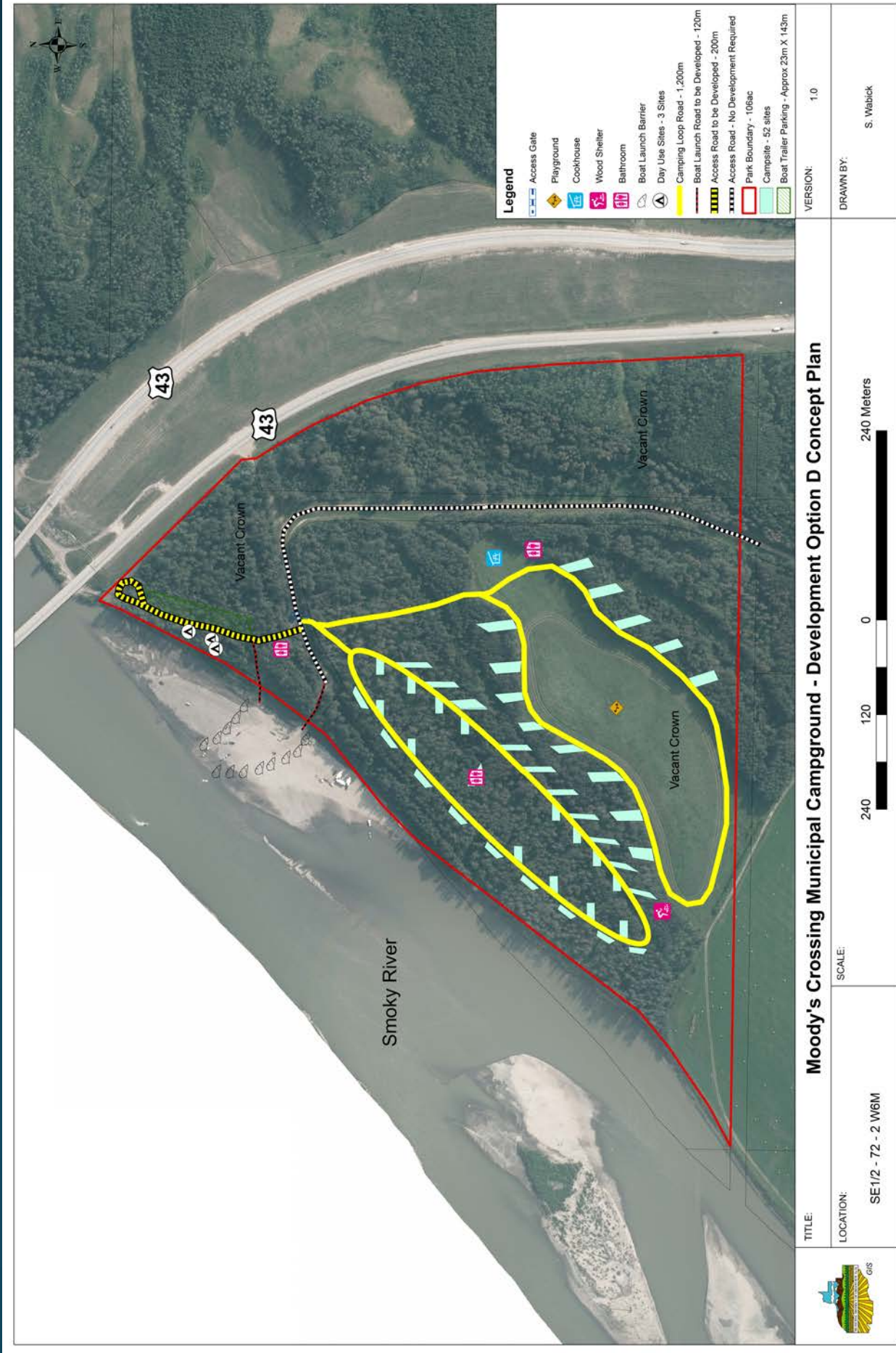
Potential to Include

- 40+ Campsites
- Group use area with cookhouse
- Playground
- Potential for cost recovery

Cons of Option C

- Potential additional costs with maintaining a larger land base

COST – TBD



• Moody’s Crossing Option A – C Cost Comparisons

Moody's Crossing OPTION A					
Development Type	Bush Clearing			Quantity/M2	Quantity Ha
	Size		Cost		
			\$15,000/Ha		
Parking Lot Turn Around	100m X 4.5m	450		0.04	\$600
Parking Lot	23m X 145m	3335		0.33	\$4,950
Bathroom	5m X 9m	45		0.004	\$60
	TOTAL				\$5,610
Gravel Requirements					
Development Type	Size	Cubic Yards	Tons	Cost	\$16.50/Ton
Bathroom Pad	5m X 9m	6	12		\$198
Parking Lot	23m X 145m	440	880		\$14,520
River Access Road	142m X 4.5m	130	260		\$4,290
Day Use Road	220m X 2.4m	200	400		\$6,600
3 Day Use Sites	10.6m X 10.6m	15	30		\$1,485
	TOTAL				\$27,093
Misc. Costs					
Development Type	Amount	Cost			
Fire Pits & Tables	3	\$3,000			
Singler Vault Bathroom	1	\$80,000			
Kiosk & Signs	1	\$12,000			
Garbage Recepticles	1	\$1,800			
Boat Launch Barriers	20	\$15,000			
	TOTAL	\$111,800			
OPTION A TOTAL		\$144,503			
OPTION A 10% Contingency		\$14,450.30			
OPTION A TOTAL (with contingency)		\$158,953			

Moody's Crossing OPTION B					
Development Type	Bush Clearing			Quantity/M2	Quantity Ha
	Size		Cost		
			\$15,000/Ha		
Camping Loop	245m X 4.5m	1103		0.11	\$1,650
9 Campsites	35m X 10.7m	375		0.04	\$5,400
Parking Lot	23m X 145m	3335		0.33	\$4,950
Bathroom	5m X 9m	45		0.004	\$60
	TOTAL				\$12,060
Gravel Requirements					
Development Type	Size	Cubic Yards	Tons	Cost	\$16.50/Ton
Camping Loop Road	245m X 4.5m	222	445		\$7,343
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River Access Road	142m X 4.5m	130	260		\$4,290
Day Use Road	220m X 2.4m	200	400		\$6,600
3 Day Use Sites	10.6m X 10.6m	15	30		\$1,485
	TOTAL				\$49,286
Misc. Costs					
Development Type	Amount	Cost			
Fire Pits & Tables	12	\$12,000			
Singler Vault Bathroom	1	\$80,000			
Kiosk & Signs	1	\$12,000			
Garbage Recepticles	2	\$3,600			
Boat Launch Barriers	20	\$15,000			
Culvert Crossing	1	\$10,000			
	TOTAL	\$132,600			
OPTION A TOTAL		\$193,946			
OPTION A 10% Contingency		\$19,394.60			
OPTION A TOTAL (with contingency)		\$213,341			

Moody's Crossing OPTION C					
Development Type	Bush Clearing			Quantity/M2	Quantity Ha
	Size		Cost		
			\$15,000/Ha		
Camping Loop	500m X 4.5m	2285			
14 Campsites	35m X 10.7m	375			
Parking Lot	23m X 145m	3335			
Bathroom	5m X 9m	45			
	TOTAL				\$16,860
Gravel Requirements					
Development Type	Size	Cubic Yards	Tons	Cost	\$16.50/Ton
Camping Loop Road	500m X 4.5m	455	910		\$15,015
14 Campsites	35m X 10.7m	50	100		\$23,100
Bathroom Pad	5m X 9m	6	12		\$198
Parking Lot	23m X 145m	440	880		\$14,520
River Access Road	142m X 4.5m	130	260		\$4,290
Day Use Road	220m X 2.4m	200	400		\$6,600
3 Day Use Sites	10.6m X 10.6m	15	30		\$1,485
	TOTAL				\$65,208
Misc. Costs					
Development Type	Amount	Cost			
Fire Pits & Tables	17	\$17,000			
Singler Vault Bathroom	1	\$80,000			
Kiosk & Signs	1	\$12,000			
Garbage Recepticles	2	\$3,600			
Boat Launch Barriers	20	\$15,000			
Culvert Crossing	1	\$10,000			
	TOTAL	\$137,600			
OPTION A TOTAL		\$219,668			
OPTION A 10% Contingency		\$21,966.80			
OPTION A TOTAL (with contingency)		\$241,635			



REQUEST FOR DECISION

SUBJECT:	Canada 150 Community Leaders Network		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
FILE NO./LEGAL:			LEGAL/POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint a Councillor(s) to be part of the Canada 150 Community Leaders Network.

BACKGROUND/PROPOSAL:

The Federation of Canadian Municipalities (FCM) is creating the official network of Canada 150 Community Leaders which represents a unique opportunity for local leaders across the country to get involved in the 150th anniversary of Confederation.

FCM is launching the Canada 150 Community Leaders network with an invitation to designate one or more leaders from your municipality. These individuals will act as your municipal leaders to inspire civic action towards Canada 150 events in your community, serve as a touchpoint to share Canada 150 information and inspiration, and be members of a network that could extend well beyond 2017.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Other options for Council's consideration is to not appoint a councillor(s) to the Canada 150 Community Leaders Network

BENEFITS: The benefit of the recommended motion is that Greenview will have a representative on the Canada 150 Community Leaders Network.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

None

ATTACHMENT(S):

None



REQUEST FOR DECISION

SUBJECT: **Town of Fox Creek Fire Hall**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: December 13, 2016
DEPARTMENT: COMMUNITY SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH MANAGER:
GM: DM PRESENTER:
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 provide Greenview's written consent to the Town of Fox Creek for the approval of the Town of Fox Creek Fire Hall construction design.

BACKGROUND/PROPOSAL:

Greenview and the Town of Fox Creek have entered into an agreement for the construction of a fire hall located within the Town of Fox Creek. The total cost of the project will be \$8,000,000.00 with Greenview contributing a maximum total of fifty percent (50%), up to \$4,000,000.00 funding. The facility and land shall be jointly owned on the basis of a 1:1 ratio with the exception of furniture, fixtures and equipment (FF&E). As per article 5.2 of the agreement, Greenview shall be consulted to obtain final written approval of the design of the facility prior to proceeding with construction.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to accept or deny authorizing written consent to the Town of Fox Creek for the approval of the Town of Fox Creek Fire Hall construction design.

BENEFITS: The benefit of providing Greenview's written consent to the Town of Fox Creek for the approval of the Town of Fox Creek Fire Hall construction design is that it will provide the Town of Fox Creek with authorization to proceed with construction.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

N/A

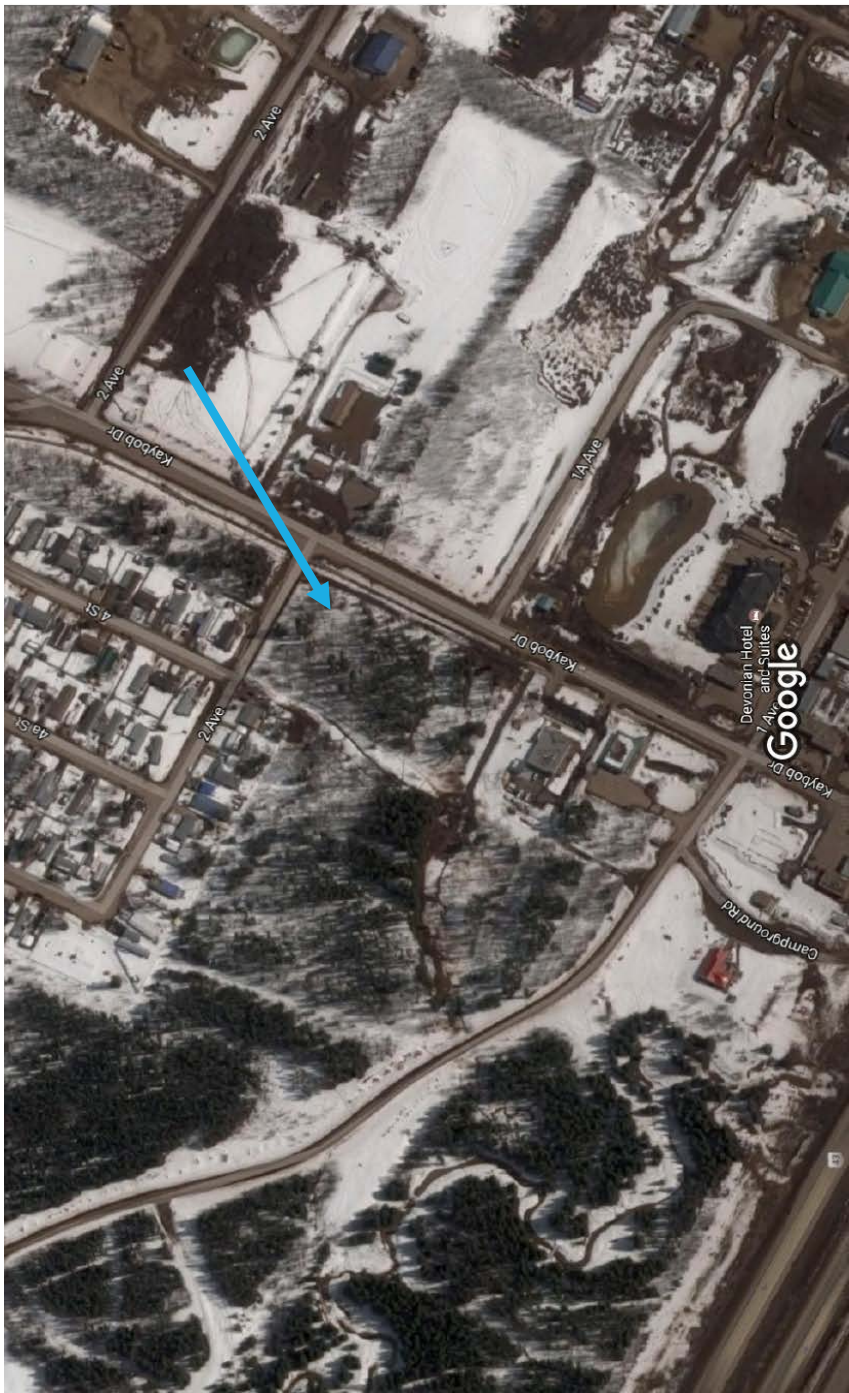
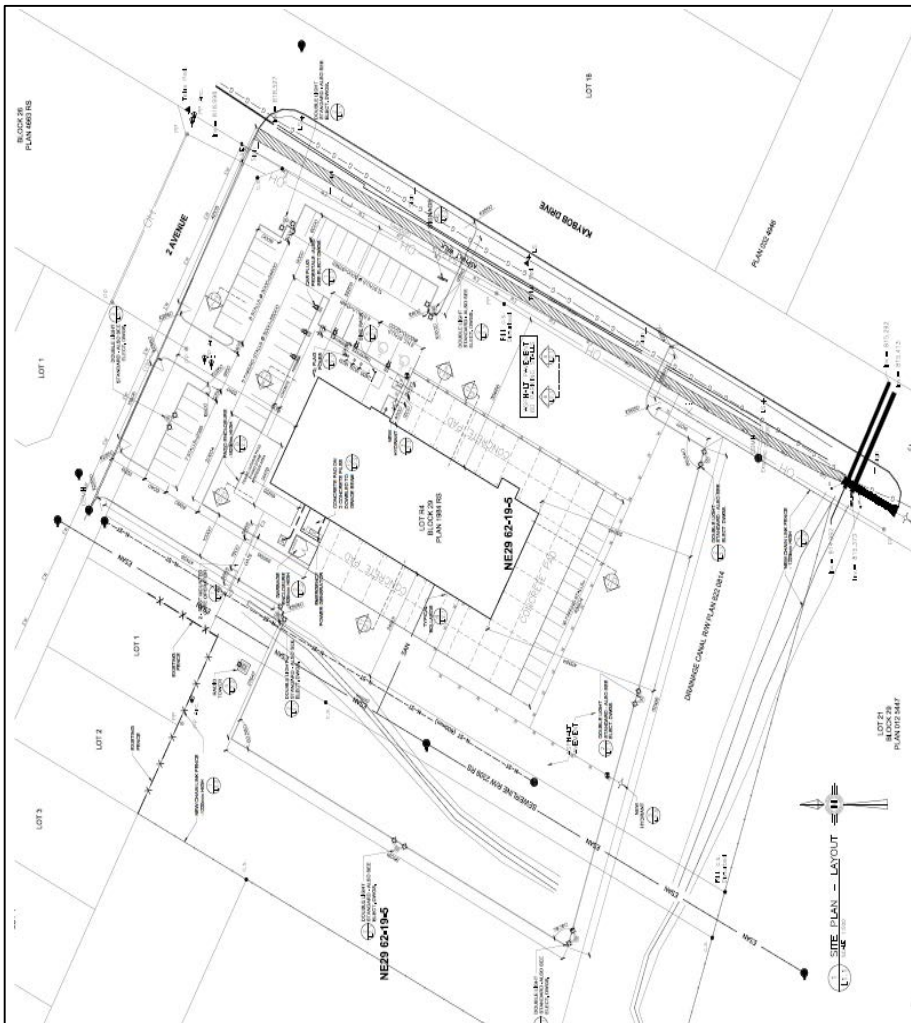
ATTACHMENT(S):

- Town of Fox Creek – Fire Hall Presentation

Town of Fox Creek & M.D. of Greenview Fire Hall Project



Development Site Location



Building Drawings



Exterior View

Legal Description

Lot 24
Block 29
Plan 1984RS Within NE 29-62-18-5

Address

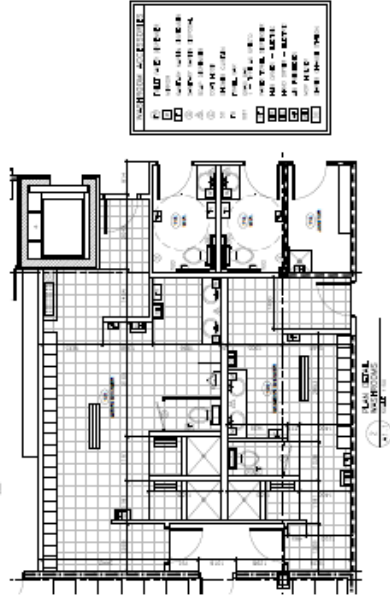
Kaybob Drive, 2nd Avenue, Fox Creek

Zoning District

HR – Hamlet Residential

Main Floor

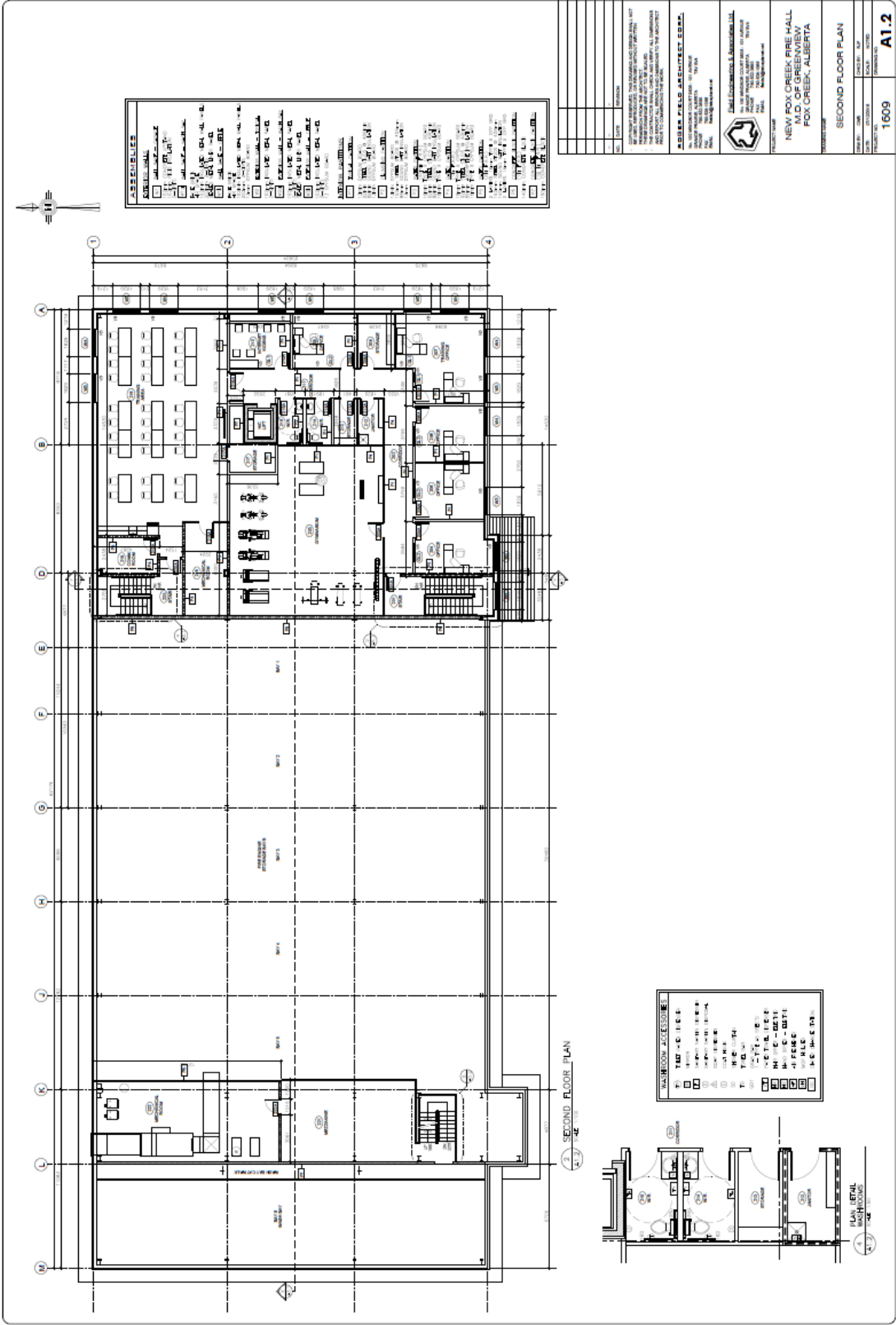
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Interior Floor Plan

Second Floor

Field Engineering & Associates Ltd.



Fox Creek Fire Hall – Tender Results

Tender		K-Rite	OML	Southwest Design	Makloc Const.
		\$ 7,945,000.00	\$ 7,998,000.00	\$ 8,293,900.00	\$ 8,469,067.00

Separate Prices

1. Structural Concrete Floor and Piles	\$ 535,286.00	Included	\$ 142,000.00	\$ 241,314.00
2 Fence & Electric Gate	\$ 42,679.00	Included	\$ 70,000.00	\$ 39,913.00
3. Landscaping	\$ 165,991.00	Included	\$ 130,000.00	\$ 165,991.00
4. Asphalt Roadways, Parkinglot & Pads	\$ 534,068.00	Included	\$ 550,000.00	\$ 651,750.00
5. Exterior Concrete Pad	\$ 210,890.00	Included	\$ 295,000.00	\$ 264,275.00
6. Building Sprinkler System	\$ 67,500.00	Included	\$ 50,000.00	\$ 50,000.00
7. Site Stripping, Site Fill and Compaction	\$ 454,781.00	Included	\$ 750,000.00	\$ 160,000.00
.8 Site Storm Sewer and Drainage	\$ 312,416.00	Included	\$ 657,000.00	\$ 424,000.00

Division 3

Concrete Forms & Accessories	\$ 250,204.00	\$ 126,305.00	\$ 84,520.00	
Concrete Reinforcing	\$ 78,963.00	\$ 63,695.00	Included	
Cast-in-Place Concrete, Formwork, and Reinforcing	Included	\$ 94,998.00	\$ 15,000.00	
Concrete Floor Finishing	\$ 126,859.00	\$ 137,900.00	\$ 191,275.00	

Division 4

Masonry	\$ 118,925.00	\$ 136,289.00	\$ 130,000.00	
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Division 5

Structural Steel Framing	\$ 340,770.00	\$ 169,000.00	Incl. Pre-Eng	
Open West Steel Joists	Included	Included	Incl. Pre-Eng	
Metal Decking	Included	Included	Incl. Pre-Eng	
Custom Metal Fabrication	Included	Included	\$ 100,000.00	
Metal Stairs	Included	Included	\$ 112,000.00	

Division 6		K-Rite	OML	Southwest Design	Makloc Const.
Rough Carpentry		\$ 24,595.00	\$ 16,464.00	\$ 250,000.00	
Finish Carpentry		\$ 177,247.00	Included	\$ 32,000.00	
Architectural Woodwork		Included	\$ 210,690.00	\$ 150,000.00	
Solid Surfacing Fabrication		Included	Included	N/A	

Division 7

Rigid Board Insulation		Included	Included	\$ 15,000.00	
Non Rigid Fibrous Insulation		Included	Included	\$ 37,062.00	
Hydronic Piping Insulation		Included	Included	\$ 17,000.00	
Plastic Sheet Air Barrier		Included	Included	\$ 8,000.00	
Spray Applied Polyurethane Air Seal		Included	\$ 8,475.00	\$ 8,000.00	
Preformed Insulated Metal Roofing System		Included	Included	Incl. Pre-Eng	
Preformed Insulated Metal Siding System		Included	Included	Incl. Pre-Eng	
Metal Siding		Included	Included	Incl. Pre-Eng	
Metal Soffits & Fascia		Included	Included	\$ 15,000.00	
Metal Flashing for Standing Seam Metal Roof		Included	Included	Incl. Pre-Eng	
Snow Retention System		Included	Included	\$ 7,000.00	
Firestopping		\$ 22,741.00	\$ 22,741.00	\$ 7,000.00	
Joint Sealants		Included	Included	\$ 7,000.00	

Division 8

Supply of Hollow Metal Doors and Frames	\$ 21,391.00	\$ 17,081.00	\$ 19,300.00	
Flush Wood Doors	Included	Included	\$ 35,000.00	
Overhead Insulated Coiling Grilles	\$ 6,232.00	\$ 69,628.00	\$ 4,773.00	
Side Folding Doors & Frilles	\$ 9,741.00	Included	\$ 6,000.00	
Sectional Overhead Doors	\$ 83,334.00	Included	\$ 85,000.00	
Fibre Glass Windows	\$ 43,625.00	Included	\$ 36,000.00	
Hardware	\$ 43,694.00	\$ 29,583.00	\$ 20,000.00	
Glass and Glazing Gen Req	Included	\$ 43,625.00	\$ 10,000.00	
Glazing	Included	Included	Included in Above	

Fox Creek Fire Hall – Tender Results, Pg. 2

		K-Rite	OML	Southwest Design	Makloc Const.
Division 9					
Gypsum Board		\$ 199,893.00	\$ 234,825.00	Incl in Div. 6	
Ceramic Tile		\$ 16,250.00	Included	Incl in Resil. Floor	
Acoustical Unit Ceilings		\$ 34,933.00	Included	Incl in Div. 6	
Resilient Flooring		\$ 62,097.00	\$ 62,097.00	\$ 82,000.00	
Resinous High Build Epoxy Floor Cloating		\$ 34,981.01	\$ 33,684.00	\$ 32,000.00	
Carpet Flooring		Included	Included	\$ 5,000.00	
Painting & Finishing		\$ 88,400.00	\$ 88,400.00	\$ 88,400.00	
Epoxy/ Polyurethane Wall Coating System		\$ 16,505.00	\$ 16,505.00	\$ 8,000.00	
Division 10					
Specialties		N/A	Included	\$ 8,000.00	
Metal Washroom Partitions		\$ 1,360.00	\$ 1,110.00	Included in Below	
Washroom Accessories		\$ 10,350.00	\$ 8,750.00	\$ 18,000.00	
Lockers		\$ 39,091.00	\$ 34,332.00	\$ 35,000.00	
Flag Poles		\$ 13,590.00	\$ 12,940.00	\$ 32,000.00	
Division 12					
Verticle Louvre Blinds		\$ 11,730.00	\$ 6,342.00	\$ 11,000.00	
Division 13					
Pre-Engineered Metal Building		\$ 1,229,395.00	\$ 1,069,900.00	\$ 990,000.00	
565000					
Hydraulic LULA Elevators		\$ 76,450.00	\$ 69,550.00	\$ 69,550.00	
Divisions 20/21/22/23					
Mechanical		\$ 547,500.00	\$ 564,150.00	\$ 565,000.00	
Division 26					
Electrical		\$ 584,401.00	\$ 599,401.00	\$ 584,000.00	

		K-Rite	OML	Southwest Design	Makloc Const.
Division 27					
Communication		Included	Included	\$ 10,000.00	
Division 31					
Earthwork Testing		\$ 5,000.00	\$ 620,000.00	\$ 10,000.00	
Fill Materials		\$ 103,070.00	Included	Included in Below	
Earthwork General Requirements		\$ 144,920.00	Included	Included in Below	
Site Excavating, Filling and Grading		\$ 71,350.00	Included	\$ 750,000.00	
Building Structure Excavating		\$ 35,950.00	Included	\$ 25,000.00	
Building Structure Backfilling		\$ 88,292.00	Included	\$ 15,000.00	
Trench Excavating and Backfilling		\$ 6,198.50	Included	\$ 20,000.00	
Cast In Place Concrete Piles		\$ 171,000.00	\$ 204,644.00	\$ 210,000.00	
Division 32					
Granular Base		\$ 534,068.00	Included	\$ 245,000.00	
Asphalt Paving		Included	\$ 630,776.00	\$ 330,000.00	
Concrete Paving, Curbs, and Gutters		\$ 233,726.00	\$ 314,240.00	\$ 325,520.00	
Interlocking Concrete Unit Paving		\$ 11,120.00	\$ 175,700.00	\$ 33,000.00	
Pavement Markings		\$ 2,870.00	Included	\$ 6,000.00	
Chain Link Fencing		\$ 27,500.00	Included	\$ 65,000.00	
Top Soil Placement and Grading		\$ 165,991.00	Included	\$ 55,000.00	
Seeding		Included	Included	\$ 20,000.00	
Trees Shrubs and Ground Covers		Included	Included	\$ 40,000.00	
Restoration of Site Work		Included	Included	\$ 15,000.00	
Division 33					
Piped Utility System General Utility		\$ 312,416.00	\$ 797,500.00	Included in Below	
Water System		Included	Included	Included in Below	
Sewer System/ Storm Water Systems		Included	Included	\$ 750,000.00	
Foundation Drainage		N/A	Included	Included in Above	

Fox Creek Fire Hall – Tender Results, Pg. 3

	K-Rite	OML	Southwest Design	Makloc Const.
Contingency				
6. Miscellaneous Items of Work: of all other items of work not itemized separately: (Refer to Article 4.5 of this Section)	\$ 589,020.00	\$ 531,459.00	\$ 427,000.00	
7. General Requirements:	\$ 785,210.00	\$ 427,721.00	\$ 665,000.00	

Cash Allowance				
.1 Appliances	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
.2Mash washer	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
.3 Site Signage	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
.4 Washbay Equipment (two 900 Hotsy's)	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
.5 Telephone/Communication Equipment	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
.6 Site Utility Services	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
.7 Air Compression for Breathing Apparatus	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
.8 Air Compressor/Dryer and Components, Supply only	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
.9 Electric lift for hose tower	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
.10 TV and Smart Board	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
.11 Security Systems	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
.12 Contingency	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00

Fox Creek Fire Hall - Costing

Division 3 - Concrete	\$	456,026.00
Division 4 - Masonry	\$	118,925.00
Division 5 - Metals	\$	340,770.00
Division 6 - Wood, Plastics and Composites	\$	201,842.00
Division 7 - Thermal and Moisture Protection	\$	22,741.00
Division 8 - Openings	\$	208,017.00
Division 9 - Finishes	\$	453,059.01
Division 10 - Specialties	\$	64,391.00
Division 12 - Verticle Louvre Blinds	\$	11,730.00
Division 13 - Pre-Engineered Metal Building	\$	1,229,395.00
Divisoin 14 - Hydraulic LULA Elevators	\$	76,450.00
Division 20/21/22/23 - Mechanical	\$	547,500.00
Divisoin 26 - Electrical / Communications	\$	584,401.00
Division 31 - Earthwork	\$	625,780.50
Division 32 - Exterior Improvements	\$	975,275.00
Division 33 - Utilities	\$	312,416.00
Miscellaneous Items of Work:	\$	589,020.00
General Requirements:	\$	779,761.49

Cash Allowance		
.1 Appliances	\$	35,000.00
.2Mash washer	\$	7,500.00
.3 Site Signage	\$	15,000.00
.4 Washbay Equipment (two 900 Hotsy's)	\$	25,000.00
.5 Telephone/Communication Equipment	\$	20,000.00
.6 Site Utility Services	\$	50,000.00
.7 Air Compression for Breathing Apparatus	\$	30,000.00
.8 Air Compressor/Dryer and Components, Suply only	\$	20,000.00
.9 Electric lift for hose tower	\$	15,000.00
.10 TV and Smart Board	\$	20,000.00
.11 Security Systems	\$	35,000.00
.12 Contingency	\$	75,000.00

Total Tender (K-Rite) \$ 7,945,000.00

Cost Comparisons for Fire Hall

Cost comparisons between the Fox Creek Fire Hall and Grovedale / Debolt Fire Halls:

- PC Sums, additional \$85,000.00 in Fox Creek project
- Site storm and drainage, additional \$312,000.00
- Moving and earthwork, additional \$145,000.00
- Tree removal and grubbing, additional \$70,000.00
- Landscaping, additional \$78,750.00

Over and above this, room, board and travel is an additional \$100,000.00 due to location.

The total of additional costs equals \$790,750.00, most of these costs are due to location.

Helipad & Project Manager

We have removed the helipad from the Fire Hall and want to relocate it at the Medical Centre.

We need to hire someone to be the Project Manager for the work. Would the M.D. of Greenview be willing to fund this position?

Letter of Recommendation



August 19, 2016
FILE: 1609

Roy Dell: operations@foxcreek.ca
Bonnie Anderson: bonnie.a@foxcreek.ca

Town Fox Creek
102 Kaybob Drive, Box 149
Fox Creek, Alberta
T0H1P0

ATTENTION: Roy Dell

RE: Fox Creek Fire Hall

We have reviewed the tenders submitted on August 16, 2016 for the Fox Creek Firehall. It is recommended that the Town of Fox Creek and M.D. of Greenview enter into a contract with K-rite for the sum of \$79,945,000.00. This recommendation is based on the information provided and we do not provide any other information. Along with the information of two other contractors, OHL and Southwest Design for comparisons.

If you require any additional information, please do not hesitate to contact our office.

Yours very truly,
FIELD ENGINEERING & ASSOCIATES LTD.

A handwritten signature in black ink, appearing to read "Roger Field".

Roger Field Architect Corporation

xc: Roy Dell, Bonnie

Tel: (780) 532-3690 Fax: (780) 538-1066 E-mail: field53@telusplanet.net
No. 100 Windsor Court, 9835 -101 Avenue, Grande Prairie, Alberta T8V 5V4 www.f3archeng.com

Field Engineering & Associates Ltd. have done a review of the tenders sent in August 2016.

It has been recommended that the Town of Fox Creek and the M.D. of Greenview enter into a contract with K-rite for \$7,945,000.00.



REQUEST FOR DECISION

SUBJECT: **Town of Fox Creek Multiplex**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: December 13, 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 authorize Administration to provide Greenview's written consent to the Town of Fox Creek for the approval of the Town of Fox Creek Multiplex construction design.

BACKGROUND/PROPOSAL:

Greenview and the Town of Fox Creek have entered into an agreement for the construction of a multiplex located within the Town of Fox Creek. The total cost of the project will be \$32,000,000.00, with Greenview contributing up to \$19,000,000.00 (59.37%) funding. Greenview shall jointly own the facility and land on the basis of the funding model, 59.37% ownership, with the exception of furniture, fixtures and equipment (FF&E). As per article 5.2 of the agreement, Greenview shall be consulted to obtain final written approval of the design of the facility prior to proceeding with construction.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to approve or deny authorizing written consent to the Town of Fox Creek for the approval of the Town of Fox Creek Multiplex construction design.

BENEFITS: The benefit of providing Greenview's written consent to the Town of Fox Creek for the approval of the Town of Fox Creek Multiplex construction design is that it will provide the Town of Fox Creek with authorization to proceed with construction.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

N/A

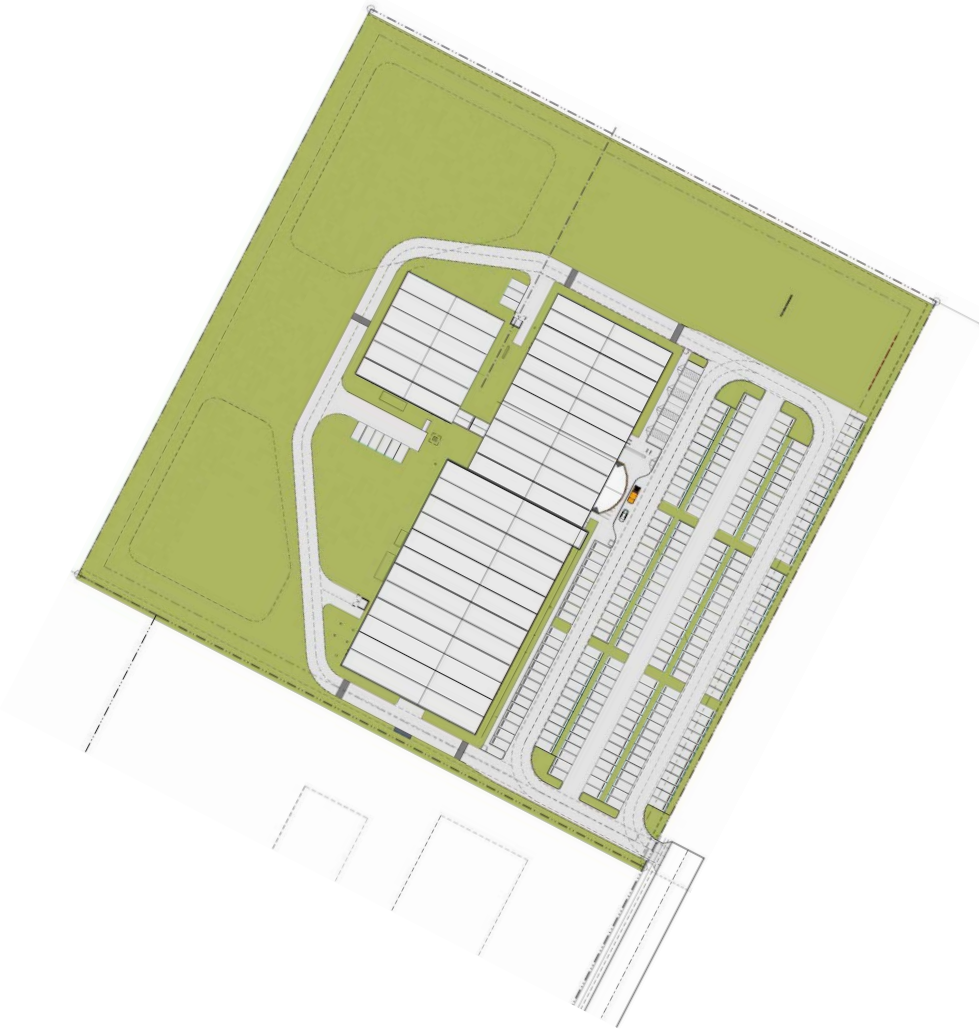
ATTACHMENT(S):

None



Fox Creek Multiplex



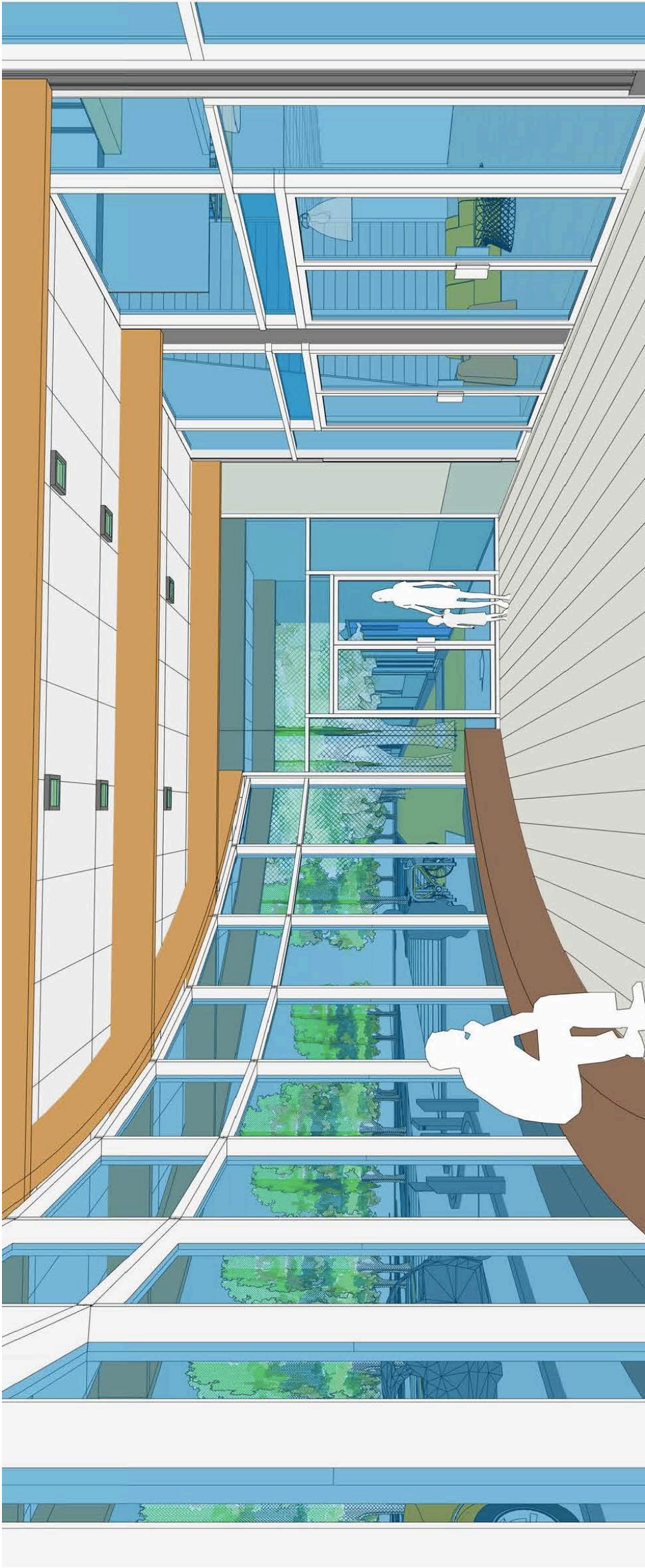


Fox Creek Multiplex



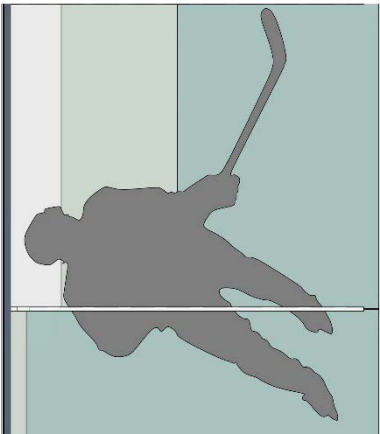
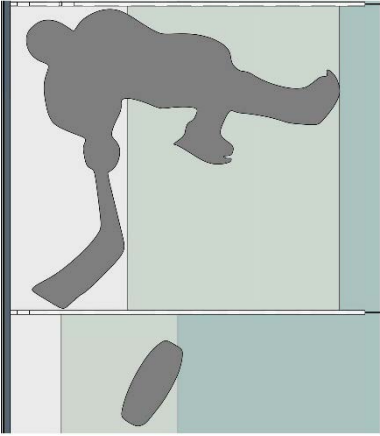
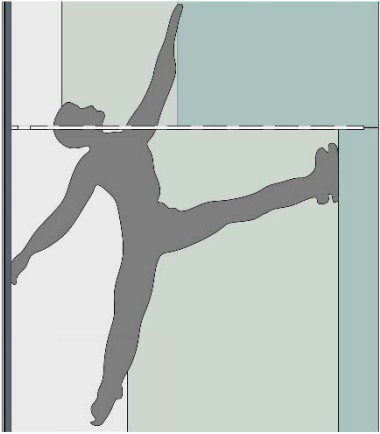
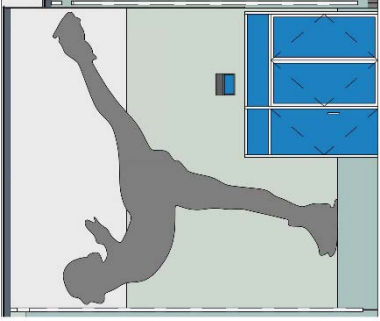
Fox Creek Multiplex





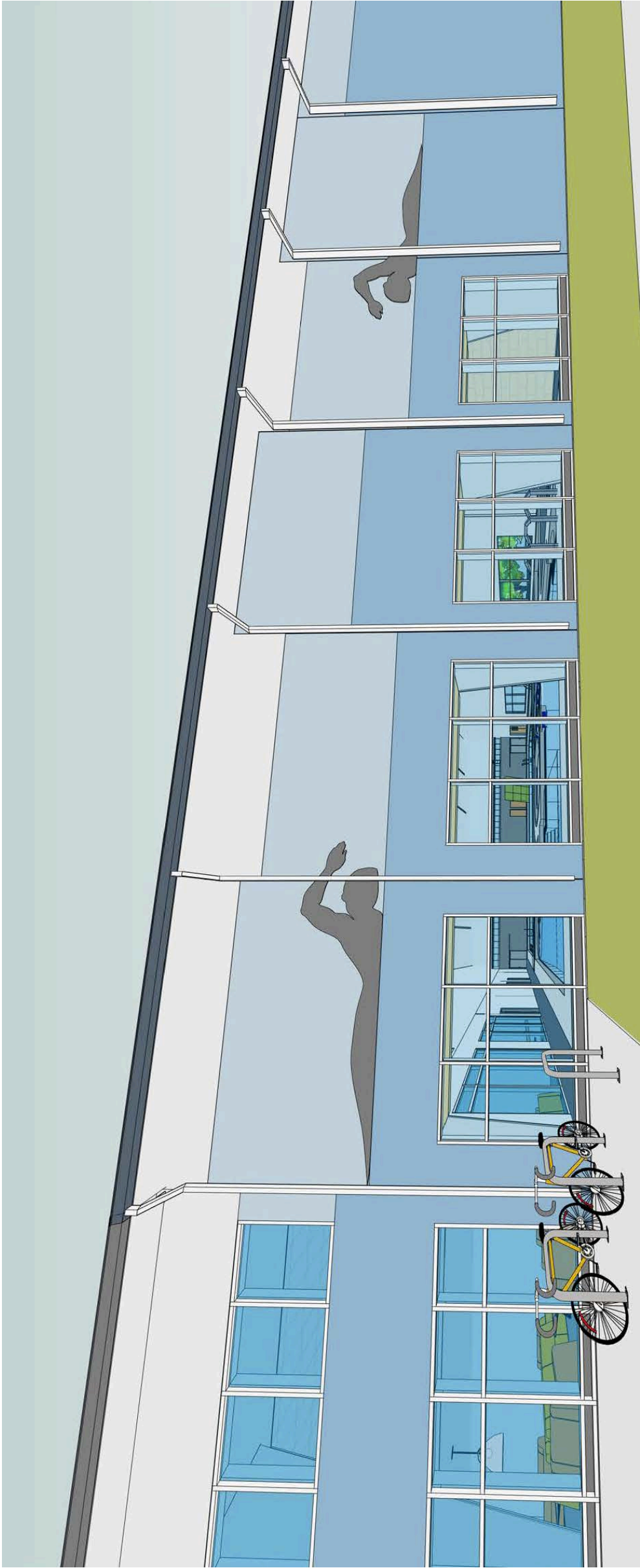
Fox Creek Multiplex





Fox Creek Multiplex

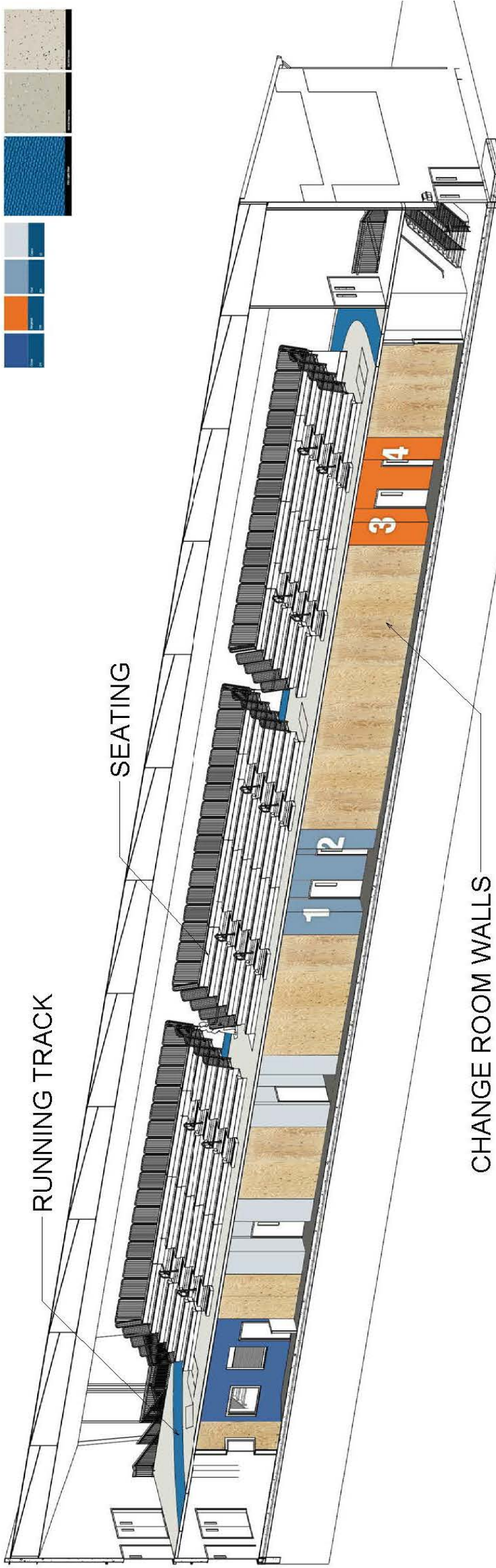




Fox Creek Multiplex

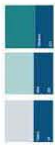


COLOR SCHEME

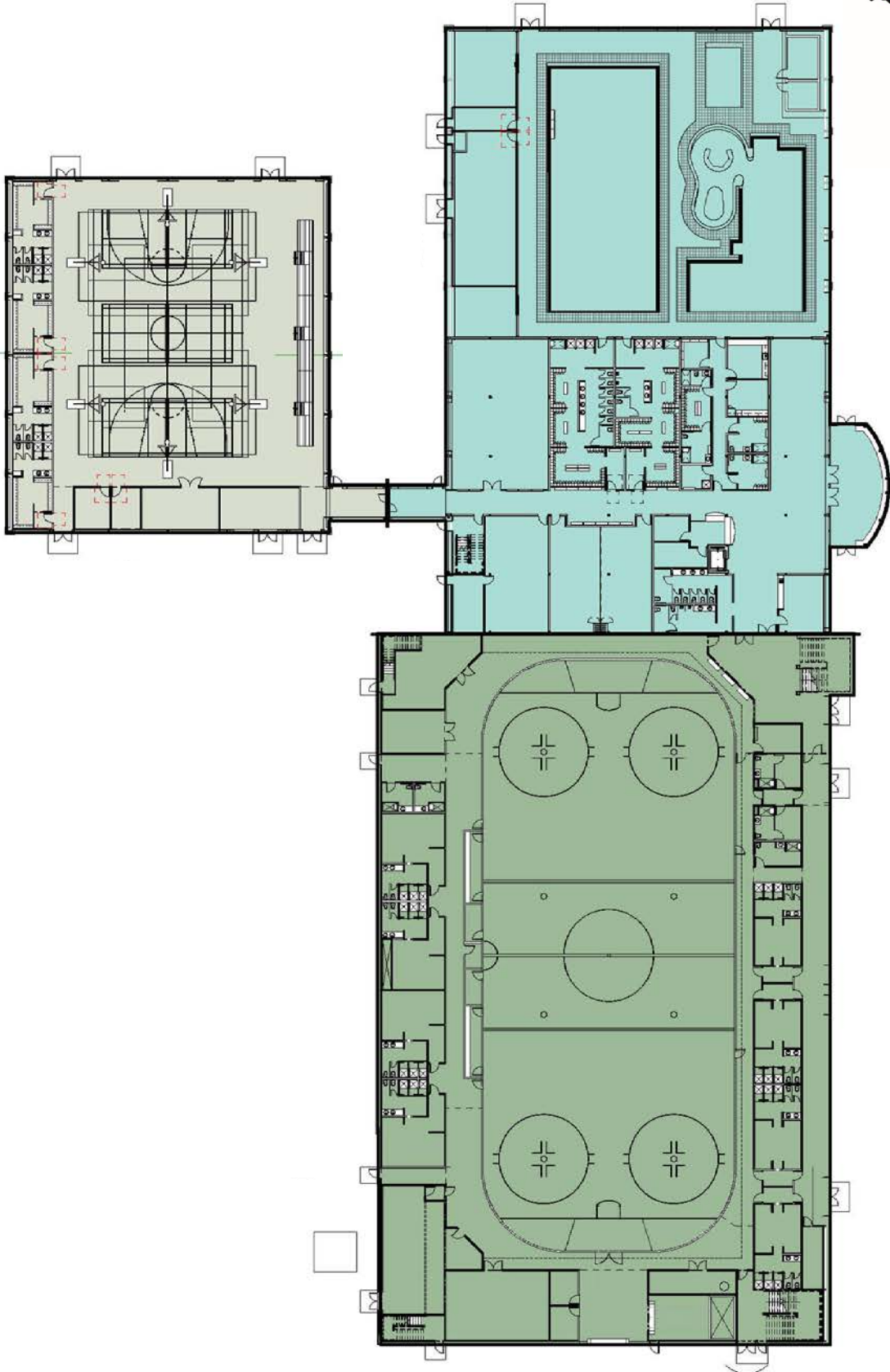


Fox Creek Multiplex

COLOR SCHEME



Fox Creek Multiplex



GYMNASIUM

1237 SM (13,315 SF)
COST \$ 2,470,454

HOCKEY RINK

4639 SM (49,934 SF)
COST \$ 10,765,189

CORE-AQUATIC

3700 SM (39,826 SF)
COST \$ 10,561,047

SITE

33,261 SM (358,018 SF)
COST \$ 2,048,350

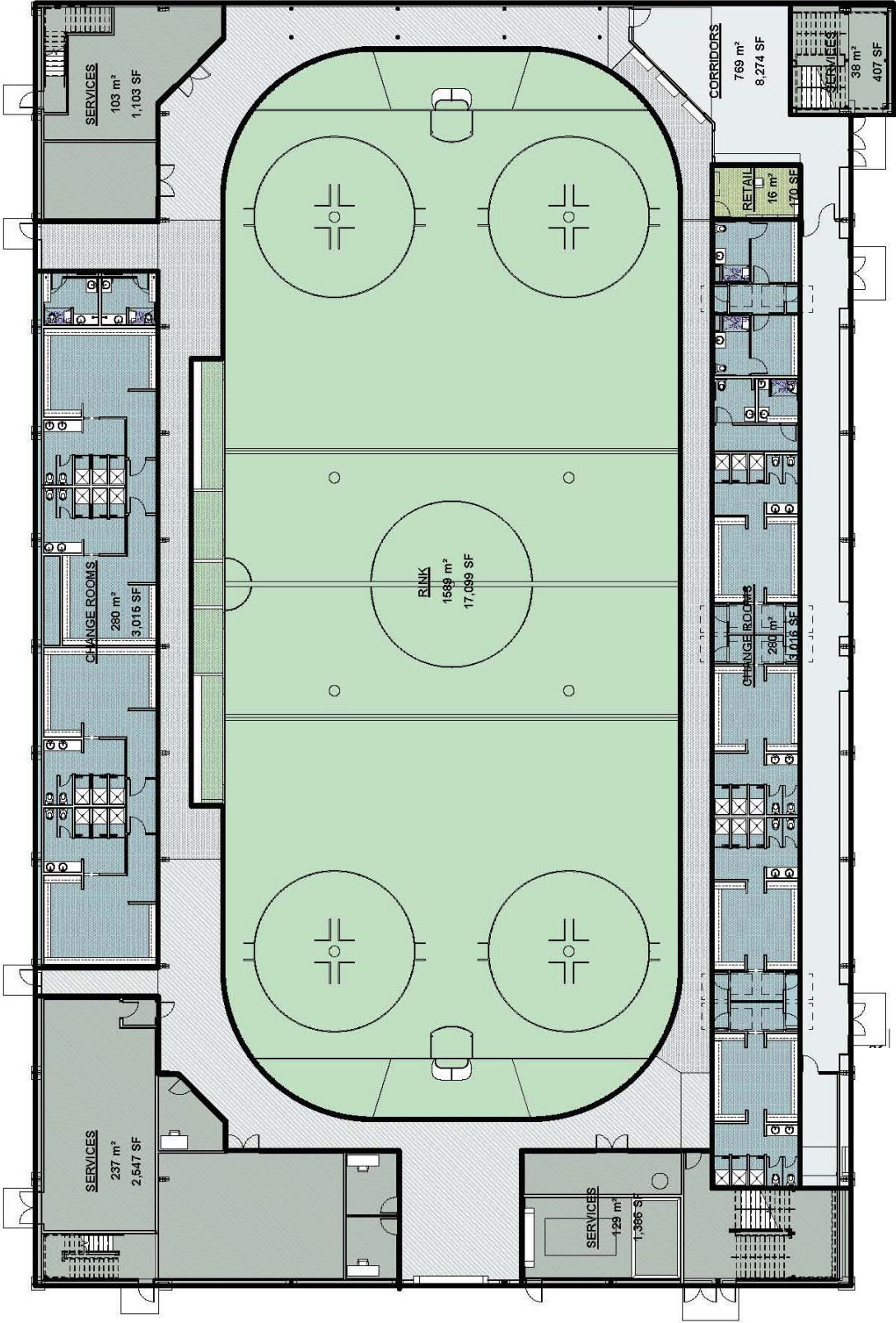
SUMMARY

TOTAL BUILDING AREA
9,574 SM (103,075 SF)
COST \$ 23,796,689

TOTAL CONSTRUCTION COST
TOTAL COST \$ 27,653,0909



Fox Creek Multiplex



RINK

1589 SM (17,099 SF)
COST \$ 4,688,081

CORRIDORS

769 SM (8,274 SF)
COST \$ 1,484,188

CHANGE ROOMS

560 SM (6,031 SF)
COST \$ 1,346,458

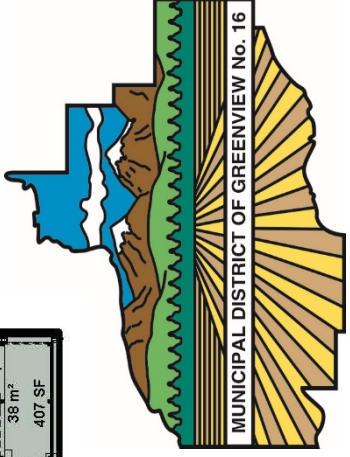
SERVICES

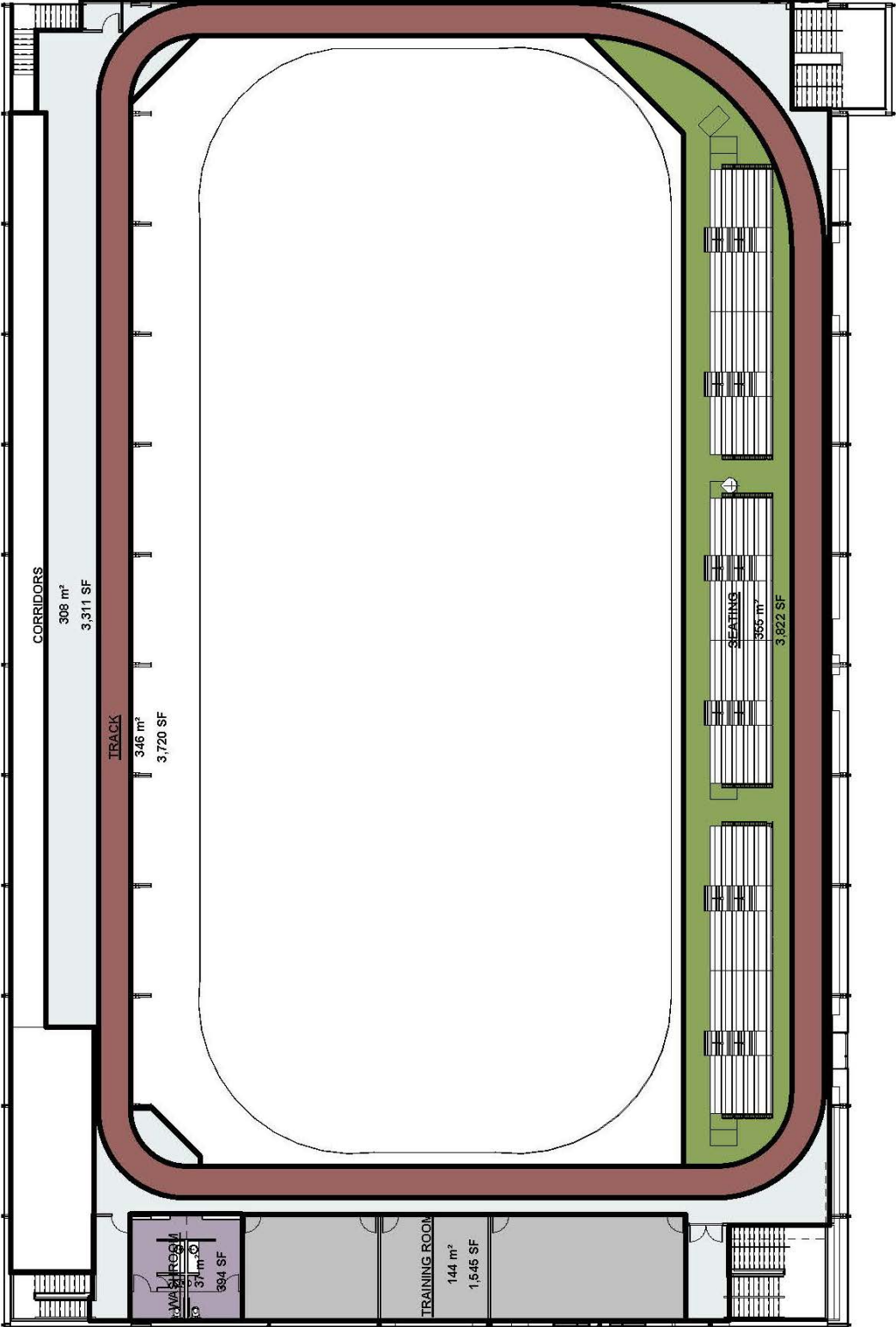
506 SM (5,447 SF)
COST \$ 976,592

RETAIL

16 SM (170 SF)
COST \$ 30,880

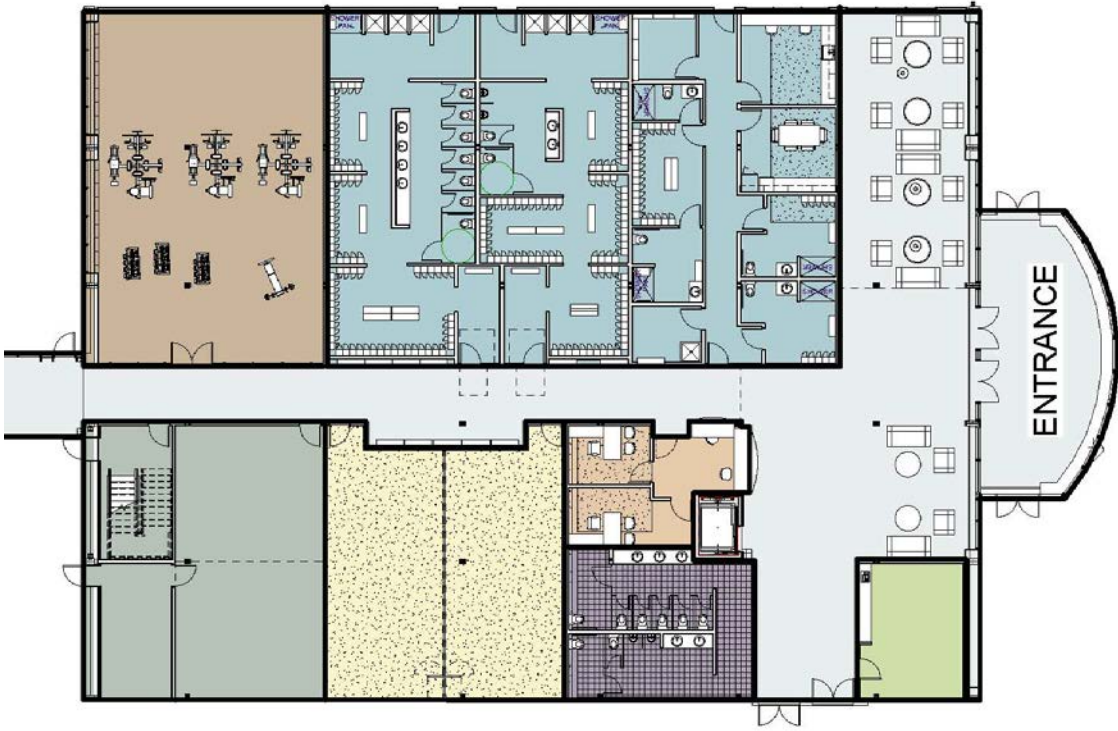
Fox Creek Multiplex



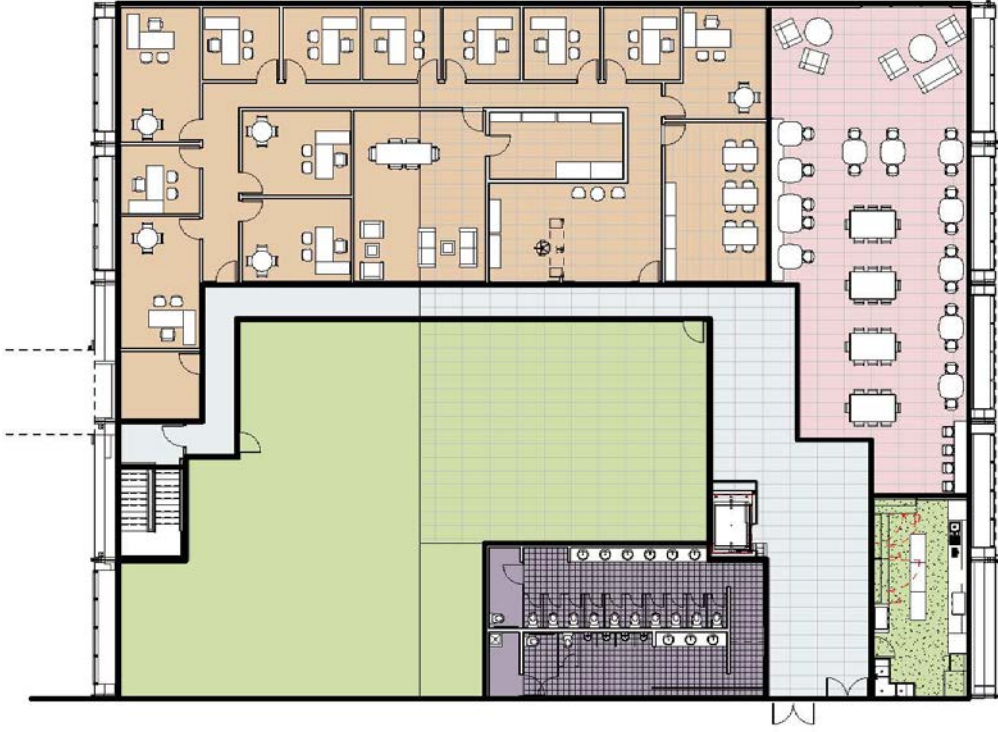


Fox Creek Multiplex





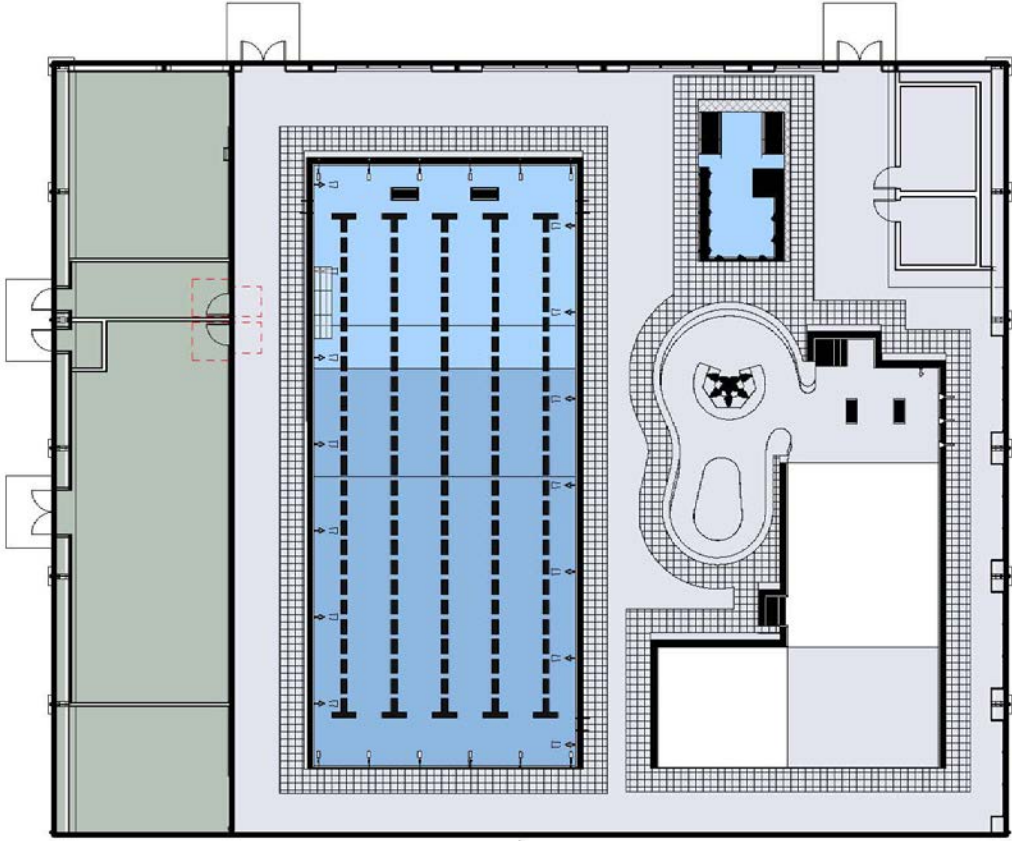
CORRIDOR	393 SM (4,230 SF) COST \$ 758,499
CHANGE ROOMS	355 SM (3,822 SF) COST \$ 853,558
FITNESS	169 SM (1,816 SF) COST \$ 326,174
SERVICES	131 SM (1,413 SF) COST \$ 252,833
EVENT ROOMS	122 SM (1,315 SF) COST \$ 235,463
WASHROOM	55 SM (594 SF) COST \$ 132,241
OFFICES	38 SM (412 SF) COST \$ 73,341
CONCESSION	30 SM (323 SF) COST \$ 86,748



OFFICES	377 SM (4,061 SF) COST \$ 727,619
FUTURE	322 SM (3,469 SF) COST \$ 931,100
RESTAURANT	171 SM (1,840 SF) COST \$ 494,466
CORRIDORS	141 SM (1,517 SF) COST \$ 272,133
WASHROOM	83 SM (894 SF) COST \$ 199,564
KITCHEN	39 SM (420 SF) COST \$ 112,773

Fox Creek Multiplex





POOL

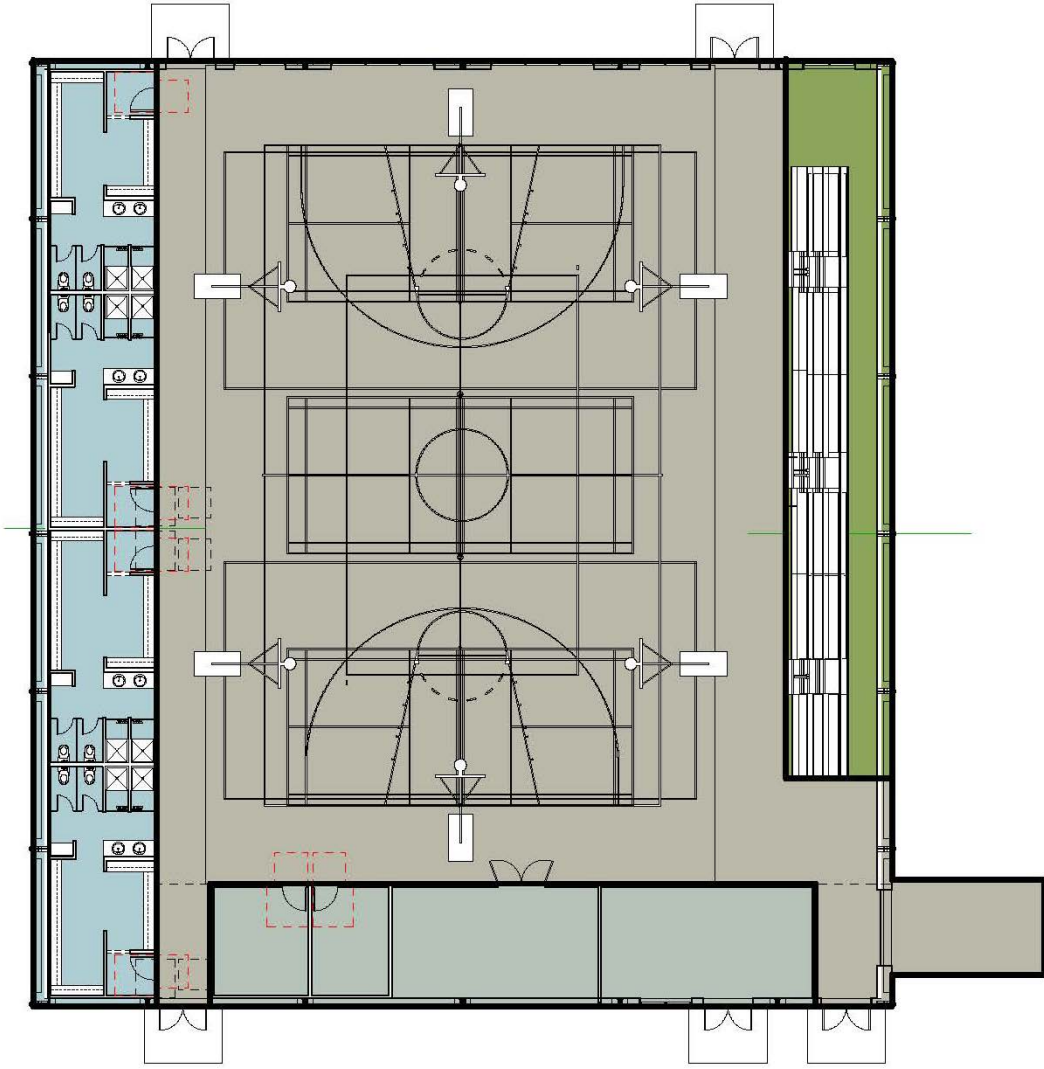
1035 SM (11,145 SF)
 COST \$ 4,807,689

SERVICES

238 SM (2,560 SF)
 COST \$ 459,346

Fox Creek Multiplex





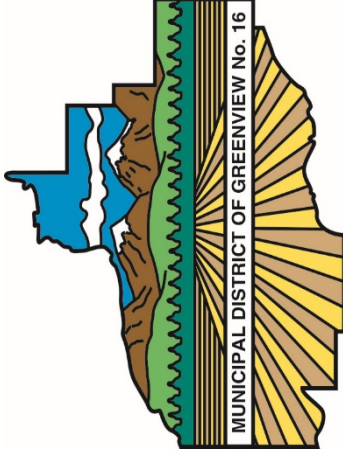
CHANGE ROOMS
 175 SM (1,888 SF)
 COST \$ 420,768

SEATING
 114 SM (1,228 SF)
 COST \$ 220,023

SERVICES
 111 SM (1,199 SF)
 COST \$ 214,233

GYMNASIUM
 837 SM (9,013 SF)
 COST \$ 1,165,430

Fox Creek Multiplex



FACILITY ZONE	AREA		UNIT COST		TOTAL COST
	SQ.M.	SQ.FT.	\$/SQ.M.	\$/SQ.FT.	
ARENA					
RINK	1589	17104	\$ 2,950	\$274.10	\$ 4,688,081
CHANGE ROOMS	560	6028	\$ 2,404	\$223.38	\$ 1,346,458
SERVICES	506	5447	\$ 1,930	\$179.31	\$ 976,592
TRAINING ROOMS	144	1550	\$ 1,930	\$179.31	\$ 277,931
RETAIL	15	161	\$ 1,930	\$179.31	\$ 28,950
TRACK	346	3724	\$ 1,662	\$154.43	\$ 575,127
SEATING	355	3821	\$ 1,930	\$179.31	\$ 685,159
CORRIDORS	1087	11700	\$ 1,930	\$179.31	\$ 2,097,936
WASHROOMS	37	398	\$ 2,404	\$223.38	\$ 88,962
TOTAL ARENA GROSS AREA	4639	49934	\$ 2,119	\$ 196.87	\$ 10,765,196
CORE					
OFFICES	416	4478	\$ 1,930	\$179.31	\$ 802,890
KITCHEN	39	420	\$ 2,892	\$268.64	\$ 112,773
RESTAURANT	171	1841	\$ 1,930	\$179.31	\$ 330,034
WASHROOMS	138	1485	\$ 2,404	\$223.38	\$ 331,806
FITNESS	169	1819	\$ 1,930	\$179.31	\$ 326,174
FUTURE	322	3466	\$ 2,892	\$268.64	\$ 931,100
EVENT ROOMS	122	1313	\$ 1,930	\$179.31	\$ 235,463
CONCESSION	30	323	\$ 2,892	\$268.64	\$ 86,748
CORRIDORS	534	5748	\$ 1,930	\$179.31	\$ 1,030,633
SERVICES	131	1410	\$ 1,930	\$179.31	\$ 252,833
CHANGE ROOMS	355	3821	\$ 2,404	\$223.38	\$ 853,558
TOTAL CORE GROSS AREA	2427	26124	\$ 2,249	\$ 208.95	\$ 5,294,012
AQUATIC					
POOL	1035	11141	\$ 4,645	\$431.55	\$ 4,807,689
SERVICES	238	2562	\$ 1,930	\$179.31	\$ 459,346
TOTAL CORE GROSS AREA	1273	13702	\$ 2,807	\$ 260.79	\$ 5,267,035
GYMNASIUM					
GYM	837	9009	\$ 1,930	\$179.31	\$ 1,615,430
SERVICES	111	1195	\$ 1,930	\$179.31	\$ 214,233
CHANGE ROOMS	175	1884	\$ 2,404	\$223.38	\$ 420,768
SEATING	114	1227	\$ 1,930	\$179.31	\$ 220,023
TOTAL GYMNASIUM GROSS AREA	1237	13315	\$ 2,268	\$ 210.69	\$ 2,470,454
TOTAL GROSS AREA	9576	103075			\$ 23,796,697

Fox Creek Multiplex

FACILITY ZONE	AREA		UNIT COST		TOTAL COST
	SQ.M.	SQ.FT.	\$/SQ.M.	\$/SQ.FT.	
CONTINGENCY					\$ 1,808,870
SITE WORK	33261	358018		5.72	\$ 2,048,350
TOTAL					\$ 27,653,917

The following is not included in this budget:

Project Management fees	\$	1,179,526
Off Site Overhead & Fees	\$	1,270,045
Consultant Fees	\$	1,896,520
	\$	32,000,007





REQUEST FOR DECISION

SUBJECT:	Committee of the Whole / Ratepayer BBQ's		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 13, 2016	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
FILE NO./LEGAL:			LEGAL/POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council hold the Committee of the Whole meeting on July 18th, 2017 in Grovedale at the Grovedale Community Hall and in Grande Cache on June 20th, 2017 at Eagles Nest Hall.

MOTION: That Council host the Grovedale Ratepayer Barbeque on July 18th, 2017 at the Grovedale Community Hall and the Grande Cache Ratepayer Barbeque on June 20th, 2017 at Eagles Nest Hall.

BACKGROUND/PROPOSAL:

Administration has recommended the same locations as last year for the barbeques in Grovedale and Grande Cache. The barbeques scheduled in Grande Cache and Grovedale coincide with the Committee of the Whole meetings in those communities. Administration will book the venues based on the dates decided by Council.

At the Organizational meeting on October 25th, 2016 Council relayed to Administration that the proposed dates for the Grande Cache Committee of the Whole and Ratepayer BBQ will not work. Administration is recommending exchanging the previous recommended dates and holding the Committee of the Whole and Ratepayer BBQ's as stated above.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Other options for Council's consideration are to approve the suggested dates, or to recommend to administration alternate dates.

BENEFITS: The benefit of the recommended motion is that there are approved dates for the Ratepayer BBQ's and Committee of the Whole.

DISADVANTAGES: There are no perceived disadvantages to the recommended motion.

COSTS/SOURCE OF FUNDING:

There are no perceived costs to the recommended motions.

ATTACHMENT(S):

- None



Manager's Report

Function: Infrastructure & Planning

Submitted by: Grant Gyurkovits, General Manager Infrastructure & Planning

Date: 12/13/2016

General Manager, Infrastructure & Planning, Grant Gyurkovits

- Employee Performance Appraisals
- Budget review
- Oil field activity application training
- AMSA Conference
- Certificate in Municipal Management & Leadership Program

Manager Construction & Maintenance, Kevin Sklapsky

- The Forestry Trunk Road Simonette Hill re-grading project has been prepared for winter shutdown with erosion control measures and permanent signs installed.
- The Forestry Trunk road km 50-70 sub grade prep was gravelled on the last section, crews struggled with wet gravel and weather.
- Day labour crew installed a field crossing in road right of way at a seasonal water course NW of DeBolt on Range Road 14 so farmers can access their crops on both sides of the drainage course.
- Greenview closed the tender for bridge maintenance work on October 21st for BF 74433 & BF 77070 and will update the results when we receive the tender recommendation.
- Held job interviews for the Project Engineer position and have finished reference checks on one of the candidates and have made an offer for employment.

Supervisor, Facility Maintenance, Alfred Lindl

- General Maintenance on maintenance task list.
- Monthly inspection on Greenview facilities.

- Normal maintenance on Greenvew facilities.
- Snow removal and ice care.

Field Service Office

- Finished with the installation of card readers and security cameras. Will be programming the access cards next week.

Public Service Building Grovedale

- Maintenance staff will start assembling furniture next week in preparation for the “Move”. Jeff Francis will provide further details on the process.

Administration Building

- The installation of the card reader software has been completed. We are now able to change any card access directly from Shane’s computer. We are also able to check every security camera from the server room.

Grovedale Shop A & B

- We have completed the installation of the card readers, programming the access cards is in progress.

Medical Clinic

- We installed 3 new rolling drawer cabinets to accommodate the new doctors, we also installed new shelving at the reception.

Transfer Station

- Completed installing tin over ply-wood on four e-waste sheds at the DeBolt Transfer Station, three e-waste sheds in Sunset House Transfer Stations and three e-waste sheds at Sweathouse Transfer Station, as per request on the maintenance task list

Manager Operation, Gord Meaney

Shop

- Continue with part time online video training with the Snap-on Diagnosis system.
- Analysing old stock such as grader tires that have been located by doing a thorough search of the FSO facilities.

East Sector

- Completed gravelling Valleyview and South of Valleyview. Will complete the Ridgevalley area when weather permits.
- Haul gravel for infrastructure projects as requested.

- Dig out problem beaver dams.
Additional brushing along roads.
- Spot gravel on bus turn-a-rounds.
- Preparation of gravel roads for the winter season.

West Sector

- Completed gravelling in the Grovedale area.
- Will continue gravelling in the DeBolt and Puskwaskau areas when the weather permits.
- Preparation of gravel roads for the winter season.
- Continuous monitoring of km 130 – 140 during Canfor's log haul.
- Problem culverts have been replaced in all of the West Sector.
- Dig out problem beaver dams.
- Grovedale has been short-handed by two employees due to bereavement leave and paternity leave.

Manager Environmental Services, Gary Couch

Water and Distribution

- Construction has begun for the Ridgevalley Water Treatment Plant, starting with the excavation for the new reservoir and connection to the gravity sewer. An existing sewer manhole will need to be replaced, as its condition has deteriorated to the point of being unsafe.
- Grovedale Test Well #2 is scheduled for drilling this week.
- Goodwin and Crooked Creek Water points were shut down for a day in order for us to clean the tanks of sediment. Grovedale and South Wapiti are the next sites scheduled to be cleaned.
- The manganese greensand filters were rebuilt at the Little Smoky water treatment plant in the past weeks.

Wastewater

- ATCO has installed power to the new septage receiving station in Grovedale now. This project is getting close to completion.
- We had a break in the low pressure sewer system in Little Smoky last week and will be repairing the week of the 5th with contractors.
- Performing maintenance on the sewer systems, exposing, inspecting manholes, and replaced a couple lagoon manhole lids and risers that were damaged by the mowers.
- Completing preliminary design of the wastewater lagoon and preparing for detailed design. Clearing of entire site is expected for early in the year, prior to April 30th.
- Continue to work on a plan for supplying Frac companies with wastewater effluent.

Solid Waste

- Sturgeon Heights transfer station upgrade was started and was almost completed by ourselves using day labour before frost. Just the additional ramp for a second bin is required to be constructed. We will complete the project in the spring.

- Traveled to Grande Cache to meet with the Town's public works staff and also met with Coop and Enterprise representatives to discuss the implementation of the solid waste service beginning in the New Year. Meetings went well and will be followed up on.
- Metal recycler is completed all but Little Smoky. Dec 1 deadline given.
- South Wapiti transfer Station fencing started today. New Fish Creek will be next. All sites will be completed in 2016.
- We have been working on cleaning up Transfer Station sites and making some areas more accessible and simplifying process where possible.

Manager Planning & Development, Sally Rosson

The following briefing outlines some of the recent activities in the Planning & Development Department:

- Rural addressing signage is complete for the Grande Cache Enterprise/Cooperatives. Fridge magnets were ordered to identify each rural address and shipped to the Grande Cache Sub-Office for distribution indicating the individual emergency address. Additional blank fridge magnets are planned to be ordered for the other Greenview residents that will be provided at the Annual Ratepayer Barbeques.

Sample Magnet shown below (not to scale). Actual Size is 1 ½ by 6 inches:



- Ongoing enforcement is taking place on individual property in Grovedale area with assistance of our legal advisors and staff.
- Council may be receiving a request to waive the Development Permit fees for a work camp that had expired two years prior.
- Our Contractor (Scheffer Andrew) for the Grovedale Area Structure Plan remains ill and has not yet returned to work on the project.
- Year End Report detailing the Planning & Development activities will be presented to Council in 2017.
- Of the 28 new Development Permit Applications; there are 11 camp renewals. The following new Applications were received in the various categories for the month of November 2016:

Business Licenses:	One
Development Permit Applications:	Twenty-eight
Lease Referrals	Two
Land Use Amendments (re-designation):	None
Subdivision Applications:	One



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Community Services

Submitted by: Dennis Mueller, General Manager Community Services

Date: 12/13/2016

General Manager Community Services, Dennis Mueller

- Administration has received the endorsed original copies of the revised Fox Creek Fire Hall and Multiplex agreements. A meeting was held recently with the Town of Fox Creek and Greenview Administration to discuss the logistics of the proposed multiplex project and Greenview's requirements prior to committing the requested funds.
- Administration recently attended a meeting facilitated by Northern Gateway Public School Board to review the current public school facilities in Valleyview and the options for future renovations, expansions or prospective new building considerations.
- The Medical Clinic lease agreements were submitted to the new doctors for their review and signature.
- Administration is organizing a meeting with Heart River Housing, Evergreen Foundation and Grande Spirit Foundation to discuss the Senior Housing Survey conducted by Greenview this year.

Agricultural Services Manager, Quentin Bochar

Problem Wildlife Officer and Pest Program

- Total number of beavers removed from the system as of October 24, 2016 is 200+.
- As a suggestion from the Greenview Agricultural Service Board, the Agricultural Department will be starting a new awareness campaign to inform residents about the Greenview Problem Wildlife Program. We will be working in conjunction with Greenview Communications to get the message conveyed to residents via newsletters, newsprint, radio, website, and social media, the message will include who to contact, how to get after hours assistance, etc. Starting in the New Year the Agricultural Department will also be offering workshops and seminars on various predators and other problem wildlife.

Vegetation Management Program

- On November 18, 2016 Administration attended a meeting with staff from Alberta Environment and Parks. Alberta Environment and Parks is very interested in working with Greenview to collaboratively deal with invasive species on Alberta Parks land.
- As was mentioned in the previous months report, a meeting was held with representatives from the Cooperatives and Enterprises in the Grande Cache area. Administration is currently researching the identification of “local” medicinal plants that are used for traditional practice and working with the area guiding companies and Alberta Environment and Parks to come up with an effective strategy to deal with invasive species in the Wilmore Wilderness Park, specifically the Tall Buttercup.

Outdoor Recreation Facility Maintenance

- Due to some damage that has been happening at the Grovedale Fish Pond, as well as some extracurricular activities in the parking area, a gate has been put up at the Grovedale Fish Pond. The site will be closed to vehicular access for the winter.
- The planned install of the Kiosks and Molok garbage containers at Kakwa River, Southview, and Grande Cache Lake was not completed this fall due to a lack of available equipment. These improvements will resume in the spring.

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

- Green View Family and Community Support Services partnered with the Parent Link Center in the National Child Day Celebration held at the Polar Palace on November 20th, where approximately 40 families gathered for an afternoon of skating.
- A series of 5 caregiver workshops will be offered out of the Community Resource Center every Tuesday from 1:00 - 2:30 p.m. beginning November 15. These workshops include: Caregiver Grief; Guilt, Shame and Regret; Merry Holidays, Time Management and Organization; and the Paper Dragon (re: financial and legal documents).
- The Sparks Fly Stationary Bikes, together with the Mind –Up curriculum has been implemented in Valleyview, Ridgevalley and the Grovedale schools. The bikes and curriculum assist children with emotional regulation skills and provides an outlet for those experiencing stress and anxiety. Susa Creek School in Grande Cache has already implemented the Mind-Up curriculum, and they will receive 2 Sparks Fly bikes in December.
- The Family and Community Support Service Association of Alberta conference, which is attended by board and staff members took place in Edmonton at the Fantasyland Hotel, November 23 - 25, 2016. During this conference, Family and Community Support Service celebrated its 50 year anniversary.
- Resolutions brought forward at the Family and Community Support Service Association of Alberta Annual General Meeting included: access to safe and affordable housing; a province wide 2-1-1

information and referral service; a province wide Elder Link program for seniors; in person parenting after separation program; and an investment in an online system to support outcome measures.

- The Green View Family and Community Support Services office continues to assist those who are fleeing domestic violence. Our area has one of the highest rates of rural intimate partner violence in the province. Programs such as Finding our Voices, Growth Circle, and other mental health supports continue to be sought on a regular basis.
- The HEART Team, together with the Alberta Council of Women's Shelters is hosting "Breakfast with the Guys" on January 26, 2017 at the Memorial Hall. This free event is important in many ways as it is the first time Valleyview will host an event like this, and we hope to create enough interest that future actions will emerge from it. This event is not geared to blame or shame, but simply educate and create awareness as to how everyone can be part of the solution. The breakfast will be paid for by HEART, with funds coming from the Family and Community Safety grant that Green View Family and Community Support Services applied for last year.
- The next regular Green View Family and Community Support Services Board meeting is scheduled for 9:30 a.m., December 12, 2016.

Protective Services Manager, Jeff Francis

- Greenview took possession of the Grovedale Public Service Building on November 28, 2016, there will be some seasonal work still to be completed in the spring of 2017, but the building itself is ready for possession. There is still approximately a months' worth of work to be done before the fire department can move in. This work will include installation of IT equipment, furniture, radio equipment and similar. The Grovedale Fire Department will be able to move some pieces of equipment into the building before they can completely move in.
- The final inspection of the DeBolt Public Service Building has been scheduled for November 29, 2016 and if all deficiencies are addressed, Greenview will take possession of this building. As with the Grovedale building, there will still be approximately a months' worth of work to complete before the fire department can completely move in. Some equipment will be allowed to be moved in prior to the complete move to the new building.
- Greenview's fire departments are currently finishing up as many projects as possible to limit any carry over into the next fiscal year. Fire Administration is working with the Public Services Building team to coordinate the installation of information technology and radio equipment in preparation of the move into the new facility.
- The Fire Services Coordinator attended the Alberta Emergency Management Summit held in Edmonton on November 21st and 22nd. A wide variety of emergency management topics were presented and an open panel discussion was held with Provincial Emergency Managers to brainstorm on improving communications with the stakeholders. Senior Emergency Management

Officers for the Regional District of Wood Buffalo made a presentation regarding the Fort McMurray wildfires. A presentation was also made on creative solutions for working and performing emergency management in smaller rural communities.

- The Fire Service Coordinator attended a meeting in regards to the creation of a Fire Service Instructors Association in the province. Currently there is no association for information sharing or professional development of fire service instructors. All persons that attended the meeting are very enthusiastic about the creation of an association that will support and help to develop high quality instructors in the province. The next meeting has been scheduled for February 2017 to continue development of the group.
- The computer safety program “Marshal” went live on November 15, 2016. The live version will be accessible through staff mobile phones and desktop computers in December 2016. The final steps to implementing the program include entering relevant safety data and one on one training for staff.
- The new key performance indicator (KPI) statistics are compiled by the Health and Safety Committee and reported monthly. Key performance indicators are used as a means to collect data and communicate trends, this assists with indicating areas that require further improvements and resources. Key performance indicators representing events that happened are referred to as “lagging indicators.” Lagging indicators are commonly used in company communications to provide an overview of performance, such as the tracking of injury statistics, exposure incidents, and regulatory fines. “Leading indicators” are more predictive of future performance results. They are viewed as proactive measurements.

Tool Meeting & Statistics - October

Department	Toolbox Meeting	Incidents	Hazard IDs	Ergo Assessment	JHA
Corporate Services	1		1		
Infrastructure Planning	1	2			1
Community Services	1	4			
Contractors	1		1		

Recreation Services Coordinator, Adam Esch

Ridgevalley Walking Trails

- The proposed trail system has been agreed to in principal by the affected landowners based on the conceptual maps.
- Opus Stewart Weir Ltd. has surveyed the proposed trail system for the purpose of having an accurate map to confirm the physical location of the proposed trail, as well as begin land purchase talks. The same survey will be used for updating Alberta Land Titles.

Moody’s Crossing Enhancement Project (Highway 43 Bridge over the Smoky River)

- Administration has collected and analyzed field data for the Moody’s Crossing area for the purpose of establishing an outdoor recreation facility near the regularly utilized sand bar on the Smoky River. Administration has developed some options and recommendations regarding the conceptual

development of the area and has nearly completed a recommended development plan for the site. This recommended development will be brought forward for Council's consideration in the near future.

- Alberta Environment and Parks is favorable to Greenview obtaining a lease on the site for the purpose of providing a formal outdoor recreation facility, similar to the Johnson Park facility. It is anticipated that a lease may be obtained quicker for Moody's Crossing as Administration has developed a working relationship and standard leasing procedures with Alberta Environment and Parks.
- A separate lease will need to be obtained in order to formalize a boat launch on the site. The speed at which this lease is obtained will depend on the required level of development for the boat launch. Currently, Administration is researching and having discussions regarding the feasibility of keeping the natural river stone launch.

Johnson Park

- Opus Stewart Weir is conducting the required survey for Johnson Park. Once the survey is submitted Greenview will hold the lease title on Johnson Park.

Economic Development Officer,

Meeting with Invest Alberta

- Administration had an opportunity to meet with Invest Alberta to discuss potential large scale industrial investment opportunities within Greenview. Collaboratively, we reviewed processes needed to ensure Greenview is well positioned for future large scale industry attraction. Invest Alberta is a division of Economic Development and Trade Ministry, their mandate is to solicit large scale international capital investors and inform them of the benefits of doing businesses within Alberta.

Regional Hi-Tec Business Incubator Project

- Anticipated ministerial approval of the Regional Business Incubator is said to be forthcoming. This project will be administered by Grande Prairie Research Innovation Network (GPRIN). This project will provide regional entrepreneurs and businesses with the opportunity to locate in an office cluster of high-tech focused businesses, while having access to scientific and research and development services provided at no cost.

Grande Prairie Hospital Gap Analysis Study

- The Economic Impact and Gap Analysis of the Grande Prairie Regional Hospital Executive Summary was presented to Councillors and Directors that funded the study on November 6th.
 - Administration from all 3 regional municipalities and Grande Prairie Chamber of Commerce have agreed to continue developing regional strategies that address the gaps identified within the report.

Grovedale Electronic Sign – Open House

- The Grovedale Electronic Sign Open House was held on November 15 to assess residents' opinion of sign use and discuss the potential location. The event was advertised on Radio, Social Media and direct media (posters) for the 2 weeks prior to the event. Positive feedback was received as all residents attending provided support to the concept.
- Next Steps in the process include:
 - Requesting for proposals to erect the sign at the selected location.
 - Policy development for proper sign usage and to identify the eligible user groups authorized to transmit messages.
 - Identify Greenview personnel responsible for maintenance of sign updates:
 - Protective Services (emergency messaging etc.)
 - Economic Development (community initiative events etc.)
 - Communications (various Greenview messaging etc.)



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager Corporate Services

Date: 12/13/2016

General Manager Corporate Services, Rosemary Offrey

After many hours/months of coordinating the annual budget, I am pleased to advise that Administration finalized the consolidated budget presentation (with Council changes) and shared it with Council on November 18th. The consolidated budget will be on the December 13th agenda for final approval.

I attended Module 2, Certificate in Municipal Management and Leadership Program (CMML) on November 9 and 10 in Grande Prairie. This training/certificate is provided by the University of Alberta. The focus of the training is teaching municipal leaders by increasing their capacity to lead people/teams/departments and organizations.

Been preparing the Questica Budgeting System to provide access to all department managers. This will soon be ready to share with them. Next year's budget (operational and capital) will be completely developed in the new system. This I hope will make the coordinating part easier for tracking changes and ensuring that we haven't accidentally dropped a budget line from the overall budget.

Completed some 2016 budget adjustments due to changes in the GL codes that was initially used. With our Payroll Coordinators' and Diamond/WorkTech support's help, we uncovered the issue with the employer's contributions not showing against a GL, this has been corrected!

Finance & Administration Manager, Donna Ducharme

Including the other many duties, Donna has been completing performance appraisals. She was off for a week due to personal health issues, therefore she is busy catching up on posting the financial batches that were created in AP/AR/Cash Receipting, etcetera and taking care of daily business.

Human Resources – Recruitment & Retention, Sandra Rorbak

Positions filled since last report: None. Positions at Offer Stage: 1) Development Officer (Planning & Development), and 2) Project Engineer (Infrastructure & Planning - Construction).

The open competitions include: 1) Administrative Support - Infrastructure & Planning (Casual); Administrative Support - Infrastructure & Planning (one year maternity cover); Communications Specialist – CAO & Corporate Services, Equipment Operator/Truck Driver; Grovedale Operations (temporary for 3 months); Human Resources Officer, Recruitment – CAO & Corporate Services; Manager, Recreation (internal posting only) – Community Services; and Roads Coordinator, West – Grovedale Operations.

Resignations received since last report: Manager, Recreation – Community Services and Agriculture Supervisor Trainee – Agricultural Services.

Information Systems, Shane Goalder

Shane has been busy installing new office printers, laptop and desktop computers throughout the organization. He worked with PCIT to resolve network switch issues. He advises that the 2016 Aerial Photography Project has been completed and the data delivered to Accurate Assessment for processing into the Greenview GIS System.

Shane rolled out telephone equipment to the sub-offices and Public Service Buildings in DeBolt, Grande Cache and Grovedale. As well as installed a new debit machine at the Grovedale office.



A GREAT PLACE TO LIVE, WORK AND PLAY

CAO's Report

Function: CAO

Date: December 13th, 2016

Submitted by: Mike Haugen

Budget

Staff have completed changes to the proposed budget and submitted the consolidated version to Council for review.

2017 Municipal Election

Staff are starting work to organize and prepare for the 2017 election. This is preliminary at this point but will increase in scope as the year goes on.

Financial Assistance for Achievement Recognition

Greenview awarded funding to the following recipients for athletic achievement:

- Valleyview Vipers Swim Club: \$800.00 to attend Provincial Swimming Competitions
- Red Willow Curling Club: \$500.00 to attend Provincial Curling Competitions

Towns Infrastructure Audit

This project is proceeding. Recently, Administrations from the Towns have met with the consultant in order to start compiling internal data and documents.

Grande Cache Recreation Facility Agreement

Final changes have been made to the Agreement which sets out Greenview's financial contribution to the Grande Cache Recreation Building and the conditions attached thereto. This agreement is slated to be presented to Council in January.

Grande Cache Community Coordinator

The Grande Cache Community Coordinator continues to increase levels of consultation with the Coops and Enterprises from what they have been in the past. Additionally, the Coordinator is moving several projects forward for various Greenview departments, such as preparing Requests for Proposals, Road Maintenance Reports, Canada 150 Meetings, and Garbage Collection Services.

Upcoming Dates: None