

REGULAR COUNCIL MEETING AGENDA

Tueso	day, January 10, 2017	9:00 AM Council Cha Administration Bu	
#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		1
#3	MINUTES	3.1 Regular Council Meeting minutes held December 13, 2016 – to be adopted.	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	4.1 Bylaw 16-775 Road Allowance License	32
#5	DELEGATION	5.1 Sellors Delegation	15
#6	BYLAWS	6.1 Bylaw 16-775 Road Allowance	32
#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 2017 Grant Requests	39
		8.2 Industrial Area Partnership	43
		8.3 Grande Cache Recreation Centre Agreement	49
		8.4 Susa Creek Cooperative Surface Lease	59
		8.5 CAO / Managers' Report	67
#0			

#9 COUNCILLORS BUSINESS & REPORTS

#10 CORRESPONDENCE

- Alberta Order of Excellence
- Grande Spirit Foundation
- Alberta Electoral Boundaries Commission
- Association of Alberta Registry Agents

- #11 IN CAMERA
- #12 ADJOURNMENT

Minutes of a REGULAR COUNCIL MEETING MUNICIPAL DISTRICT OF GREENVIEW NO. 16

M.D. Administration Building, Valleyview, Alberta, on Tuesday, December 13, 2016

# 1: CALL TO ORDER	Reeve Dale Gervais called the meeting to order at 9:00 a.m.	
PRESENT	Reeve Deputy Reeve Councillors	Dale Gervais Roxie Rutt Tom Burton Dave Hay Bill Smith Dale Smith Les Urness
ATTENDING	Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services General Manager, Infrastructure & Planning Communications Officer Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyurkovits Diane Carter Lianne Kruger
ABSENT	Councillor	George Delorme
#2: AGENDA	 MOTION: 16.12.527. Moved by: DEPUTY REEVE ROXIE RUTT That the December 13, 2016 agenda be adopted as presented 8.9 Gap Analysis Report moved to December 20th 2016 the Whole meeting 	
#3.1 REGULAR COUNCIL MEETING MINUTES	MOTION: 16.12.528. Moved by: COUNCILLOR LES URNESS That the Minutes of the Regular Council Meeting held on Tues 22, 2016 be adopted as presented.	sday, November
		CARRIED
#3.2 BUSINESS ARISING FROM MINUTES	3.2 BUSINESS ARISING FROM MINUTES:	
#5 DELEGATIONS	5.0 DELEGATIONS	

	5.1 WILLMORE WILDERNESS FOUNDATION PRESENTATION	
WILLMORE WILDERNESS FOUNDATION	MOTION: 16.12.529. Moved by: COUNCILLOR DALE SMITH That Council accept the Willmore Wilderness Foundation Presention information, as presented.	tation for
		CARRIED
	5.6 PHILIP J CURRIE PRESENTATION	
PHILIP J CURRIE	MOTION: 16.12.530. Moved by: COUNCILLOR TOM BURTON That Council accept the Philip J Currie presentation, for informati presented.	ion, as CARRIED
	Reeve Dale Gervais recessed the meeting at 10:03 a.m. Reeve Dale Gervais reconvened the meeting at 10:10 a.m. Councillor Les Urness vacated the meeting at 10:03 a.m.	
#4 PUBLIC HEARING	4.0 PUBLIC HEARING	
BYLAW 16-773 PUBLIC HEARING	4.1 BYLAW 16-773 RE-DESIGNATE FROM AGRICULTURE (A) DIST COUNTRY RESIDENTIAL (CR-1) DISTRICT	RICT TO
	Chair Dale Gervais opened the Public Hearing regarding Bylaw 16 a.m.	5-773 at 10:10
IN ATTENDANCE	Development Officer Leona Dixon	
INTRODUCTIONS	The Chair requested each Council Member and Staff member to themselves and asked Council Members if there were any reason should be disqualified from the hearing. Each Members' reply was "No".	
PURPOSE FOR THE HEARING	The purpose of the hearing is to hear submissions for and oppose Bylaw 16-773, being the bylaw of the MD of Greenview, is to re-o 7.12 hectare ± (17.6 acre) area from Agriculture (A) District to Co Residential One (CR-1) District within NE-21-69-22-W5.	designate a
REFERRAL AGENCY & ADJACENT LANDOWNER COMMENTS	Development Officer, Leona Dixon provided a summary of the re the referral agencies.	sponses from
QUESTIONS FROM COUNCIL	The Chair called for any questions from Council. None were heard.	

THOSE IN FAVOUR	The Chair requested that anyone in favour of the application come for None came forward.	orward.
THOSE AGAINST	The Chair requested that anyone against the application come forwa	rd.
QUESTIONS FROM COUNCIL	The Chair called for any questions from Council. None were heard.	
QUESTIONS FROM THE APPLICANT OR PRESENTER	The Chair called for any questions from the Applicant or those that have in favour or against the application with regards to the comments for and Development, the referral agencies, or adjacent landowners. None were heard.	
FAIR & IMPARTIAL HEARING	The Chair asked the Applicant if they have had a fair and impartial he Applicant was not available.	aring.
BYLAW 16-773 PUBLIC HEARING ADJOURNED	Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 16- 10:15 a.m.	773 at
	5.7 DEVCO – SOCIO-ECONOMIC IMPACT STUDY PARTNERSHIP AGRE	EMENT
DEVCO PRESENTATION	MOTION: 16.12.531. Moved by: COUNCILLOR DALE SMITH That Council accept for information the CARES Program presentation DevCo, for information, as presented.	from
	· · · · ·	RRIED
	5.3 CURTIS WILLIAMSON PRESENTATION	
CUTIS WILLIAMSON	MOTION: 16.12.532. Moved by: COUNCILLOR TOM BURTON That Council accept for information the presentation from Curtis Will CAR	liamson. RRIED
	MOTION: 16.12.533. Moved by: REEVE DALE GERVAIS That council direct administration to send a letter to Curtis Williamso that his development is not in compliance with current regulations ar SLASP is scheduled to be updated commencing in 2018. CAR	

	5.2 GRANDE CACHE COUNCIL PRESENTATION	
GRANDE CACHE COUNCIL	MOTION: 16.12.534. Moved by: COUNCILLOR TOM BURTON That Council accept the presentation from the Grande Cache Cou information, as presented and schedule a meeting with Grande C	
#6 BYLAWS	6.0 BYLAWS	
	6.1 BYLAW 16-773 RE-DESIGNATION FROM AGRICULTURE (A) DE COUNTRY RESIDENTIAL (CR-1) DISTRICT	STRICT TO
BYLAW 16-773 SECOND READING	MOTION: 16.12.535. Moved by: DEPUTY REEVE ROXIE RUTT That Council give Second Reading to Bylaw No. 16-773, to re-desi hectare ± (17.6 acre) area within NE-21-69-22-W5 from Agricultu to Country Residential (CR-1) District, as per attached Schedule 'E	re (A) District
BYLAW 16-773 THIRD READING	MOTION: 16.12.536. Moved by: COUNCILLOR DALE SMITH That Council give Third Reading to Bylaw No. 16-773 to re-design hectare ± (17.6 acre) area within NE-21-69-22-W5 from Agricultu to Country Residential (CR-1) District, as per attached Schedule 'E	re (A) District
	6.2 BYLAW 16-774 ROAD BAN	
BYLAW 16-774 FIRST READING	MOTION: 16.12.537. Moved by: DEPUTY REEVE ROXIE RUTT That Council give First Reading to Bylaw 16-774 Road Ban Bylaw.	CARRIED
BYLAW 16-774 SECOND READING	MOTION: 16.12.538. Moved by: COUNCILLOR BILL SMITH That Council give Second Reading to Bylaw 16-774 Road Ban Byla	w. CARRIED
	6.3 BYLAW 16-775 ROAD ALLOWANCE LICENSE	
BYLAW 16-775 FIRST READING	MOTION: 16.12.539. Moved by: DEPUTY REEVE ROXIE RUTT That council approve First reading of Bylaw No. 16-775 in relation Allowance License application received for SE 14 & SW 13-73-21	

BYLAW 16-775 PUBLIC HEARING	MOTION: 16.12.540. Moved by: COUNCILLOR TOM BURTON That council schedule a Public Hearing for Bylaw No. 16-775 on J 2017 at 10:00 a.m.	anuary 10th,
	2017 at 10.00 a.m.	CARRIED
	Reeve Dale Gervais recessed the meeting at 11:59 a.m. Reeve Dale Gervais reconvened the meeting at 1:17 p.m. Councillor Less Urness returned to the meeting at 1:17 p.m.	
	5.5 TOWN OF FOX CREEK MULTIPLEX PRESENTATION	
TOWN OF FOX CREEK – MULTIPLEX	MOTION: 16.12.541. Moved by: DEPUTY REEVE ROXIE RUTT That Council accept the Fox Creek Multiplex presentation, for inf presented.	ormation as
	presented.	CARRIED
	5.4 TOWN OF FOX CREEK FIRE HALL PRESENTATION	
TOWN OF FOX CREEK – FIRE HALL	MOTION: 16.12.542. Moved by: COUNCILLOR BILL SMITH That Council accept the Town of Fox Creek Fire Hall presentation information, as presented.	ı, for
	information, as presented.	CARRIED
#7 OLD BUSINESS	7.0 OLD BUSINESS	
#8 NEW BUSINESS	8.0 NEW BUSINESS	
	8.14 TOWN OF FOX CREEK FIRE HALL	
TOWN OF FOX CREEK FIRE HALL	MOTION: 16.12.543. Moved by: COUNCILLOR TOM BURTON That Council authorize Administration to provide Greenview's we to the Town of Fox Creek for the approval of the Town of Fox Cree construction design.	
	construction design.	CARRIED
	8.15 TOWN OF FOX CREEK MULTIPLEX	
TOWN OF FOX CREEK MULTIPLEX	MOTION: 16.12.544. Moved by: DEPUTY REEVE ROXIE RUTT That Council authorize Administration to provide Greenview's we to the Town of Fox Creek for the approval of the Town of Fox Cre construction design.	

CARRIED

Reeve Gervais recessed the meeting at 3:04 p.m.
Reeve Gervais reconvened the meeting at 3:18 p.m.

8.4 TAX FORFEITURE PROPERTIES

TAX FORFEITURE PROPERTIES	MOTION: 16.12.545. Moved by: COUNCILLOR DALE SMITH That Council directs Administration to sell three (3) Tax Forfeitur fair market value, these lots are identified as NE-31-69-6-W6, Pla Block 1 Lot 2 – Tax Roll 206853, NE-22-69-8-W6, Plan 9825734 Bl Tax Roll 311141 and NE-34-66-11-W6, Plan 8821490 Block 10 - Ta	n 8120453 ock 4 Lot 15 -
	8.10 ELECTRONIC RECORDS MANAGEMENT SYSTEM	
ELECTRONIC RECORDS MANAGEMENT SYSTEM	MOTION: 16.12.546. Moved by: DEPUTY REEVE ROXIE RUTT That Council authorize Administration to award Project A: Electro Management System (ERMS) to FileHold at a cost of \$48,716.80 come from the Information Systems 2016 Capital Budget.	
		CARRIED
	8.11 DOCUMENT SCANNING SERVICES	
DOCUMENT SCANNING SERVICES	MOTION: 16.12.547. Moved by: COUNCILLOR TOM BURTON That Council authorize Administration to award Project B: Docum Services to TAB Canada at a cost of \$150,374.00 with funds to co Information Systems 2016 Capital Budget.	-
		CARRIED
	8.12 MOODY'S CROSSING RECREATION DEVELOPMENT	
MOODY'S CROSSING RECREATION DEVELOPMENT	MOTION: 16.12.548. Moved by: COUNCILLOR TOM BURTON That Council authorize Administration to proceed with Option C to development of a municipal park (Moody's Crossing) S ½ 17-72-2 funds to come from the 2018 Recreation Capital Budget.	
MOODY'S CROSSING RECREATION DEVELOPMENT	MOTION: 16.12.549. Moved by: COUNCILLOR TOM BURTON That Council authorize Administration to apply for a Department Lease from the Alberta Provincial Government on 106 acres of va land located on portions of SW17-72-2W6M and SE17-72-2 W6M purpose of developing and operating a municipal park.	acant crown

CARRIED

MOODY'S CROSSING RECREATION DEVELOPMENT	MOTION: 16.12.550. Moved by: COUNCILLOR DAVE HAY That Council authorize Administration to apply for a Department Lease on the bed and shore of the Smoky River located at SW17- the purpose of developing and operating a formal boat launch.	
	the purpose of developing and operating a formal boat ladien.	CARRIED
	Reeve Dale Gervais recessed the meeting at 4:37 p.m. Reeve Dale Gervais reconvened the meeting at 4:45 p.m.	
	8.1 2017 CONSOLIDATED BUDGET APPROVAL	
2017 CONSOLIDATED BUDGET APPROVAL	 MOTION: 16.12.551. Moved by: COUNCILLOR BILL SMITH That Council approve the 2017 Consolidated (Operational and Ca as presented with the following change: Contingency be reduced from \$1,731,684 to 0 	apital) Budget
		CARRIED
2018-2019 CONSOLIDATED BUDGET	MOTION: 16.12.552. Moved by: COUNCILLOR TOM BURTON That Council accept the 2018 and 2019 Consolidated (Operation Budget as information.	al and Capital) CARRIED
	MOTION: 16.12.553. Moved by: COUNCILLOR DALE SMITH That Council direct administration to provide a more detailed de codes, and breakdown codes over \$2,000,000 into smaller line it	
	8.2 ROAD CLOSURE REQUEST	
UNDEVELOPED ROAD ALLOWANCE CLOSURES	MOTION: 16.12.554. Moved by: DEPUTY REEVE ROXIE RUTT That Council endorse Administration's proposed process regardi undeveloped road allowance closures.	ng
		CARRIED
ROAD CLOSURE REQUEST	MOTION: 16.12.555. Moved by: COUNCILLOR LES URNESS That Council have no initial opposition to the closure of the under allowance located on the east side of SE 23-69-22 W5M moving	•

	8.3 DAYS OF OPERATION AT SOUTH WAPITI TRANSFER STATION	I
SOUTH WAPITI TRANSFER STATION	MOTION: 16.12.556. Moved by: DEPUTY REEVE ROXIE RUTT That Council approve the request to reduce the days of operation Wapiti Transfer Station to two days, Friday and Sunday, per week Councillor Bill Smith requested a recorded vote Opposed: All Councillors	
	8.5 2017 MINISTER'S AWARDS FOR MUNICIPAL EXCELLENCE	
GREENVIEW'S REGIONAL COMMUNITY DEVELOPMENT FUNDING	MOTION: 16.12.557. Moved by: COUNCILLOR TOM BURTON That Council direct Administration to submit an application to the Alberta's 2017 Minister's Awards for Municipal Excellence for Gra Regional Community Development Funding.	
INFRASTRUCTURE AUDIT PROJECT	MOTION: 16.12.558. Moved by: COUNCILLOR BILL SMITH That Council direct Administration to submit an application to the Alberta's 2017 Minister's Awards for Municipal Excellence for the Infrastructure Audit Project. 8.6 POLICY 4012 MISCELLANEOUS REQUESTS	
POLICY 4012	MOTION: 16.12.559. Moved by: DEPUTY REEVE ROXIE RUTT That Council approve Policy No. 4012 – Miscellaneous Requests: Recreational and Community Facilities as presented. 8.7 POLICY 4013 ROAD INSPECTIONS & MAINTENANCE	Cemeteries, CARRIED
POLICY 4013		
	MOTION: 16.12.560. Moved by: REEVE DALE GERVAIS That Council approve Policy No. 4013 – Road Inspections and Ma presented.	intenance as
	F. 2	CARRIED

	8.8 POLICY 4014 ANNUAL GRAVELLING PROGRAM	
POLICY 4014	MOTION: 16.12.561. Moved by: DEPUTY REEVE ROXIE RUTT That Council approve Policy No. 4014 – Annual Gravelling Program as presented.	
	CARRIED	
	8.13 CANADA 150 COMMUNITY LEADERS NETWORK	
CANADA 150 COMMUNITY LEADERS NETWORK	MOTION: 16.12.562. Moved by: COUNCILLOR TOM BURTON That Council direct administration to submit all members of Greenview Cou to be part of the Canada 150 Community Leaders Network. CARRIED	ncil
	8.16 COMMITTEE OF THE WHOLE/RATEPAYER BBQ'S	
COMMITTEE OF THE WHOLE	MOTION: 16.12.563. Moved by: DEPUTY REEVE ROXIE RUTT That Council hold the Grande Cache Committee of the Whole meeting and Ratepayer BBQ on September 19 th , 2017.	
	CARRIED	
	8.17 CAO/MANAGERS' REPORT	
CAO/MANAGERS' REPORT	MOTION: 16.12.564. Moved by: COUNCILLOR DALE SMITH That Council accept for information the CAO/Managers' Reports. CARRIED	
	Councillor Dave Hay vacated the meeting at 5:45 p.m.	
#9 COUNCILLORS BUSINESS & REPORTS	9.1 COUNCILLORS' BUSINESS & REPORTS	
	9.2 MEMBERS' REPORT: Council provided an update on activities and even both attended and upcoming, including the following:	ıts
	COUNCILLOR DALE SMITH Attended the Agricultural Services Board Meeting Attended the Greenview Christmas Party	
	COUNCILLOR BILL SMITH Attended the Agricultural Services Board Meeting Attended the Wapiti River Management Plan Meeting	

Attended the Grovedale Community Club Meeting/Elections Attended the Grovedale Fire Hall Tour Attended the Community Futures Meeting

COUNCILLOR TOM BURTON

Attended the Grande Prairie Public Library Board Meeting Attended the Municipal Planning Commission Meeting Attended the Greenview Master Recreation Plan Meeting Attended the Grande Spirit Meeting Attended the Greenview Christmas Party Attended the Community Planning Association of Alberta Meeting Attended the DeBolt Library Meeting

DEPUTY REEVE ROXIE RUTT

Attended the FCSS Conference Attended the Peace Library Systems Meeting Attended the Crooked Creek Recreation Club Meeting Attended the Alberta Care Meeting Attended the Human Resources Grande Prairie Library Meeting Attended the Youth Squad Lunch Attended the FCSS Meeting

MOTION: 16.12.565. Moved by: DEPUTY REEVE ROXIE RUTT That Council grant the Crooked Creek Recreation Club \$1,000 for their New Year's Eve Dance to be funded from the Community Miscellaneous Grants.

DEFEATED

COUNCILLOR LES URNESS

Attended the Christmas Party Attended the Alberta Energy Regulator Meeting

COUNCILLOR DAVE HAY (submitted a written report)

Attended the Heart River Housing Meeting Attended the Mighty Peace Watershed Alliance Meeting Attended the Heart River Housing Meeting

COUNCILLOR GEORGE DELORME

Was not in attendance.

9.1 REEVE'S REPORT:

REEVE DALE GERVAIS

Attended the Grovedale Youth Squad Attended the Evergreen Foundation Organizational Meeting

SOCIO-ECONOMIC IMPACT STUDY PARTNERSHIP AGREEMENT MOTION: 16.12.566. Moved by: REEVE DALE GERVAIS 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.

CARRIED

#10 10.0 CORRESPONDENCE

MOTION: 16.12.567. Moved by: COUNCILLOR TOM BURTON That Council accept the correspondence for information.

CARRIED

#11 IN CAMERA 11.0 IN CAMERA

Councillor Bill Smith vacated the meeting declaring pecuniary interest.

IN CAMERA MOTION: 16.12.568. Moved by: COUNCILLOR DALE SMITH That the meeting go to In-Camera, at 6:37 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

11.1 DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY

MOTION: 16.11.569. Moved by: COUNCILLOR DALE SMITH That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 6:54 p.m.

CARRIED

MOTION: 16.11.570. Moved by: COUNCILLOR DALE SMITH That Council approve the purchase of two Surface Material Leases from Wanham Trucking Ltd. located at (SML 980099) LSD 9 of NE 21 & LSD 12 NW 22-69-10-W6 and (SML 980119) LSD of SE 21 & LSD 5 of SW 22-69-10-W6 for a proposed purchase price of \$1,150,000.00 to be funded from the Road Infrastructure Reserve on condition that all outstanding legal and access issues are resolved to Greenview's satisfaction and volumes are confirmed.

CARRIED

Councillor Bill Smith re-entered the meeting.

IN CAMERA MOTION: 16.12.571. Moved by: COUNCILLOR LES URNESS That the meeting go to In-Camera, at 6:59 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

11.2 PERSONNEL

OUT OF CAMERA MOTION: 16.11.572. Moved by: COUNCILLOR DALE SMITH That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 7:00 p.m.

CARRIED

12.0 ADJOURNMENT

#12 ADJOURNMENT MOTION: 16.121.573. Moved by: COUNCILLOR DAVE HAY That this meeting adjourn at 7:26 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE



SUBJECT:Sellors DelegationSUBMISSION TO:REGULAR COUNCIL MEETINGMEETING DATE:January 10, 2017DEPARTMENT:CAO SERVICESFILE 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 Sellor's Presentation for information, as presented.

BACKGROUND/PROPOSAL:

Mr. and Mrs. Sellors have requested to come to Council to express the following concerns regarding the operation of their business on SW 5-70-6-W6. Specifically they have the following requests:

- 1. Review events to date regarding Sellors property near Grovedale
- 2. Request for Council to review and investigate MD Staff activities and actions and prejudicial nature of enforcement to date
- 3. Request for Council to review local support in Grovedale for land use
- 4. Request for Council to review long term, local to Grovedale jobs created by requested land use
- 5. Request for Council to halt enforcement actions until investigations are complete
- 6. Request Council that the MD honor its own staff's entreaties to Sellors prior to the purchase of the land

Council may provide direction to Administration in the first five requests from the Sellors as Council deems appropriate. Regarding the sixth item, Council does not have the authority to alter the decision of the Municipal Planning Commission (MPC), the Subdivision and Development Appeal Board (SDAB) or the Alberta Court of Appeal. If the operation of a business on the lands was to be endorsed this would require that an application be made through the development process.

For Council's consideration, Administration has compiled the following chronology of events regarding this topic:

November 20, 2015: an enforcement letter was sent to the Sellors' after a complaint was submitted stating a trucking business was operating on the property without the required development permit. No development permit had been applied for.

December 22, 2015: the development permit application was received proposing a trucking business. The application was deemed complete on January 6, 2016.

February 10, 2016: the development permit application was referred to the Municipal Planning Commission. The decision of the Municipal Planning Commission was to refuse the application.

March 30, 2016: As per the Sellor's appeal of the MPC decision, the SDAB Hearing took place. The SDAB upheld MPC decision.

May 13, 2016: Greenview receives letter from KMSC Law advising that the Court of Appeal date has been adjourned and will be held no later than October 29, 2016.

July 25, 2016: at Greenview's request, a demand letter was sent from Greenview's legal firm to Seller's Lawyer KMSC to terminate the operation of the trucking business since the SDAB refused the appeal, and the Sellors' did not have a development permit for the operation.

October 13, 2016: the Court of Appeal heard an Application for Permission to Appeal to establish whether Greenview's SDAB erred in law on March 30, 2016, when it upheld the MPC's February 10, 2016, decision to deny Sellors' Development Appeal (D16-001) due to their Trucking Operation not satisfying the Permitted or Discretionary Use definitions of a Small Scale Industrial Pursuit on an Agriculturally zoned piece of property in the Grovedale area.

October 17, 2016: the Court of Appeal of Alberta Ruling on application for permission to appeal was released. Permission to appeal was denied.

October 31, 2016: at Greenview's request, a demand letter was sent from Greenview's legal firm to Sellors' Lawyer KMSC Law requiring the Sellers to immediately terminate the operation of the trucking business on the property and the storage of related trucks and equipment on their property within 10 days of the letter.

November 4, 2016: Greenview's legal firm received a letter from KMSC Law advising that their clients made alternative arrangements to move their business onto another property, and that they were no longer operating a trucking business.

November 14, 2016: Greenview directed Greenview's legal firm to take the next steps to seek Court Injunction against the Sellors.

November 23, 2016: the Affidavit and Exhibits for the Court Application were endorsed and couriered back to Greenview's legal firm. Greenview's legal firm will be filing the application in Grande Prairie – Court of Queen's Bench and will be attending court on our behalf for the removal of said development including those items which do not have development permit approval being: removal of all storage including: trucks, parts, equipment, and associated buildings related to the business.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: N/A

BENEFITS: N/A

DISADVANTAGES: N/A

COSTS/SOURCE OF FUNDING:

There are no associated costs with the recommended motion.

ATTACHMENT(S):

- Municipal Planning Commission Decision Letter
- Subdivision & Development Appeal Board Decision
- Alberta Court of Appeal Decision



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

NOTICE OF DECISION

February 11, 2016

JEREMY AND STEPHANIE SELLORS BOX 78 GROVEDALE, ABT0H 1X0

RE: DEVELOPMENT PERMIT APPLICATION.: D16-001 LOCATION: SW-5-70-6-W6 AREA: GROVEDALE RURAL ADDRESS: 70034 RGE RD 64A LAND USE DISTRICT: AGRICULTURE PROPOSED DEVELOPMENT: TRUCKING BUSINESS

You are hereby notified that Development Permit application **<u>D16-001</u>** has been **REFUSED** for the following reason(s):

- 1. The proposed development is not listed a "Permitted Use" or a "Discretionary Use" and therefore does not comply with Land Use Bylaw Section 11.1 Agriculture (A) District.
- 2. The site is located in a predominantly residential area where occupiers could reasonably expect a level of amenity concurrent with the property. The use of the property as a trucking business introduces a diverse element that by reason of the use is likely to result in noise, disturbance and nuisance to the detriment of neighbour's residential amenity.

You are further notified that you may appeal this decision to the Development Appeal Board in accordance with the provisions of Section Seven (7) of *Land Use Bylaw 03-396*. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Secretary of the Subdivision Appeal Board not later than fourteen (14) days following the date on which you received this notice. The notice of appeal shall contain a statement of the grounds of appeal as well as an appeal fee of \$500.00.

February 10, 2016 Date of Decision

COPY

Signature of Development Officer

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VERY CONFIRMATION TION DE LA LIVRAISON
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MUNICIPAL DISTRICT OF GREENVIEW NO. 16

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SUBDIVISION & DEVELOPMENT APPEAL BOARD

NOTICE OF DECISION SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Pursuant to Section 7 of the Land Use Bylaw 03-396 (the "Land Use Bylaw"), as amended, and Part 17, Division 10 of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

DATE OF DECISION:	March 30, 2016
IN THE MATTER OF:	An appeal by JEREMY & STEPHANIE SELLORS against the REFUSAL of Development Permit D16-001 for Operation of a Trucking Business located at SW-5-70-6-W6.
DATE OF HEARING:	March 30, 2016

SUMMARY OF THE HEARING:

Notice of the appeal was given to all interested parties in accordance with the Land Use Bylaw and the requirements of the Municipal Government Act and a hearing was held at Greenview's Council Chambers, on March 30, 2016.

The follow members of the Subdivision and Development Appeal Board were in attendance throughout the hearing:

- Pat Cooke (Chair)
- Bill Payne (Member)
- Gary Havell (Member) -
- Ken Wilson (Member) -

Craig Barry served as Secretary to the Board for the hearing and Mike Haugen assisted the Secretary with his duties.

No persons present voiced any objections to the members of the Board hearing the appeal.

1103	s is Exhibit ") " referred to in the
	Sally Ann Rosson
Swe	orn before me this 22 day
Leona J. Dixon of	November A.D., 20.16
My Commission Expires	A Notary Public, A Commissioner for Oaths in and for the Province of Alberta

相互対などにも必要で

Greenview, Alberta

This is Filter

The Board received and considered written submissions from each of the following:

- Report from the Development Officer
- Letter: AB Transportation

- Letter: Trarbek
- Letter: T Smith
- Letter: B Smith
- Letter: Gwen Thetrault
- Letter: M Stewart
- Letter: Long
- Letter: Hamm
- Letter: Drysdale
- Letter: K Henderson
- Letter: C Henderson
- Letter: Golnick
- Letter: Roberts
- Letter: Begg
- Letter: Collier
- Letter: Begg
- Letter: Jenkins
- Letter: Belong
- Greenview Landowner Map
- Summary Package c/o Compton o/b Sellors

The following persons were in attendance at the hearing of the appeal and made oral submissions which were considered by the Board:

- Jeremy Sellors
- Lou Maffret
- Gwen Thetrault
- Kenneth Long
- John Kreiser

SUMMARY OF EVIDENCE

- Report from the Development Officer
- Letter: AB Transportation
- Letter: Trarbek
- Letter: T Smith
- Letter: B Smith
- Letter: Gwen Thetrault
- Letter: M Stewart
- Letter: Long
- Letter: Hamm
- Letter: Drysdale
- Letter: K Henderson
- Letter: C Henderson

- Letter: Golnick

- Letter: Roberts
- Letter: Begg
- Letter: Collier
- Letter: Begg
- Letter: Jenkins
- Letter: Belong
- Greenview Landowner Map

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- Summary Package c/o Compton o/b Sellors

RELEVENT LEGISLATION

- Municipal Development Plan 03-397: (Industrial Development) S.6.2.3
- Grovedale Area Structure Plan 04-432: (Agriculture) S.2.1; (Rural Industrial) S.2.5
- Land Use Bylaw 03-396: (Definitions) S.2; (Discretionary Use) S.3.2, S.3.2.1; (Variance Powers) S.3.3, S.3.3.1; (Development Permit Required) S.4.1; (Home Occupations) S.9.8; (Small Scale Industrial Pursuits) S.9.9; (Agriculture District) S.11.1; (Industrial District) S.11.5

DECISION

Having considered all relevant planning evidence presented at the hearings, the arguments made and the circumstances and merits of the application and the appeal, and having regard for the relevant provisions of *Municipal Government Act*, any applicable statutory plans, the *Subdivision and Development Regulation* and the Land Use Bylaw, this appeal and Development Permit No. D16-001 are DENIED.

REASONS

In the opinion of the Board the proposed development:

- 1. is not a Permitted or Discretionary Use of an Agriculture Zoned lot;
- 2. is not compatible with the surrounding CR1 and Agriculture Zoned properties due to increased noise and traffic;
- 3. does not comply with the Municipal Development Plan 03-397: (Industrial Development) S.6.2.3
- 4. does not comply with the Grovedale Area Structure Plan 04-432: (Agriculture) S.2.1; (Rural Industrial) S.2.5
- does not comply with the Land Use Bylaw 03-396: (Definitions) S.2; (Discretionary Use) S.3.2, S.3.2.1; (Variance Powers) S.3.3, S.3.3.1; (Development Permit Required) S.4.1; (Home Occupations) S.9.8; (Small Scale Industrial Pursuits) S.9.9; (Agriculture District) S.11.1; (Industrial District) S.11.5

NOTICE:

If you wish to appeal this decision, you must follow the procedure prescribed in Section 688 of the *Municipal Government Act*. An appeal lies to the Court of Appeal on a question of law or jurisdiction with respect to a decision of the Subdivision and Development Appeal Board. An application for leave to appeal must be filed and served within 30 days after the issue of the decision sought to be appealed.

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Pat Cooke, Chair

Craig Barry, Secretary

Dated: March 30, 2016

Greenview, Alberta

In the Court of Appeal of Alberta

Citation: Sellors v Greenview (Municipal District No. 16), 2016 ABCA 312

Date: 20161017 Docket: 1603-0122-AC Registry: Edmonton

10-17-2016

Between:

Jeremey Sellors and Stephanie Sellors

Applicants (Appellants)

- and -

Municipal District of Greenview No. 16 Subdivision and Development Appeal Board and Municipal District of Greenview No. 16

Respondents (Respondents)

- and -

Miriam Stewart

Respondent

- and -

Gwen Thetrault

Respondent

Reasons for Decision of The Honourable Mr. Justice Jack Watson

Application for Permission to Appeal

/804224127

Reasons for Decision of The Honourable Mr. Justice Jack Watson

I Introduction

[1] The applicants seek permission to appeal to this Court from a decision of the Municipal District of Greenview No 16 Subdivision and Development Appeal Board ("SDAB") dated March 30, 2016. The SDAB rejected their appeal from a decision of the Municipal Planning Commission ("MPC") to refuse Development Permit No D16-001 for the operation of a trucking business on a 37.82 acre parcel in an Agricultural (A) District near Grovedale under the Greenview Municipal District ("Greenview") Land Use Bylaw No 03-396. There is a Grovedale Area Structure Plan. The specific grounds for permission are discussed in Part II below.

[2] The applicants had commenced their trucking operations without a permit. They sought the permit when faced with enforcement action. In speaking to the MPC on February 10, 2016, the Development Officer said that there was a dwelling unit and two accessory buildings on the site as well as ten logging trucks and other miscellaneous equipment. Adjacent landowners from within 800 metres also made representations to the MPC. They raised concerns about noise, traffic level, the incapacity of Range Road 64A to handle industrial vehicles (particularly when school buses might be on the road), implications for a local creek from vehicle washing and so forth.

[3] In this regard, it can be noted parenthetically that in attendance at the motion was a named respondent, Miriam Stewart, who had no counsel and filed no brief because she did not get the full period of notice that the Rules contemplate. Nonetheless, it was apparent from brief comments that she made to me that she was essentially standing on her materials as presented below. Accordingly, her position did not need elaboration in writing or orally before me. Under the circumstances, I was also persuaded to condone the deficiency in service of notice which was admitted by counsel for the applicants.

[4] Returning to the merits of the motion for permission before me, I note that Mr. Sellors had asserted to the MPC in February, 2016 that, prior to his acquisition of the parcel, his realtor had been left to understand that this enterprise would receive favourable treatment by Greenview. Sections 3.2.1 and 9.9.1 of the Land Use Bylaw No 03-396 includes a "Small Scale Industrial Pursuit" as a discretionary use under certain circumstances and subject to limitations including that there be no more than 10 employees and that the use occur on a parcel of land not exceeding four ha (10 ac) in size. They alleged that the Development Officer had made suggestions to their realtor that led them to purchase the parcel on September 28, 2015, for the purpose of their business and thus to begin work. Mr. Sellors also suggested that there were similar businesses in the vicinity.

[5] Again parenthetically, I observe that, on the materials and during the submissions for the applicants, there was a description of those allegedly similar businesses. It is evident that any distinctions between those businesses and the trucking business of the applicants are factual in

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nature and that the factual differences were of sufficient significance that the SDAB could reasonably come to a different conclusion about whether the others as described fit the definition of "Small Scale Industrial Pursuit".

[6] Returning to the background of the motion: according to the MPC Minutes, the Development Officer made submissions to it on February 10, 2016, about her prior conversation with the realtor, notably about the possibility of a "Small Scale Industrial Pursuit" and the possibility that they might have to seek re-zoning of the property from the Municipal Council if it did not fit within that definition. On November 20, 2015, Greenview took the position that the enterprise did not comply with the Bylaw and was neither a discretionary nor permitted use. Hence the applicants went to the MPC.

[7] Ultimately on February 10, 2016, the MPC refused the Permit on the basis that the proposed use was neither a permitted nor a discretionary use for the Agricultural (A) District, adding that the lands were located in a predominantly residential area and noting the various concerns raised. The applicants promptly appealed to the SDAB.

II Issues

[8] The applicants submit that the SDAB hearing was unfair for several reasons. First, they contend that Greenview was obliged to disclose its records concerning contact between the Development Officer and the realtor. Greenview refused to provide this material on confidentiality grounds. Second, they complain that the SDAB hearing was initially booked for April 11, 2016 and was abruptly moved forward to March 30, 2016, which, they said, did not give them enough time to prepare. Third, they complain that a Report was handed to their counsel minutes before the SDAB hearing started on March 30, 2016, and that six letters of objection from other concerned parties were read into the record without notice. The applicants say that the SDAB did not address these concerns, and, counter-factually, the Minutes of the SDAB have the Chair purporting to note the concerns but there being no adjournment.

[9] The same day as the hearing, the SDAB dismissed the appeal and upheld the decision of the MPC. The applicants also contend that the reasons of the SDAB failed to come to grips with the fairness issues and failed to address let alone remedy them. The applicants say that the remedies were essentially conclusory and that they must have taken into account irrelevant considerations.

[10] In their supporting brief, the applicants argue that the questions before the SDAB were: (a) whether the proposed development should be considered a "Small Scale Industrial Pursuit"; (b) whether, as a discretionary use, there were any variations, relaxations or restrictions that were appropriate to allow the business to carry on; (c) whether the proposed development was consistent with the Grovedale Area Structure Plan and (d) whether the proposed development adversely affected neighbouring amenities or property values.

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[11] In effect, the SDAB's reasons provide answers in the negative as to (a) to (c) and in the affirmative as to (d). The applicants fold in their disagreement as to the SDAB outcome of those questions into a broader contention that the SDAB's reasons are inadequate, conclusory and unsupportable and non-compliant with s 687(2) of the *Municipal Government Act* RSA 2000, c M-26. In particular, they say that, as to question (d) concerning amenities, the SDAB's reasons provide no basis for its conclusion.

[12] As noted, the applicants also say that the SDAB approach to what is a "Small Scale Industrial Pursuit" was flawed, particularly when other neighbours had similar businesses. They suggest that the SDAB decision was "a breach of the legitimate expectations of the Applicants". On this latter point, the applicants' counsel conceded that there was no specific submission to the SDAB to the effect that any sort of legitimate expectations argument should have dominated the proper interpretation of the concept "Small Scale Industrial Pursuit".

- [13] The grounds on which permission to appeal is sought, however, are as follows:
 - (1) that the SDAB denied procedural fairness and natural justice by "providing inadequate notice" in the run up to the hearing (as described in para [8] above) and in not granting an adjournment in light of the short notice;
 - (2) that the SDAB denied procedural fairness and natural justice in the way it dealt with evidence, notably as to not properly addressing their assertions as to the contact between the Development Officer and their realtor and in not requiring production of any Greenview records concerning that subject; and
 - (3) that the SDAB provided inadequate reasons (as discussed above).

III Discussion

[14] The standard of review is superintended by s 688(3) of the Municipal Government Act which requires that an application for permission be on question[s] of law of sufficient importance for a panel of the Court and with a reasonable prospect of success: Seabolt Watershed Association v Yellowhead (County), 2002 ABCA 124 at para 9, 303 AR 347. Sufficient importance can sometimes arise as to the disposition of the specific case if the handling of that case by the SDAB raises serious concerns about a denial of justice or if there are serious adverse implications to the public interest that the record indicates: Carleo Investments Ltd v Strathcona (County), 2014 ABCA 302 at paras 7-10; Beaverford v Thorhild (County No. 7), 2013 ABCA 6 at paras 13-22, 539 AR 373; Schiltroth v. Parkland (County), 2015 ABCA 231 at paras 2-5.

[15] Questions of law include interpretation of Bylaws: *Rau v Edmonton (City)*, 2015 ABCA 5 at para 13. Nonetheless, some deference is due to an SDAB about specific issues of fact which are the underpinnings of the interpretation for application purposes of a Bylaw. Similarly, some deference is due where the SDAB is applying a form of cognizable expertise about development

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and about the balancing of public needs and/or private rights under the relevant local circumstances: see Lor-Al Springs Ltd v Ponoka (County), 2000 ABCA 299 at paras 6-9, 271 AR 149; Goodrich v Flagstaff, 2002 ABCA 293 at para 8; Maduke v Leduc (County No. 25), 2010 ABCA 331 at paras 5-6; Cameron Corporation v Edmonton (City), 2012 ABCA 254 at paras 3-8; McCauley Community League v Edmonton (City) SDAB, 2012 ABCA 86 at para 18, 522 AR 98; Lafarge Canada Inc. v. Lac Ste. Anne (County), 2016 ABCA 50 at para 8. Further, what looks like a question of jurisdiction at the permission phase may on closer examination not be a question of jurisdiction: Rau v Edmonton (City), 2015 ABCA 136, 600 AR 12.

[16] An anterior objection raised by the respondent Greenview is to the effect that an affidavit from Mr. Sellors offered in support of the application for permission should not be considered as the contents go past the narrow framework of permissible evidence relating to the grounds for a permission application. Greenview cites **Bergstrom v Beaumont (Town)**, 2016 ABCA 221 at paras 30-39. There is also **Maduke** at para 16: "Section 689 of the MGA precludes receipt of this evidence on the hearing of the appeal. This is a statutory appeal on the record only. Moreover, this additional evidence does not fall within any exception to the provision, for example an argument on procedural fairness." While re-affirming the principles in **Bergstrom** and **Maduke** as to the logical limitations on evidence on a motion like this, I would characterize the content of the affidavit more charitably than Greenview does and would consider such of it as conforms with the allowable exceptions to be admissible before me, and ignore anything not properly here.

[17] As for the merits of the grounds, the fairness of a proceeding before a decider or tribunal is assessed in the context of what the ordinary practices and legislative framework of the decider or tribunal: see *eg Baker v Canada*, [1999] 2 SCR 817 at para 20; *Canada v Mavi*, 2011 SCC 30 at para 42, [2011] 2 SCR 504 ("The duty of fairness is not a one-size-fits-all doctrine"). As set out in *FortisAlberta v Alberta (Utilities Commission)*, 2015 ABCA 295 at paras 180-181, 389 DLR (4th) 1, leave denied (2016) [2015] SCCA No 474 (QL) (SCC Nos 36728, 36730):

180 The purpose of the duty of fairness is to "provide a meaningful opportunity for those interested to bring evidence and arguments that are relevant to the decision to be made to the attention of the decision maker". Issues of procedural fairness are not subject to a standard of review in the *Dunsmuir* sense; the question is not whether the tribunal's decision was correct, but rather whether the procedure chosen was fair given all the circumstances. Those circumstances can include the nature of the decision, the nature of the statutory scheme, the importance of the decision, the legitimate expectations of the parties, and the procedural choices made by the agency, particularly where its legislation gives it the power to develop its own procedures: *Baker v Canada (Minister of Citizenship and Immigration)*, [1999] 2 SCR 817, 174 DLR (4th) 193. As was noted by the Supreme Court of Canada in *Canada (Attorney General) v Mavi*, 2011 SCC 30, [2011] 2 SCR 504 at para 42: "The simple overarching requirement is fairness"; a "central notion of the 'just exercise of power".

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Page: 5

181 The Commission has the statutory authority to choose its own procedures 43. [....] [FN 43 refers to the *Alberta Utilities Commission Act*, c A-37.2, s 76(1)(e).]

[18] Accordingly, it is relevant here that the legislation calls for rather brisk movement of such proceedings, a consequence no doubt of their impact on commercial activity of various kinds: see s 686(2) of the *Municipal Government Act*; *Grand Central Properties Inc v Cochrane (Town)*, 2013 ABCA 69 at paras 16-18.

[19] In the context of process concerns about timing, the SDAB was expected to hold the appeal within 30 days of the filing of the appeal, and the notice of hearing had to be given to the applicants at least five days before the hearing. The appellants were given 20 days of notice -- albeit it was shorter than a longer period they might have earlier expected. The receipt of crucial and unanticipated documentation to be considered by the SDAB at the time of the hearing might, in a given case, amount to fundamental unfairness. But even from the applicants' submissions, it is apparent that there was no real surprise in there being letters of objection from neighbours. That, plus the information received and amount of time given counsel for the applicants, was not so taken aback as to demand an adjournment. After all, the applicants were the appellants.

[20] There was no doubt by the SDAB hearing that the applicants were facing a changed situation from that which embodied any "expectation" derived from conversations between the development officer and -- according to counsel for the applicants before me -- one of the applicants. (To the MPC, the development officer believed she spoke to a realtor.). This new context -- no such expectation being accepted -- was now a wall for them to get over.

[21] Put another way, whatever else might be said about the matter in legal terms, the issue of whether the applicants were improperly caused a loss arising from alleged representations of the Development Officer was not front and centre to the role to be played by the SDAB in applying the Bylaw, the Structure Plan, and the *Municipal Government Act*. Accordingly, it is not surprising that the applicants' counsel concluded it was necessary to grasp the nettle and counsel did not strenuously press for an adjournment of the hearing. The applicants have not shown now what difference an adjournment would have made: see the late Prof. Laux, *Planning Law and Practice in Alberta*, 3rd Ed., at p 10-32; *Grand Central Properties*, paras 18-20.

[22] It is to be recalled that the decision to be made by the SDAB did not encompass a ruling as to whether Greenview had breached any duty to the applicants or otherwise acted improperly or unlawfully towards them. The SDAB function was, in essence, to decide if the proposed use of the property by the applicants was a permitted or discretionary use. Absent fairness complaints that were such as to have distorted the ability of the SDAB to address its assignment and duties under the *Municipal Government Act*, the Bylaw and the Structure Plan – namely to determine if the proposed use was within the definition of "Small Scale Industrial Pursuit" – even an arguable contention about lack of fairness by Greenview towards the applicants would not likely be such as

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could transform that assignment or those duties of the SDAB, nor empower the SDAB with a remedial capacity not contemplated by the law.

[23] A relevant denial of fairness such as might sustain intervention by this Court is not made out. This was not a mere simulacrum of a fair proceeding.

[24] The applicant's submission as to inadequate reasons is not unfamiliar in cases of local government bodies such as this. Such emanates of local government are often populated by persons without legal training. Rather, they are usually local persons with a variety of other valuable skills and backgrounds representative of the community in its broadest sense. Consequently, their reasons may be of brief compass and appear to be conclusory. Such brevity does not necessarily reveal error.

[25] This Court must not look with eagle eyes to fix on what is said to be incompleteness of reasons as a ground for reversal if the reasons and the outcome, viewed in the round, reflect a considered determination of the relevant issues and the outcome is within a range of possible, acceptable outcomes which are defensible in respect of the facts and law: see *Newfoundland and Labrador Nurses' Union v. Newfoundland and Labrador (Treasury Board)*, 2011 SCC 62 at paras 11-15, [2011] 3 SCR 708. Review of reasons given for the purposes of a permission motion is not a search and destroy mission.

[26] As for the SDAB relying on irrelevant considerations, it is suggested that some of the material in opposition to the applicants contained (a) disputed allegations of fact (such as related to the distance of a septic pump-out) and (b) disputed allegations of inadequately pro-social attitude on the part of the applicants or their employees and (c) disputed allegations about the perspective of Alberta Transportation which should not have been before the SDAB and would have prejudiced their outlook. I am not persuaded that the reasons of the SDAB show that it diverted into irrelevant or prejudicial considerations. It is true that an SDAB should do its best to draw from material before it only truly pertinent considerations and to assess those realistically and fairly. But as said the core issues here were as to permitted or discretionary use, and particularly as to whether the proposed development fit the concept "Small Scale Industrial Pursuit". As it was found by the SDAB that it did not, evidence related to local amenities or the discretionary variance provision of the *Municipal Government Act* was not a matter the SDAB needed to decide.

[27] The issues here were relatively straightforward. It cannot be said that either the applicants or this Court would be unable to interpret the reasons addressing those issues. As indicated above, the fairness objections do not succeed and in that light the contention about reasons largely falls away.

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IV Conclusion

[28] The application for permission to appeal must be and is dismissed.

Application heard on October 13, 2016

Reasons filed at Edmonton, Alberta this 17th day of October, 2016



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Appearances:

- E.B. Compton for the Applicants
- Respondent Municipal District of Greenview No. 16 Subdivision and Development Appeal Board (no appearance)
- K.L. Becker Brookes for the Respondent Municipal District of Greenview No. 16

Respondent Miriam Stewart in Person

Respondent Gwen Thetrault (no appearance)



SUBJECT:	Bylaw 16-775 Road Allowance Lice	nse – SE 1	4 & SW	13-73-21 W5M		
SUBMISSION TO:	REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISS					
MEETING DATE:	January 10, 2017	CAO:	MH	MANAGER:		
DEPARTMENT:	INFRASTRUCTURE &	GM:GG		PRESENTER: GG		
	PLANNING/PLANNING &					
	DEVELOPMENT					
FILE NO./LEGAL:				LEGAL/POLICY REVIEW:		
STRATEGIC PLAN:				FINANCIAL REVIEW:		

RELEVANT LEGISLATION:

Provincial (cite) – Traffic Safety Act, Revised Statues 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 give Second Reading to Bylaw No. 16-775 for the Road Allowance License application received for SE 14 & SW 13-73-21 W5M subject to a favourable Wet Land Assessment report having been completed by the Applicant.

MOTION: That Council give Third Reading to Bylaw No. 16-775 for the Road Allowance License application received for SE 14 & SW 13-73-21 W5M subject to a favourable Wet Land Assessment report having been completed by the Applicant.

BACKGROUND/PROPOSAL:

On December 13th, 2016 Greenview Council granted bylaw 16-775 first reading in relation to the Road Allowance License application received for SE 14 & SW 13-73-21 W5M.

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 trees along 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.

For future Road Allowance Licensing applications, where tree removal on undeveloped Government Road Allowances is described or requested upon the application. Administration is suggesting that the applicant contact Environment & Parks regarding the subject area of interest and have a table top assessment completed during the application period prior to second and third Reading of the Bylaw.

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.

Notice to referral agencies were circulated to Alberta Transportation, Alberta Parks & Environment, ATCO Electric and East Smoky Gas, no concerns where noted. No concerns were received from Greenview's internal departments.

<u>Alberta Parks & Environment referral agency</u>; James Proudfoot stated that it is very important for anyone considering a project to understand all aspects of the project, which may include the Water Act Applications that may be required.

Notice of the Public Hearing was circulated to landowners with no concerns noted.

The initial application fee of \$100.00 was received. If approved, the license will be prorated to expire December 31st 2017, along with all active road allowance licenses. The \$100.00 applications was collected January 3, 2017 and an additional \$10.00 (for one year) every year after. 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: That Council pass a motion to Second and Third Reading to Bylaw 16-775, as presented.

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):

- Road Allowance Application
- Map of proposed Road Allowance License.
- Bylaw 16-775
- Wetland example map



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.

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 SW13-73-21W5M+214-73-21W5m.

wants to fence off for cattle pasture clear remaining 14 mile of Road allowonce - worts to

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

SW 13-73-21 WSM + SE 1473-21-WSM.

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.

Signature of Applicant

nov 10/16

Signature of Applicant

Date

13 November 2015

Greenview, Alberta

Please highlight the road allowance location on the map below:

-E

Twp. 73 Range 21 West of the 5 TH Meridian Twp. Range West of the TH Meridian

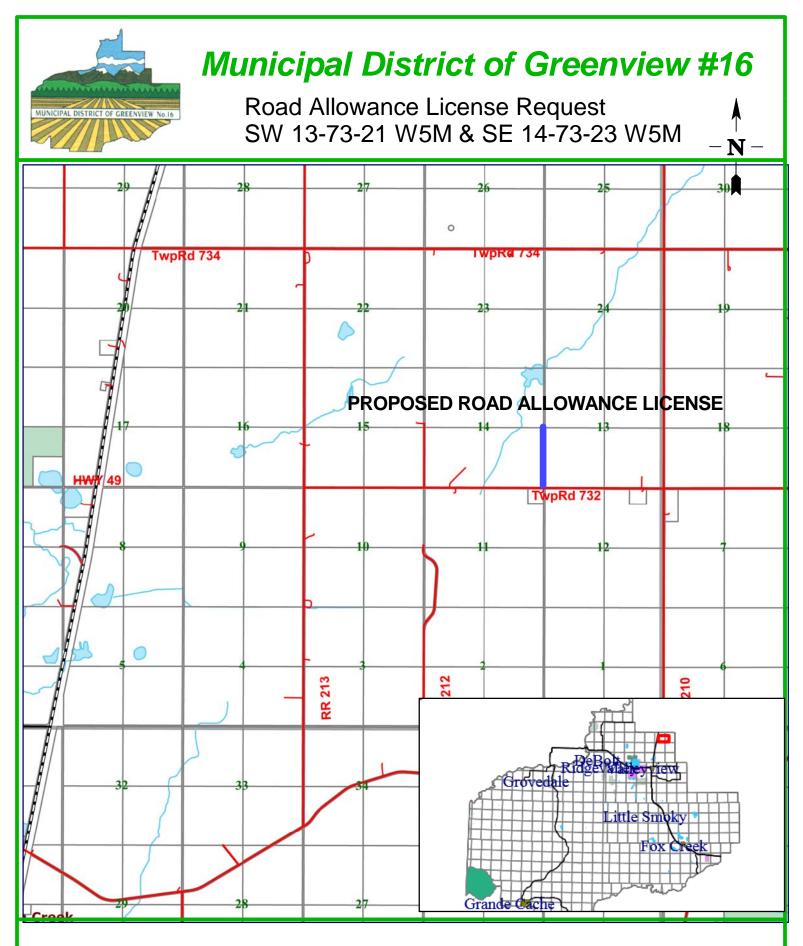
Greenview

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Approved As To Form & Content

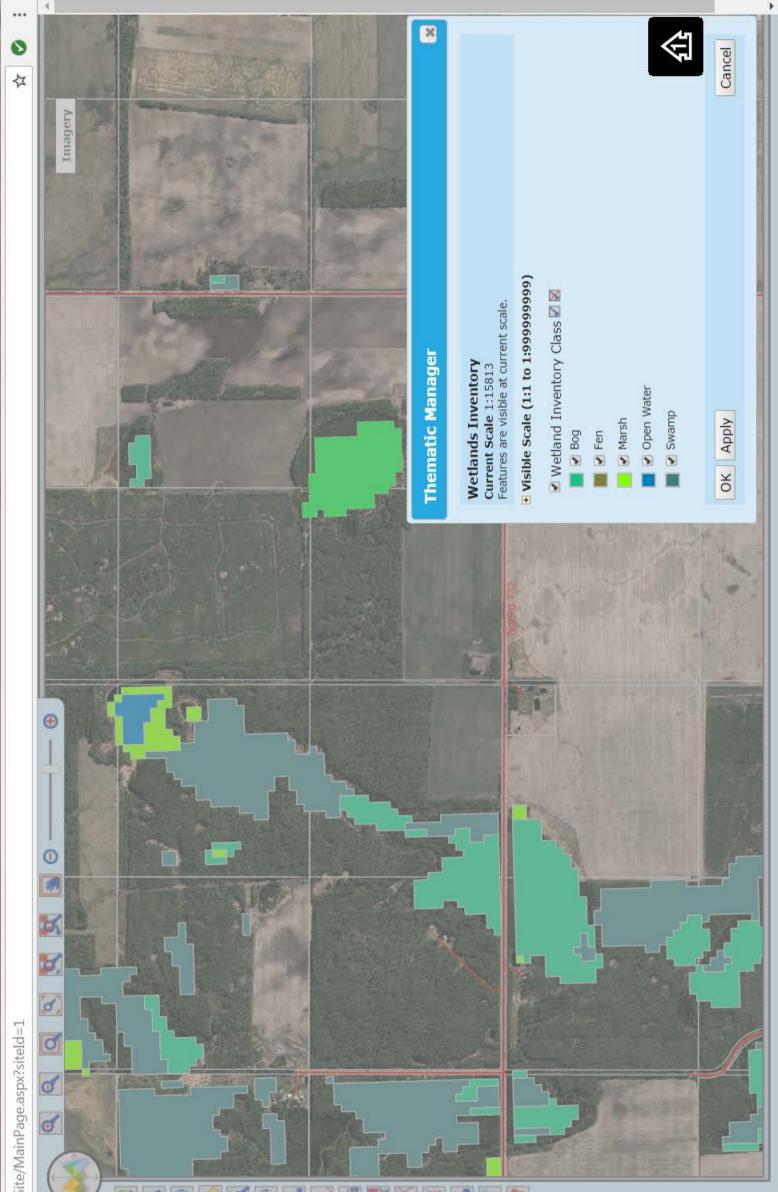
General Manager, Infrastructure & Planning

<u> Neu 24/2016</u> Date



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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 13th day of December, 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



SUBJECT:2017 Grant RequestsSUBMISSION TO:REGULAR COUNCIL MEETINGMEETING DATE:January 10, 2017DEPARTMENT:COMMUNITY SERVICESFILE NO./LEGAL:N/ASTRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council authorize funding to the grant recipients in the amounts indicated on the attached 2017 Approved Grant Listing, with funds to come from the 2017 Community Service Miscellaneous Grant.

BACKGROUND / PROPOSAL:

On December 20, 2016 the Committee of the Whole reviewed and recommended that Council disburse the 2017 community grants as indicated on the 2017 Approved Grant Listing. The Committee of the Whole reviewed each of the grant applications during the meeting and made recommendations accordingly. The approved grant listing titled, "2017 Approved Grant Listing" resulted from the meeting.

The 2017 Community Service Miscellaneous Grant Budget has a budget of \$1,500,000.00, with the approval of the 2017 Approved Grant Listing in the amount of 986,247.30 the remainder will be \$513,752.70.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to deny the disbursement of the 2017 Approved Grant Listing as presented or make alterations accordingly.

Benefits – The benefit of authorizing disbursement of the 2017 Approved Grant Listing as presented is that the grant recipients may be provided with funding in a timely manner.

Disadvantages – There are no perceived disadvantages with approving the 2017 Approved Grant Listing as presented.

COSTS / SOURCE OF FUNDING:

The funds for the grants will come from the 2017 Community Service Miscellaneous Grant.

ATTACHMENT(S):

• 2017 Approved Grant Listing

513,752.70 BUDGET TOTAL	ET TOTAL					N	2017 Approved Grants	Grants
Oper	Operating Requested	Capital Requested	Total Amount Requested	Operating Approved		Capital Approved	Approved	Comments
Grant Applicant:								
1 Valleyview & Districts Agricultural Society	Ş	40,000.00	\$ 40,000.00	\$	\$ -	40,000.00	\$ 40,000.00	
2 Teepee Creek Stampede Association	\$	100,000.00	\$ 100,000.00	\$	\$ -	50,000.00	\$ 50,000.00	
3 Little Smoky Community Cemetery	\$	20,565.50	\$ 20,565.50	\$	\$ -	20,565.50	\$ 20,565.50	
Rosedale Cemetery (owned by the Rosedale Menonite 4 Church)	Ş	9,618.00	\$ 9,618.00	Ş	\$ -	9,618.00	\$ 9,618.00	
5 Sunset House Cemetery Committee	\$	31,858.05	\$ 31,858.05	\$	\$ -	31,858.05	\$ 31,858.05	
6 Bear Creek Folk Music Festival Society \$	5,000.00		\$ 5,000.00	\$	\$ -	,	- \$	
7 Red Willow Players Theatre Association	8,000.00		\$ 8,000.00	\$ 8,00	8,000.00 \$		\$ 8,000.00	
8 Reel Shorts Film Festival \$	1,000.00		\$ 1,000.00	\$ 1,00	1,000.00 \$		\$ 1,000.00	
9 Valleyview Enhancement Society	\$	\$ 37,059.60	\$ 37,059.60	\$	\$ -		- \$	
10 Band of Bandits Society \$\$	6,000.00		\$ 6,000.00	\$	- \$		- \$	
11 Valleyview Band Parents \$\$	10,000.00		\$ 10,000.00	\$ 5,00	5,000.00 \$		\$ 5,000.00	
12 Town of Grande Cache Death Fest \$\$	25,000.00		\$ 25,000.00	\$ 25,000.00	\$ 00.00		\$ 25,000.00	
13 Regional EMS Foundation (Grande Prairie) \$	10,000.00		\$ 10,000.00	\$	- \$		- \$	
14 DeBolt and District Pioneer Museum Society \$	3,840.00 \$	39,148.00	\$ 42,988.00	\$ 3,84	3,840.00 \$	39,148.00	\$ 42,988.00	
15 Grande Prairie Motocross Association - Endurocross	\$	15,000.00	\$ 15,000.00	\$	- \$		÷ \$	
$_{ m 16}$ Grande Prairie Motocross Association - Fencing	Ş	55,000.00	\$ 55,000.00	\$	\$ -	27,500.00	\$ 27,500.00	
17 Grande Prairie Motocross Association - Playground	\$	91,000.00	\$ 91,000.00	Ş	ج	•	\$ ج	
18 Valleyview Riverside Golf Course \$	50,000.00		\$ 50,000.00	\$ 25,000.00	\$ 00.00		\$ 25,000.00	
19 Grande Prairie Ski Patrol Association \$\$	2,500.00		\$ 2,500.00	\$ 2,50	2,500.00		\$ 2,500.00	
20 Rising Above	\$	25,000.00	\$ 25,000.00	\$	\$ -	25,000.00	\$ 25,000.00	
Metis Nation of Alberta Association Local Council #1994 - \$	61,650.00		\$ 61,650.00	\$ 61,650.00	\$ 00.0		\$ 61,650.00	
22 New Fish Creek Community Association	Ŷ	11,000.00	\$ 11,000.00	Ş	\$ -	11,000.00	\$ 11,000.00	
23 Sandy Bay Community Association	\$	4,800.00	\$ 4,800.00		Ş	4,800.00	\$ 4,800.00	

2017 Approved Grant Listing

	E12 7E2 70										i
			AL					2017 /	2017 Approved Grants	rants	
		Operating Requested	Capital Requested	Total Amount Requested		Operating Approved	Capital Approved		Approved	Comments	
Grant Applicant:											
24 Evergreen Park		\$ 100,000.	00	\$ 100,000.00	Ş	25,000.00	\$ -	Ş	25,000.00		
25 Valleyview Health Centre Foundation	entre Foundation		\$ 41,335.00	0 \$ 41,335.00	Ş		\$ 30,000.00	Ş	30,000.00		
Grande Prairie Hosp 26	Grande Prairie Hospice Palliative Care Society	\$ 20,000.00	00	\$ 20,000.00	\$	20,000.00	\$	Ŷ	20,000.00		
Metis Nation of Alberta As 27 #1994 - Hide a Way Camp	Metis Nation of Alberta Association of Local Council #1994 - Hide a Way Camp		\$ 61,354.00	0 \$ 61,354.00	ş		\$ 30,000.00	Ş	30,000.00		1
28 Summitview School	Summitview School Council Fundraising Committee		\$ 50,000.00	0 \$ 50,000.00	Ş		\$ 20,000.00	Ş	20,000.00		
Pox Creek for the Ch	Fox Creek for the Children Fundraising Society		\$ 200,000.00	00 \$ 200,000.00	Ş	,	\$ 20,000.00	Ş	20,000.00		
30 DeBolt Outdoor Recreational Society	reational Society	\$ 3,180.00	00 \$ 189,587.75	'5 \$ 192,767.75	Ş	3,180.00	\$ 189,587.75	Ş	192,767.75		
31 Akasaka Figure Skating Club	ing Club	\$ 45,000.00	00	\$ 45,000.00	Ş		; \$	Ş	-		
32 Northern Lights Skating Club	ting Club	\$ 38,578.94	94	\$ 38,578.94	Ş		÷ -	Ş	-		
33 Red Willow Lodge			\$ 100,000.00	00 \$ 100,000.00	Ş		\$ -	Ş	-		
34 Grande Cache Seniors Minibus Society	rs Minibus Society	\$ 50,000.00	00	\$ 50,000.00	Ŷ	50,000.00	- \$	ş	50,000.00		
35 Grovedale Senior Citizens Club	tizens Club	\$ 7,000.1	00	\$ 7,000.00	Ŷ	7,000.00	- \$	\$	7,000.00		
36 Notes:				- \$	Ŷ		- \$	ş	-		
37 Philip J. Currie Dinosaur Museum	saur Museum			- \$	Ş	100,000.00	- \$	\$	100,000.00		
38 QEII Hospital				\$ -	Ş	100,000.00	¢ -	Ş	100,000.00		
39				\$ -			\$ -	\$	-		
40				÷ \$	Ş	ı	÷ -	Ş			
	Operating and Capital Totals:	\$ 446,748.94	94 \$ 1,122,325.90	0	Ş	437,170.00	\$ 549,077.30				
	Grand Total:	\$1,569	\$1,569,074.84			\$986,247.30	7.30	1			

2017 Approved Grant Listing



SUBJECT:Industrial Area PartnershipSUBMISSION TO:REGULAR COUNCIL MEETINGMEETING DATE:January 10, 2017DEPARTMENT:CAO SERVICESFILE NO./LEGAL:STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw/Policy (cite) - NA

RECOMMENDED ACTION:

MOTION: That Council approve the Tri – Party Industrial Area Terms of Reference as presented.

MOTION: That Council appoint Councillors:,,	, and
to the Tri-Party Industrial Area Committee and Councillor	as an alternate.

BACKGROUND/PROPOSAL:

On December 20th, the Council's of Greenview, County of Grande Prairie, and City of Grande Prairie met to discuss a potential partnership regarding the development of a joint industrial area southeast of Grovedale.

The attached terms of reference were discussed and endorsed by all three parties. The County of Grande Prairie has already approved the Terms of Reference. In order to move the process forward, the Terms need to be approved by the other two parties and members of the Committee appointed. Under the Terms, Greenview would have four members.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council may choose not to accept the Terms of Reference. This would stall the initiative and, given previous discussion regarding the terms with the other partners, is not recommended.

BENEFITS: Approval of the Terms of Reference establishes the Committee and several parameters that the Committee will follow. Approval will allow the project to move forward based on the philosophies put in place by Greenview.

DISADVANTAGES: Moving forward with the project will require the expenditure of funds. This has been accounted for in the approved 2017 budget.

COSTS/SOURCE OF FUNDING:

There are not direct costs associated with the motions. Moving forward, costs for meetings and the project itself are accounted for in the 2017 approved budget.

ATTACHMENT(S):

• Proposed Tri-Party Industrial Area Terms of Reference



Industrial Nexus (IN) Terms of Reference

WHEREAS the Municipal District of Greenview No. 16, County of Grande Prairie No. 1, and the City of Grande Prairie (the Parties) wish to jointly establish a world class industrial development area (the Area) within the Municipal District of Greenview,

and,

The Parties wish to establish a steering committee (the Committee) to guide the development of the Area.

NOW THEREFORE the Committee is established as per the following:

1. Composition

1.1. The Committee shall be comprised of the following voting members chosen from the elected Councils of the Parties as follows:

Municipal District of Greenview:	Four (4)
County of Grande Prairie:	Two (2)
City of Grande Prairie:	Two (2)

- 1.2 Each Party shall appoint their own voting representative(s) as members of the Committee.
- 1.3. The Committee shall be comprised of the following non-voting members:
 - a) The respective Chief Administrative Officers or their designates;
 - b) The respective Economic Development Officers or their designates;
 - c) The Industrial Nexus Chief Executive Officer (if established); and,
 - d) Other administrative support such as a recording secretary, as required.
- 1.4. Greenview will appoint a Chair annually from among the Greenview voting members. The Committee will annually appoint a Vice-Chair.
- 1.5. Quorum of the Committee shall be at least four (4) voting members consisting of at least two (2) members from Greenview and one (1) from each of the other Parties.



2. Duties and Principles

- 2.1 The Committee shall have the following Duties:
 - a) Identify the specific geographic boundaries of the Area as referenced in Schedule "A";
 - b) Develop an initial budget for proposal to the Parties;
 - c) Develop a job description of the Chief Executive Officer for proposal to the Parties;
 - d) Oversee the hiring of a Chief Executive Officer pending approval of such position by the Parties;
 - e) Oversee the activities of the Chief Executive Officer;
 - f) Guide the Committee to a separate corporate status controlled by the Parties;
 - g) Oversee the development of lease agreements, Area Structure Plans, required consultations, marketing plans, incentive plans, websites, etc.;
 - h) Development of a corporate name, brand and logo for the Area;
 - i) Provide regular reports regarding the progress of development to the respective Parties;
 - j) Establish regular meeting dates in order to facilitate business;
 - k) Recommend annual budgets to the respective Parties; and
 - I) Advocate on behalf of the Industrial Nexus project with all applicable stakeholders.
 - m) Develop a partnership agreement for approval by all Parties.
 - n) The partnership agreement shall incorporate the following principles:
 - i. Dividends and benefits of the Industrial Nexus project will be divided to each of the Parties based on the ratio of funding committed to the Industrial Nexus project by the Parties.
 - ii. Dividends and benefits of the Industrial Nexus project will be based on net revenues (direct revenues less costs).
 - iii. Costs include direct investment, marketing, and operations of the Industrial Nexus project/area that are shared by the Parties.
 - iv. Dividends and benefits will only apply to new industrial developments as identified within the Industrial Nexus boundary (linear and existing development revenues are not eligible for dividend distribution).
- 2.2 The Committee will operate and incorporate the following principles:
 - a) Costs associated with direct development within the management Area will be borne by all Parties based on the formula stated in Section 4; and
 - b) The Committee will operate in a governance and oversight capacity. Elected members will not engage in the Administrative tasks of the project.



3. Conduct

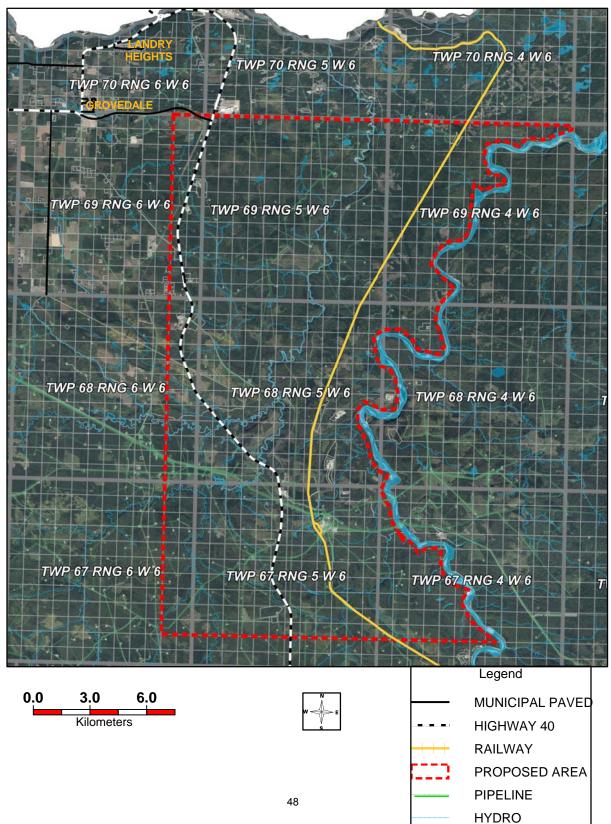
- 3.1 Official Minutes of all meetings will be recorded and submitted to the respective Parties.
- 3.2 Normal meeting dates will be determined by the Committee. Meetings can be called by any party with at least two weeks' notice.
- 3.3 Tied votes are deemed to be defeated.

4 Miscellaneous

4.1 Terms of Reference may be amended with the consent of all Parties.

Schedule "A"

Municipal District of Greenview No. 16 - DRAFT





SUBJECT:GrandeSUBMISSION TO:REGULAMEETING DATE:JanuaryDEPARTMENT:CAO SEFFILE NO./LEGAL:STRATEGIC PLAN:

Grande Cache Recreation Centre Agreement REGULAR COUNCIL MEETING January 10, 2017 CAO SERVICES

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

RELEVANT LEGISLATION:

Provincial – n/a

Council Bylaw / Policy (cite) - n/a

RECOMMENDED ACTION:

MOTION: That Council authorize the Chief Administrative Officer to sign the Grande Cache Recreation Centre Agreement.

BACKGROUND / PROPOSAL:

The Town of Grande Cache constructed an expansion to their Recreation Centre in 2010-2011, including a new aquatic facility, lobby, canteen, and future development area. The MD of Greenview contributed \$12,000,000 (one half of the total capital budget) towards the project.

An agreement has been developed to identify and clarify ownership, land titles, and funding of the facility. At their meeting of December 14, 2016 the Town of Grande Cache Council passed resolution 639/16 authorizing their Administration to enter into the Grande Cache Recreation Centre Agreement.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has two options:

- 1. Authorize the Chief Administrative Officer to sign the Grande Cache Recreation Centre Agreement
- 2. Do not authorize the Chief Administrative Officer to sign the Grande Cache Recreation Centre Agreement

Benefits – The benefit of accepting the above motion and signing the Grande Cache Recreation Centre Agreement is that there is a clear understanding of ownership of the facility, ensuring that the MD of Greenview is registered as part owner of the land with the Land Titles Office.

Disadvantages – There are no perceived disadvantages associated with the recommendation.

COSTS / SOURCE OF FUNDING:

This Agreement is based on funding already allocated to the Grande Cache Recreation Centre.

ATTACHMENT(S):

• Draft Agreement between the Town of Grande Cache and the MD of Greenview.

THIS AGREEMENT made effective this _____ day of _____, 2016

BETWEEN:

THE TOWN OF GRANDE CACHE

a municipal corporation duly incorporated under the laws of the Province of Alberta (the "Town")

- and –

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

a municipal corporation duly incorporated under the laws of the Province of Alberta ("Greenview")

(collectively "the Parties")

WHEREAS:

- A. The Town and Greenview have cooperated in the development and construction of an expansion to the recreation facility located at 10450 Hoppe Avenue, Grande Cache, Alberta (the "Facility") for the mutual benefit of the Parties and their respective constituents;
- B. The Town and Greenview have agreed that the costs of developing and constructing the Facility will be borne by the Parties in accordance with this Agreement;

NOW THEREFORE IN CONSIDERATION of the mutual covenants and agreements herein contained, the Parties agree to partner as follows:

1. NOTICE

1.1. Any notice required or permitted to be given under this Agreement shall be in writing and addressed to the appropriate Party at the address or facsimile number below:

To the Town:

Loretta Thompson, Chief Administrative Officer Town of Grande Cache Box 300, Grande Cache, AB TOE 0Y0 Ph: 780-827-3362 Email: Loretta.thompson@grandecache.ca

To Greenview:

Mike Haugen, Chief Administrative Officer Municipal District of Greenview Box 1079, Valleyview, AB. TOH 3N0 Ph: 780-524-7600 Email: mike.haugen@mdgreenview.ab.ca

or to such other address or facsimile number of which notice has been given as provided in this Agreement. Any notice that is delivered is to be considered to have been given on the first Business Day after it is dispatched for delivery. Any notice which is sent by fax transmission is to be considered to have been given on the first Business Day after it is sent, provided that the sender obtains an electronic confirmation of receipt. If a Party changes its address or facsimile number, or both, it shall promptly give notice of its new address or facsimile number, or both, to the other Party.

2. **TERM**

2.1. The Parties agree that the term of this Agreement shall be for the duration of the period that the Parties share ownership of the Facility, unless terminated earlier in accordance with the terms of this Agreement (the "Term").

3. TERMINATION

3.1. This Agreement shall automatically terminate should either party restructure (dissolve or otherwise alter incorporation status, etc.).

4. OWNERSHIP

- 4.1. The Town shall own an undivided 50% interest in the Facility expansion, and the lands upon which it is situated, and Greenview shall own an undivided 50% interest in the Facility expansion and the lands upon which it is situated.
- 4.2. The Town shall prepare and cause to be registered at the Land Titles Office all documents necessary to enable Greenview to obtain a 50% interest in the Facility expansion and the lands upon which it is situated. Greenview shall cooperate with the Town, provide reasonable assistance and cause to be executed any documents necessary for the Town to fulfill this obligation.
- 4.3. The facility expansion description is attached in Schedule A.

5. FUNDING

5.1. The Parties agree that the Facility had a total capital budget of \$24,000,000.00 including, but not limited to, all site servicing, design, construction, development and landscaping costs (collectively, "Costs"), of which each Party has paid 50%.

6. OPERATIONAL FUNDING

- 6.1. All maintenance and operating costs, including all utilities, any annual operational deficits, necessary capital upgrades or replacements and depreciation will be funded by the Town, unless otherwise agreed to by the parties.
- 6.2. The Town and Greenview acknowledge that the Facility is exempt from any and all taxes. If this status should change during the Term, the Parties shall promptly pay when due any and all taxes attributable to the Facility in accordance with the their ownership interest.

7. OPERATION

- 7.1. The Town will be responsible for all management of operations and finance relating to the Facility in accordance with all applicable Federal, Provincial and municipal laws, regulations and ordinances, and in a competent and professional manner using commercially reasonable efforts to ensure the continuity of operation and reflecting industry best practices, and in an effective and efficient manner.
- 7.2. Where compliance with statutory and regulatory requirements will result in a change in operations, a change in costs, or require future studies, upgrades, or changes, the Parties

will engage in good faith negotiations as to the responsibilities of the Town and Greenview as a response to any statutory and regulatory requirements.

8. REPLACEMENT COSTS

8.1. The Town and Greenview will be equally responsible to provide funds required for replacing the Facility at the end of its lifecycle. The establishment of a reserve, or other means of funding does not commit either Party to replacement of the Facility or to the respective contribution levels outlined in this Agreement and does not prohibit other methods of financing a replacement Facility (such as borrowing).

9. RECREATION PROGRAMMING BUDGET AND REPORTING

- 9.1 In accordance with the *Grande Cache Community Services Agreement*, the Town will provide Greenview such documentation and accounting necessary to substantiate the amount of monies expended upon recreation programming being offered.
- 9.2 The Town will provide a summarized report annually to Greenview including an overview of the recreation programs and services offered to all residents.

10. **REPAYMENT AGREEMENT**

10.1. The Repayment Agreement entered into between the Parties on or about November 28, 2013 is terminated, together with all of the rights and obligations of the Parties set out therein, upon the execution of this Agreement by the Parties.

11. FORCE MAJEURE

11.1. "Force Majeure" means any event or circumstance that prevents or delays a Party from performing any of its obligations under the Agreement within the time required for the performance of such obligation, but only to the extent that (i) the event is not reasonably within the control of the Party (insufficiency of funds not being beyond the reasonably control of a Party) and (ii) despite the exercise of reasonable efforts, the event cannot be prevented, avoided or stopped by that Party, it being acknowledged that events of Force Majeure may include the following: acts of God, strikes, lockouts or other industrial disturbances, acts of the public enemy, terrorism, sabotage, wars (declared or undeclared), blockades, insurrections, riots, diseases or epidemics, landslides, lightning, fire, earthquakes, storms, subsidence, floods, high waters, washouts, drought, low

waters, orders or acts of civil or military authorities, civil disturbances, or any other causes, whether of the kind herein enumerated or otherwise; provided that the settlement of strikes, lockouts and other industrial disturbances shall be entirely within the discretion of the particular Party involved therein and such Party may make settlement thereof in such time and on such terms and conditions as it may deem to be advisable and no delay in making such settlement shall deprive such Party of the benefits of this Agreement with respect to an event of Force Majeure;

- 11.2. If either Party is rendered wholly or partially unable to perform its obligations under this Agreement because of a Force Majeure event, that Party shall be excused from whatever performance is affected by the Force Majeure event to the extent so affected, provided that the non-performing party provides written notice to the other Party within seven (7) Business Days detailing the particulars of the Force Majeure and that the non-performing Party will exercise reasonable efforts to remedy its inability to perform.
- 11.3. Upon the termination of the Force Majeure event the Parties respective obligations shall resume in accordance with the terms of this Agreement.
- 11.4. In the event that the Parties are unable in good faith to agree that a Force Majeure has occurred, the Parties shall submit the dispute for dispute resolution in accordance with the terms of this Agreement.

12. **INSURANCE**

- 12.1 The Town of Grande Cache will obtain and maintain insurance coverage for the full replacement cost of the Facility showing the MD of Greenview as an additional named Insured and loss payee as their interests appear with a 30 day notice of cancelation. The premium will be allocated based upon the ownerships interests as described in Section 4.
- 12.2 The Town of Grande Cache will obtain Liability insurance showing the MD of Greenview as an additional named insured with respect to the operations of the Recreation Centre ONLY.
- 12.3 All insurance policies shall include a provision whereby the insurance provider will notify both Parties thirty (30) days in advance of any material change to, cancellation or termination of the insurance policies.

13. **INDEMNITY**

13.1. Each of the Parties shall indemnify and save harmless the other Party for any damages, losses (including legal fees on a solicitor and his own client full indemnity basis), injuries or loss of life, resulting from the negligent or wrongful acts or omissions of their respective employees, servants or agents which may occur in the performance, purported performance, or non-performance of their respective obligations under this Agreement, provided that such indemnity shall be limited to an amount in proportion to the degree to which the indemnifying Party, its employees, servants or agents are at fault or otherwise held responsible in law. This indemnification shall survive the termination of this Agreement.

14. **GENERAL**

- 14.1. This Agreement is not assignable by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld.
- 14.2. This Agreement is binding and shall ensure to the benefit of the Parties and their successors and permitted assigns.
- 14.3. The Parties acknowledge and agree that this Agreement does not create and shall not be construed as creating any relationship of agency, partnership or joint venture between the Parties. The Parties enter this Agreement as, and shall remain, independent parties.
- 14.4. If any term, covenant or condition of this Agreement, or the application thereof to any person or circumstance, is to any extent held or rendered invalid, unenforceable or illegal, then that term, covenant or condition: (i) is deemed to be independent of the remainder of this Agreement and to be severable and divisible therefrom, and its invalidity, unenforceability or illegally does not affect, impair or invalidate the remainder to the Agreement or any part thereof; and (ii) continues to be applicable to and enforceable to the fullest extent permitted by law against any person and circumstances other than those as to which it has been held or rendered invalid, unenforceable or illegal.
- 14.5. This Agreement sets forth all covenants, promises, representations, agreement, conditions and understanding between the Town and Greenview concerning the matters referenced herein and there are no other covenants, promises, representations, agreements, conditions, or understandings, either oral or written, between them. No alteration or amendment to this Agreement will be binding upon the Town or Greenview unless in writing and signed by the Town and Greenview.
- 14.6. The expiry or termination of this Agreement shall not relieve any Party of any rights, liabilities or obligations that by their nature survive expiry or termination, including

warranties, remedies, indemnities, or that arose prior to the expiry or termination of this Agreement.

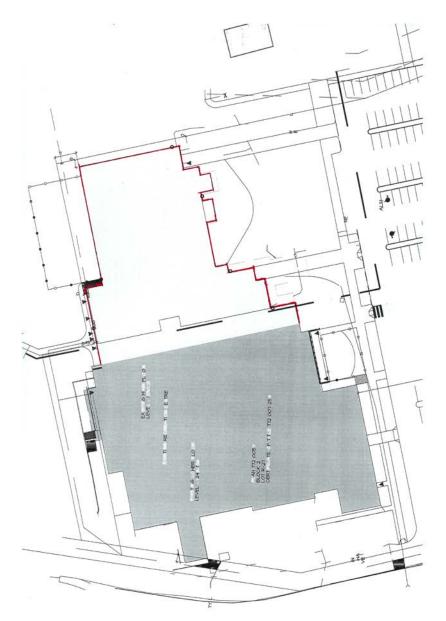
- 14.7. If either Party shall overlook, excuse, condone or permit any default, breach, nonobservance, improper compliance or non-compliance by the other of any obligation herein, this shall not operate as a waiver of such obligation in respect of any continuing or subsequent default, breach or non-observance, and no such waiver shall be implied but shall only be effective if expressed in writing.
- 14.8. This Agreement shall be construed in accordance with and governed by the laws of the Province of Alberta.
- **IN WITNESS WHEREOF**, and as evidence of their Agreement to be bound by the terms hereof, the Parties have caused this Agreement to be executed and delivered by their authorized signatories with effect as of the date set out on page one above.

TOWN)	TOWN OF GRANDE CACHE
)	
)	Per:
)	Per:
	,	
GREENVIEW)	MUNICIPAL DISTRICT OF GREENVIEW NO. 16
GREENVIEW))	MUNICIPAL DISTRICT OF GREENVIEW NO. 16
GREENVIEW)))	MUNICIPAL DISTRICT OF GREENVIEW NO. 16 Per:
GREENVIEW))))	

- SCHEDULE A -

Grande Cache Recreation Centre Outline

Expansion Description





SUBJECT:	Susa Creek Cooperative Surface L	ease			
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEW	VED AND	O APPROVED FOR SUBMISS	SION
MEETING DATE:	January 10, 2017	CAO:	MH	MANAGER:	
DEPARTMENT:	INFRASTRUCTURE &	GM:	GG	PRESENTER:	GG
	PLANNING/OPERATIONS				
FILE NO./LEGAL:				LEGAL/POLICY REVIEW:	
STRATEGIC PLAN:				FINANCIAL REVIEW:	
RELEVANT LEGISLA	FION:				

Provincial (cite) – NA

Council Bylaw/Policy (cite) - NA

RECOMMENDED ACTION:

MOTION: That Council approve the transfer of the surface lease within the Susa Creek Cooperative to the Municipal District of Greenview No. 16 from Ikkuma Resources Corporation.

BACKGROUND/PROPOSAL:

In 1994 Encana accepted the surface lease for the road from Susa Creek Cooperative and acquired the MSL and LOC 030917 from the Crown. Encana constructed 3.80 kms of road to the pad site located at 5-28-57-7 W6M and spudded the well on December 14, 1994 with no production reported.

The Surface Lease is 1.9kms in length from Hwy 40 to the start of the LOC030917 which includes one bridge structure within Susa Creek Co-op. From the start of the LOC030917 to the pad site is 3.8kms. The 3.80km roadway (LOC 030917) leading to the pad site was an extension off the original Susa Creek road that currently has one Bailey bridge structure and one uncontrolled railway crossing that was installed by Encana.

Talisman Energy acquired Encana's assets in 2006. Talisman upgraded the LOC to a 20.0 meter wide road allowance and expanded the pad site and drilled a second well. Talisman abandoned both wells in 2012.

In 2014 Ikkuma Resources acquired all of Talisman Energy's assets. Since then, Ikkuma has completed a phase 1 Environmental report showing no contamination and started the reclamation process on this particular pad site. Ikkuma has reclaimed the well site and has no further use for the two bridges and the road leading to the well site.

Foothills Forest Products had a third party agreement that has since expired on the LOC. Foothills Forest Products completed some repairs to the second bridge closest to the well site in 2015. Ikkuma Resources completed repairs to the bridge deck on the Susa Creek road in 2016.

Ikkuma has requested to transfer ownership of the bridge within the Susa Creek coop. Greenview currently maintains snow removal and gravel grading into Susa Creek to the base of the hill that leads to the well site. Taking ownership would be beneficial to the Susa Creek Coop.

Ikkuma Resources has also asked if Greenview would be interested in transferring the LOC030917 that leads to the abandoned well site. As stated above, the 3.80km's of roadway also includes infrastructure of one uncontrolled railway crossing and one bridge structure.

History dating back before Encana took the surface lease for the road from Susa Creek Co-op and acquiring the MSL and the LOC from the Crown, Susa Creek Co-op and other recreational users utilized this area leading to the well site for hunting and recreational purposes.

If Greenview denies the request to transfer the LOC then Ikkuma Resources will continue with their reclamation plan of the LOC as required.

Administration has reviewed the costs related to the Inspection, maintenance and replacement of the 80ft bridge structure within Susa Creek Co-op. The bridge structure would be listed on the Bridge Inspection Maintenance program (BIM) that would require limited operational funds for annual inspection and maintenance as needed. The 50 year capital replacement cost for a 75 ton bridge structure installed ranges from \$170,000.00 - \$200,000.00.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council could agree to receive ownership of 1.9km's of surface lease from Hwy 40 to the base of the hill that would include one bridge structure within the Susa Creek Coop from Ikkuma Resources.

Council could agree to receive ownership of the LOC030917 and the surface lease for the entire 5.7km's of roadway including two bridges and the railway crossing.

BENEFITS: The benefit of the recommended motion will give the Susa Creek Coop comfort in knowing that the bridge will be monitored for safety and repaired as required.

DISADVANTAGES: Receiving ownership of the infrastructure will incur ongoing costs for maintenance, repair, and replacement.

COSTS/SOURCE OF FUNDING:

No related costs to Greenview for the transfer of responsibility/ownership.

ATTACHMENT(S):

• Pictures













Manager's Report

Function: Infrastructure & Planning

Submitted by: Grant Gyurkovits, General Manager Infrastructure & Planning

Date: 1/10/2017

General Manager, Infrastructure & Planning, Grant Gyurkovits

- Interviews for Admin support/maternity leave.
- Oil field notifications.
- Opus Stewart Weir consultant meeting.
- Completed performance evaluations.

Manager Construction & Maintenance, Kevin Sklapsky

- Re-advertising the Project Engineer position as Municipal Engineer.
- Posting the Engineering Technologist position as Philip Alcock has accepted the Roads Co-ordinator West position.
- Completed performance evaluations.

The tender results for the bridge maintenance Contract 74433-16 for work on BF 74433 & BF 77070 will be awarded to Griffin Contracting Ltd. of Jean Cote, Alberta for the tendered sum of \$279,300.00 plus GST. The modified tender amount (not including site occupancy) is about 23% lower than the consultants "C" estimate.

There were a total of eight (8) bidders for this tender:

	Contractor	Bid Amount
#1	Griffin Contracting	\$279,300.00
#2	Bridgemen Services Ltd	\$307,500.00
#3	Ardy's Rigging Ltd	\$367,232.80

#4	Midnight Contractors Ltd	\$373,900.00
#5	S & K Structure Ltd.	\$374,370.00
#6	Carmacks Enterprises	\$532,550.00
#7	Formula Alberta Ltd.	\$532,800.00
#8	Lafarge Canada Ltd.	\$537,980.00

Supervisor, Facility Maintenance, Alfred Lindl

- Maintenance task list.
- Monthly inspection on Greenview facilitates.
- Check extinguisher, check eye wash stations and first aid kit.
- Snow removal and Ice care.
- Normal Maintenance on all Facilities.

Field Service Office

• Still in progress with programming the access cards.

Grovedale Public Service Building

- Completed the assembly of the furniture
- Working with the general contractor Southwest on the list of warranty Deficiencies

Manager Operation, Gord Meaney

Shop

- Continue with part time online video training with the Snap-on Diagnosis system.
- A noise level test was done on replacement windshields.
- Received Storage tank permit.
- Chief Mechanic went to Michelins plant in South Carolina on a training course.
- The JCB back hoe in Valleyview had to be sent to Edmonton for warranty repair work, no JCB service department in the area.

West Sector

- Robert Kazakawich has been promoted to Road Supervisor.
- Regular winter maintenance is ongoing.
- Preventative maintenance is ongoing with the removal of beaver dams.
- Brushing has commenced on the FTR. Garbage bins are emptied regularly.
- The road ban on the FTR was lifted.

East Sector

• Regular winter maintenance.

- Install signs.
- Right of Way clean-up of hanging or down trees continues.
- Snow clearing Greenview facilities with the tractors such as water point etc.

Manager Environmental Services, Gary Couch

Water and Distribution

- Flanged gasket connection blew out on the inlet side of the existing valve that was installed in 2013 at the Little Smoky water point on December 10th. Environmental Services department made the repairs the same day and had water turned back on by 8:30 pm.
- The Grovedale Waterpoint well pump had to be replaced also when the transfer to the 2014 well was too much for the pump.
- The Crooked Creek Waterpoint well is down as of 5:00 pm on the 11th. Suspect a control box issue, but may be a seized well pump. Will know by days end.
- Grovedale Test Well #2 was drilled, developed, cased, and is now undergoing pump testing this week.
- South Wapiti and Grovedale water point clear wells were cleaned.
- DeBolt suffered a low temperature problem and some damage was incurred there. We are assessing, repairing, and making the necessary insurance claim. Reverse Osmosis treatment was suspended for approximately a week and is now back in operation

Wastewater

- The Septage Receiving Station in Grovedale is completed and expected to start operation in the New Year.
- Repairing a low pressure sewer leak in Little Smoky at the property line.
- Obtained the DML (lease) from Alberta government for the new Industrial Lagoon by Little Smoky/ Fox Creek. . Clearing of entire site is expected for early in the year, prior to April 30th.

Solid Waste

- Regular site maintenance to all transfer stations is ongoing.
- Metal recycler has finished clearing metal from the sites. This was a long process and we are working on a plan for improvements.
- South Wapiti transfer Station fencing is now completed. Will start fencing NFC in New Year.
- 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

- Public engagement is complete for the Land Use Bylaw held in conjunction with local markets and radio advertising. Staff are continuing to work with our contractors on changes to the draft documents for Land Use Bylaw and the Grovedale Area Structure Plan prior to bringing them forward to Council.
- A presentation from the Seller's will be coming forward to Council on January 10, 2017.

• The following new applications were received in the various categories for the month of December 2016:

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



Manager's Report

Function: Community Services

Submitted by: Dennis Mueller, General Manager Community Services

Date: 1/10/2017

General Manager Community Services, Dennis Mueller

W.D. Stevenson Building

Demolition of the W.D. Stevenson building was approved by the Town of Valleyview and Greenview at the Valleyview and District Medical Clinic Meeting that was held on December 14, 2016. Demolition will commence in the spring/summer of this year.

Senior Housing Foundation Meeting

A meeting was proposed with the Senior Housing Foundations to discuss the Senior Housing Survey conducted by Greenview and to acquire information from the Foundations regarding their future housing plans. The meeting response was favorable, however the January 11th meeting date was not suitable and will be rescheduled to coincide with their calendars.

Valleyview Multiplex

The Valleyview Multiplex project is proceeding favorably with minor delays due to the holidays and the cold weather, a slight delay was opted over pouring concrete to avoid the risk of failed integrity cement tests.

Public Service Building - Grovedale

The remaining building deficiencies will be completed by January 15, 2017 and the exterior deficiencies (pond, landscaping) will be addressed in the spring of 2017.

Public Service Building - DeBolt

Administration is working with the engineers in identifying and addressing building deficiencies, the exterior deficiencies, pond, landscaping and fencing will be addressed in the spring of 2017.

Agricultural Services Manager, Quentin Bochar

Pest Control Program

Problem Wildlife Officer has attended to two calls for predator assistance in the Grovedale area and one call for predator assistance in the Valleyview area.

Problem Wildlife Officer has been busy setting up and prepping snares and traps to be used for predator control.

Vegetation Management Program

The Agricultural Service Department is currently working with the regional Ecologist from Alberta Recreation and Parks to come up with a management plan for Tall Buttercup in the Willmore Wilderness Park. The Tall Buttercup concern was brought to the department's attention at a public Vegetation Management Meeting held with the Co-ops/Enterprises in the Grande Cache area by resident outfitters in the Grande Cache area who bring people into the Willmore Wilderness.

Administration is currently working with the Heritage Protection Team Lead from Alberta Recreation and Parks to formalize a partnership to deal with invasive vegetation management in the Alberta Recreation and Parks area in Greenview.

Administration is working with the Rangeland Agrologist from Alberta Environment and Parks to formalize a partnership to deal with invasive vegetation management on vacant crown lands in the white zone area of Greenview.

Miscellaneous

Administration is currently completing the application for the three year program - 2017-2019 Agricultural Service Board Legislative Stream. The application is submitted to the Alberta Agriculture and Forestry, Agriculture Development Unit. This application is submitted to acquire the annual \$150,000.00 ASB grant from the provincial government that Greenview has received previously for numerous years.

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

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 from 7:00 - 8:30 a.m. This free event is important in many ways as it is the first time Valleyview will host an event of this nature, 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 methods in which 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 we applied for last year.

The FCSS Manager will begin a two year term on the Provincial FCSSAA Board (Family and Community Support Services Association of Alberta) beginning January 12th, 2017. This opportunity will not only expand learning opportunities but also create a direct link to the provincial government ensuring a voice from a rural Family and Community Support Services perspective.

The next regular Family and Community Support Services Board meeting is scheduled for 9:30 a.m., January 18, 2017.

Protective Services Manager, Jeff Francis

The request for proposals to replace the Fox Creek Tender has been placed on the Alberta Purchasing Connection with a closing date of February 1st, 2017. The battery powered vehicle rescue tool has been ordered, this item was sole sourced as it was the model and manufacturer specified by the fire department.

The Dreager System 64 live fire training has been ordered, this unit was sole sourced as it was the only one of its type designed to be mobile. The System 64 meets the training requirements of our fire departments by providing basic and advanced live fire exterior training. The mobile unit provides the advantage of being transported to any of our stations or partner stations, thereby ensuring that as many firefighters as possible are trained without the need for them to travel long distances to attend. The Dreager team is providing three days of operation and train the trainer instruction upon delivery in early May.

Health and Safety

Training and implementing of the "Marshal" program has been delayed due to licensing issues. The problem was identified in December and appropriate licencing was ordered prior to Christmas leave. The licensing allows integration with current data systems and permits all staff with access to the program. Training documents have been developed internally to assist staff with learning the new system. The computer safety program "Marshal" went live on November 15, 2016. The final steps for implementing the program will be the input of relevant safety data and one on one training of staff.

Job Hazard Analysis (JHA) reviews will be scheduled through the Marshal program in January. Annual JHA reviews are a mandatory legislative compliance and assist with ensuring staff participation is included in the process. Throughout 2017 the documentation processes within the safety program such as incident reporting, JHA reviews and toolbox meetings will be automated to allow follow up and monitoring actions to be completed.

New key performance indicator (KPI) statistics are compiled by the Health and Safety Committee and reported monthly. KPIs are used as a means to collect data and communicate trends, which can then be used to indicate required areas for further improvement and resources. KPI's that represent what has already 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 predictions of future performance results and are viewed as proactive measurements.

Recreation Services Coordinator, Stacey Wabick

Ridgevalley Walking Trails

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 to enable land purchase talks to commence. The same survey will be utilized for updating Alberta Land Titles.

Moody's Crossing Enhancement Project (Hwy 43 Bridge over the Smoky River)

The application for a Department Miscellaneous Lease for the proposed campground has begun within the Government of Alberta Electronic Disposition System. To date, a formal sketch plan has been developed, a First Nations Consultation Number has been obtained and the management plan is underway.

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.

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.

Johnson Park

Opus Stewart Weir has completed a portion of the required survey for Johnson Park. Greenview is awaiting the road layout component to be completed before submission to the Government of Alberta. Once the survey is submitted, Greenview will hold the lease title on Johnson Park.

Grande Cache Tourism

On December 6, 2016, Recreation Services began the process of working with other Greenview departments/staff on providing technical support for the identification and development of tourism opportunities in the Grande Cache area.

Grande Cache Lake Day Use Area & Southview Provincial Recreation Area

Recreation Services is in the process of finalizing a Request for Tender Package for the 2017 maintenance of the aforementioned sites. The intent is to advertise the tender early in the New Year.

Grande Cache Area & Improvement District No. 25 Willmore Wilderness Recreation Inventory

The Willmore Wilderness Foundation has completed its contract with Greenview for a recreation inventory in the Grande Cache area and portions of the Improvement District No. 25 Willmore Wilderness. An external hard drive containing the inventory has been provided to Greenview with a hard copy to follow in the coming weeks.

Recreation Master Plan - Members at Large

Greenview Recreation Plan Community Survey is currently underway, as well, Administration is currently advertising for 3 member at large positions to sit on the Recreation Master Plan Advisory Committee. There will also be a separate social media and radio advertisement. The members at large are envisioned to be members of the public from the entire Greenview Region.

Economic Development Officer, Kevin Keller

Meeting with Fox Creek Operators Group (FCOG) - Incoming Chair

Administration had an opportunity to meet with Fox Creek Operators Group incoming Chair, Bill Hetherington to discuss methods to ensure that the two groups will continue to work collaboratively to build closer ties with the intended goal of coordinating community programs in and around Fox Creek.

Three Day Start-up Grande Prairie

Through our partner, Grande Prairie Regional Innovation Network, aspiring entrepreneurs from Greenview are welcome to register (deadline, January 13, 2017) for a unique business training opportunity. An intensive three day business kick-start program designed to assist potential new business owners with integrating operational and marketing success. This program is coordinated through the Grande Prairie Regional Innovation Network (GPRIN) and Northern Alberta Institute of Technology (NAIT) with no cost applied to the registered participants. Visit the website for further information regarding the Three Day Start-Up program: www.grandeprairie.3daystartup.org

Grande Cache Region Interdepartmental Working Group

In early December a number of Community Service department leads along with the Communications and the Grande Cache Community Coordinator met to establish a Grande Cache Regional Working Group. This group will meet monthly to ensure a free flow of communications regarding the planning and happenings in progress within the Grande Cache area, additionally interdepartmental support will be provided for activities.

Growing the North

Greenview is proud to be a Platinum Sponsor of the 2017 Growing the North Conference, this annual event will be held February 22nd and 23rd, 2017 at the Entrec Centre in Evergreen Park.



Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager Corporate Services

Date: 12/31/2016

General Manager Corporate Services, Rosemary Offrey

My executive assistant and I are preparing the budget book for the MD Website and print. We will save the document on USB sticks for Council and will provide a printed copy as well.

Prepared Questica – budget module with the 2017 Council approved budget. Updating WorkTech with the 2017 Capital projects and assigned objects, activities, etc. Closed 2016 in WorkTech and opened 2017 year. We also upgraded our Diamond Great Plains system from the 2013 operating system to 2016 operating system in December.

Enjoyed the extra days off for Christmas break. Thank you Council for approving the office closure for a week, much appreciated!

Finance & Administration Manager, Donna Ducharme

Along with the usual monthly and supervisory duties, Donna worked on multiple bank reconciliations, as well as all organizational insurance issues.

Human Resources – Recruitment & Retention, Sandra Rorbak

Positions filled since last report: Administrative Support, Infrastructure & Planning (Temporary Maternity Cover); Manager, Recreation, and Roads Coordinator, West.

Positions in pending status: 1) Communications Specialist – Interviews completed just before Christmas, Equipment Operator Truck Driver, Grovedale (Temporary for 3 months) At reference checking stage, and Human Resources Officer, Recruitment – Interviews scheduled for second week of January.

The open competitions include: Administrative, Support, Infrastructure & Planning (Casual), Engineering Technologist, Infrastructure & Planning Department, Municipal Engineer, Infrastructure & Planning Department.

There have been no resignations since last report.

Information Systems, Shane Goalder

Shane performed all requested IT support tasks, he also spent time on the installation of new office printers, laptop computers and desktop computers. Shane also oversaw the implementation of Diamond 2016 upgrade to the Financial Server and client computers.



CAO's Report

Function: CAO

Date: January 10th, 2016

Submitted by: Mike Haugen

Budget

Staff are working to prepare the approved budget for upload to the website and print distribution.

Year-End

Staff are now working on closing the 2016 year and preparing for audit and preparation of the financial statements. The 2017 work plan has already been started on.

CAO Performance Appraisal

In the next few days I will be preparing the appraisal document. As in the past, a copy will be submitted to each Councillor to be filled out individually. Completed copies will then be submitted to HR for compilation. Following this, a full discussion between Council and myself will be scheduled.

Upcoming Dates:

Growing the North – February 22nd and 23rd