



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Tuesday, January 24, 2017

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	3
	3.1 Regular Council Meeting minutes held January 10, 2017 – to be adopted.	
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	11
#6	BYLAWS	13
#7	OLD BUSINESS	
#8	NEW BUSINESS	25
	8.1 Planning Enforcement in Grovedale	
	8.2 Continuing the Conversation – MGA Ongoing Discussion	30
	8.3 Susa Creek Cooperative Surface Lease	69
	8.4 Grande Cache Medical Clinic	80
	8.5 Joint Council Meeting	88
	8.6 2017 Women in the North Conference	90
	8.7 19 th Annual Swan Festival	94

8.8 Sponsoring Computer Technology Bursary	99
--	----

8.9 CAO Report	104
----------------	-----

#9 COUNCILLORS
BUSINESS & REPORTS

- #10 CORRESPONDENCE
- Monthly Peace Officer Report
 - Valleyview & District Recreation Department
 - Big Lakes Charity Golf Tournament
 - TransCanada Project Update

#11 IN CAMERA

#12 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building,
Valleyview, Alberta, on Tuesday, January 10, 2017

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

PRESENT	Reeve Deputy Reeve Councillors	Dale Gervais Roxie Rutt Tom Burton George Delorme Dave Hay Bill Smith(9:25 a.m.) Dale Smith
----------------	--------------------------------------	---

ATTENDING	Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services General Manager, Infrastructure & Planning Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyurkovits Lianne Kruger
------------------	---	---

ABSENT	Councillor Communications Officer	Les Urness Diane Carter
---------------	--------------------------------------	----------------------------

#2: MOTION: 17.01.01. Moved by: DEPUTY REEVE ROXIE RUTT
AGENDA That the January 10, 2017 agenda be adopted with additions:

- 7.1 McAusland Development Deficiency List
- 11.1 Personnel

CARRIED

#3.1 MOTION: 17.01.02. Moved by: COUNCILLOR TOM BURTON
REGULAR COUNCIL That the Minutes of the Regular Council Meeting held on Tuesday, December
MEETING MINUTES 13, 2016 be adopted as presented.

CARRIED

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

#5
DELEGATIONS

5.0 DELEGATIONS

5.1 SELLORS DELEGATION

MOTION: 17.01.03. Moved by: REEVE DALE GERVAIS

That Administration investigate the claims that the Sellors' are being held to a higher standard than their neighbours.

CARRIED

9:30 A.M.
SELLORS
DELEGATION

MOTION: 17.01.04. Moved by: COUNCILLOR TOM BURTON

That Council accept the SELLOR's Presentation for information, as presented.

CARRIED

Reeve Dale Gervais recessed the meeting at 9:46 a.m.

Reeve Dale Gervais reconvened the meeting at 9:58 a.m.

#4
PUBLIC HEARING

4.0 PUBLIC HEARING

4.1 BYLAW 16-775 ROAD ALLOWANCE

BYLAW 16-775
PUBLIC HEARING

Chair Dale Gervais opened the Public Hearing regarding Bylaw 16-775 at 9:58 a.m.

IN ATTENDANCE

General Manager Infrastructure & Planning Grant Gyurkovits

INTRODUCTIONS

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

The Chair asked the applicants if there was any objection or concern with any members sitting on the Board.
Applicant was not in attendance.

PURPOSE FOR THE
HEARING

The purpose of the hearing is to hear submissions for and opposed to proposed Bylaw 16-775, being the bylaw of the MD of Greenview, is to clear remaining trees and fence off the road allowance to pasture livestock.

REFERRAL AGENCY
& ADJACENT
LANDOWNER
COMMENTS

General Manager, Grant Gyurkovits provided a summary of the responses from the referral agencies.

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 forward. None in attendance.
THOSE AGAINST	The Chair requested that anyone against the application come forward. None in attendance.
QUESTIONS FROM COUNCIL	The Chair called for any questions from Council. None were heard.
QUESTIONS FROM THE APPLICANT OR PRESENTER	The Chair called for any questions from the Applicant or those that had spoken in favour or against the application with regards to the comments for Planning and Development, the referral agencies, or adjacent landowners. Applicant not in attendance.
FAIR & IMPARTIAL HEARING	The Chair asked the Applicant if they have had a fair and impartial hearing. Applicant was not in attendance.
BYLAW 16-775 PUBLIC HEARING ADJOURNED	Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 16-775 at 10:09 a.m.
#6 BYLAWS	6.0 BYLAWS
	6.1 BYLAW 16-775 ROAD ALLOWANCE
BYLAW 16-775 SECOND READING	MOTION: 17.01.05. Moved by: DEPUTY REEVE ROXIE RUTT 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. CARRIED
BYLAW 16-775 THIRD READING	MOTION: 17.01.06. Moved by: COUNCILLOR BILL SMITH 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. CARRIED

#7
OLD BUSINESS

7.0 OLD BUSINESS

7.1 MCAUSLAND DEVELOPMENT DEFICIENCIES LIST

MOTION: 17.01.07. Moved by: REEVE DALE GERVAIS

That Administration provide a deficiencies list for the McAusland development in Grovedale.

CARRIED

#8
NEW BUSINESS

8.0 NEW BUSINESS

8.1 2017 GRANT REQUESTS

2017 GRANT
REQUESTS

MOTION: 17.01.08. Moved by: COUNCILLOR TOM BURTON

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.

CARRIED

8.2 INDUSTRIAL AREA PARTNERSHIP

TOWN OF FOX
CREEK MULTIPLEX

MOTION: 17.01.09. Moved by: COUNCILLOR DALE SMITH

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

CARRIED

TRI-PARTY
INDUSTRIAL AREA
COMMITTEE
APPOINTMENT

MOTION: 17.01.10. Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillors: Reeve Dale Gervais, Councillor Bill Smith, Councillor Tom Burton, and Councillor Les Urness to the Tri-Party Industrial Area Committee and Deputy Reeve Roxie Rutt as an alternate.

CARRIED

8.3 GRANDE CACHE RECREATION CENTRE AGREEMENT

GRANDE CACHE
RECREATION
AGREEMENT

MOTION: 17.01.11. Moved by: COUNCILLOR DALE SMITH

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

CARRIED

8.4 SUSAS CREEK COOPERATIVE SURFACE LEASE

**SUSAS CREEK
COOPERATIVE
SURFACE LEASE**

MOTION: 17.01.12. Moved by: DEPUTY REEVE ROXIE RUTT
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.

MOTION: 17.01.13. Moved by: COUNCILLOR TOM BURTON
That Council table motion 17.01.12., until more information can be brought forward.

CARRIED

8.5 CAO/MANAGERS' REPORT

**CAO/MANAGERS'
REPORT**

MOTION: 17.01.14. Moved by: COUNCILLOR TOM BURTON
That Council accept for information the CAO/Managers' Reports.

CARRIED

**#9
COUNCILLORS
BUSINESS &
REPORTS**

9.1 COUNCILLORS' BUSINESS & REPORTS

9.2 MEMBERS' REPORT: Council provided an update on activities and events both attended and upcoming, including the following:

WARD 1

COUNCILLOR GEORGE DELORME updated Council on his recent activities, which include:
Committee of the Whole Meeting

WARD 4

COUNCILLOR DAVE HAY updated Council on his recent activities, which include:
Municipal Planning Commission Meeting
Valleyview & District Medical Clinic Meeting
Greenview Christmas Luncheon
Committee of the Whole Meeting
Tri – Council Meeting which included City of Grande Prairie, County of Grande Prairie and the MD of Greenview

WARD 7

DEPUTY REEVE ROXIE RUTT updated Council on her recent activities, which included:
Municipal Planning Commission Meeting
Valleyview & District Medical Clinic Meeting
Greenview Christmas Luncheon

Committee of the Whole Meeting

Tri – Council Meeting which included City of Grande Prairie, County of Grande Prairie and the MD of Greenview

WARD 5

COUNCILLOR DALE SMITH updated Council on his recent activities, which included:

Municipal Planning Commission Meeting

Tri – Council Meeting which included City of Grande Prairie, County of Grande Prairie and the MD of Greenview

Committee of the Whole Meeting

WARD 6

COUNCILLOR TOM BURTON updated Council on his recent activities, which include:

Municipal Planning Commission Meeting

Greenview Christmas Luncheon

East Smoky Recreation Board Meeting

Committee of the Whole Meeting

Tri – Council Meeting which included City of Grande Prairie, County of Grande Prairie and the MD of Greenview

Community Planning Association of Alberta Executive Meeting

WARD 8

COUNCILLOR BILL SMITH updated Council on his recent activities, which include:

Municipal Planning Commission Meeting

Norbord Meeting

Committee of the Whole Meeting

Tri – Council Meeting which included City of Grande Prairie, County of Grande Prairie and the MD of Greenview

Grovedale Agricultural Society Meeting

MOTION: 17.01.15. Moved by: COUNCILLOR BILL SMITH

That Council direct administration to send a bouquet of flowers to the Grovedale Hall in the amount of \$100.00, funds to come from the Council Hospitality Budget.

CARRIED

WARD 3

COUNCILLOR LES URNESS

Not in attendance.

9.1 REEVE'S REPORT:

WARD 2

REEVE DALE GERVAIS updated Council on his recent activities, which include:
Municipal Planning Commission Meeting
Medical Clinic Meeting
Conoco Philips Meeting
Greenview Regional Waste Management Commission Meeting
Meeting with Valleyview RCMP Staff Sargent Memorandum of Understanding Signing
Committee of the Whole Meeting
Tri - Council Meeting which included City of Grande Prairie, County of Grande Prairie and the MD of Greenview
Nitehawk Recreation Area Meeting
Mayor and Reeves Meeting

#10 CORRESPONDENCE

10.0 CORRESPONDENCE

MOTION: 17.01.16. Moved by: DEPUTY REEVE ROXIE RUTT
That Council accept the correspondence for information.

CARRIED

#11 IN CAMERA

11.0 IN CAMERA

IN CAMERA

MOTION: 17.01.17. Moved by: COUNCILLOR TOM BURTON
That the meeting go to In-Camera, at 11:41 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

OUT OF CAMERA

MOTION: 17.01.18. Moved by: DEPUTY REEVE ROXIE RUTT
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 11:59 a.m.

CARRIED

12.0 ADJOURNMENT

#12 ADJOURNMENT

MOTION: 17.01.19. Moved by: COUNCILLOR BILL SMITH
That this meeting adjourn at 12:00 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED



REQUEST FOR DECISION

SUBJECT: Nitehawk Presentation
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: January 24, 2017
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Nitehawk Presentation for information, as presented.

BACKGROUND/PROPOSAL:

Nitehawk representatives will be in attendance for the purpose of giving Council a Municipal Funding update.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: N/A

BENEFITS: N/A

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

COSTS/SOURCE OF FUNDING:

There are no associated costs with the recommended motion.

ATTACHMENT(S):

- Nitehawk Ski Club Municipal Funding Update.

Municipal Funding Update

January 11, 2017

Thank You to all 3 Municipalities for working together:

- Great to have strong resources to draw from. Goal to have snow made quicker each year and open sooner (Nov.26)

Snowmaking:

- Finished Snow making December 18th - started Nov 18th - One month of Snowmaking (usually 6 weeks).
- Objective was to reduce water required, was accomplished.
- Purchase of more efficient Snow guns that can operate at -5 Celsius - in past it was -10, now we can operate all through the day and reduce the number of shut downs and start ups.
- Benefiting from job market - best employees we have ever had for Snowmaking and starting up the Ski Hill.
- Erosion control – road to bottom of the hill has been made more safe & added Easy Street drainage for natural springs.
- Snowmaking pipeline replacement - Easy street pipe replacement has started.
- Better valving has been added to snowmaking pipes.
- Snow making suction pumps capacity of 800 gal/min has reduced to only 500 gal/min – target overhaul for next year.
- Installed an electric compressor to complement our diesel compressor -this will help instrumentation going into future.

Lift Maintenance:

- Improved safety & reliability
- Highland Helicopters donated time & chopper to help install repaired tower assemblies.
- New belt on Bob's Bump carpet lift.
- Overhauled the 600ft carpet – leveling & erosion control – prep for summer tubing.

Snow cats:

- Training 2 of our maintenance people - reduced down time due to preventive maintenance & major rebuild older cat.

Hill Lighting:

- Building a LED master plan to make more efficient and reduce operating costs – Vallard Power
- Renegotiated with Atco on power from rate 31 to 21 reducing our Peak Demand costs throughout the year
- People at ATCO attitude has changed a lot and we are constantly working toward increasing our efficiency – donating used poles to us to use hill lighting.

Snowmobiles:

- Plan to replace one per year & peg out all old ones - drastically reducing down time frustration - improving safety for Snowmakers & on-hill Operations Staff.

DMMC Golf tournament:

- Fundraiser allowed us to add 3000 sq/ft of rental shop and tube park space/portables \$10sq/ft
- Renewed Aquatera 5 year Sponsorship Tube Zone - work toward summer tubing
- GIK from the community has been fantastic - companies have had equipment and people to help us - ie. donated 4" yellow jacket gas line pipe - \$200,000.00 per year toward capital projects

Sponsorship program is ahead of Budget: - New sponsors including NuVista Energy and Servus Credit Union.

- Summer Operations Diversification – Adventure/Bike camp growth, Girls Empowerment camp, Sunday Brunch Buffet, Summer Water ramping, Nitehawk Fitness & Trail Training Club, and addition of New Running Events/Races.
- RV Park Revenue down by 40%.
- Rental Shop 20 years overdue for expansion - will help with our school groups & better experience for Public Guests.

Future 2 years:

- Hardware and software upgrade almost complete (specific to our industry)
- Focus on replacing another snow Cat
- Another new sled each year (7000 km over 3 years)
- Increase pumping capacity from Wapiti double suction and lift (from 500 gal/min now to 1500 gal/min future)
- Management training
- Continuous Erosion control (due to natural springs on hill)
- Continue lift maintenance
- More Air/Water Pipeline replacement
- Request annual funding to be released sooner in the new year - we could start some of next year projects sooner and would not have to carry costs with suppliers and working capital



REQUEST FOR DECISION

SUBJECT: **Election Bylaw 17-776**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: January 24, 2017

DEPARTMENT: CAO SERVICES

FILE NO./LEGAL:

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH

MANAGER:

GM:

PRESENTER:

CB

LEGAL/POLICY REVIEW:

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial – Whereas, under the authority and pursuant to the provisions of Section 2(1) of the Local Authorities Election Act, an authority may hold an election separately or in conjunction with another elected authority in the same area;

Whereas, under the authority and pursuant to the provisions of Section 13(1) of the Local Authorities Election Act, an elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act.

Whereas, under the authority and pursuant to the provisions of Section 28(2.B) of the Local Authorities Election Act, an authority may, by a bylaw passed prior to June 30 of a year in which an election is to be held, [. . .] may establish locations, in addition to the local jurisdiction office, where a deputy may receive nominations;

Whereas, under the authority and pursuant to the provisions of Section 37(1) of the Local Authorities Election Act, the returning officer shall designate the location of one voting station only for each voting subdivision and the location may be outside the area.

Whereas, under the authority and pursuant to the provisions of Sections 73(1), 73(3) and 75(1) of the Local Authorities Election Act, an elected authority may by resolution provide for holding an advance vote on any vote to be held in an election and, if a resolution is enacted under Section 73(1), the returning officer must determine the days, hours and locations where the advance vote is to be held.

Whereas, under the authority and pursuant to the provisions of Section 43(1&2) of the Local Authorities Election Act, each ballot shall contain the name of each candidate and the names of the candidates on each ballot shall be arranged alphabetically in order of the surnames and, if 2 or more candidates have the same surname, the names of those candidates shall be arranged alphabetically in the order of their given names.

Whereas, under the authority and pursuant to the provisions of Section 97(1) of the Local Authorities Election Act, the returning officer may publish unofficial results of the counting of ballots after an election as the results are received from voting stations and, at 12 noon on the 4th day after election day, at the office of each local jurisdiction for which an election was held, announce or cause to be announced, or post or cause to be posted a statement of the (official) results of the voting for candidates, including a declaration that the candidate receiving the highest number of votes for each office to be filled is elected.

Council Bylaw/Policy– Election Bylaw 17 – 776 & Election Bylaw 10 – 626

RECOMMENDED ACTION:

MOTION: That Council give first reading to the proposed Election Bylaw 17-776.

MOTION: That Council appoint Craig Barry as the Returning Officer for the 2017 Election.

BACKGROUND/PROPOSAL:

This Bylaw has been created to reflect modern electoral practices and to serve as a condensed order of operations for deputies, candidates and electors to follow whereas 10-626 sparsely discussed old locations, nomination hours, advance voting and election day hours of operation. Proposed Bylaw 17-776, establishes the dates, times and new locations being used for nominations, the advanced vote and election day. Lastly, it also establishes acceptable forms of electorate identification.

Upon first reading, in accordance with the Local Authorities Election Act, Administration will advertise the proposed bylaw which gives the public the required notice and opportunity to provide comment before second reading.

Advertisement of the bylaw is required under the Local Authorities Election Act as the bylaw will govern the requirements of voter identification.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: To adopt, not adopt, or modify the proposed Election Bylaw.

BENEFITS: Establishes the dates, times and locations for nominations, the advanced vote and election day for the 2017 Election.

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

COSTS/SOURCE OF FUNDING:

Funding will come from the Municipal Elections Budget

ATTACHMENT(S):

- Election Bylaw 17-776
- Election Bylaw 10-626



BYLAW NO. 10-626 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of Council to establish certain Election Procedures Local Authorities Election Act, Chapter L-21 Statutes of Alberta 2000 as amended.

WHEREAS the Local Authorities Election Act being Chapter L-21, of the Revised Statutes of Alberta 2000, and amendments thereto and the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta 2000 and amendments thereto provides authority for the municipality to regulate such matters;

THEREFORE the Council for the Municipal District of Greenview No. 16 hereby adopts the:

TITLE:

1.0 This Bylaw may be cited as the "Election Bylaw".

DEFINITIONS:

2.0 In this Bylaw:

- (a) "Act" means the *Local Authorities Election Act*, R.S.A. 2000, Chapter L-21 as amended from time to time;
- (b) "Advance Vote" means a vote taken in advance of Election Day;
- (c) "Council" means the municipal Council of the Municipal District of Greenview No. 16 in the Province of Alberta;
- (d) "Elector" means a person eligible to vote at an election;
- (e) "Election" means a general election, by-election or a vote on a bylaw of question;
- (f) "Election Day" means the date fixed for voting at an election;
- (g) **"General Election" means an election held for all the members of an elected authority to fill vacancies caused by the passage of time;**
- (h) "Local Jurisdiction" means a municipality or a district or a division as defined in the *School Act*, as the case may be;
- (i) "Nomination Day" means the day set 4 weeks before Election Day to receive nominations of candidates;
- (j) "Nomination Form" means the form as prescribed under the *Local Authority Elections Forms Regulation 378/2003*.
- (k) "Returning Officer" means a person appointed under the *Local Authorities Election Act, 2000, Chapter L-21* as amended from time to time and includes a person acting in the Returning Officer's place;
- (l) "Voter" has the same meaning as "elector" under the Local Authorities Election Act.
- (m) "Voting Station" means the place where an elector votes.
- (n) **"Ward" means a district into which a municipality is divided for the purpose of holding a General Election.**

RETURNING OFFICER:

- 3.0** The Secretary will recommend to Council the appointment of the Returning Officer for the Municipal District of Greenview No. 16 (hereinafter referred to as the "Returning Officer") for the purpose of conducting elections under the Act.

NOMINATIONS HOURS:

- 4.0** The Returning Officer will **receive nominations** of candidates for the Municipal District of Greenview General Election, to be held at the following locations continuously from the hours of **10:00 a.m. until 12:00 noon:**

- a) At the Municipal District of Greenview Administration Office in Valleyview; and
- b) At the Grovedale Shop in Grovedale; and
- c) At the Eagle's Nest Community Hall in Town of Grande Cache

on Nomination Day and on any subsequent day to which the time for receipt of nominations is adjourned.

ADVANCE VOTING:

- 5.0** The holding of an **Advance Vote for a General Election**, to be held in the following locations continuously from the hours of **5:00 p.m. until 8:00 p.m.:**

- a) Municipal District of Greenview Administration Office in the Town of Valleyview **for all Wards;** and
- b) Grovedale Shop in Grovedale for **Ward 8 - Grovedale;** and
- c) Grande Cache Eagle's Nest Office in the Town of Grande Cache for **Ward 1 - Grande Cache**

for an Election for the Local Jurisdiction is hereby authorized.

- 6.0** In accordance with the Act the Returning Officer will determine the day when an Advance Vote will be held.

VOTING ON ELECTION DAY:

- 7.0** The Voting Stations in the Municipal District of Greenview No. 16 will be open continuously from 10:00 a.m. until 8:00 p.m. on Election Day.

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

Read a first time this 14 day of APRIL, 2010.

Read a second time this 26 day of MAY, 2010.

Read a third time and finally passed this 26 day of MAY, 2010.


REEVE


MUNICIPAL MANAGER



BYLAW NO. 17-776 **Of the Municipal District of Greenview No. 16**

A Bylaw of the Municipal District of Greenview, in the Province of Alberta, to establish rules for the conduct of municipal elections in accordance with the requirements of the Local Authorities Election Act.

Whereas, under the authority and pursuant to the provisions of Section 2(1) of the Local Authorities Election Act, an authority may hold an election separately or in conjunction with another elected authority in the same area.

Therefore, under the authority and pursuant to the provisions of the Local Authorities Election Act, and by virtue of all other enabling powers, the council of the Municipal District of Greenview, duly assembled, enacts as follows:

1.0 INTERPRETATION

This bylaw shall be referred to as the *Election Bylaw* and applies to all of Greenview's elections and by-elections. Matters and processes not covered in this bylaw shall be handled in accordance with the Local Authorities Election Act for resolution.


- 1.1 By-election dates and procedures will be announced and held in accordance with the Local Authorities Election Act when required.

2.0 DEFINITIONS

Words and phrases in this bylaw have the same meanings as defined in the Local Authorities Election Act.

3.0 NOMINATIONS

- 3.1 In accordance with the provisions of the Local Authorities Election Act, the returning officer shall:
 - 3.1.1 give notice of nomination day in the prescribed form(s) by publishing a notice at least once a week in each of the 2 weeks before nomination day in a newspaper or other publication circulating in the area, or by mailing or delivering a notice to every residence in the local jurisdiction at least one week before nomination day; and,
 - 3.1.3 receive nominations at Greenview's Valleyview, Grovedale and Grande Cache offices between 10 a.m. and 12 noon on nomination day, 4 weeks before election day.
- 3.2 Nominated candidates are responsible for ensuring the nomination filed meets the legislated requirements as incomplete nominations will not be accepted nor will completed nominations be accepted after 12 noon on nomination day.
- 3.3 If the number of persons nominated for any office is less than the number required to be elected, the time for receipt of nominations shall stand adjourned to the next day at the same place at the hour of 10 a.m. and shall remain open until 12 noon for the purpose of receiving further nominations for the office, and shall continue to remain open and be adjourned in the same manner from day to day until 12 noon of the day that the required number of nominations has been received or a period of 6 days, including nomination day but not including Saturday, Sunday and holidays, as defined in the Interpretation Act, has elapsed.

- 
- 3.4 If sufficient nominations to fill all vacancies are not received, the secretary shall immediately notify the relevant Minister, who may recommend a change in the status of the local jurisdiction or any other action the relevant Minister considers necessary.
 - 3.5 Twenty-four hours after the close of nominations on nomination day, the returning officer shall, as soon as practicable, forward a signed statement showing the name of each nominated candidate and any information about the candidate that the candidate has consented to being disclosed to the relevant Minister's Deputy Minister.
 - 3.6 When at the close of nominations the number of persons nominated for any office is the same as the number required to be elected, the returning officer shall declare the persons nominated to be elected (acclaimed) to the offices for which they were nominated.
 - 3.7 After having declared a person elected (acclaimed), the returning officer shall give to the secretary and the relevant Minister's Deputy Minister written notification signed by the returning officer of the names of the persons so elected (acclaimed) and of the offices to which they were elected and the returning officer shall deliver the nomination papers and other material relating to the receipt of nominations to the secretary.
 - 3.8 If more than the required number of persons for any office remain nominated 24 hours after the close of nominations, the returning officer shall declare that an election shall be held for filling that office.
 - 3.9 If an election is required, the returning officer shall give notice of it in the prescribed form by publishing a notice at least once a week in each of the 2 weeks before election day in a newspaper or other publication circulating in the area, or by mailing or delivering a notice to every residence in the local jurisdiction at least one week before election day.

4.0 VOTING STATIONS – LOCATIONS

- 4.1 WARD 1: "GRANDE CACHE" - EAGLE'S NEST HALL, GRANDE CACHE
- 4.2 WARD 2: "LITTLE SMOKY" - LITTLE SMOKY COMMUNITY HALL, LITTLE SMOKY
- 4.3 WARD 3: "VALLEYVIEW" - VALLEYVIEW MEMORIAL HALL, VALLEYVIEW
- 4.4 WARD 4: "SUNSET HOUSE" - SUNSET HOUSE COMMUNITY HALL, SUNSET HOUSE
- 4.5 WARD 5: "NEW FISH CREEK" - NEW FISH CREEK COMMUNITY HALL, NEW FISH CREEK
- 4.6 WARD 6: "DEBOLT" - DEBOLT PUBLIC SERVICE BUILDING, DEBOLT
- 4.7 WARD 7: "CROOKED CREEK" - DEBOLT PUBLIC SERVICE BUILDING, DEBOLT
- 4.8 WARD 8: "GROVEDALE" - GROVEDALE PUBLIC SERVICE BUILDING, GROVEDALE

5.0 VOTING STATION HOURS – ADVANCE VOTE

- 5.1 An advance vote will be offered for an evening between the hours of 5 p.m. and 8 p.m., the week before election day, at each of the aforementioned voting stations.
- 5.2 Immediately after closing the advance voting station, the presiding deputy shall, in the presence of at least one other deputy, the candidates, official agents and/or scrutineers, if any, ensure that each ballot box is sealed and stored accordingly until the close of election day when it will then be opened and have its ballots counted.

6.0 VOTING STATION HOURS – ELECTION DAY

- 6.1 Each of the aforementioned voting stations will be open from 10 a.m. to 8 p.m. on election day.


7.0 ELIGIBILITY & IDENTIFICATION

- 7.1 In accordance with the provisions of the Local Authorities Election Act, electors wishing to vote must:
 - 7.1.1 be at least 18 years old; and
 - 7.1.2 be a Canadian citizen; and
 - 7.1.3 have resided in Greenview for 6 months prior to election day; and
 - 7.1.4 live in the ward their voting station serves; and
 - 7.1.5 have not previously voted in this election; and,
- 7.2 produce any of the following forms of identification as proof of voter eligibility:
 - 7.2.1 Alberta driver's licence; or
 - 7.2.2 Alberta identification card; or
 - 7.2.3 Attestation of identity and residence issued by the authorized representative of a correctional institution; or
 - 7.2.4 Attestation of identity and residence issued by the authorized representative of a shelter or soup kitchen; or
 - 7.2.5 Attestation of identity and residence issued by the responsible authority of a supportive living facility or treatment centre; or
 - 7.2.6 Attestation of identity and residence issued by the authorized representative (landlord) of a commercial property management company; or

- 
- 7.2.7 Attestation of identity and residence issued by the authorized representative of a postsecondary institution; or
 - 7.2.8 Attestation of identity and residence issued by the responsible authority of a First Nations band or reserve; or
 - 7.2.9 Bank/credit card statement or personal cheque; or
 - 7.2.10 Correspondence issued by a school, college or university; or
 - 7.2.11 Government cheque or cheque stub; or
 - 7.2.12 Income/property tax assessment notice; or
 - 7.2.13 Insurance policy or coverage card; or
 - 7.2.14 Letter from a public curator, public guardian or public trustee; or
 - 7.2.15 Pension plan statement of benefits, contributions or participation; or
 - 7.2.16 Residential lease or mortgage statement; or
 - 7.2.17 Statement of government benefits (employment insurance, old-age security, social assistance, disability support or child tax benefit); or
 - 7.2.18 Utility bill (telephone, public utilities commission, television, hydro, gas or water); or
 - 7.2.19 Vehicle ownership, registration or insurance certificate.

8.0 BALLOTS, ISSUANCE & VOTING PROCEDURE

- 8.1 In accordance with the provisions of the Local Authorities Election Act, ballots will be in the general form as outlined in Appendix 1.
- 8.2 Prior to issuing a Ballot, a deputy must ensure the ballot is initialled by a deputy.
- 8.3 Upon receipt of a ballot, the elector must enter the voting compartment to mark the ballot. As permitted by the Local Authorities Election Act, the elector may choose to enter the voting compartment alone, with a minor or an assistant while marking their vote.
- 8.4 If the elector makes an inadvertent error in marking a ballot, the elector will return the original ballot to a deputy, and may request a replacement ballot.
- 8.5 When an elector returns a ballot with an inadvertent error on it, a deputy will mark the returned ballot as “SPOILED” and if the elector requests a replacement ballot, a deputy will provide a replacement ballot to the elector.


- 
- 8.6 After the elector has marked their ballot indicating one choice for each election with an “X”, or other legible mark that clearly indicates the elector’s choice, the elector will proceed to the ballot box.
 - 8.7 The deputy supervising at the ballot box shall, without unfolding a ballot or in any way disclosing the marks made by the elector on the ballot, verify the initials on the ballot and deposit the ballot at once in the ballot box.

9.0 POST VOTE COUNTING PROCEDURES

- 9.1 Immediately after closing the voting station, the presiding deputy shall in the presence of at least one other deputy, the candidates, official agents and/or scrutineers, if any, ensure that each ballot box is opened and that the votes are counted.
- 9.2 A deputy shall not permit more than the candidate or the candidate’s official agent or scrutineer to be present at the same time in a voting station during the counting of the votes.
- 9.3 A deputy shall examine the ballots and reject any ballot that:
 - 9.3.1 does not bear the initials of a deputy
 - 9.3.2 casts more votes than an elector is entitled to cast
 - 9.3.3 has anything written or marked by which an elector can be identified
 - 9.3.4 has been torn, defaced or otherwise dealt with by an elector so that the elector can be identified
 - 9.3.5 is not marked by an “X”, or on which no vote has been cast by an elector.
- 9.4 Notwithstanding subsection 9.3.5 of this bylaw, if a vote, though incorrectly marked on a ballot, clearly indicates for whom or what the elector intended to vote, the deputy may count that ballot.
- 9.5 A deputy shall count the acceptable ballots marked for each candidate and the presiding deputy shall tabulate each category of ballots and prepare a ballot account in the prescribed form.
- 9.6 Objections and recounts shall be completed in accordance with the Local Authorities Election Act.

10.0 REPORTING

- 10.1 The returning officer shall declare the result of the vote immediately after they have completed the counting of the ballots.
- 10.2 The returning officer may publish unofficial results of the counting of ballots after an election as the results are received from voting stations.

- 
- 10.3 The returning officer shall, at 12 noon on the 4th day after election day, at the office of each local jurisdiction for which an election was held, post a statement of the results of the voting for candidates, including a declaration that the candidate receiving the highest number of votes for each office to be filled is elected.

11.0 RESCINDMENT

- 11.1 Upon third and final reading of this bylaw, bylaw 10-626 is hereby rescinded.

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


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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER

Appendix 1: Ballot Template

 Municipal District of Greenview	Last Name, First Name	
2017 Municipal Election	Last Name, First Name	
Election of a Councillor for Ward #	<i>THE MAXIMUM NUMBER OF CANDIDATES THAN CAN BE VOTED FOR IS ONE (1).</i>	*****



REQUEST FOR DECISION

SUBJECT:	Planning Enforcement in Grovedale		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 24, 2017	CAO: MH	MANAGER: SAR
DEPARTMENT:	INFRASTRUCTURE & PLANNING/PLANNING & DEVELOPMENT	GM: GG	PRESENTER: SAR
FILE NO./LEGAL:		LEGAL/POLICY REVIEW:	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council accept the January 2017 Report regarding the Sellors' concerns, for information as presented.

BACKGROUND/PROPOSAL:

On January 10, 2017, Mr. and Mrs. Sellors attended Council to express their concerns regarding Greenview's actions pertaining to the operation of their business on SW 5-70-6-W6. Following the delegation, Council motioned that Administration investigate the claims that the Sellors' are being held to a higher standard than their neighbours, specifically, there were two developments on NW-5-70-6-W6 and SW-5-70-6-W6, Plan 1024120, Block 1, Lot 1.

The Municipal District of Greenview generally initiates planning enforcement from two sources. The first is when a complaint is received regarding a development or activity. Administration follows up on the complaint and determines if enforcement action is required. If it is determined that enforcement should take place, Greenview will issue a letter to the offending party requesting that actions necessary to rectify the issue take place. The actions required are specific to the nature of the infraction and may include things such as: obtaining a development permit, cleaning up a site, etc.

The second source occurs when Staff discover an issue without alert from the public. As Greenview does not have staff explicitly tasked with planning enforcement, this often occurs when a developer does not follow development conditions or when staff are inspecting that property or another in the area as part of the

normal development process. In this case, the initial steps taken are the same as those already outlined above.

The municipality has the option to issue a Stop Work order. Depending upon the instance and the response from the offending party, this may or may not be done. On any development, if further action is required it likely involves the courts so that appropriate enforcement actions (such as utilizing the RCMP, removing private property, etc.) can be obtained or further legitimized beyond the powers granted to municipalities. It is not often that enforcement reaches this level.

It is likely that there are many developments or business activities taking place in Greenvue that have not received appropriate permitting and have not yet been happened upon by Administration or have not generated any complaints from other parties. If any are discovered, the process will be as outlined above.

Enforcement related events specific to the Sellors' property are as follows:

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 D16-001 proposing a trucking business was received. The application was deemed complete by Administration on January 6, 2016.

February 10, 2016: the development permit application was referred to the Municipal Planning Commission (MPC). The decision of the Municipal Planning Commission was to **REFUSE** the application. The reasons for the **refusal** were as follows:

- 1. The proposed development is not listed as a "Permitted Use" or a "Discretionary Use" and therefore does not comply with the 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.*

March 30, 2016: As per the Sellors' appeal of the MPC decision, the Subdivision and Development Appeal Board (SDAB) Hearing took place. The SDAB upheld MPC decision.

May 13, 2016: Greenvue received a letter from KMSC Law advising that the Sellors had initiated legal action and that the Court of Appeal date had been adjourned and would be held no later than October 29, 2016.

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

October 10, 2016: A Manager Report to Council regarding the Sellors' business states "Court of Appeal Application has been made by a landowner on a subdivision and development decision. The court date for permission to appeal had been scheduled for October 13, 2016 in Edmonton."

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 by the Court (the Court determined that the Sellors' case did not have sufficient merit to be heard).

October 25, 2016: Council passed the following motions:

MOTION: 16.10.489 That Council accept the following information concerning the Sellors SDAB Court Decision for information.

And,

MOTION: 16.10.490 That Council seeks costs of approximately \$3000 from Sellors, as per Greenview's entitlement under the Rule of Costs.

October 25, 2016: Manager Report to Council regarding the Sellors' business states "In follow-up to the Court of Appeal, further enforcement is taking place with assistance of our legal advisors and staff."

October 31, 2016: At Greenview's request, a demand letter was sent from Greenview's legal firm to Sellors' Lawyer KMSC Law requiring the Sellors to immediately terminate the operation of the trucking business, which had not ceased operations, 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 8, 2016: Manager Report to Council regarding the Sellors' business states "In follow-up to the Court of Appeal, further enforcement is taking place with assistance of our legal advisors and staff."

November 14, 2016: Greenview directed Greenview's legal firm to take the next steps to seek Court Injunction against the Sellors. This would grant Greenview rights to further enforce the decision of the SDAB if required. Actions could include: removal of all storage including: trucks, parts, equipment, and associated buildings related to the business.

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 filed the application in Grande Prairie – Court of Queen's Bench and was slated to attend court on Greenview's behalf.

November 30, 2016: Manager Report to Council regarding the Sellors' business states "Ongoing enforcement is taking place with assistance of our legal advisors and staff."

December 5, 2016: Administration sent an e-mail to Council with a briefing regarding actions taken by Administration in regards to the Sellors' business.

December 13, 2016: Manager Report to Council regarding the Sellors' business states "Ongoing enforcement is taking place with assistance of our legal advisors and staff."

January 10, 2017: The Sellors appear as a delegation to Council to convey their concerns, during the delegation the Sellors confirmed to Council that their business is still operating. In response to the delegation, Council commits to the postponing of the Court Injunction until after the Sellors' concerns have been looked into.

Administration submits the following regarding the two properties that were specifically noted by the Sellors:

NW-5-70-6-W6

In regards to NW-5-70-6-W6, no development permit has been issued for the rig storage, which has been present for a number of years. As of January 10, 2017, Administration was not aware of any business operations taking place that would require a development permit. However, since that Council meeting it appears that some activity has taken place. Administration will continue to monitor the site. Should a business be operating, any development enforcement regarding this property would follow the same steps as have been outlined above and followed in the Sellors' case.

The property is zoned as Agriculture District. "Temporary Outdoor Pipe & Equipment Storage" is listed as a discretionary use for that site and would require MPC approval if a business was operating. The property could also potentially be addressed as an unsightly premises. To date, no complaints have been received by Greenview.

SW-5-70-6-W6, Plan 1024120, Block 1, Lot 1

In regards to SW-5-70-6-W6, Plan 1024120, Block 1, Lot 1, the parcel is zoned as Agriculture District and the landowner currently has a development permit for a Small Scale Industrial Pursuit, which was issued in 2010 by the Municipal Planning Commission. The business was in operation before the residential subdivision was complete. This permit allows the business to operate under several conditions such as governing the amount of employees. If the business is operating outside of those conditions the onus falls on Greenview to prove.

There is currently no enforcement action taking place against this property as it relates to permitting; however, enforcement action against this property is taking place under unsightly premises regulations. On August 3, 2016, a caveat was placed on the title for an "Order to Remedy Unsightly Property" which outlines the actions required to remedy the unsightly property order. Being the property was advertised for sale, the caveat will advise a potential purchaser of the enforcement actions taken by Greenview.

For Council's consideration on this matter, Administration had also sent approximately a dozen enforcement letters in 2016 to landowners in the Grovedale area who had not obtained a development permit for various developments and uses. The enforcement actions were either rectified by obtaining a valid development permit or by discontinuing the use, as such, no elevation of enforcement activity was required.

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):

N/A



REQUEST FOR DECISION

SUBJECT:	Continuing the Conversation – MGA Ongoing Discussion		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 20, 2017	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
FILE NO./LEGAL:			LEGAL/POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw/Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: The Council direct Administration to submit feedback to the Minister of Municipal Affairs regarding the Continuing the Conversation Discussion Paper, as presented.

BACKGROUND/PROPOSAL:

Please find attached a discussion paper titled “Continuing the Conversation – Further Topics for Discussion On the Municipal Government Act”. The document has been released by the Province and feedback is requested by January 31st, 2017. The AAMDC has requested of its members that responses be copied to them so that appropriate stances can be developed on behalf of the membership.

The document is broken down into a large number of topics. The survey questions have been listed here and Administration has provided recommendations for Council’s consideration on each topic. The online survey can be found at this link: <https://www.surveymonkey.com/r/NTX5858> and can be filled out by anybody. Staff have copied the questions below:

How Municipalities Are Governed:

1. Collaboration with Indigenous Communities – Agreements with Indigenous Communities

Do you agree or disagree with the inclusion of a provision that allows municipalities to collaborate with indigenous communities as part of Intermunicipal Collaboration Frameworks?

- ☒ Agree
- ☐ Neutral

☐ *Disagree*

Please provide comments or considerations about this proposal. Are there any conditions in your local context that would prevent your municipality from doing this?

Administration has no concerns with the possibility of creating ICFs with autonomous indigenous communities. This may actually have some benefits where services are provided to entities such as Reserves but are not recognized or funded by those communities. Administration suggests that these cannot be mandatory as the Province lacks the enforcement ability over both Parties. Suggest Agree.

2. Collaboration with Indigenous Communities – Orientation Training for Municipal Councillors

Do you agree or disagree with the addition of Indigenous Awareness Training to the list of topics that will be offered to all municipal councillors as part of their orientation training?

☐ *Agree*

☐ *Neutral*

☒ *Disagree*

What resources or other supports would assist your municipality in meeting this requirement? If your municipality is already offering training in Indigenous Awareness, please describe it for us.

Administration recommends disagreement if this is to be mandatory training. This could be a session that is offered by the Province at various times throughout the Province and could be attended by both Staff and Council on a voluntary basis. Administration does recognize the benefits of this training for both Council and Staff, but suggests that it can be better delivered than during Councillor Orientation.

3. Collaboration with Indigenous Communities – Statutory Plan Preparation

Do you agree or disagree with the proposal to require municipalities to implement policies with respect to how they keep neighboring indigenous communities informed during the development of statutory plans?

☐ *Agree*

☐ *Neutral*

☒ *Disagree*

Do you foresee any challenges in implementing these policies? Does your municipality already do this, and, if so, how?

Administration disagrees with the requirement for a specific policy on this topic being required. Administration suggests that this could be achieved through existing frameworks (with or without slight modifications) and does not require a specialized policy.

4. Enforcement of Ministerial Orders – General Minister Powers

Do you agree or disagree with the proposal to grant the Minister authority to enforce directives in respect to an intermunicipal agreement and the direction of an Official Administrator?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Are the 4 proposed expanded authorities sufficient? Are there other expanded authorities that are appropriate to your local context that you think should be included?

The ability for the Minister to follow through on decisions is required if the Minister is going to exercise the powers granted them. Judicial review still allows a party the ability to appeal the decision of the Minister.

5. Enforcement of Ministerial Orders – Judicial Review

Do you agree or disagree with the proposal to require 10-day notice be given to the Minister prior to applying for judicial review of Ministerial decisions?

- ☐ Agree
- ☒ Neutral
- ☐ Disagree

Do you have other considerations or comments on the time frame?

Administration is neutral on this point. This could provide the Minister and the Party a chance to review the topic and hold discussions prior to moving into the realm of the Courts. This ability should exist anyway.

6. Parental Leave for Municipal Councillors

Do you agree or disagree with including a provision in the MGA enabling municipalities to create a bylaw allowing for parental leave for municipal councillors?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

What do you see as the impact of such a bylaw on your municipality?

Administration is in agreement with this point so long as the provision is voluntary. If no policy is created, the regular leave provisions currently in the MGA apply. This will have more impact in larger municipalities where the role of Councillor or Mayor/Reeve is a full-time position. As stated in the background, it will also be necessary for any policy to outline how affected constituents will be represented. Administration does

not believe that there is technically anything preventing this now as Council may currently grant a member of Council the ability to miss consecutive Council Meetings (within an 8 week period) by resolution. A bylaw would require other considerations to be dealt with which may be a positive step.

7. Parental Leave for Municipal Councillors

Do you agree or disagree with the approach that a councillor would not be disqualified if they were absent from regular council meetings if they met the criteria in the municipality's parental leave bylaw?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Are there additional considerations for addressing this reasonably?

If it is agreed that municipalities will have the ability to do this, and that the point is to allow parental leave by Councillors to happen, Administration suggests that it would be counterproductive to disqualify that Councillor for leave that they were granted under the bylaw. Items such as the duties (extent of the leave), length, representation of taxpayers, etc. should all be dealt with as part of the bylaw if this is allowed.

8. Environmental Stewardship

Do you agree or disagree with the proposal to include environmental stewardship as a municipal purpose in the MGA?

- ☐ Agree
- ☒ Neutral
- ☐ Disagree

What do you see the impact of such a policy being on your municipality?

Administration suggests that the proposed outcomes outlined in the background material could be achieved without explicitly stating environmental stewardship as a municipal purpose. Some of the powers broadly outlined may be beneficial to municipalities and could be achieved in other ways or through other legislation. If this is stated explicitly as a municipal purpose without any specific clarity, it could open the door for a lot of ambiguity in decision making – ex. Individuals opposed to an industrial develop would likely lean on this purpose to make their arguments.

9. Notification of Amalgamations and Annexations

Do you agree or disagree with the proposal to clarify the MGA's notification requirement process to ensure all local authorities that operate or provide services in affected municipalities be notified of a proposed annexation or amalgamation?

- ☒ Agree
- ☐ Neutral

☐ Disagree

Thinking about the proposed requirement for notification for both annexation and amalgamation, are there specific considerations that need to be addressed?

It makes sense that all local authorities and the Minister of Municipal Affairs be notified of both annexations and amalgamations. It should not be required that the municipality consult with the other groups regarding the annexation or amalgamation at the time of providing notice as is proposed.

10. General Technical Amendments - How Municipalities are Governed

Please provide comments on the proposed technical amendments related to How Municipalities are Governed.

Administration suggests that these are positive changes.

How Municipalities Work Together and Plan for Growth

1. MUNICIPAL COLLABORATION WITH SCHOOL BOARDS: Benefiting Area Contribution

Do you agree or disagree with the proposal to allow municipalities the flexibility to use a benefiting area contribution structure to support land dedication and development parameters with respect to the assembly of park and school sites?

☒ Agree

☐ Neutral

☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

This would allow municipalities to spread the costs of development more equitably among several developers and over time. This should allow for better advanced planning and provide some certainty and incentive to a developer that will have land inventory removed to accommodate a large school or park site, without deterring them.

2. MUNICIPAL COLLABORATION WITH SCHOOL BOARDS: Joint Use Agreements

Do you agree or disagree with the proposal to require municipalities enter into Joint Use Agreements with school boards in their municipal boundaries?

☒ Agree

☐ Neutral

☐ Disagree

Does your municipality currently have Joint Use Agreements with school boards? If so, have these been effective or not effective?

Administration is in favour of this change, even though it would require additional time and resources. The outcomes of clear planning and known method of disposal of lands would prevent a number of conflicts. It would be equally beneficial if use of school facilities were part of the JUAs, which would theoretically assist public use and provide for better municipal recreation planning. This would need to be accompanied with changes to ensure that this was mandatory for School Boards as well.

3. OFF-SITE LEVIES: Provincial Transportation Systems

Do you agree or disagree with the proposal to expand legislation to enable off site levies to be charged for provincial transportation projects that serve new or expanded developments?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

The impact of this in Greenview will be low, but there may be some potential. In general Administration perceives this to be a positive step. This will place some of the burden of development currently paid for by taxpayers onto developers, who are currently the entities profiting from the development and creating the need for additional infrastructure. This may help to influence the way communities are developed which will be a positive for many communities, particularly larger urban communities that are looking for additional funding sources or to cut costs associated with residential development.

4. OFF-SITE LEVIES: Intermunicipal Off-site Levies

Do you agree or disagree with the proposal to enable municipalities to collaborate with one another on the sharing of intermunicipal off-site levies?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

This ties in with prevalent changes geared towards intermunicipal collaboration. This may help fund some programs covered by the ICFs. If this is enabled, no municipality should be able to dictate the amount of off-site levies (or if they are even charged) within the jurisdiction of another municipality (ex: the Town of Valleyview should not be able to charge, or mandate that off-site levies be charged, within Greenview).

5. OFF-SITE LEVIES: Validating Existing Off-Site Levy Bylaws

Do you agree or disagree with the proposal to validate off site levy bylaws, fees and agreements made before November 1, 2016 until such time as they are amended or expire?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

This does not impact Greenview, but it is necessary that municipalities are able to preserve the ability to collect off-site levies as development will not cease while these bylaws are being updated.

6. OFF-SITE LEVIES: Education

Do you agree or disagree with the proposal to exempt school boards from paying off-site levies on any land that is developed for school board purposes?

- ☐ Agree
- ☒ Neutral
- ☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

Administration suggests that this would be dependent upon the nature of the development and the definition of “school board purposes”. It may be possible to deal with some of this in the Joint Use Agreements if those are mandatory.

7. CONSERVATION RESERVE: Clarification of Processes

Do you agree or disagree that the proposals outlined for Conservation Reserves provide sufficient clarity and predictability?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Are there any other areas of clarity required? If so, what are they?

Administration believes the board points provide clarity.

8. CONSERVATION RESERVE: Disposal

Do you agree or disagree with the proposal to allow municipalities to dispose of conservation reserve land when a substantive change to that feature being conserved has occurred outside of municipal control (i.e. fire, flood, etc.)?

- ☐ Agree
- ☒ Neutral
- ☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

Administration is currently neutral on this point. Generally after an event lands are cleaned up and restored. Wetlands may be altered but could remain as wetlands and wooded areas will eventually grow back and still serve as natural areas. Allowing a municipality to dispose of conservation land in one of these events could be a positive if the area can simply not be restored to its original purpose. It may also tempt entities to engage in activities like starting fires (or letting them burn) as a way of undoing a conservation reserve.

9. General Technical Amendments: How Municipalities Work Together and Plan for Growth

Please provide comments on the proposed technical amendments related to How Municipalities Work Together and Plan for Growth?

Administration has no concerns with the proposed changes.

How Municipalities Are Funded

1. LINKED TAX RATE RATIO: Compliance Time Frames

Do you agree or disagree with the proposal to require municipalities currently outside the legislated 5:1 tax rate ratio to come into compliance with the maximum ratio within a specific time-frame?

- ☐ Agree
- ☒ Neutral
- ☐ Disagree

What would be an appropriate time frame for compliance?

Administration suggests that Greenview remain neutral on this item. This does not impact Greenview and it is unknown how it may impact those municipalities currently above the 5:1 ratio or what time frame may be being considered.

2. LINKED TAX RATE RATIO: Compliance Time Frames

Do you agree or disagree with the proposal to allow the Minister the authority to exempt a municipality from the compliance schedule?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Under what conditions should the Minister consider an exemption?

Administration recommends agreement. Without knowing the impact that this may have on some municipalities, and that it will be different for each one given differences in assessment types/relations, it would be positive for the Minister to be able to work with individual municipalities to craft a realistic plan which would have to include decisions regarding raising taxes and/or cutting services.

3. INTENSIVE AGRICULTURAL OPERATIONS: Levy

Do you agree or disagree with the proposal to introduce a levy on intensive agricultural operations that would reflect the operations' impact on municipal infrastructure and services?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

Administration suggests that this would provide additional funding sources for municipalities, particularly those that are home to large IAOs operating commercially. For the protection of the IAO, regulations outlining how the levy could be calculated will likely be required.

4. ACCESS TO ASSESSMENT INFORMATION: Providing Information to Municipalities

Do you agree or disagree with the proposed changes to the access to assessment information provisions?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Is there anything missing from this proposed assessment sharing process?

Administration recommends that it will be important for municipalities to be able to access assessment information. It should be noted that under the proposed change a municipality would not have access to this information for properties that it had a complaint on. This means that a municipality would have to gather all of this information prior to making a complaint.

5. ASSESSMENT NOTICES: Notice of Assessment Date

Do you agree or disagree with the proposed changes to the assessment notices provisions?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Is there anything missing from this proposed assessment notice process?

Administration believes that this change will provide clarity for all parties and recommends that it be endorsed.

6. TAX EXEMPTIONS: Provincial Agencies

Do you agree or disagree with the proposal for properties owned, leased and held by provincial agencies to be subject to property taxation?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Thinking about this proposed change, what would the impacts be in your municipality?

Administration supports this change as it provides clarity that Provincial Agencies (subject to the defined exemptions) pay property tax.

7. CORRECTIONS TO ASSESSMENTS

Do you agree or disagree with the proposed changes allowing corrections to assessments under complaints?

- ☒ Agree
- ☐ Neutral
- ☐ Disagree

Do the proposals address concerns around corrections to assessments under complaints?

Administration believes that this is a positive change as it will set out regulations that allow assessment complaints to be dealt with even after a complaint is filed. This grants protections for the landowner and may help avoid the need for a full hearing.

8. GENERAL TECHNICAL AMENDMENTS: How Municipalities are Funded

Please provide comments on the proposed technical amendments related to How Municipalities are Funded?

None at this time.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council may choose to submit answers that differ from Administration's recommendations.

BENEFITS: Administration will be able to complete the survey on behalf of Greenview and submit to the Province by the January 31st deadline.

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

COSTS/SOURCE OF FUNDING:

There is no funding required for this issue.

ATTACHMENT(S):

- Continuing the Conversation: Further Topics for Discussion on the Municipal Government Act

Continuing the Conversation

November 2016

FURTHER TOPICS FOR
DISCUSSION ON THE
MUNICIPAL
GOVERNMENT ACT

CONTENTS

Introduction.....	2
Topics for Discussion—How are municipalities empowered to govern?	3
Collaboration with Indigenous Communities.....	3
Enforcement of Ministerial Orders	4
Parental Leave for Municipal Councillors.....	5
Environmental Stewardship	6
Notification of Amalgamations and Annexations	7
Topics for Discussion—How do municipalities work together and plan for growth?	8
Municipal Collaboration with School Boards	8
Off-site Levies.....	10
Conservation Reserve.....	12
Topics for Discussion—How are municipalities funded?.....	14
Compliance with the Linked Tax Rate Ratio	14
Taxation of Intensive Agricultural Operations	15
Access to Assessment Information	16
Assessment Notices.....	17
Clarity Regarding Tax Exemptions.....	18
Corrections to Assessments Under Complaint.....	19
General Technical Amendments.....	21
General Technical Amendments—Governance	21
General Technical Amendments—Planning and Development.....	23
General Technical Amendments—Assessment and taxation	24

INTRODUCTION

The *Municipal Government Act (MGA)* is the guide to how municipalities operate, and is one of the most significant and far-reaching statutes in Alberta. The *MGA* affects every Albertan, the private sector, and every ministry in the Government of Alberta in one form or another.

On May 31, 2016, the Government of Alberta introduced Bill 21, the *Modernized Municipal Government Act (MMGA)*, to the Legislative Assembly. Following introduction, Municipal Affairs went on the road to talk to Albertans and gather their thoughts on the proposed changes to the *MGA*. In total, 2402 people attended the 21 public sessions held across Alberta, 2376 questionnaires were submitted to the ministry, and 122 letters commenting on the draft legislation were sent to Municipal Affairs. The feedback we received over the summer informed the changes to the *MMGA* being introduced during the fall 2016 session of the Legislature.

The discussions throughout the summer gathered their own momentum and led to thoughtful feedback, questions, and written submissions on other modernizations that could potentially be made beyond the items contemplated in the *MMGA*. This paper is an opportunity to continue the conversation with Albertans about building an even stronger framework for our municipalities, and to raise some technical or clarifying changes that may be necessary to improve the act's effectiveness.

On the following pages you will find:

- discussion and description of emerging topics and how the act could be amended to address them; and
- a listing of proposed general technical amendments.

This discussion guide will be available for Albertans' feedback until January 31, 2017. Comments may be submitted through an online questionnaire on the *MGA* review website (<http://mgareview.alberta.ca>).

Feedback on this discussion paper will be used to inform potential amendments to the *MGA* for Spring 2017.

TOPICS FOR DISCUSSION—HOW ARE MUNICIPALITIES EMPOWERED TO GOVERN?

COLLABORATION WITH INDIGENOUS COMMUNITIES

BACKGROUND:

The *MMGA* proposed the concept of intermunicipal collaboration frameworks (ICFs). These frameworks are intended to ensure ongoing collaboration between municipalities, including coordinated land use planning, regional service delivery and cost sharing. In addition, the *MMGA* also proposed the requirement for municipalities to offer orientation training for municipal councillors.

The *MGA* does not apply to First Nations lands (federal legislation applies), and the planning and development components of the *MGA* do not apply to Metis Settlements; however, Indigenous groups intersect with municipalities through regular interactions for a variety of reasons, such as utility service delivery.

CONTEXT OF TOPIC:

The Province is committed to implementing the principles of the United Nations Declaration on the Rights of Indigenous Peoples, and, as such, it is important to encourage the province's municipalities to continue to take meaningful and reasonable steps to understand and engage with neighbouring Indigenous communities and citizens in a respectful and culturally appropriate manner, particularly with respect to land use planning and service delivery. Taking these steps also responds to First Nation and Metis concerns with respect to the degree of Indigenous involvement in the municipal land use planning process.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Agreements with Indigenous Communities	The <i>MGA</i> is currently silent on the relationship between municipalities and Indigenous communities.	Add a provision to the proposals in the <i>MMGA</i> to clarify that a municipality may invite Indigenous communities to participate in an ICF or any sub-agreement that is part of an ICF.
Orientation Training for Municipal Councillors	The <i>MMGA</i> (s. 201.1(2)) indicates what topics would have to be included in the proposed mandatory offering of orientation training for councillors, such as, the role of municipalities, roles and responsibilities of council and councillors, public participation, etc.	Add Indigenous Awareness Training to the list of topics councillors would be offered as part of their orientation training.
Statutory Plan Preparation	The <i>MGA</i> (s.636) deals with notifications with respect to statutory plans and the provision of opportunities for providing representations and suggestions regarding those plans during the development of the plans. The <i>MGA</i> currently exempts Metis Settlements from the Planning and Development portion of the Act (Part 17).	Require municipalities to implement policies with respect to how they will keep neighbouring Indigenous communities informed during the development of statutory plans and require municipalities to inform Indigenous communities that share a common boundary with two-week's notice of a public hearing for statutory plans including notice information (i.e. statement of purpose, date, time, and address of the meeting).

ENFORCEMENT OF MINISTERIAL ORDERS

BACKGROUND:

Currently, the Minister of Municipal Affairs may issue directives to ensure accountable and responsive local government under very specific circumstances. Directives may currently only be issued flowing from an inspection of a municipality where the inspection finds that the municipality has been governed or managed in an irregular, improvident or improper manner. In rare and extreme cases, where Directives resulting from a municipal inspection are not carried out to the Minister's satisfaction, the Minister may take actions such as removing councillors or Chief Administrative Officers (CAOs).

CONTEXT OF TOPIC:

Currently, the MGA does not give the courts direction on how to consider Ministerial orders and directives. This has created challenges in enforcing Ministerial orders and directives intended to address local governance concerns. Throughout the MGA Review process, Albertans and many municipal officials have expressed that it is important for there to be processes in place that hold councils accountable for their actions and promote a high standard of local governance.

Proposed changes would not allow the Minister to act arbitrarily, but would ensure proper authority exists to address significant concerns, and to provide more tools to ensure municipal compliance with Ministerial Orders.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
General Minister Powers	Currently the Minister lacks adequate authority to enforce Ministerial orders that implement: <ul style="list-style-type: none"> • decisions of an official administrator; or • decisions that settle intermunicipal disagreements. 	Allow the Minister the same authority currently available with respect to the inspection process for situations where, in the Minister's opinion, a municipality has not complied with direction provided by an Official Administrator or by the Minister in respect of an intermunicipal disagreement. With this authority, the Minister could: <ul style="list-style-type: none"> • suspend the authority of a council to make resolutions or bylaws in respect of any matter specified in the order; • exercise resolution or bylaw-making authority in respect of all or any of the matters for which resolution or bylaw-making authority is suspended under the above measure; • remove a suspension of resolution or bylaw-making authority, with or without conditions; and, • withhold money otherwise payable by the Government to the municipality pending compliance with an order of the Minister.
Judicial Review	Individuals have the constitutional right to apply for judicial review of Ministerial decisions.	Require 10-day notice be given to the Minister prior to applying for injunctive relief against a decision of the Minister. The Ministerial Order would remain in effect during an appeal of the Minister's decision.

PARENTAL LEAVE FOR MUNICIPAL COUNCILLORS

BACKGROUND:

Currently, municipal councils can pass a resolution excusing a councillor from council meetings for a period exceeding 8 consecutive weeks, but there is no specific reference to parental leave in the *MGA*.

CONTEXT OF TOPIC:

Throughout the summer of 2016, various stakeholders expressed an interest in opening the discussion around parental leave for municipal councillors by specifically allowing municipalities to create policies on parental leave. Under the approach being explored, if a municipality chose not to allow for parental leave, the existing leave provisions in the *MGA* (up to 8 weeks) would still apply. The contents of a parental leave policy would be established by each municipality based on the needs of that municipality; however, if the policy allowed for extended parental leave, it would also be required to address how the constituents in that councillor's ward would be represented during the councillor's leave.

Providing for this kind of change would give municipalities the opportunity to take steps to make political life more family-friendly and accessible for women seeking office.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Parental Leave Policy	The <i>MGA</i> is silent on this matter.	Enable councils, by bylaw, to create a policy respecting parental leave. The contents of the policy will be determined by each municipality in accordance with the needs of that municipality. If the municipality allows for parental leave, it must also then address how the constituents will be represented during the councillor's absence.
Reasons for Disqualification of Councillors	The <i>MGA</i> (s.174) sets out the disqualification provisions for municipal councillors, such as being ineligible for nomination, being absent from regular council meetings for 8 consecutive weeks, the councillor becoming an employee of the municipality, etc.	Specifically state that a councillor is not disqualified by being absent from regular council meetings under subsection (1)(d) if the absence meets the criteria set out in a parental leave policy bylaw.

ENVIRONMENTAL STEWARDSHIP

BACKGROUND:

Traditionally, municipal purposes have been defined as providing good governance; providing services, facilities and other things necessary or desirable for the municipality; and developing and maintaining safe and viable communities.

CONTEXT OF TOPIC:

During the summer 2016 discussions, some stakeholders expressed concern that municipalities lack explicit authority to incorporate environmental stewardship considerations in their operational and land-use decision making processes.

Explicitly including environmental stewardship as a municipal purpose would give municipalities authority to cite environmental consideration in a range of operational and growth decisions. It would also allow municipalities to fully embrace a leadership role in environmental stewardship and more actively participate in moving toward the goals in Alberta's Climate Leadership Plan.

Municipalities would not be permitted to take responsibility for areas covered under provincial legislation, such as the *Water Act* or the *Environmental Protection and Enhancement Act*, nor would they be authorized to take land for environmental stewardship considerations without compensation. The reserve land provisions in Part 17 of the *MGA*, including the proposed new conservation reserve provisions, would continue to apply.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Environmental Stewardship as a Municipal Purpose	<p>The <i>MGA</i> identifies the following municipal purposes:</p> <ul style="list-style-type: none">• to provide good government;• to provide services, and• to develop and maintain safe and viable communities. <p>The <i>MMGA</i> proposes also including the following as a municipal purpose:</p> <ul style="list-style-type: none">• to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services.	<p>Include consideration of the stewardship of the environment as a municipal purpose.</p>

NOTIFICATION OF AMALGAMATIONS AND ANNEXATIONS

BACKGROUND:

Some local authorities, such as school boards, have expressed concern that they are not always notified of proposed annexations or amalgamations, which can affect the jurisdiction in which students go to school.

CONTEXT OF TOPIC:

Currently, by definition, a “local authority” includes municipalities, regional health authorities, regional services commissions, and school boards. Any change would ensure that all local authorities in the area are notified of a proposed annexation or amalgamation.

The *MMGA* has removed the Deputy Minister of Municipal Affairs as the Administrator of the Municipal Government Board, and replaced that position with a Chair of the Board. As a result, whereas the previous notification provision would result in the Ministry being notified via the Deputy Minister, this will no longer be the case. A separate provision is needed to maintain the notification to the Ministry.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Amalgamations: Initiation by a Municipal Authority	The <i>MGA</i> (s.103 (1)) indicates who a municipal authority must notify when initiating an amalgamation.	Require that a municipality initiating an amalgamation must notify all local authorities that operate or provide services in the affected municipalities, and include proposals for consultation with local authorities in the requirement for notice.
Initiation of Annexation	The <i>MGA</i> (s.116) indicates who a municipal authority must notify of a proposed annexation.	Require that a municipality initiating an annexation must notify the Minister of Municipal Affairs and all local authorities that operate or provide services in one or both of the affected municipalities be notified.

Joint Use Agreements

The MGA provides the flexibility for municipalities to enter into JUAs with school boards, but they are not mandatory. Stakeholders expressed during the summer engagement that there is a need for a more efficient and effective use and development of school facilities and sites to better address the goals of integrated planning, more livable communities, and more efficient and cost effective funding.

Making JUAs mandatory would support collaboration between school boards and municipalities, and ensure municipal reserves are used efficiently and effectively. This change would lead to coordinated decision-making in the use, development, and disposal of school facilities and sites.

POTENTIAL AMENDMENT FOR DISCUSSION:

Topic	Current	Proposed Changes
Benefitting Area Contribution	The MGA authorizes the taking of reserve land by a subdivision authority (e.g. provision of land, provision of money in lieu of land, etc.), as well as restrictions on that authority (e.g. percentage of lands taken and percentage of money required to be paid). The MMGA proposes maintaining that same structure for Conservation Reserve.	Provide municipalities with increased flexibility to use a 'benefiting area contribution structure' that would support land dedication and development parameters with respect to assembly of parks and school sites.
Mandatory Joint Use Agreements	The MGA (s.670) enables Joint Use Agreements as a voluntary agreement to address the allocation of municipal and school reserves.	<p>Require municipalities to enter into JUAs with school boards within their municipal boundaries and to collaborate with respect to addressing the effective and efficient use of municipal and school reserve lots. The contents of a JUA would include:</p> <ul style="list-style-type: none"> the process for acquiring and disposing of land and associated servicing standards for the schools; a process for enabling and developing long term and integrated planning for school sites/facilities; a process for determining access agreements for facilities and playing fields, including matters related to any maintenance, liabilities and fees; a dispute resolution mechanism agreed to by both the municipality and the school boards; a process for determining ancillary reserve use to complement or enhance the primary school uses for reserve land outlined in the MGA and that have a public benefit; a time frame and mechanism for regular review of the joint use agreement. <p>Consequential amendments may be required to the <i>School Act</i> and the <i>Education Act</i>.</p>

TOPICS FOR DISCUSSION—HOW DO MUNICIPALITIES WORK TOGETHER AND PLAN FOR GROWTH?

MUNICIPAL COLLABORATION WITH SCHOOL BOARDS

BACKGROUND:

As part of the subdivision application approval process, a municipality may require a portion of the land in a subdivision to be dedicated for a public benefit such as a park or school. Such lands are called reserve land. A municipality may require up to 10 per cent of the lands from a subdivision area to be dedicated as municipal reserve (MR), school reserve (SR), or municipal and school reserve (MSR) lands.

Joint Use Agreements (JUAs) between schools and municipalities have been in existence since the late 1950s, and outline how MR, MSR and SR lands will be allocated between the municipality and each school board within its boundary. In the absence of a JUA, the needs of municipality and the school board(s) are determined at subdivision. Many municipalities within the province have developed JUAs with local school boards to provide clarity on the use, development, and disposal of school facilities and land.

CONTEXT OF TOPIC:

During the MGA Review's 2016 summer engagements, municipalities and school boards expressed frustration with the reserve land assembly process. Both advocated for a new approach when acquiring land for sites that exceed the amount of reserve land available through the subdivision process. In addition, many municipalities and school boards advocated for legislative amendments to mandate the establishment of Joint Use Agreements as a normal course of business.

Benefiting Area Contribution

The assembly of land for larger parks and school sites can be difficult under the current reserve land process. A solution that has been discussed over the course of the MGA Review is allowing reserve land contributions through a benefiting area contribution structure. This structure could be used to support land dedication and development of parks and school sites, and would allow the impact on developers in the area to be distributed more evenly.

This structure would give municipalities the ability to define a geographical area in a developing area that will benefit from larger assembly of land sites, such as the catchment area for children attending a high school. This benefiting area will typically have more than one developer involved in developing the land. Once the benefiting area is defined, municipalities would identify which developers' subdivision will contain the reserve land site. The municipality would then be enabled to collect up to half of the other developers' maximum 10% contribution in funds rather than in lands, and the resulting funds could be used to compensate the developer where the site is located (for the additional land required for the site above and beyond the normal 10% dedication).

The benefiting area contribution structure would be different from the existing money-in-place of MR, SR and MSR structure as it would include the costs required for the assembly and servicing of the reserve sites, thereby promoting an equitable distribution of costs required to assemble and service the sites.

OFF-SITE LEVIES

BACKGROUND:

Municipalities can collect off-site levies from new developments within their boundaries to pay for servicing upgrades related to water, sanitary sewage, storm sewer drainage, and municipal roads. Through the *MMGA*, it is proposed to expand this levy to include fire halls, police stations, libraries, and community recreation facilities.

CONTEXT OF AMENDMENTS:

During the summer, stakeholders brought forward additional issues related to off-site levies.

Provincial Transportation Systems

A levy system could be implemented to fund provincial highway improvements that service a new development upon its completion (for example, highway overpasses and interchanges); this would support the creation of more comprehensively planned communities. Approval by the Minister of Transportation would be required to ensure the levy costs align with Alberta Transportation's projected costs for the construction of the infrastructure. Alberta Transportation would also have an opportunity to review and comment on any proposed new development and its impacts on Provincial highway infrastructure when statutory plans are created.

Inter-municipal Off-site Levies

Stakeholders indicated that, in some instances, off-site infrastructure or the benefit of additional off-site infrastructure may extend into developments in another municipality. It was proposed that municipalities should have the ability to levy for off-site infrastructure across municipal borders. This is consistent with the strong intermunicipal collaboration focus of the *MMGA*, enabling intermunicipal off-site levies would be an additional tool to increase regional collaboration.

In this model, when new or expanded off-site infrastructure is located in one municipality, but the benefitting area extends to one or more other municipalities, off-site levies could be charged to developments in either municipality benefiting from the infrastructure.

Validating Existing Off-site Levy Bylaws

Some municipalities have existing bylaws and agreements in place, and the proposed new off-site levy provisions may create legal challenges for some of these off-site levy bylaws or agreements. Validating existing off-site levy bylaws and agreements would ensure off-site levy bylaws and development agreements created before a specific date would remain valid until such time as the agreement expires or the bylaw is amended.

Education

In some situations, off-site levies may be applied to school developments. School Boards have requested that they be exempted from the application of off-site levies for school site projects given that new schools provide a public benefit within communities. It is proposed that school boards be exempt from paying off-site levies on developments related to school board purposes.

POTENTIAL AMENDMENT DISCUSSION:

Topics	Current Status	Proposed Changes
Provincial Transportation Systems	The MGA (s.648) authorizes councils, by bylaw, to impose levies on land that is to be developed or sub-divided and sets out parameters for the imposition and collection of levies. The legislation does not currently allow for levies related to provincial infrastructure upgrades.	<p>Enable off-site levies, by bylaw, to be charged for provincial transportation projects that serve the new or expanded developments.</p> <p>Require approval of the Minister of Transportation before this type of levy can be collected.</p> <p>Consequential amendment to the <i>Public Highways Development Act</i> may be required to authorize the Minister of Transportation to approve municipal off-site levy bylaws pertaining to provincial highway off-site levies.</p>
Intermunicipal Off-Site Levies	The legislation does not currently allow for intermunicipal off-site levies.	Enable municipalities to collaborate with one another on the sharing of intermunicipal off-site levies, including the expanded uses (libraries, police stations, fire halls, community recreation facilities).
Validating Existing Off-Site Levy Bylaws	This item is not currently addressed in the legislation.	Specifically, state that any off-site levy fee or charge made by bylaw or agreement before November 1, 2016 is deemed to be valid.
Education	This item is not currently addressed in the legislation.	Exempt school boards from paying off-site levies on non-reserve lands that are developed for school board purposes.

Topic	Current Status	Proposed Changes
Transfer of conservation reserve	<p>The MGA ensures that during formations, annexations, amalgamations, and dissolutions ownership of any land, or portion of land, designated as a public utility lot, environmental reserve, municipal and school reserve, transfers to the new municipal authority (s.135(1)(c), (2) and (2.1)).</p> <p>The MGA also indicates that if reserve lands are sold or money instead of land is received by the old municipality after notification of annexation or amalgamation, the proceeds of the sale or money received must be paid to the new municipal authority by the old municipal authority.</p>	Specifically state that the proposed new Conservation Reserve designation is treated the same as these other categories of land and that the designation would remain on that land until such time as it is changed through any required processes.
Identification of conservation reserve	The MGA outlines what a Municipal Development Plan must and may contain (s.632(3))	Clarify that in addition to other types of reserve land that must be included in an MDP, a municipality may include policies addressing the proposed new conservation reserve designation, including types and locations of environmentally significant areas and the environmental purpose of conservation.
Identification of conservation reserve	The MGA indicates that an Area Structure Plan may contain any other matters a council considers necessary (s.633(2)(b)).	Specifically state that municipalities may develop policies addressing reserve lands within their area structure plans. This would include identifying types and locations of environmentally significant areas and the environmental value of conservation.
Exempting conservation reserve lands from paying municipal property taxes.	The MGA exempts environmental reserves, municipal reserves, school reserves, municipal and school reserves and other undeveloped property reserved for public utilities from paying municipal property taxes (s.361.c).	Exempt land designated as conservation reserve under the proposed new provisions from paying municipal property taxes.
Disposal of conservation reserve	The proposals in the MMGA do not address removal of the conservation reserve designation or sale of conservation reserve lands.	<p>Allow municipalities to dispose of land designated as the proposed new conservation reserve when a substantive change outside of municipal control occurs to the feature being conserved, while ensuring the public process used to dispose of municipal reserve and school reserves is followed with the disposal of conservation reserve lands</p> <p>Specifically state that any proceeds from the disposal of conservation reserve would have to be used for conservation purposes.</p>

CONSERVATION RESERVE

BACKGROUND:

As part of the subdivision application approval process, a municipality may require a portion of the land to be dedicated for a public benefit such as a park or school. Such lands are called reserve land. The MGA requires municipalities to follow a public process when removing the reserve designation from most municipal, community services, and school reserve lands. Lands designated as environmental reserve cannot have the reserve designation removed, but the use of this land can be altered through a council bylaw process.

Under the MMGA a new type of reserve land designation, conservation reserve, was proposed. Under this model conservation reserve would be collected during the subdivision application process and used to protect environmentally significant areas. The conservation reserve land assembly process would ensure owners of land taken as conservation reserve are appropriately compensated. Should land be dedicated as conservation reserve, the dedication could not be removed.

CONTEXT OF TOPIC:

During the summer, stakeholders indicated that further clarity is required with respect to how conservation reserves should be identified, transferred between municipalities, and protected.

Stakeholders are seeking clarity and predictability within the land designation process and in order for municipalities and landowners to make more informed land-use planning decisions. Stakeholders were also interested in whether the conservation reserve land designation could be removed on lands that have lost their conservation significance (e.g. flood, fire).

The specific changes proposed include:

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Transfer of conservation reserve	The MGA (s.127) identifies what an order to annex lands may require.	Require the municipality receiving the annexed land to pay compensation to the other municipality for any conservation reserve lands within the annexed area in the amount that the municipality originally paid for the land.

TOPICS FOR DISCUSSION—HOW ARE MUNICIPALITIES FUNDED?

COMPLIANCE WITH THE LINKED TAX RATE RATIO

BACKGROUND:

Municipalities currently have the ability to distribute property taxes between non-residential and residential property owners however they wish. In some municipalities, this has led to non-residential tax rates increasing much faster than residential tax rates. In some cases, non-residential property tax rates are more than 10 times higher than the residential property tax rates. The MMGA proposed a maximum ratio of 5:1 between the highest non-residential property tax rate and the lowest residential property tax rate. Under this proposal, municipalities that had higher tax rate ratios would be able to maintain their ratio from year to year, but would not be permitted to increase it.

CONTEXT OF TOPIC:

Feedback from stakeholders over the summer indicated that further consultation was required to determine whether municipalities currently outside of the proposed 5:1 ratio should be required to come into compliance with the maximum ratio within an established timeframe rather than have their ratios maintained at current levels.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Compliance Timeframe	No required compliance date has been proposed for municipalities outside of the proposed ratio.	<p>Add a provision requiring municipalities to comply with the proposed maximum tax rate ratio.</p> <p>Allow the Minister to set a schedule with progressively lower maximum tax ratios that municipalities exceeding the 5:1 ratio would have to meet in the intervening years. The Minister would have authority to set timeframes by which municipalities or groupings of municipalities would have to reach the 5:1 ratio, based upon how much their local ratio diverges from the legislated 5:1 ratio. Municipalities would always set their own tax rates, but within the ratios set out in the regulation.</p> <p>Add a provision giving the Minister authority to exempt a municipality from any aspect of the proposed compliance schedule if and when they consider it appropriate.</p>

TAXATION OF INTENSIVE AGRICULTURAL OPERATIONS

BACKGROUND:

Intensive agricultural operations are large-scale farming operations that take place on a relatively small land area, often with extensive use of farm buildings and improvements such as structures, fencing, and lighting. Farm buildings and improvements are currently exempt from property taxation in rural municipalities and, due to changes proposed through the *MMGA*, may soon be exempt from property taxation in all municipalities. The result could be that intensive agricultural operations, which have large investments in farm buildings and improvements, may pay about the same amount of property tax as non-intensive farms of similar land area.

CONTEXT OF TOPIC:

Intensive agricultural operations generally move large volumes of animals or agricultural products which can cause significant wear and tear on municipal infrastructure such as roads and bridges. This can result in high maintenance costs for municipalities. Throughout the *MGA* Review there has been consistent conversation about how to ensure that these operations contribute funds to their municipalities commensurate with their impact on municipal infrastructure and services.

Should such a change be included in the *MGA*, discussion with stakeholders would be required to get input and perspective on regulatory requirements.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Levy on Intensive Agriculture	There are no specific provisions for intensive agriculture operations	<p>Explicitly authorize municipalities to pass a bylaw imposing a levy on intensive agricultural operations.</p> <p>Also authorize the creation of regulations respecting the intensive agricultural operations levy including:</p> <ul style="list-style-type: none"> the definition of intensive agricultural operations; the calculation of the levy; the purposes for which funds collected through the levy may be used; and, any other matter necessary or advisable to carry out the intent and purpose of the levy.

ACCESS TO ASSESSMENT INFORMATION

BACKGROUND:

The *MMGA* proposed consolidating several industrial property types (major plants; facilities regulated by the Alberta Energy Regulator, Alberta Utilities Commission and National Energy Board; railway properties; and linear property) under a new classification of Designated Industrial Property (DIP) which will all be assessed centrally by the Province.

CONTEXT OF TOPIC:

Property owners and municipalities both have a stake in ensuring that assessments prepared for these properties are accurate, which is why both parties would have the ability to file complaints about assessments prepared by the province. Property owners would have a legislated right to request information sufficient to show how the assessor prepared their assessment, but as the proposed legislation is currently drafted, municipalities would not have a similar right.

Some of the information that would be used to prepare DIP assessments is considered confidential by industrial property owners. This information may be necessary for a municipality to understand how the assessment was prepared, but it should not be shared or used for purposes outside of this process.

Any amendments to the proposals in the *MMGA* would provide municipalities with the right to access the information used to prepare an assessment of DIP property within their jurisdiction in order to understand how the assessment was prepared, but would also protect confidential information about the industrial property in question.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Access to DIP Assessment Information	The <i>MMGA</i> as written would not allow municipalities access to information regarding how a DIP assessment was prepared.	<p>Include provisions in the proposed new legislation to allow a municipality to request information regarding assessments of designated industrial property in their jurisdiction. The provincial assessor would have to comply with this request except while there is an active complaint from the municipality on the property.</p> <p>Under this proposal, municipalities requesting information on provincially prepared assessments could be required to sign a standardized confidentiality agreement to ensure that information provided by property owners is only used to determine if the property is assessable, if the assessment is prepared correctly, if a complaint is warranted; and to prepare a case.</p>
Providing the Information to Municipalities	The <i>MGA</i> is silent on this matter.	Specifically state that information provided to the province by property owners under sections 294 and 295 could be provided to municipalities upon request, subject to confidentiality requirements.

ASSESSMENT NOTICES

BACKGROUND:

It is not sufficiently clear when assessment complaint periods begin and end due to ambiguity regarding when documents are understood to be sent and received.

CONTEXT OF TOPIC:

Stakeholders expressed that it is important to remove ambiguity about the complaint period for assessment notices.

POTENTIAL AMENDMENTS FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Notice of Assessment Date	Assessment notices must include the deadline for filing a complaint about the assessment, which must be 60 days from the date the assessment notice is sent.	<p>Requires municipalities and, in the case of the proposed MMGA provisions, the provincial assessor to set a "notice of assessment date" which would be required to be between January 1 and July 1. The notice of assessment date would be included on assessment notices, and assessment notices would be sent prior to the notice of assessment date.</p> <p>Enable municipalities and the proposed provincial assessor to establish additional notice of assessment dates for amended and supplementary assessment notices, which could occur at any time throughout the year.</p> <p>The deadline for filing a complaint about an assessment would be 60 days from the notice of assessment date.</p>

CLARITY REGARDING TAX EXEMPTIONS

BACKGROUND:

Any Crown interest in property is exempt from taxation under the MGA. This includes Provincial agencies as defined under the *Financial Administration Act*.

CONTEXT OF TOPIC:

While any Crown interest is exempt from taxation, the government recognizes that it is fair and appropriate to compensate municipalities for the services the municipality provides to these properties (such as water, sewer, and fire protection).

The provincial government has the discretion to pay municipalities a grant up to the amount the municipality would collect in property taxes if a Crown property were not exempt from taxation. In other cases, where the government leases property, the lease agreement often means that the property owner pays property taxes on behalf of the government. Given the wide range of leasing and accommodations arrangements by provincial government entities, greater clarity is being sought by stakeholders regarding the responsibility of Crown agencies to pay property taxes.

The definition of “Provincial agencies” in the *Financial Administration Act* specifically excludes Alberta Health Services and housing management bodies established under the *Alberta Housing Act*. The *Municipal Government Act* (section 362) also specifically exempts schools, colleges and universities from property taxes. Any proposed amendment would not affect the tax status of Alberta Health Services properties, social housing, schools or universities.

POTENTIAL AMENDMENT FOR DISCUSSION:

Topic	Current	Proposed Changes
Taxation of Provincial Agencies	Under the MGA, any property interest held by a Provincial agency is exempt from taxation.	Specifically state that properties owned, leased and held by provincial agencies (as defined in the <i>Financial Administration Act</i>) are taxable for the purposes of property taxation. This would not include Alberta Health Services, housing management bodies established under the <i>Alberta Housing Act</i> , schools, colleges and universities.

CORRECTIONS TO ASSESSMENTS UNDER COMPLAINT

BACKGROUND:

The *MGA* (as amended by the *MMGA*) would allow an assessor to revise an assessment, even if the assessment is under complaint; however, the current framework for assessment complaints does not include a suitable process for the assessor to revise assessments that are under complaint.

CONTEXT OF TOPIC:

Until recently, assessors' authority to revise assessments was limited to correcting minor technical errors. A recent ruling from the Supreme Court of Canada has re-interpreted the *MGA* to expand assessors' authority to revise assessments, including the ability to increase assessments. The combination of expanding the type of revisions that an assessor can make and allowing assessors to revise assessments that are under complaint has implications for the assessment complaint framework.

The proposed amendments are intended to provide a suitable process whereby the assessor can revise assessments during the complaint process, but fully maintain the property owner's rights to review their assessment and file a complaint.

POTENTIAL AMENDMENT FOR DISCUSSION:

Topic	Current Status	Proposed Changes
Changes to Assessments under complaint	Under the <i>MGA</i> as amended by the <i>MMGA</i> , assessors would be permitted to revise an assessment even after a complaint has been filed on the assessment.	<p>Establish the following process for revising an assessment that is under complaint:</p> <ul style="list-style-type: none"> Require an amended assessment notice, along with written reasons for the changes to the assessment, to be sent to <ul style="list-style-type: none"> the assessed person; the municipality (if the property is Designated Industrial Property); the complainant (if it is not the assessed person); and the assessment review board or Municipal Government Board (depending on the property type). Require the assessment review board or Municipal Government Board to cancel the complaint, notify the property owner of the cancellation, and refund the complaint fee. <p>An amended assessment notice is not required if an assessment is revised as a result of a complaint being withdrawn by agreement between the complainant and the assessor, except in the case of the proposed new Designated Industrial Property class.</p>

Topic	Current Status	Proposed Changes
		<p>An assessed person or a municipality would be able to file a complaint about the amended assessment notice within 60 days of the assessment notice date.</p> <p>Do not permit an assessor to revise an assessment after an assessment review board or the Municipal Government Board has rendered a decision on a complaint regarding the assessment.</p>

GENERAL TECHNICAL AMENDMENTS

GENERAL TECHNICAL AMENDMENTS—GOVERNANCE

Current	Proposed	Rationale
Other Requirements for a Petition s.224 (MGA) This section indicates that a witness to a petition signature must take an affidavit indicating the signatory to a petition is eligible to sign.	Clarify that the inclusion of witness affidavits is required upon submission of a petition.	The absence of affidavits makes it difficult to determine the validity of signatures, and therefore the overall sufficiency of a petition. The inclusion of an explicit provision requiring affidavit submission will assist in either compelling their submission or finding the petition to be insufficient.
Contents of an Operating Budget s.243(1) This indicates that a municipal operating budget must include the estimated amount of specific expenditures and transfers.	Add a requirement to include the estimated amount of expenditures and transfers needed to meet the municipality's obligations for services funded under a proposed Intermunicipal Collaboration Framework (ICF) or a revenue sharing agreement.	This amendment would ensure that funding obligations under proposed ICFs would be addressed, and will also continue the provisions in a soon-to-expire regulation governing the sharing of revenue from Improvement District 349 in the Bonnyville-Cold Lake region (ID 349 Revenue Sharing Regulation).
Advertisement Bylaw s.606(2)(c) (MGAA, 2015) This section authorizes a municipality to advertise only on its website and without the requirement of a bylaw.	Repeal subsection (2)(c), repeal the reference to it in s.606.1(4) and repeal the additional notice requirement in s.606(6)(e) that relates only to notification given on a website under subsection (2)(c).	Some stakeholders raised concerns with the potential lack of transparency that could result. 606(2)(d) and 606.1 allow for the same form of notification while including additional transparency and accountability measures if a council wants to use such alternative notification methods. In practice, this means that a municipality could still use their website as a means of satisfying public notification requirements, but only if a bylaw had been passed, following a public hearing, to enable this approach.

Current	Proposed	Rationale
FOIP and Closed Council meetings s.197 Indicates when a meeting may be closed with reference to the <i>Freedom of Information and Protection of Privacy Act</i> (FOIPP).	Remove the direct reference to the FOIPP provisions. This matter will be addressed by directly referencing the allowable exceptions within a proposed regulation.	The Privacy Commissioner has identified that the reference to the exceptions from FOIPP should be replaced by specific provisions in the MGA or associated regulations. This change would allow the description of the exceptions to be clearer by framing them in the context of meetings. The exceptions will be incorporated into the proposed Closed Council Meetings Regulation.
Form of Nomination The Local Authorities Elections Act (LAEA) (s.27(1)) includes the requirement that each candidate must provide a written acceptance, which includes the statements that the candidate is eligible to be elected and will accept the office if elected.	Add a new provision to the LAEA to require candidates to acknowledge the requirement to read and comply with the municipality's code of conduct if elected.	This is consistent with the intent of requiring all municipalities to have a code of conduct in the 2015 MGAA.
Revision Authorized s.63 (MGA) This section allows council, by bylaw, to authorize administration to revise a bylaw in accordance with a list of permitted revisions.	Add a requirement to allow council, by resolution, to authorize the Chief Administrative Officer of a municipality to revise a bylaw in accordance with a list of permitted revisions.	Stakeholders have expressed a need to clarify the process for correcting minor errors to bylaws.
Requirements Relating to Substituted Bylaws s.65 (MGA) This section sets out deeming requirements for passing revised bylaws.	Clarify that this section operates despite the provisions in s.191, which deals with the power to amend or repeal a bylaw.	Stakeholders have expressed a need to clarify the process for correcting minor errors to bylaws.

GENERAL TECHNICAL AMENDMENTS—PLANNING AND DEVELOPMENT

Current	Proposed	Rationale
Environmental Reserve s.664(1)(a) This section identifies the types of land that can be dedicated as Environmental Reserve during subdivision application processes.	Change the reference from swamp to wetland.	Changing swamp to wetland will modernize the language in the MGA and harmonize the legislation with the wetland policy that was developed by Environment and Parks.
Statutory Plans s.636.1 The MGA addresses notifications with respect to statutory plans and the provision of opportunities for suggestions or representations regarding those plans.	Add a requirement that area structure plans with a provincial highway component will need to be referred to Alberta Transportation.	Alberta Transportation has indicated that this will assist with their long-range planning.
Subdivision and Development Appeals s. 686(1.1) This section indicates the date of notification of an order, decision or development permit is deemed to be 7 days from the date mailed.	Ensure that the appeal period is the same for posted, advertised or mailed notices.	Development permit decisions can be posted, advertised or mailed, depending on a municipalities land use bylaw. Maintaining this provision, as is, would mean that mailed notices would have 21 days to file an appeal, but that published or advertised notices would only have 14 days. An amendment to adjust this section to make the appeal period the same for posted, advertised and mailed and published notices was not possible through house amendment.

GENERAL TECHNICAL AMENDMENTS—ASSESSMENT AND TAXATION

Current	Proposed	Rationale
New Extension of Linear Property Regulation	Exclude the Extension of Linear Property Regulation from s.603.1(3) and have it become repealed either upon the coming into force of a new regulation or on December 31, 2020	<p>This regulation treats electric power generation plants that have the ability to sell power as linear property for assessment and taxation purposes.</p> <p>The Extension of Linear Property Regulation is a section 603 made regulation that expires June 30, 2017. There is a need to have the regulation remain until the matter is dealt with in the Matters Relating to Assessment & Taxation Regulation (MRAT)</p>
New Electric Energy Exemption Regulation Elevation	Elevate the policy of this s.603 regulation directly into the MGA, thereby enabling the Minister by Order to exempt certain components of properties from education property tax, where those components are used for or in the generation of electricity.	<p>The regulation enables the making of a Ministerial Order to exempt components used for or in the generation of electricity of 'electric power systems' from paying education property taxes.</p> <p>The Electric Energy Exemption Regulation first came into effect January 1, 2001 to provide for the consistent property assessment of all types electric power generating systems, to provide for a tax incentive that would attract industry investment, and to mitigate any adverse financial impacts for certain municipalities in a deregulated market environment for electric power generation.</p> <p>This regulation expires on June 30, 2017 and cannot be renewed under s.603 which provides time-limited regulation-making authority. The <i>Municipal Government Amendment Act</i> (2015) saw the elevation of other s.603 regulations in the Act; for others, new regulation-making authority was created.</p>

Current	Proposed	Rationale
<p>Right to enter on and inspect a property s. 294 Assessors have the right to enter and inspect property for the purpose of preparing an assessment or determining if a property is to be assessed (section 294 of the MGA). Assessors also have the right to compel people to provide any information necessary for the assessor to carry out their duties under the MGA.</p>	<p>Clarify the legislation so that the purposes for which assessors are permitted to inspect properties are aligned with the right of assessors to request information to carry out their duties under Parts 9-12 of the MGA.</p>	<p>Information should only be used for the purpose for which it was collected. Aligning the purposes for which an assessor may request information and perform an inspection would mean that all information in the assessors' possession can be used for the same purpose (i.e. to carry out their duties and responsibilities under the MGA).</p>
<p>Assessment information An assessed person may ask the municipality or, under the MMGA proposals, the provincial assessor for sufficient information to determine how the assessor prepared the assessment of that person's property. The municipality or proposed provincial assessor must comply unless the property owner has filed a complaint about their assessment and the issue has not been resolved.</p> <p>Under the MMGA proposals, assessors could compel property owners to provide records during an inspection or respond to a request for information at any time, regardless of whether an assessment on the property is under complaint.</p>	<p>Clarify that assessors may not compel a property owner to provide records during an inspection or respond to a request for information relative to the current assessment year if the property owner has filed a complaint about their assessment.</p> <p>The assessor may still request information or compel the property owner to provide records relative to the upcoming assessment year.</p>	<p>This amendment would create a better balance between the access to information rights of property owners and assessors. It would mean that while a complaint is active, both parties are only obliged to share information as part of the complaint process.</p>
<p>Subclasses Under the MMGA proposals, councils would be permitted to set different tax rates for sub-classes of non-residential property (as defined in the regulations). Assessors would be required to apply the sub-classes defined in the regulation to assessments even if council wishes to tax all sub-classes at the same rate.</p>	<p>Clarify that assessors would only be required to apply non-residential sub-classes in the assessment process if council chooses to tax the sub-classes differently.</p>	<p>Applying non-residential sub-classes to property assessments would require additional work and investment in information technology infrastructure for most municipalities. This amendment would allow municipalities to avoid these expenses if they choose not to use non-residential sub-classes.</p>

Current	Proposed	Rationale
Liability Code Assessments rolls and notices are required to include a “liability code”, which is assigned by the assessor (section 303(f.1)).	Remove the requirement to include a liability code on assessment rolls and notices.	This code was required because provincial auditors made use of it when auditing municipal assessments – it is not meaningful for property owners or municipalities. It is no longer required for the audit program.
Receipts Municipalities are required to provide a receipt when taxes are paid (section 342).	Clarify that municipalities will be required to provide a receipt when taxes are paid, unless otherwise advised by the property owner.	Costs associated with issuing receipts (usually by mail) may be unnecessary if property owners do not wish to receive a receipt.



REQUEST FOR DECISION

SUBJECT: **Susa Creek Cooperative Surface Lease**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: January 24, 2017 CAO: MH MANAGER:

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

FILE NO./LEGAL: LEGAL/POLICY REVIEW:

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw/Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council 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:

On Jan 10, 2017 Council tabled this item until more information was brought forward. As per Council's request, attached are three maps that show the road alignments in yellow and the existing Susa Creek's boundary outlined in red.

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



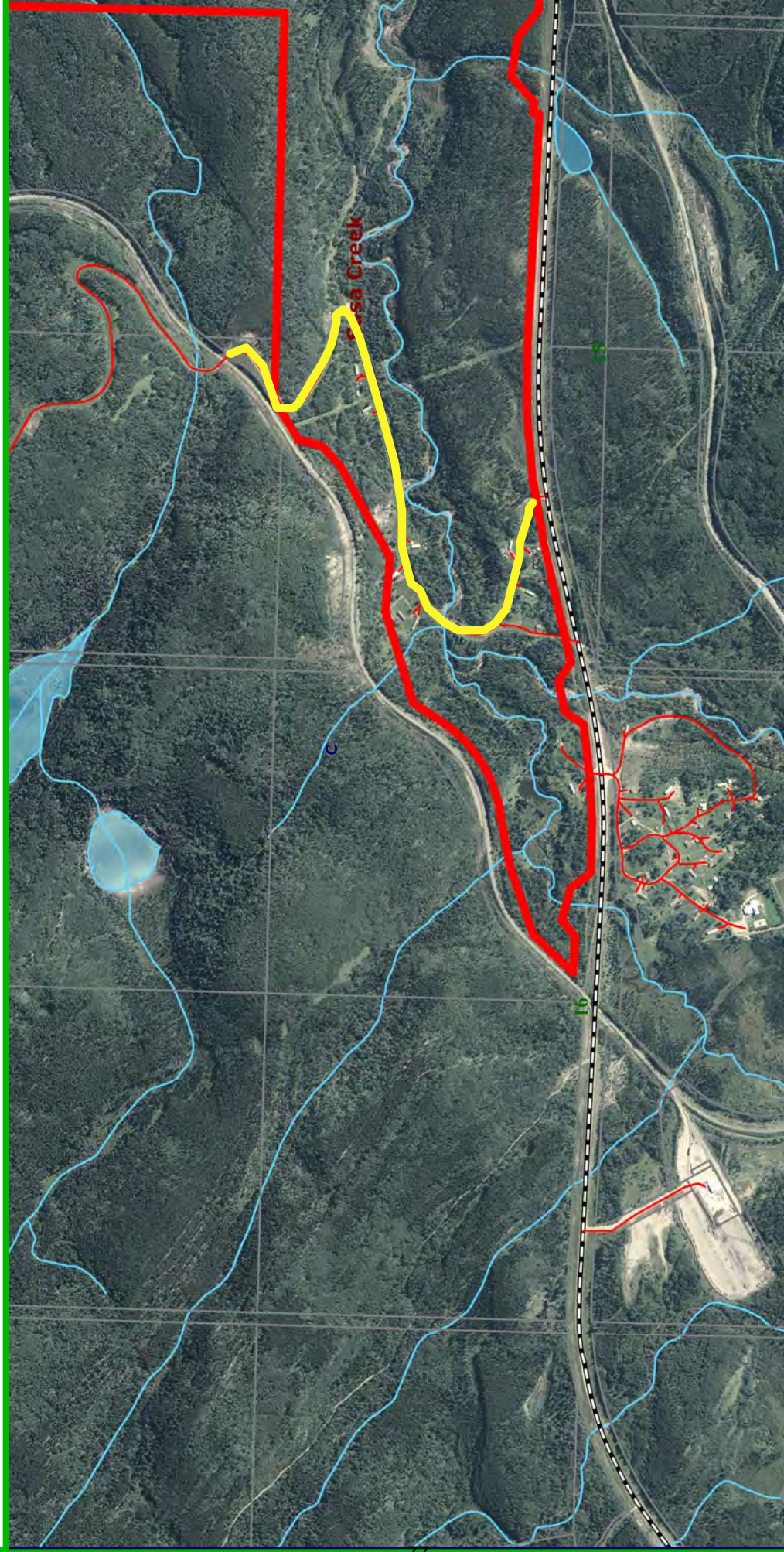
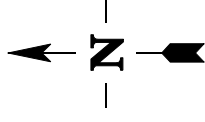








Surface Lease
Susa Creek Rural Settlement from Hwy 40 approximately 1.9 kms



Municipal District of Greenview #16

The Municipal District of Greenview makes no representation or warranties regarding the information contained in this document, including, without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Municipal District of Greenview shall have no liability to such persons for any loss or damage whatsoever.

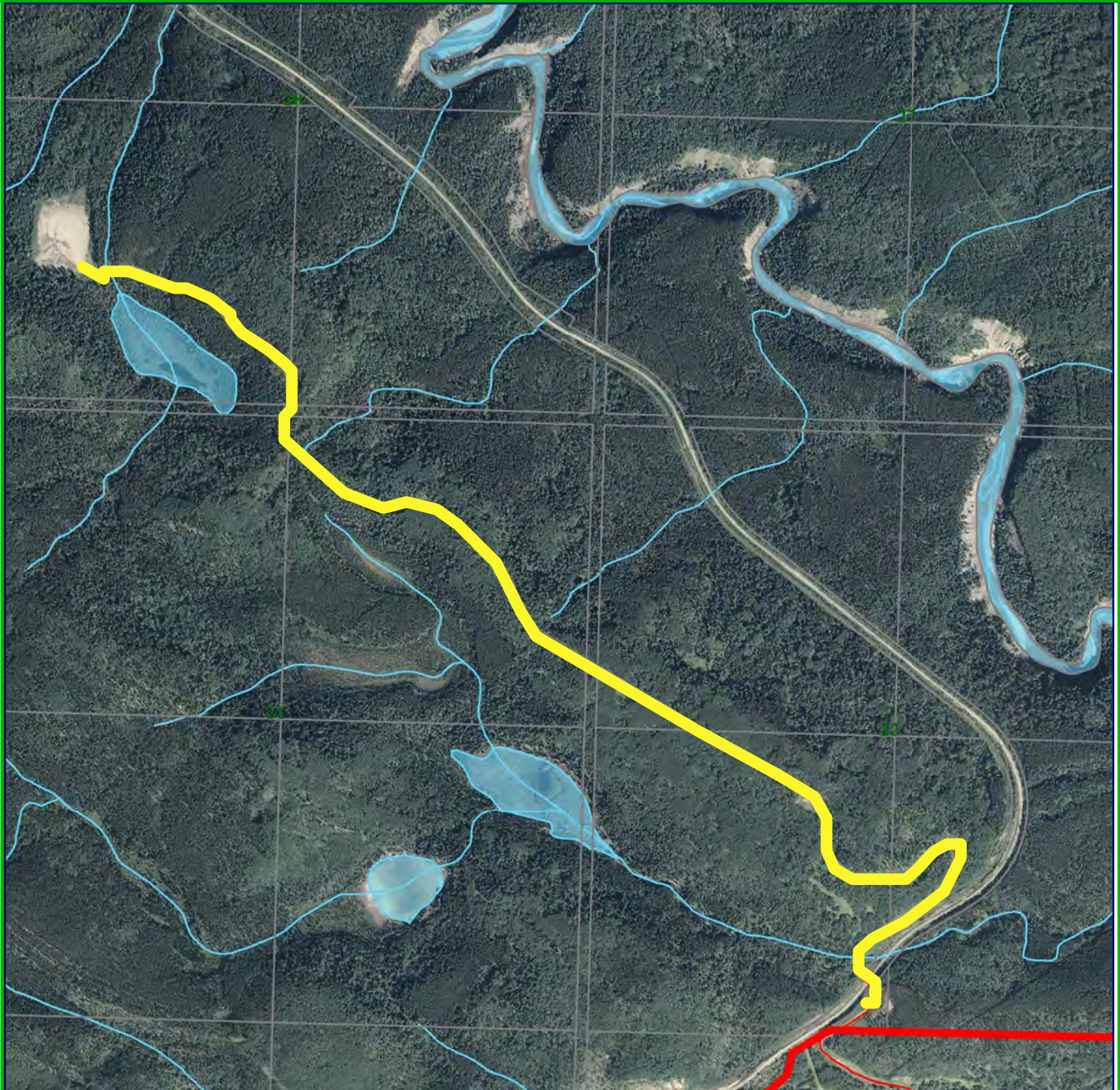
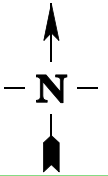
This document shall not be copied or distributed to any person without the express written consent of the Municipal District of Greenview.

© 2008 Municipal District of Greenview. All Rights Reserved.



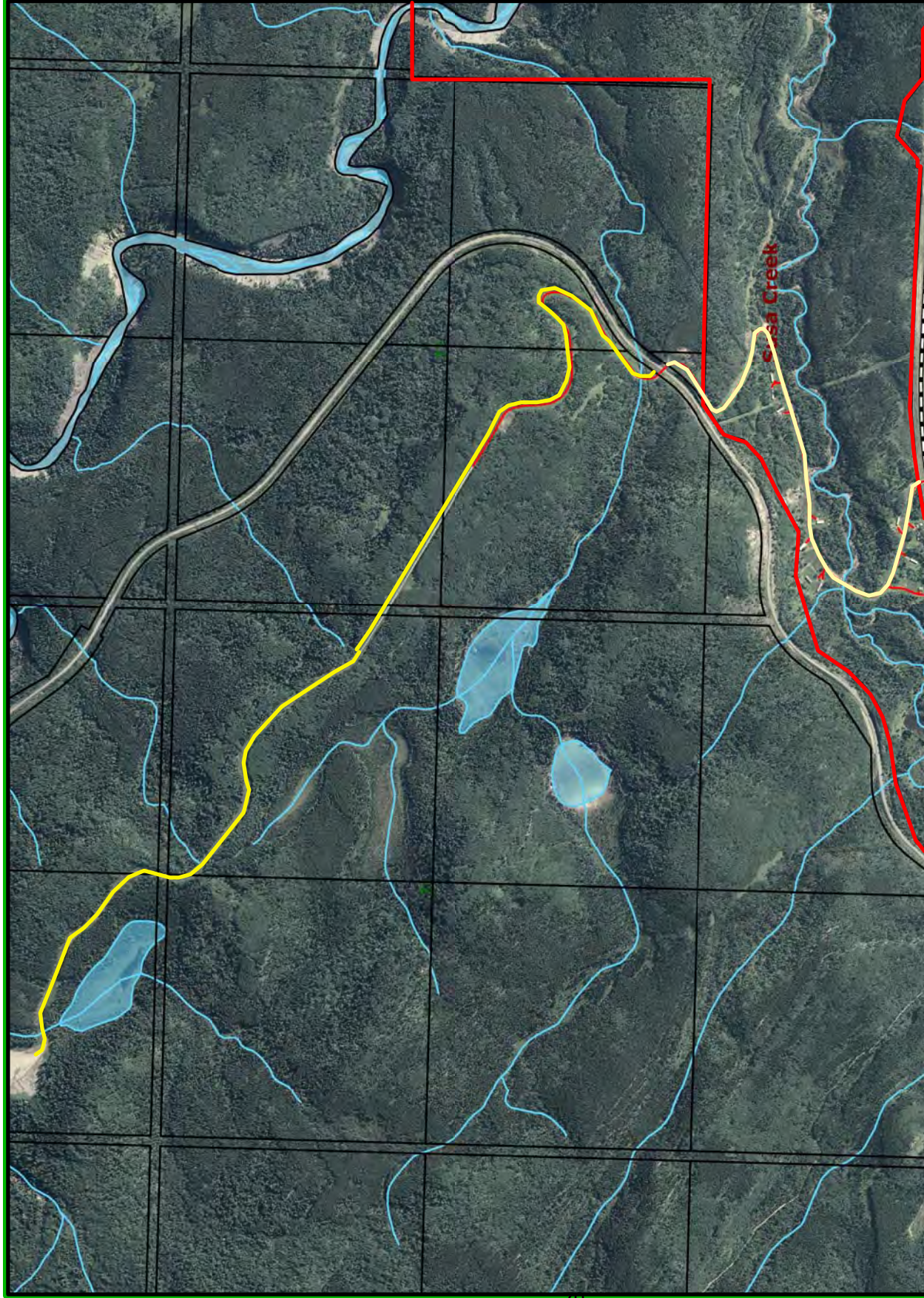
Municipal District of Greenview #16

Susa Creek LOC 030917 - 3.80 km



The Municipal District of Greenview makes no representation or warranties regarding the information contained in this document, including, without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Municipal District of Greenview shall have no liability to such persons for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Municipal District of Greenview.

© 2016 Municipal District of Greenview. All Rights Reserved.

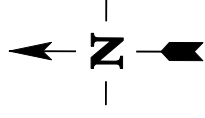


LEGEND

LOC 030917
3.80 kms

MSL - Surface
Lease 1.9 kms

SUSA CREEK
Settlement
Boundary



OVERVIEW MAP - SUSA CREEK COOPERATIVE SURFACE LEASE

Municipal District of Greenview #16

The Municipal District of Greenview makes no representation or warranties regarding the information contained in this document, including, without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Municipal District of Greenview shall have no liability to such persons for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Municipal District of Greenview.

© 2016 Municipal District of Greenview. All Rights Reserved.





REQUEST FOR DECISION

SUBJECT:	Grande Cache Medical Clinic	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH	MANAGER:
MEETING DATE:	January 24, 2017	GM: DM	PRESENTER: DM
DEPARTMENT:	COMMUNITY SERVICES	LEGAL/POLICY REVIEW:	
FILE NO./LEGAL:		FINANCIAL REVIEW:	
STRATEGIC PLAN:			

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to reply to the Grande Cache physician group outlining Greenview's philosophies regarding the proposed Grande Cache Medical Clinic as presented.

BACKGROUND/PROPOSAL:

Greenview has received correspondence dated December 20, 2016 from Dr. Esther Barnard on behalf of the Grande Cache Physician Group. The physicians have communicated the following:

- That Greenview and the Town of Grande Cache are requested to each contribute \$1,000,000.00 towards the construction of a new Medical Clinic.
- That Alberta Health Services has declared their willingness to provide land for this facility adjacent to the Grande Cache Hospital.
- That Alberta Health Services would own, operate and maintain the facility at no further expense to the municipalities outside of the capital construction.
- The physicians will not be renewing the lease on their existing facility effective April of 2017.

At the July 12, 2016 Greenview Council Meeting the following motion was made:

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

The Discussion Briefing Report outlined a variety of questions that would be required to be addressed prior to Greenview committing any funds to the construction of the Grande Cache Medical Clinic. It should be noted that not all of the questions have been addressed in any correspondence received to-date.

At the September 13, 2016 Greenview Council Meeting the following motions were made:

That Council authorize Administration to recommend to the Town of Grande Cache that a joint Grande Cache Medical Clinic committee shall be established with a mandate to address the Grande Cache Medical Clinic proposal.

That Council adopt the terms of reference for the Grande Cache Medical Clinic Committee.

Greenview Administration recommended to Council the following philosophies:

1. That a joint advisory committee be established to review the concept of building a new medical clinic within Grande Cache.
2. That the Grande Cache physicians be consulted regarding the proposed facility but would not be part of the committee.
3. That the facility should be financially self-sustaining, whereby lease agreements are entered into with the physicians and that an appropriate fee structure be established.
4. If a new facility is constructed it should be solely owned and operated by both local governments.

Greenview Administration would like to make the following points in relation to the December 20th, 2016 correspondence for Council's consideration:

- Greenview has not received any indication from the physicians as to why a present lease location could not be renewed as per discussions with the landlord.
- Greenview was not made aware of any alternative locations considered for physician medical clinic lease options.
- Greenview has not received any supporting documents from Alberta Health Services as to their participation in the proposed project.
- The correspondence stated that the new medical clinic would be owned, operated and maintained by Alberta Health Services contrary to Council's philosophy (If a new facility is constructed it should be solely owned and operated by both local governments).
- The intent of the correspondence implies that the requested funds would be forwarded to the physicians and the physicians would be the lead agency in constructing the facility. Administration recommends that this alternative not be considered at this time as building construction should be administered by one of the municipalities.

Administration proposes that the following updated philosophies be conveyed to the Town and to the Doctors' Group:

1. That a joint advisory committee be established to review the concept of building a new medical clinic within Grande Cache.
2. That the Grande Cache physicians be consulted regarding the proposed facility but would not be part of the committee.
3. That alternate sites, including the renovation of the existing site, be explored and reasons for their suitability/unsuitability be determined.
4. That if a facility is constructed that it be financially self-sustaining, whereby lease agreements are entered into with the physicians and that an appropriate fee structure be established to ensure municipal costs are covered.

5. If a new facility is constructed with municipal funding, it will be solely owned and operated by both local governments.

The main update to the philosophies is the exploration of alternate sites. This is being proposed as there may be landlords in Grande Cache willing to renovate a space (or allow renovations to be done) as part of a long-term lease – held either by the doctors or one of the municipalities. This may be a more cost effective action. It may also present an option that allows for the doctors to develop their private business without subsidization by the taxpayers. Administration proposes that this option should be explored as it could result in a savings to the taxpayers of \$2 Million.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to approve, alter or deny the Greenview philosophies for the proposed construction of the Grande Cache Medical Clinic.

BENEFITS: The benefit of submitting Greenview’s philosophies to the physician group is that they will have a clear understanding of Greenview’s position.

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

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Correspondence letter dated December 20, 2016
- Terms of Reference
- Grande Cache Medical Clinic Discussion Briefing Report
- Greenview Philosophies

Dr. E. Barnard
Dr. J. Gillett
Dr. A. Van den Berg
Dr. L. Viviers
Dr. C. Walton

Grande Cache Medical Centre
Box 540
Grande Cache, AB
T0E 0Y0

December 20, 2016

Mr. Dale Gervais and Council
Municipal District of Greenview
Box 1079
Valleyview, AB
T0H 3N0

Dear Mr. Gervais and Council,

On behalf of the physician group in Grande Cache, I would like to bring to your attention once more our efforts to establish a Medical Clinic Building in the Town of Grande Cache.

The purpose of such a building would be to facilitate physician recruitment and to secure physician retention in Grande Cache.

We met with the Town of Grande Cache in March, 2016 and explained the motivation for constructing a dedicated Medical Centre building.

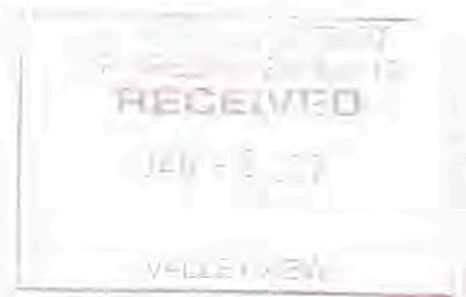
The current situation is that Dr. Gillett and I have rented space from a Private Company for the past 20 years and will not be renewing our lease in April 2017, leaving the town with no medical clinic at that time.

The Town of Grande Cache acknowledges the importance of this venture and have pledged \$1 Million towards this project. We respectfully ask that the MD of Greenview support this work in a similar fashion, and contribute a similar amount to complete the project.

We would like to ensure stable Medical Service Delivery to the citizens of the Town of Grande Cache, the Industries and resident populations within the Municipal District surrounding Grande Cache.

To this end we need to have a stable physician complement. We need to recruit physicians at present and this is nigh on impossible without a Medical Clinic Building.

AHS (Alberta Health Services) has declared their willingness to provide land for such a building directly adjacent to the Hospital (Grande Cache Community Health Complex). This building will be owned,



operated, maintained by AHS and will not be a continued expense to the Town or the MD beyond the cost of construction.

In terms of the Project Budget, we need to plan for a building that provides about 5000 sq foot of space, in order to house 5 physicians and the staff of the Bighorn PCN, which should continue to be co-located with the Grande Cache Medical Centre. This is compliant with the Medical Home Model of primary care delivery, which carries the full approval of the Ministry of Health.

Basic construction cost we have verified to the best of our ability, is about \$250.00 per square foot. We therefore need at least \$1,250,000.00 for construction. We need to also budget for landscaping, parking facilities and outfitting the clinic with medical equipment.

We would like to secure Total project funding of \$2M. We therefore ask that the MD contribute \$1M towards the project. We propose to return all unused funds to the contributors in equal portions.

Thank you for taking the time to read this letter. As time is of the essence, we would invite your response back at your earliest convenience.

Yours sincerely,

A large, fluid, handwritten signature in black ink, likely belonging to Dr. Esther Barnard, positioned above the printed name and title.

Dr. Esther Barnard
On behalf of the Grande Cache Physician group

Cc : Town of Grande Cache



Grande Cache Medical Clinic Committee Terms of Reference

Purpose

The joint Grande Cache Medical Clinic Committee will act as an advisory board to their respective Councils relating to the proposed Grande Cache Medical Clinic project.

Mandate

The mandate of the joint Grande Cache Medical Clinic Committee will be:

1. To review the viability of local governments providing a medical clinic facility within Grande Cache.
2. To review various options available regarding a location for the proposed facility.
3. Explore and provide various building designs that will accommodate the physician's and the community's needs.
4. Develop a business plan model that will address not only the governance but the capital and operation costs of the proposed facility.
5. Establish a detailed timeline for the proposed project.

Membership

1. The Grande Cache Medical Clinic Committee shall consist of six (6) members:
 - Two (2) elected officials from each jurisdiction.
 - One (1) administrative non-voting member from each jurisdiction.

Structure

1. The chairman shall be elected by the committee members.
2. Vice chairman shall be elected by the committee members.
3. Members shall be appointed by their respective Councils for the term of the project.
4. Greenview Administration will provide administrative services to the advisory committee.

Responsibilities

1. Meetings shall be held at the call of the chairman.
2. Quorum for the joint Grande Cache Medical Clinic Committee shall consist of fifty percent (50%) of the voting membership plus one.
3. The committee shall advise their respective Council's on all matters relating to the proposed Grande Cache Medical Clinic project.
4. Committee members shall be cognizant of the interests of all stakeholders related to the Grande Cache Medical Clinic project.

Reporting

1. Minutes of the joint advisory committee meetings shall be recorded and submitted to the respective jurisdictions.
2. Activity reports shall be provided to the respective jurisdictions.

The Terms of Reference may be amended as required with the consent of both jurisdictions.



Grande Cache Medical Clinic Discussion Briefing Report

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

Questions:

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

Philosophies:

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



Greenview's Philosophies regarding the Grande Cache Medical Clinic

Administration proposes that the following updated philosophies be conveyed to the Town and to the Doctors' Group:

1. That a joint advisory committee be established to review the concept of building a new medical clinic within Grande Cache.
2. That the Grande Cache physicians be consulted regarding the proposed facility but would not be part of the committee.
3. That alternate sites, including the renovation of the existing site, be explored and reasons for their suitability/unsuitability be determined.
4. That if a facility is constructed that it be financially self-sustaining, whereby lease agreements are entered into with the physicians and that an appropriate fee structure be established to ensure municipal costs are covered.
5. If a new facility is constructed with municipal funding, it will be solely owned and operated by both local governments.

The main update to the philosophies is the exploration of alternate sites. This is being proposed as there may be landlords in Grande Cache willing to renovate a space (or allow renovations to be done) as part of a long-term lease – held either by the doctors or one of the municipalities. This may be a more cost effective action. It may also present an option that allows for the doctors to develop their private business without subsidization by the taxpayers. Administration proposes that this option should be explored as it could result in a savings to the taxpayers of \$2 Million.



REQUEST FOR DECISION

SUBJECT: **Joint Council Meeting**
SUBMISSION TO: COMMITTEE OF THE WHOLE
MEETING DATE: January 17, 2017
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL:
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council advise Administration on which topics they would like to discuss with the Council of Grande Cache, tentatively scheduled for February 7th, 2017.

BACKGROUND/PROPOSAL:

At the last Joint Council Meeting with the Town of Grande Cache, on October 25th, 2016, both Council's agreed on a meeting early in the new year. Administration is looking for direction on which topics Greenview Council would like to see on the agenda for the upcoming meeting.

Administration is recommending that the Grande Cache Medical Clinic be considered as an item if a meeting is to take place. At this time, no items have been put forward by the Town.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Other options for Council's consideration is to cancel the joint meeting with the Town of Grande Cache.

BENEFITS: The benefit of the recommended motion is that Administration may prepare an agenda for the meeting and inform the Town of specific items.

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

COSTS/SOURCE OF FUNDING:

There are no perceived costs to the recommended motions.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT:	2017 Women in the North Conference		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 24, 2017	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	PRESENTER: DM
FILE NO./LEGAL:			LEGAL/POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council provide sponsorship in the amount of \$500.00 to Community Futures for the 2017 Women in the North Conference, with funds to come from the Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

The 10th Annual Women in the North Conference will take place on April 5, 2017 in Peace River, Alberta. Every year this event inspires, motivates and educates the women in the northern region.

The conference focuses on building the capacity of the local women entrepreneurs and strives to offer them information pertinent to their needs.

The steering committee consists of Community Futures Peace Country, Community Futures Grande Prairie Region along with Alberta Agriculture. The committee is requesting Greenview's continued support as the conference goes into its tenth year.

Greenview has provided sponsorship to Community Futures for the 2016 Women in the North Conference in the amount of \$500.00.

The Community Service Miscellaneous Grant has a balance of \$513,752.70 as of January 23, 2017.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to approve, alter or deny the sponsorship to Community Futures for the 2017 Women in the North Conference.

BENEFITS: The benefit of approving sponsorship for the 2017 Women in the North Conference is that it may assist Community Futures Peace River with having sufficient funds to host the conference event and may provide local women entrepreneurs with pertinent information.

DISADVANTAGES: The disadvantage of providing funds to the 2017 Women in the North Conference is that it may set a precedent for providing sponsorship to other conferences of this nature.

COSTS/SOURCE OF FUNDING:

The \$500.00 sponsorship for the 2017 Women in the North Conference will come from the Community Service Miscellaneous Grant.

ATTACHMENT(S):

- Community Futures Sponsorship Request Letter

January 03, 2017

Municipal District of Greenview #16

Sponsorship Opportunity: Women in the North Conference 2017

The 10th Annual Women in the North Conference will take place on April 5, 2017 in Peace River, Alberta. Every year this event inspires, motivates and educates the women in our region. Last year's event had high attendance, excellent sessions and positive feedback from our delegates, thanks in large part to our sponsors. We are committed to providing relevant topics and training to ensure this conference remains strong and therefore we are looking to you to be an important partner in this successful day.

The 2017 WIN conference is a day-long event packed full of dynamic and motivational keynote speakers and educational breakout sessions. It will highlight local women in business and features local entertainment to round out the day. Our keynote speaker for 2017 is Janet Podleski, co-author of the award winning cookbooks LooneySpoons as well as the host of Eat, Shrink and Be Merry show. We are also featuring Holly Sorgen of EmPower UP!

The conference focuses on building the capacity of our local women entrepreneurs and we strive to offer them information pertinent to their needs. Therefore, we are offering breakout sessions that include topics on health, human resources and mastermind groups. Delegates come from the entire Peace region and continually rate this event very high and this year we built our program based on data we gathered from the evaluation forms.

The steering committee consists of Community Futures Peace Country, Community Futures Grande Prairie & Region along with Alberta Agriculture and we have been very grateful for past contributions, and we ask for your continued support as the Conference goes into its tenth year.

I welcome the opportunity to discuss this event with you further and have attached an information sheet about available sponsorship opportunities. In the meantime, please visit our website at www.womeninthenorth.com

Thank you for your time and consideration.

Please contact Randy Hodgkinson at (780) 624-1161 or via email randy@cfpeacecountry.com or Sherry Crawford, Projects Coordinator at events@cfpeacecountry.com for further information or discussion.

Respectfully;

Randy Hodgkinson
General Manager
Community Futures Peace Country

WIN 2017: Sponsorship Opportunities

Platinum Keynote Speaker Sponsorship (2 available): \$5,000.00 plus

As Platinum - Keynote Speaker Sponsor your company will have the option of making a brief speech to delegates about your service and opportunity for partnership during the introduction of the keynote. Your company logo will be prominently displayed in all marketing material before and during the conference. In addition, your company will be provided with a tabletop exhibit which offers the opportunity to display your services in a prominent place and discuss it with attendees, as well as 4 complimentary delegate registrations.

Gold: \$2,500.00 - \$4,999.00

Our Gold Sponsorship package grants your company prominent positions in marketing material and at the conference itself, display space in the conference room and 2 complimentary delegate registrations.

Silver: \$1,500.00 - \$2,499.00

The Silver Sponsorship package grants your company prominent positions in marketing material and at the conference itself, display space in the conference room and 1 complimentary delegate registration.

Bronze: to \$1,499.00

The Bronze Sponsorship package provides prominent positions in marketing material at the conference itself, and display space in the conference room.

Health Sponsor (2 available): \$1,000.00

As a health sponsor (covering breaks and lunch), your company will be prominently displayed and acknowledged before and during the meal.

Friends of WIN Sponsor: \$500.00

As a friend of Women in the North, your company will be displayed during the break time.

- Please note that all sponsors will receive recognition on the WIN website, Facebook page, agenda package and related materials regardless of sponsorship amount.

Thank you and we look forward to hearing from you!



REQUEST FOR DECISION

SUBJECT:	19th Annual Swan Festival		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 24, 2017	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	PRESENTER: DM
FILE NO./LEGAL:			LEGAL/POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the sponsorship request from the Friends of Saskatoon Island and Alberta Parks for the 19th Annual Swan Festival for information.

BACKGROUND/PROPOSAL:

The Friends of Saskatoon Island and Alberta Parks is requesting Greenview to provide sponsorship in the amount of \$500.00 for the 19th Annual Swan Festival which takes place April 22nd and 23rd, 2017.

The Annual Swan Festival is a community initiative which brings people together from around the Peace Country and throughout the Province to celebrate the return of the trumpeter swans to the region.

As indicated in the attached event summary, the swan festival continues to grow as a major regional attraction, drawing over 500 visitors per year with many traveling from Edmonton and beyond.

Greenview has previously denied sponsorship requests from the Friends of Saskatoon Island and Alberta Parks.

The Community Service Miscellaneous Grant has a balance of \$513,752.70 as of January 23, 2017.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to accept the sponsorship request for information or provide sponsorship funding to the Friends of Saskatoon Island and Alberta Parks for the 19th Annual Swan Festival.

BENEFITS: The benefit of accepting the sponsorship request from the Friends of Saskatoon Island and Alberta Parks for the 19th Annual Swan Festival is that this will be consistent with the response provided by Greenview in the past.

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

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Request for Sponsorship from Friends of Saskatoon Island and Alberta Parks

The 19th Annual Swan Festival

April 22nd and 23rd, 2017



Request For Sponsorship

The Friends of Saskatoon Island and Alberta Parks would like to invite the Municipal District of Greenview #16 to sponsor the 19th annual Swan Festival which takes place April 22nd and 23rd, 2017.

The annual Swan Festival is a community initiative which brings people together from around the Peace Country and throughout the Province to celebrate the return of trumpeter swans to the region. The Grande Prairie area contains the highest concentration of breeding trumpeter swans in North America and these majestic birds are a major symbol for the County and City of Grande Prairie as well as for many local businesses.

As indicated in the attached event summary, the swan festival continues to grow as a major regional attraction, drawing over 500 visitors per year with many traveling from Edmonton and beyond. This year we celebrate the 19th anniversary of the festival. We continue to work with local organizations to make the festival a growing part of the community.

We would like to ask the Municipal District of Greenview #16 to consider a contribution of \$500 to the festival. Sponsorship by the District will be recognized with your logo on our promotional posters, websites and advertisements.

Sincerely,

Chelsey Rhodes

Visitor Services Specialist, Alberta Parks

1301, 10320—99 Street
Grande Prairie, Alberta / T8V 6J4
Ph. 780-538-5635
Chelsey.rhodes@gov.ab.ca



SWAN FESTIVAL 2017

(April 22nd & 23rd)

Event Summary

Festival Description and History:

This will be the nineteenth year for the annual Swan Festival, a community event that celebrates the annual return of trumpeter swans to the Peace Country. This special event highlights a major symbol for our community and builds both awareness of and appreciation for trumpeter swans and their habitat.

This event continues to contribute to community development with more than 25 local volunteers making the event happen and over 500 people attending. The event also continues to attract new visitors. At least 15% of our audience comes from outside the immediate Grande Prairie region and we have had visitors from as far as way as Newfoundland, New York and Europe.

Partners:

There are many local contributors to the annual swan festival. These contributors include both in-kind sponsors (donating their time, materials/products, and/or expertise to the event) and those who provide monetary support. The sponsors that have been with us the past three to five years include: the ASRPW Foundation, County of Grande Prairie, City of Grande Prairie, Grande Prairie Rotary Club, Centre 2000, Ducks Unlimited Canada, Grande Prairie Regional Tourism Association, Lake Saskatoon Community Club, Peace Library System, Peace Parkland Naturalists, Service Plus Inns and Suites, the Town of Beaverlodge, the Town of Wembley, the Town of Sexsmith, Weyerhaeuser, and Wonderland Toy and Hobby.

Promotion and Sponsor Recognition:

The Swan Festival is promoted through local newspapers and radio, road signs, posters, brochures and the Alberta Parks website (www.albertaparks.ca). Sponsor logos are included in all print material and on the website. All sponsors are recognized during the festival through on-site signage.

FESTIVAL EVENTS

**Saturday, April 22nd – Swan Festival Kick-Off at Centre 2000
6:30 – 9:00 p.m.**

- Guest speaker Charlie Russell, (Canadian Naturalist)
- Music, a silent auction and a wine and cheese social will follow.

**Sunday, April 23rd – Swan Events at Saskatoon Island Provincial Park
12:30 – 4:30 p.m.**

- Guided bus tours to view Trumpeter Swans
- Various activities and crafts
- Face Painting
- Local Community Displays
- Hot lunch and BBQ

Pre / Festival Events

- The Senior Swan Tours take place from mid to end of April. Buses pick up seniors from registered senior homes to take part in guided swan tours which finish off at the Beaverlodge Cultural Centre for tea and treats! (Tours included senior groups from Grande Prairie, Valleyview, Beaverlodge and Hythe.)
- Depending on staffing, swan displays and story time at the Grande Prairie Public Library is offered plus swan story times in regional libraries



REQUEST FOR DECISION

SUBJECT:	Sponsoring Computer Technology Bursary		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 24, 2017	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	PRESENTER: DM
FILE NO./LEGAL:		LEGAL/POLICY REVIEW:	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – *Policy C0 19 – Sponsoring for a Computer Technology Bursary*

RECOMMENDED ACTION:

MOTION: That Council deny the request for Computer Technology Bursary application dated January 6, 2017.

BACKGROUND/PROPOSAL:

The Computer Technology Bursary policy was adopted in 2011 as a means to provide financial assistance to students pursuing education in the computer technology field with the intended initiative to recruit a computer technician for the area. Greenview would provide a bursary of \$7,000.00 per year up to a maximum of \$14,000.00 per student enrolled full time in the post-secondary computer program. There are various other criteria outlined within the policy including a return service commitment.

Administration has recently received an application for the Computer Technology Bursary; however, the bursary as to our knowledge was previously never applied for in the past.

Administration is recommending that the bursary application dated January 6, 2017 be declined, due to there being no relevant employment opportunities available within the Greenview organization at this time. This would mean that, as the applicant is in their final year of study, they would be required to pay back the amount within a few months.

Although Administration has no statistics to support the following statement, “to our knowledge, presently there is no shortage or high demand for computer technicians in the area,” it is felt that this may be the case.

Greenview Administration will be bringing forth a recommendation for Council's consideration regarding the continued sponsorship of Greenview's bursary programs.

The Community Service Bursaries and Scholarships fund has a balance of \$12,000.00 as of January 23, 2017.

OPTIONS/BENEFITS/DISADVANTAGES:

OPTIONS: Council has the option to accept the Computer Technology bursary application for information or approve the application.

BENEFITS: The benefit of declining the computer technology bursary application for information is that it may provide Administration with the opportunity to present a bursary program that will be more suited, fair and equitable for the areas within Greenview.

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

COSTS/SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Bursary Application Letter
- C0 19 Computer Technology Bursary

Teresa Marin

From: Ced Perez <cedperez03@gmail.com>
Sent: Friday, January 06, 2017 12:49 PM
To: Teresa Marin
Subject: Computer Technology Bursary Application

Cedric Perez
Digital Media and IT Student - NAIT
1845 51St SW
Edmonton AB T6X 1Y3

January 6, 2016

Teresa Marin
Community Services, Executive Assistant
Municipal District of Greenview No. 16
Box 1049 - 4806 36 Ave
Valleyview, Alberta T0H 3N0

Dear Ms. Marin,

As I inquired about financial assistance for my final semester at NAIT on Web Development program. I'm writing to you as my application for the bursary.

I have a strong knowledge in HTML/CSS, JavaScript, PHP, and Filming Last year through my semester I learned how to make websites using WordPress and making responsive websites with PHP with a total of 3.1 GPA. I Also shot and edited a short-film to enter in a contest, and some community YouTube videos here in Edmonton, which I think would be a great asset for Greenview to promote its events through digital media.

I also took some Business Analyst courses that gave me knowledge in Quality Assurance and Software testing which is a great process to implement in providing/improving websites or services. I also participated in activities at NAIT and became a vice president of the Filipino-Canadian Club at NAIT, where I learned to lead a group of people and organized events.

I visited Valleyview quite a few times now, and since i drive by Valleyview to Falher where my parents live, I think the community has a great potential to grow up even more, and I'd like to be a part of it. I have read the requirements and I am interested in future opportunities that MD Greenview may have.

Thank you for your time and consideration,

Cedric Perez



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

Section:
COUNCIL

POLICY NUMBER: CO 19

**POLICY TITLE: SPONSORING FOR A COMPUTER TECHNOLOGY
BURSARY**

Page 1 of 2

Date Adopted by Council / Motion Number:

11.05.292

PURPOSE:

To provide financial assistance to students pursuing education in the computer technology field as an initiative to recruit a computer technician for the area.

POLICY:

The M.D. of Greenview will provide a bursary of \$7,000 per year up to a maximum bursary of \$14,000 per student enrolled full-time in a post-secondary Computer Technology program.

1. The M.D. will accept written applications from qualifying computer technology students.
2. The M.D. will select the student for funding. Students will be selected and bursary documents completed prior to the start of the post-secondary academic year (generally May to August).
3. To be eligible for the bursary the student must:
 - Be a resident of Alberta based on Students Finance Regulations
 - Priority consideration will be given to residents of the M.D. of Greenview, Town of Valleyview, Town of Fox Creek and Town of Grande Cache.
 - Secondary consideration will be given to residents of Northern Alberta
 - Third consideration will be given to residents of Alberta
 - Be enrolled full time in a post-secondary computer technology program.
 - Commit to live and work for the M.D. of Greenview for a specified amount of time upon graduation as set out in article 5 below.
 - While attending University, the student must commit to work between the end of the spring semester and the commencement of the fall semester (summer break) in a location approved by the sponsor in the M.D. of Greenview.
4. The bursary amount will be \$7,000 per year (maximum of \$3,500 for half an academic year of study), with the total student award being up to \$14,000, inclusive of bursary funds provided by NADC.
5. The M.D. will prepare the return service contract for the bursary. One month of return service is required for each \$500 of total bursary support. For example: A \$5,000 bursary has a return service commitment of 10 months.

**POLICY TITLE: SPONSORING FOR A COMPUTER TECHNOLOGY
 BURSARY**

Page 2 of 2

Date Adopted by Council / Motion Number:

11.05.292

6. The M.D. will send the bursary directly to the student when written notification from Advanced Education confirms applicant's enrollment in program.
7. Annually the student will submit follow up to the sponsor about their summer employment return service commitment.
8. In subsequent study years, the student will send confirmation of current enrollment to the sponsor.

(Original signed copy on file)

REEVE

C.A.O.



CAO's Report

Function: CAO

Date: January 24th, 2016

Submitted by: Mike Haugen

Reynolds Mirth Municipal Law Seminar

The annual RMRF Law Seminar is scheduled for Grande Prairie on March 3rd, 2017. If Council wishes to attend, please advise Lianne Kruger and she will register you and update your calendar.

The annual seminar features various lawyers from Reynolds Mirth Richard Farmer talking about several different areas of law and legislation and its relationship/impact to municipal operations.

Topics include:

- *Planning for the Future: Bill 21*
- *Employment Issues in the Twitterverse*
- *Navigating your Way Through Tricky Waters: Bankruptcy and Collection of Taxes Owed for Linear Property and Machinery and Equipment*

Alternate dates are available in Edmonton and Airdrie.

Grande Cache Bulletin Board

The Grande Cache Institute has constructed a bulletin board for the MD of Greenview. The board has been installed in the Grande Cache Mall and is now being updated by Administration in Grande Cache. This provides an additional means of communication with our residents and the broader community in the area.



Species at Risk Listing

For Council's information, a listing of the Species identified under the Species At Risk Act (SARA) can be found at the following location:

http://www.registrelep-sararegistry.gc.ca/species/schedules_e.cfm?id=1

The Fish and Wildlife Interactive Mapping Tool can be found here:

<http://aep.alberta.ca/fish-wildlife/fwmis/access-fwmis-data.aspx>

Canada's 150th Anniversary

Staff are working on a proposal to bring forward to Council regarding Canada's 150th Anniversary celebrations. The broad outline of the proposal would be a grant program that community organizations could access in order to hold events celebrating the 150th Anniversary of Canada. In essence, Greenview would be facilitating community events in lieu of directly organizing its own celebration(s).

Municipalities and Wetlands

We have been advised by the AAMDC that on March 16th, the Alberta NAWMP Partnership (<http://www.abnawmp.ca/>) will be holding a Wetland Forum on the topic of Wetlands and Municipalities. The event is taking place in Leduc.

According to the notice, the "event seeks to acknowledge and support the important role that municipalities play in wetland conservation through panel discussions and profiles, including:

- a primer on Your Guide to Making Wetlands Work in your Municipality
- introduction to the provincial merged wetland inventory
- municipal wetland education needs and future options
- wetland menu concept: municipal public advisory committees
- MGA revision update: implications for wetlands
- municipal-wetland case studies: MDPs and wetlands, municipal inventories, wetlands and watersheds

Follow up information will be forwarded in the future. There are only 60 spots available for this event. Administration would like to have one or two people in attendance and suggests that Council have one or two delegates attend as well.

Upcoming Dates:

Growing the North	February 22 nd and 23 rd
RMRF Law Seminar	March 3 rd
AAMDC Spring Convention	March 20 th -22 nd