



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Tuesday, February 28, 2017

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	
	3.1 Regular Council Meeting minutes held February 14, 2017 – to be adopted.	3
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
#6	BYLAWS	
	6.1 Bylaw 17-776 Election Bylaw	11
#7	OLD BUSINESS	
#8	NEW BUSINESS	
	8.1 Third Party Engineering Review	23
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	8.5 Annual Fire Guardian Appointments 2017	69
	8.6 Sasquatch & Partners Initiative	72
	8.7 Sunset House Cemetery Committee Appointment	94

#9 COUNCILLORS
BUSINESS & REPORTS

#10 CORRESPONDENCE

- Little Smoky Ski & Snowboard Club
- Minister's Awards for Municipal Excellence Invitation
- NADC – Energizing the North
- Nitehawk Snow Carnival Invitation
- Heart River Housing Minutes – December
- Heart River Housing Minutes – January
- Teepee Creek PBR Classic Invitation

#11 IN CAMERA

11.1 Confidential Evaluations
(FOIPP; Section 19(2))

#12 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building,
Valleyview, Alberta, on Tuesday, February 14, 2017

1: Reeve Dale Gervais called the meeting to order at 9:01 a.m.
CALL TO ORDER

PRESENT

Reeve	Dale Gervais
Deputy Reeve	Roxie Rutt
Councillors	Tom Burton
	George Delorme(9:10 a.m.)
	Dave Hay
	Bill Smith
	Dale Smith
	Les Urness

ATTENDING

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

ABSENT

#2: MOTION: 17.02.37. Moved by: COUNCILLOR DALE SMITH
AGENDA That the February 14, 2017 agenda be adopted as presented.

CARRIED

#3.1 MOTION: 17.02.38. Moved by: DEPUTY REEVE ROXIE RUTT
REGULAR COUNCIL That the Minutes of the Regular Council Meeting held on Tuesday, January 24,
MEETING MINUTES 2017 be adopted as presented.

CARRIED

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

Council members discussed the possibility of teleconference for Councillors that have to travel long distances.
The Information Systems Technician responded that IT is looking into a Web Conferencing Program which would allow the recipient to see the same information screen as Council sees while in Council Chambers.

#5
DELEGATIONS

5.0 DELEGATIONS

#4
PUBLIC HEARING

4.0 PUBLIC HEARING

There were no Public Hearings presented.

#6
BYLAWS

6.0 BYLAWS

#7
OLD BUSINESS

7.0 OLD BUSINESS

There was no Old Business presented.

#8
NEW BUSINESS

8.0 NEW BUSINESS

8.2 GREENVIEW REGIONAL MULTIPLEX BOARD TERMS OF REFERENCE

GREENVIEW
REGIONAL
MULTIPLEX BOARD
TERMS OF
REFERENCE

MOTION: 17.02.39. Moved by: COUNCILLOR LES URNESS

That Council Tabled the discussion regarding the Greenview Regional Multiplex Board Terms of Reference, with instructions to Administration to take back the Terms of Reference to the Town of Valleyview stating suggested amendments.

CARRIED

8.3 CANADA'S 150TH ANNIVERSARY – GREENVIEW GRANT PROGRAM

CANADA'S 150TH
ANNIVERSARY

MOTION: 17.02.40. Moved by: COUNCILLOR TOM BURTON

That Council approve \$150,000 to be allocated towards a special municipal Canada 150 Grant Program with funds to come from the 2017 Community Services Misc. Grant Program.

CARRIED

CANADA'S 150TH
ANNIVERSARY
GREENVIEW
GRANT PROGRAM
APPLICATIONS

MOTION: 17.02.41. Moved by: DEPUTY REEVE ROXIE RUTT

That applications for the Canada 150th Anniversary – Greenview Grant Program come forward to Council for approval.

CARRIED

8.4 BAND OF BANDITS

BAND OF BANDITS

MOTION: 17.02.42. Moved by: COUNCILLOR BILL SMITH

That Council deny the request from the Harry Gray Band of Bandits for a band camp donation.

CARRIED

8.5 DEVELOPMENT GUIDELINES & MUNICIPAL SERVICING STANDARDS

DEVELOPMENT
GUIDELINES &
MUNICIPAL
SERVICING
STANDARDS

MOTION: 17.02.43. Moved by: COUNCILLOR TOM BURTON
That Council Table the draft 2017 version of the Development Guidelines and
Municipal Servicing Standards for the Municipal District of Greenview No. 16
until a future meeting of Council.

CARRIED

**8.6 GENERATING FOR SEVEN GENERATIONS LTD PROPOSED RAILWAY
PROJECT – LETTER OF SUPPORT**

G7G – LETTER OF
SUPPORT

MOTION: 17.02.44. Moved by: COUNCILLOR DAVE HAY
That Council direct Administration to send a Letter of Support to Generating for
Seven Generations Ltd (G7G) for the proposed Alberta to Alaska Railway
Project.

CARRIED

**8.7 LETTER OF SUPPORT FOR ALBERTA USED OIL MANAGEMENT
ASSOCIATION**

ALBERTA USED OIL
MANAGEMENT –
LETTER OF
SUPPORT

MOTION: 17.02.45. Moved by: DEPUTY REEVE ROXIE RUTT
That Council endorse the attached letter to the Minister of Environment and
Parks which highlights the Alberta Used Oil Management Association's need for
regulation change, ensuring the used oil collection program continues for
Albertans.

CARRIED

Reeve Dale Gervais recessed the meeting at 9:59 a.m.
Reeve Dale Gervais reconvened the meeting at 10:09 a.m.

IN CAMERA

MOTION: 17.02.46. Moved by: COUNCILLOR TOM BURTON
That the meeting go to In-Camera, at 10:09 a.m., pursuant to Section 197 of the
Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and
Division 2 of Part 1 of the Freedom of Information and Protection of Privacy
Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto,
to discuss Privileged Information with regards to the In Camera.

CARRIED

11.1 LOCAL PUBLIC BODY CONFIDENCES
(FOIPP; Section 23(1))

OUT OF CAMERA MOTION: 17.02.47. 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 10:36 a.m.

CARRIED

IMPROVED BENEFITS PLAN MOTION: 17.02.48. Moved by: COUNCILLOR TOM BURTON
That Council endorse Administration's Revised and Improved Benefits Plan as per the Presentation by MYERS BENEFIT CONSULTING at a cost of \$695,482.32 with funds coming from the 2017 Approved Operational Budget.

CARRIED

8.1 IMPLEMENTATION OF BILL 21

IMPLEMENTATION OF BILL 21 MOTION: 17.02.49. Moved by: COUNCILLOR DAVE HAY
That Council request the Provincial Government to include provisions in the Modernized Municipal Government Act Bill #21 Spring 2017 amendments to provide municipalities with the right to access the information while it is being used to prepare an assessment of Designated Industrial Property within their jurisdiction in order to understand how the assessment was prepared, with provisions to protect confidential information about the industrial property in question.

CARRIED

IMPLEMENTATION OF BILL 21 MOTION: 17.02.50. Moved by: COUNCILLOR DALE SMITH
That Council request the Provincial Government to appoint an independent function to audit the Provincial Assessor in preparing assessments on Designated Industrial Property.

CARRIED

Reeve Dale Gervais recessed the meeting at 11:39 a.m.
Reeve Dale Gervais reconvened the meeting at 1:00 p.m.

8.8 PHILIP J CURRIE DINOSAUR MUSEUM BOARD APPOINTMENT

PHILIP J. CURRIE DINOSAUR MUSEUM – BOARD APPOINTMENT MOTION: 17.02.51. Moved by: COUNCILLOR DAVE HAY
That Council appoint Councillor Roxie Rutt to the Philip J. Currie Dinosaur Museum Board.

CARRIED

8.9 GROVEDALE COMMERCIAL DEVELOPMENT DEFICIENCIES

GROVEDALE COMMERCIAL DEVELOPMENT DEFICIENCIES MOTION: 17.02.52. Moved by: REEVE DALE GERVAIS

That Council direct Administration to submit a list of potential certified engineering firms to conduct a third party inspection for the McAusland Development, as well as a scope of work for the inspection to Council, with funds to come from the Council's Professional Services Budget.

CARRIED

8.10 CAO / MANAGERS' REPORT

CAO REPORT

MOTION: 17.02.53. Moved by: COUNCILLOR DALE SMITH
That Council accept for information the CAO / Managers' Report.

CARRIED

#9
COUNCILLORS
BUSINESS &
REPORTS

9.1 COUNCILLORS' BUSINESS & REPORTS

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

WARD 8

COUNCILLOR BILL SMITH updated Council on his recent activities, which include:
Agricultural Services Board Provincial Conference
FarmTech Conference
Joint Council meeting with the Town of Grande Cache
Community Futures Meeting

WARD 6

COUNCILLOR TOM BURTON updated Council on his recent activities, which include:
Agricultural Services Board Provincial Conference
Grande Prairie Chamber of Commerce Awards
Joint Council meeting with the Town of Grande Cache
DeBolt Library Board AGM / Meeting
Alberta Association of Municipal Districts & Counties District Meeting

WARD 5

COUNCILLOR DALE SMITH updated Council on his recent activities, which include:
Breakfast for Guys
Greenview Multiplex Committee meeting

WARD 7

DEPUTY REEVE ROXIE RUTT updated Council on her recent activities, which include:
Pace Orientation/Training
Grande Spirit Foundation Meeting

Peace Regional Archives Meeting
Ridgevalley Grade Six Social Studies Class talk on municipalities
Greenview Regional Waste Management Commission Meeting
Peace Region Economic Development Alliance
DevCo Developments Meeting - Phase 1 Stantec Presentation on DevCo's Big Mountain Project
Joint Council meeting with the Town of Grande Cache
Alberta Association of Municipal Districts & Counties District Meeting

WARD 4 **COUNCILLOR DAVE HAY** updated Council on his recent activities, which include:
Breakfast with the Guys
Mighty Peace Watershed Alliance Meeting
Alberta Association of Municipal Districts & Counties District Meeting

WARD 3 **COUNCILLOR LES URNESS** updated Council on his recent activities, which include:
Breakfast with the Guys
Alberta Energy Regulator Meetings
Smoky Applied Research & Demonstration Association Meeting
DevCo Developments Meeting – Phase 1 Stantec Presentation on DevCo's Big Mountain Project
Joint Council Meeting with the Town of Grande Cache
Alberta Association of Municipal Districts & Counties District Meeting

WARD 1 **COUNCILLOR GEORGE DELORME** updated Council on his recent activities, which include:
Joint Council Meeting with the Town of Grande Cache

9.1 REEVE'S REPORT:

WARD 2 **REEVE DALE GERVAIS** updated Council on his recent activities, which include:
Breakfast with the Guys
DevCo Developments Meeting – Phase 1 Stantec Presentation on DevCo's Big Mountain Project
Grande Prairie Hospital Foundation Meeting
Greenview Regional Waste Management Commission Meeting
Greenview Multiplex Meeting
Joint Council Meeting with the Town of Grande Cache
Alberta Association of Municipal Districts & Counties District Meeting

#10
CORRESPONDENCE

10.0 CORRESPONDENCE

COUNCIL
CORRESPONDENCE

MOTION: 17.02.54. Moved by: COUNCILLOR DALE SMITH
That Council accept the correspondence for information.

CARRIED

Reeve Dale Gervais recessed the meeting at 3:10 p.m.
Reeve Dale Gervais reconvened the meeting at 3:23 p.m.

#11 IN CAMERA

11.0 IN CAMERA

IN CAMERA

MOTION: 17.02.55. Moved by: COUNCILLOR BILL SMITH
That the meeting go to In-Camera, at 3:23 p.m., pursuant to Section 197 of the
Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and
Division 2 of Part 1 of the Freedom of Information and Protection of Privacy
Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto,
to discuss Privileged Information with regards to the In Camera.

CARRIED

11.4 CONFIDENTIAL EVALUATIONS

(FOIPP; Section 19(2))

11.3 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS

(FOIPP; Section 21(1))

11.2 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS

(FOIPP; Section 21(1))

11.5 ADVICE FROM OFFICIALS

(FOIPP; Section 24 (1))

OUT OF CAMERA

MOTION: 17.02.56. Moved by: COUNCILLOR TOM BURTON
That, in compliance with Section 197(2) of the Municipal Government Act, this
meeting come Out of Camera at 5:25 p.m.

CARRIED

12.0 ADJOURNMENT

#12
ADJOURNMENT

MOTION: 17.02.57. Moved by: COUNCILLOR DAVE HAY
That this meeting adjourn at 5:26 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED



REQUEST FOR DECISION

SUBJECT: **Election Bylaw 17-776**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: February 28, 2017 CAO: MH MANAGER:

DEPARTMENT: CAO SERVICES GM: PRESENTER: CB

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 second reading to the proposed Election Bylaw 17-776.

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

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

BACKGROUND/PROPOSAL:

Proposed Bylaw 17-776 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 Bylaw 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, January 24, 2017, in accordance with the Local Authorities Election Act, Administration advertised the proposed bylaw which gave the public the required notice and opportunity to provide comment before second reading.

Further to Council's inquiry during the first reading, Administration has confirmed, via the Local Authorities Election Act, that the appointment of the Returning Officer is not required to be addressed in this bylaw and may be done so via Resolution.

Administration also confirmed, as per the Local Authorities Election Act, that the role of Secretary is to be performed by the Chief Administrative Officer.

Lastly, as per Council's request during the first reading, polling stations in Debolt, Crooked Creek and Grovedale will now be the Debolt Community Center, Ridgevalley Arena and Grovedale Community Hall, respectively, instead of Greenview's new Public Service Buildings.

BENEFITS OF THE RECOMMENDED ACTION:

1. Proposed Bylaw 17-776 establishes the dates, times and locations for nominations, the advanced vote and election day for the upcoming Election.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: To not adopt, or modify the proposed Election Bylaw 17-776. If Council chooses to not adopt this bylaw, Bylaw 10-626 will remain in effect. Administration does not recommend this alternative as 10-626 has several deficiencies as outlined in the aforementioned background.

Alternative #2: To modify the proposed Election Bylaw 17-776.

FINANCIAL IMPLICATION:

Direct Costs: n/a

Ongoing / Future Costs: n/a

STAFFING IMPLICATION:

There will be no impact to staff time associated with this project.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Election preparations will continue and include activities such as recruitment and training of election officials, preparation of ballots, candidate handbooks, nomination packages etc.

ATTACHMENT(S):

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



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,

3.1.2 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 COMMUNITY CENTER, DEBOLT
- 4.7 WARD 7: "CROOKED CREEK" - RIDGEVALLEY ARENA, RIDGEVALLEY
- 4.8 WARD 8: "GROVEDALE" - GROVEDALE COMMUNITY HALL, 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 THAT CAN BE VOTED FOR IS ONE (1).</i>	*****



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.**

... 1/2

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



REQUEST FOR DECISION

SUBJECT: **Third Party Engineering Review**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 28, 2017
DEPARTMENT: INFRASTRUCTURE & PLANNING

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH
GM: GG

MANAGER:
PRESENTER: GG

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to engage _____ for a third party review of the McAusland Development with funding to come from the Council's Professional Services Budget.

And

MOTION: That Council confirm the Scope of Works for the chosen third party Engineering Firm, for the review of the McAusland Development;

- 1. Review the drawings of record and identify deficiencies according to Greenview's Engineering Design & Construction Standards;**
- 2. Review the drawings of record and identify deficiencies according to other Standards in use by Greenview such as Alberta Transportation Standard Specification for Highway Construction and engineering best practices; and,**
- 3. Provide a ranking of deficiencies ranging from most critical to least critical.**

BACKGROUND/PROPOSAL:

During the Regular Council Meeting of February 14, 2017 Council made the following Motion:

"That Council direct administration to submit a list of potential certified engineering firms to conduct a third party inspection for the McAusland Development, as well as a scope of work for the inspection to Council, with funds to come from the Council's Professional Services Budget."

Administration has provided Council with three Engineering firms local to Grande Prairie. To Administration's knowledge these three firms have no past work history with Greenview. All three Engineering firms have a Civil Engineering department capable of fulfilling the needs of Council's motion.

- 1) Allnorth 2) Helix Engineering 3) Velocity Group**

Administration has provided a small information package taken from each firm's website that specifically targets each companies' Civil Engineering department.

After Council selects which Engineering firm will conduct the third party review, Administration will supply the electronic file of the back ground information on the McAusland Development. The chosen Consultant will then have access to the same information that was used by WSP.

Administration will also provide the third party reviewer with the approved Scope of Works that includes;

1. Review the drawings of record and identify deficiencies according to Greenview's 2009 Engineering Design & Construction Standards;
2. Review the drawings of record and identify deficiencies according to other Standards in use by Greenview such as Alberta Transportation Standard Specification for Highway Construction and engineering best practices; and,
3. Provide a ranking found deficiencies ranging from most critical to least critical.

Administration will also provide a copy of Greenview's 2009 Engineering Design & Construction Standards to reference against the data collected. Having this information will allow the consultant to provide Council with a list of any deficiencies found.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of the recommended motions will provide Council with further clarification regarding the McAusland Development.

DISADVANTAGES OF THE RECOMMENDED ACTION:

Engaging a firm to review the development will result in the expenditure of funds.

ALTERNATIVES CONSIDERED:

Alternative 1: Council may reject the chosen Engineering firms provided by Administration as their third party reviewer.

Alternative 2: Council may alter the scope of works provided by Administration.

FINANCIAL IMPLICATION:

The related engineering cost to perform the review of the data and produce a report to Council is estimated to be:

Direct Costs: estimated \$2,800.00 – \$3,500.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motions.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

INFORM - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the chosen third party engineering consultant.

ATTACHMENT(S):

1. Allnorth information package.
2. Helix information package.
3. Velocity information package.



Contact

To submit your resume, please click here ([join-us/job-listings](#)). You will receive an email confirmation upon receipt.

**Give us a call:
1-866-614-7200**

Monday to Friday, 8 to 5, PST. Or call one of our local offices that is closest to you.

Allnorth Head Office

Prince George

2011 PG Pulpmill Road
PO Box 968
Prince George, BC V2L 4V1
T: 250-614-7291

Alberta

Calgary

300-8 Manning Close NE
Calgary, AB T2E 7N5
T: 403-717-2370

Edmonton

209 Pembina Road
Sherwood Park, AB T8H 2W8
T: 866-614-7200

Grande Prairie

101-10530 117 Avenue
Grande Prairie, AB T8V 7N7
T: 780-538-2070

British Columbia

Fort Nelson

204-3991 50th Ave. South
Fort Nelson, BC V0C 1R0
T: 250-639-0070

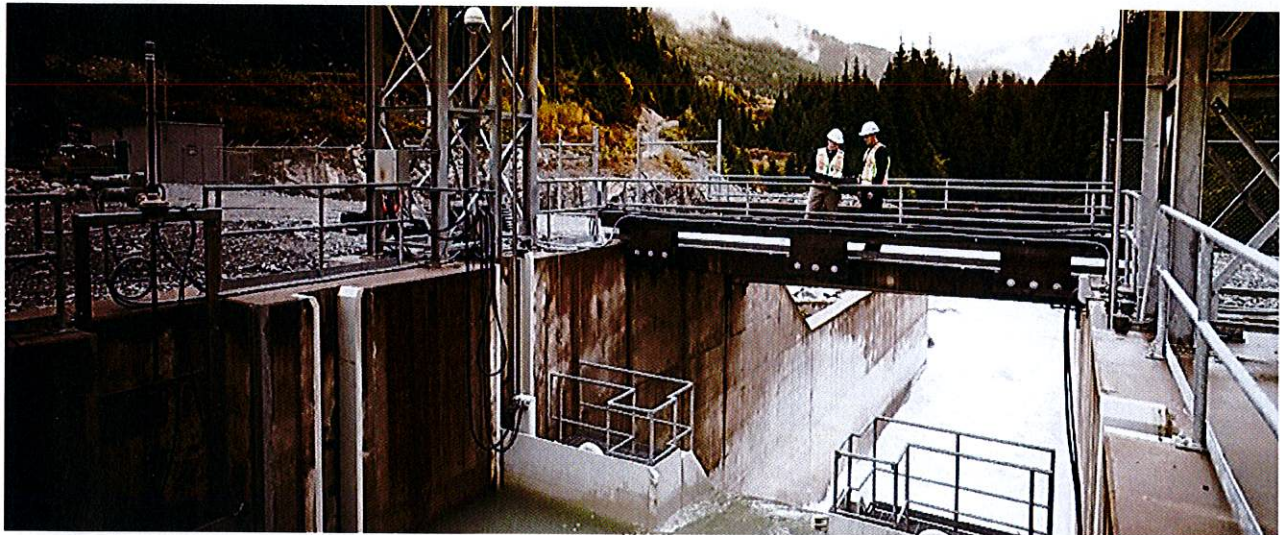


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[Our Work \(/our-work\)](#) / [Sectors \(/our-work#sectors\)](#) / [Infrastructure](#)



Infrastructure

Allnorth provides planning, engineering design, and construction services for municipal, land development, transportation, building, and power generation and transmission projects. With multidisciplinary capabilities in engineering, project management, environmental assessment, and a range of other services, Allnorth provides comprehensive solutions for all project phases. Our commitment to maintaining constant communication throughout a project's life cycle means our clients' developments stay on schedule and on budget.



Allnorth provides key services to support projects such as:

- Roads
- Bridges
- Ports and marine facilities
- Rail lines
- Water and wastewater treatment
- Pipelines

Deh Cho River Bridge, Ruskin Construction Ltd. (</our-work/our-projects/deh-cho-river-bridge-ruskin-construction-ltd>)



(</our-work/our-projects/deh-cho-river-bridge-ruskin-construction-ltd>)

The Deh Cho River Bridge is a new 1.0 km long bridge crossing over the Mackenzie River in the Northwest Territories. Ruskin Construction Ltd. was subcontracted to install the foundation elements for the new bridge.

More info (</our-work/our-projects/deh-cho-river-bridge-ruskin-construction-ltd>)

Other projects

Kutcho Copper Project Access Road, Capstone Mining Corp. (</our-work/our-projects/kutcho-copper-project-access-road-capstone-mining-corp>)

See all projects (/our-work/our-projects?field_project_sectors_value=All&field_services_value=All)

Key Services

Allnorth provides a wide variety of services to clients in this industry sector. (See the *Services* (</our-work#services>) page for additional services.)

Civil Engineering

Allnorth has the personnel and resources to effectively manage entire projects from concept to construction.

More about Civil Engineering (</our-work/services/civil-engineering>)

Structural Engineering

Allnorth provides comprehensive structural engineering design services for industrial, commercial, and municipal clients. We design short- and long-span bridge structures; municipal, industrial, and commercial buildings; and temporary construction works.



[More about Structural Engineering \(/our-work/services/structural-engineering\)](/our-work/services/structural-engineering)

Environmental

Allnorth's Environmental Services Group (ESG) comprises scientists, biologists, engineers, technicians, project and construction managers and business professionals. We have the experience and expertise to ensure that your project is planned, implemented and completed safely and sustainably.

[More about Environmental \(/our-work/services/environmental\)](/our-work/services/environmental)

Geospatial and Geographic Information Systems (GIS)

Our team of professionals offer an extensive range of geospatial services for clients in the mining, infrastructure, oil and gas, pulp and paper, power and chemical industries.

[More about Geospatial and Geographic Information Systems \(GIS\) \(/our-work/services/geospatial-and-geographic-information-systems-gis\)](/our-work/services/geospatial-and-geographic-information-systems-gis)

Ground-Penetrating Radar (GPR) Scanning

GPR scanning is used to locate and map subsurface utilities, accurately inspect concrete structures, and collect and visualize 3D data. Allnorth offers ground-penetrating radar (GPR) scanning with a selection of antennas and RADAN® 3D data processing software.

[More about Ground-Penetrating Radar \(GPR\) Scanning \(/our-work/services/ground-penetrating-radar-gpr-scanning\)](/our-work/services/ground-penetrating-radar-gpr-scanning)

Materials Testing

Allnorth provides on-site and office-based materials testing services that complement our construction management and surveying services. Using mobile testing laboratories, Allnorth's technicians conduct standard tests for concrete, asphalt, and aggregates and soils.

[More about Materials Testing \(/our-work/services/materials-testing\)](/our-work/services/materials-testing)

Planning

Allnorth's award-winning Municipal Planning team has the advanced skills and creative expertise design and deliver unique communication products that support planning objectives.



[More about Planning \(/our-work/services/planning\)](/our-work/services/planning)

Project and Construction Management

At Allnorth, we believe that communication and teamwork, from start to finish, are key to the successful execution of any project. We work closely with our clients to plan and manage projects from initial concept through to delivery.

More about Project and Construction Management (</our-work/services/project-and-construction-management>)

Surveying

Our experienced team of professional and technical survey staff use Real Time Kinematic (RTK) GPS, robotic total stations, CADD On Site, and 3D laser scanning to support projects in a variety of industries.

More about Surveying (</our-work/services/surveying>)

Contact Us

Contact our General Manager, John Murray to find out how we can help you and your company succeed.

Message *

Company

First Name *

Last Name *

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Phone *



✉ Email Us (<mailto:info@helixeng.ca>)

☎ Call Us (tel:7805325731)

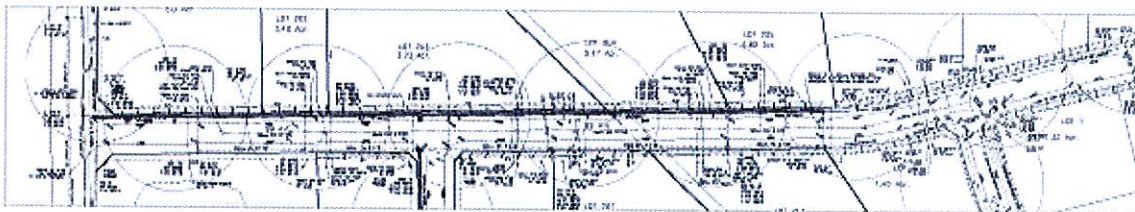
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Services

Engineering & Surveying Services

Helix Engineering Ltd. is an experienced firm with a proven record of providing high-quality civil engineering and legal survey services to private business, government/municipal departments and agencies, and construction contractors.



Planning and Land Development

The Helix team has extensive experience within the planning and land development fields. Our project managers utilize their extensive local connections and pair this with decades of experience to produce stunning, cost-efficient developments for our clients. Each client is unique and each land development project requires individual attention. Our team members add their own value to a project and it is this synergy that produces designs that are both functional and attractive at the lowest possible cost.

As a Planning and Land Development client, your experience will be personal, enjoyable and innovative. Our senior team has a proven track record which has produced the largest Planning and Land Development portfolio in the region.



Planning and Land Development Services Include:

- **Earthworks**
- **Water and Sanitary System Design**
- **Storm Water Management**
- **Roadworks**
- **Parks and Recreation**
- **Wetland Approvals**
- **Shallow Utilities**
- **Area Structure Plans**
- **Outline Plans**
- **Planning Amendments**



Municipal Engineering

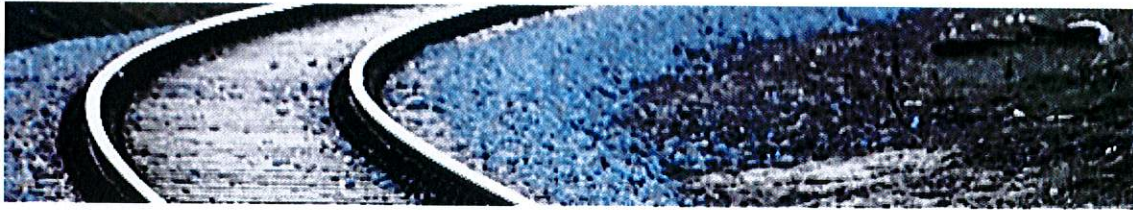
At Helix we are committed to our communities. Our team is dedicated to assisting municipalities in improvements to their existing infrastructure or constructing new facilities. We collaborate to provide cost effective designs and construction solutions for each and every one of our clients projects.

Municipal Engineering Services Include:

- **Roadway Rehabilitation and Upgrades**
- **New Roadway Construction**
- **New Water and Sewer Systems**
- **Water and Sewer Rehabilitation**
- **Sewage Treatment**
- **Storm Water Management**
- **Storm/Sanitary/Water System Modelling**



- **Feasibility Studies**
- **Digital Terrain Modelling**
- **Capital Planning**



Rail Design

The diversification of our team has enabled Helix to service our clients in all sectors of their businesses. As an approved consultant for CN Rail, Helix engineers have gained extensive experience in the industry and are highly regarded in both the design and construction engineering aspects of projects. Industrial projects involve high capital costs and management of these expenditures is best mitigated at the onset of a project. Our team of engineers, technologists and rail specialists will assist you with the successful execution of your project.

Rail Design Services Include:

- **Rail Geometric Design**
- **Rail Detailed Design**
- **Resident Inspection**
- **Contract Preparation and Administration**
- **Spur Design**
- **Rail Yard Operational Consulting**
- **Private Spur and Access Approvals**



Industrial and Commercial Site Design



The experience of the Helix team allows our site designs to be completed quickly and effectively. This efficiency allows our clients to receive maximum value in relation to timeframes and construction costs. Our engineers and technologists work with our clients to better meet their need and budgets with respect to site constraints and challenges. Helix maintains up to date technology and software to ensure our sites are designed accurately while ensuring constructability.

Industrial and Commercial Site Design Services Include:

- **Site Layout and Parking Design**
- **Grading Design**
- **Storm Water Management**
- **Sanitary and Water Servicing**
- **Earthworks Modelling**
- **Volume Calculations**
- **Access Approvals**



Transportation Engineering

The knowledge and experience of the Helix team allows our designers to provide private and public sector clients with innovative and cost effective designs quickly and effectively. At Helix, our engineers and technologists are involved in all project phases to ensure our clients meet their needs and budgets. Helix uses the latest technology to ensure projects are accurately designed and constructible. We have significant expertise in managing teams of consultants and other firms to carry out large projects seamlessly.

Transportation Engineering Services Include:

- **Road Rehabilitation/Asphalt Recycling**
- **Primary Highways, Rural Roads, Airports, and Major Intersections**



- **Urban Roadways: Arterials, Collectors, Local Roads, Street Improvements, and Shared-Use**
- **Paths**
- **Capital Planning, Location, and Feasibility Studies**
- **Traffic Impact and Safety Studies**
- **Lidar, Digital Terrain Modelling, Earthworks Modelling, and Volume Calculations**
- **Survey, Preliminary Engineering, and Detailed Design**
- **Contract Preparation and Administration, Resident Inspection, and Construction Survey**



Legal Survey

Helix is able to provide Legal Survey and Subdivision services as required. Our Alberta and British Columbia Land Surveyors utilize their strong team of surveyors and drafting technicians to complete any legal survey project.

Legal Survey Services Include:

- **Legal Subdivisions**
- **Real Property Reports**
- **Plot Plans**
- **Easements and Right-of-Ways**
- **Condominium Plans**



Construction Surveying

Construction Surveying is an ever-changing industry which requires cutting edge technology and continuous training of technical staff. Helix is committed to maintaining the most current software and survey technology while employing staff who lead the industry in advancement and innovation. All construction projects are unique and therefore require specific attention to detail and site conditions.

Construction Surveying Services Include:

- **Topographic Surveys**
- **Construction Layout**
- **As-built Survey and Drawings**
- **Highway Survey**
- **Digital Terrain Models**
- **Digital GPS Surfaces for Machine Control**
- **Lot Grading Certificates**

Service Areas: Northern Alberta & Northern
British Columbia



HELIX

Engineering • Surveys

Contact:

P: 780.532.5731

F: 780.532.5824

info@helixeng.ca (mailto:info@helixeng.ca)

Office Hours: 8:00 a.m. to 5:00 p.m.

Address:

#202, 10514 – 67 Avenue

Grande Prairie, AB

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We are proud to offer professional and technical diversity and expertise, enabling us to offer a broad range of services to many industry sectors in the primary areas of [surveying](http://velocitygroup.ca/surveying/) (land/legal, construction, pipeline integrity) and [civil engineering](http://velocitygroup.ca/engineering/) (development, transportation, municipal).

From planning to management, we bring an unparalleled combination of experience, innovation and values-driven leadership to everything we do. Our approach ensures you get exactly what you asked for, more than you expected and, whenever possible, faster than planned.

Our philosophy is "people first"... our customers, our team and our communities.

Our goal is to ensure you have the best experience working with us to complete your project.



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ENGINEERING

Velocity Group's senior professional and technical civil engineering staff offer diverse industry experience across a broad range of services to many industry sectors throughout Alberta. Contact us to learn more about our general civil engineering services and specialty services in land development, municipal, transportation and industrial engineering.

Civil Engineering Services

Velocity Group offers a complete range of services for projects of all sizes and all stages of project life cycles, including:

- ♦ planning
- ♦ engineering design and feasibility reports
- ♦ cost estimating

- ◆ site servicing and/or grading plans
- ◆ computer modelling & design (water, sanitary, storm, earthworks balancing)
- ◆ preparation of design drawings & specifications
- ◆ contract preparation
- ◆ project tendering and recommendation
- ◆ contract administration
- ◆ project management
- ◆ construction inspection, quality assurance & records
- ◆ contractor supervision
- ◆ construction survey
- ◆ construction completion inspection and certificates
- ◆ record drawings
- ◆ final acceptance inspection and certificates



Land Development

Velocity Group provides complete civil engineering services for land development in projects of all sizes, from single to multi-lot and multiphase developments:

- ◆ residential subdivisions
- ◆ industrial subdivisions
- ◆ commercial subdivisions
- ◆ concept and area structure development plans
- ◆ development approvals



Municipal

Velocity Group provides complete civil engineering services for municipal engineering projects of all sizes for small communities to large city systems and networks:

- ◆ new & rehabilitation projects for deep utilities and road networks
- ◆ new projects for deep utilities and/or road networks
- ◆ water systems
- ◆ sanitary sewer systems
- ◆ storm water management systems

Transportation

Velocity Group provides complete civil engineering services for transportation engineering projects in the Municipal and Provincial government sectors:

We offer the following services:

- ◆ traffic impact assessments & studies
- ◆ new road designs
- ◆ road widening, upgrading and/or rehabilitation
- ◆ intersection treatments and improvements
- ◆ culvert designs



Industrial

Velocity Group provides complete civil engineering services for Industrial projects in the oil and gas, timber and pulp and paper sectors:

- ◆ site grading & drainage
- ◆ water storage ponds (raw water and process water)
- ◆ access road design

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Awards



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REQUEST FOR DECISION

SUBJECT: RR 230 Base Pave Contract Award
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 28, 2017 CAO: MH MANAGER:
DEPARTMENT: CONSTRUCTION & MAINTENANCE GM: GG PRESENTER: GG

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council award the subgrade preparation and pavement contract on Range Road 230 to Knelsen Sand & Gravel Ltd of Grande Prairie, Alberta for an upset limit of \$3,373,077.88 to be funded from the 2017 Surfacing Capital Budget.

BACKGROUND/PROPOSAL:

The 2017 approved capital budget of 5.9 million included base paving 7.4 km’s of RR 230. This section of roadway was subgrade re-constructed in 2015/16 with plans to base pave in 2017.

Range Road 230 base pave contract was publicly advertised on Alberta Purchasing Connection with a total of five tenders received by the closing date on January 26 at 11:00 a.m.

The lowest tender was submitted by **Knelsen Sand & Gravel Ltd.** with a bid of \$3,443,377.88 which includes 38 days for site occupancy for \$70,300.00. The tender amount minus the site occupancy is \$3,373,077.88. The estimated cost for construction of this project prior to tendering was \$3,607,707.07.

Contractor	Bid Price	Non- Compliant
Knelsen Sand & Gravel	3,443,377.88	N/A
Central City Asphalt	3,761,536.00	N/A
Carmacks Enterprises Ltd.	3,839,490.00	N/A
Wapiti Gravel Suppliers	3,862,782.51	N/A
Ledcor Alberta Limited	4,669,543.55	N/A

Construction Cost:

Construction	\$3,373,077.88
Contingency	\$337,307.78
Potential Site Occupancy Bonus (2 days @ \$1,850.00 per day)	\$1,850.00

Potential Bonus (Density, Gradation, Profilograph and Segregation)	\$31,260.00
Anti-Strip Additive	\$36,018.00
TOTAL	\$4,094,815.26

BENEFITS OF THE RECOMMENDED ACTION:

1. A benefit from the recommendation allows for the approved project budgeted for in 2017 to proceed and be completed in the calendar year.
2. A benefit of the recommendation allows the project to proceed under the consultants estimated budget of \$3,607,707.07.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The initial financial impact of base paving 7.4 km's with additional asphalt maintenance and future replacement costs.

ALTERNATIVES CONSIDERED:

Alternative #1: Council could re-evaluate base paving RR 230 and leaving as a reconstructed gravel surface. Council's reasoning for base paving RR 230 was due to safety and increased traffic volumes.

FINANCIAL IMPLICATION:

The funding for base paving 7.4km's of Range Road 230 will be supported through the approved 2017 Surfacing Capital Budget.

Direct Costs: \$3,373,077.88

Ongoing / Future Costs: The future maintenance costs will include snow removal, line painting, crack sealing chip sealing with future overlay.

STAFFING IMPLICATION:

No additional staff will be needed following the above recommendation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

INFORM - We will keep you informed.

FOLLOW UP ACTIONS:

Administration to follow up with a formal award letter to Knelsen Sand & Gravel.

Administration will send a Notice of Works to all adjacent land owners in form of a letter.

Administration will notify Emergency services, school divisions will be notified dependant on time of year.

Local newspaper advertisements will be submitted to the Town and Country and posted on the Greenview website, which automatically is posted on Twitter and Facebook.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **Grader Agreement Extension**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 28, 2017
DEPARTMENT: OPERATIONS

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH MANAGER: GM
GM: GG PRESENTER: GM

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve a one year extension to all existing grader agreements extending from May 1st, 2017 to April 30th, 2018 with no additional rate increase to Greenview.

BACKGROUND/PROPOSAL:

Currently, Greenview has six grader beat contracts that are up for renewal on April 30, 2017. These contracts were written with the intent that Greenview has the option to extend the contract for a maximum of two years upon mutual consent. These agreements may be amended by mutual written consent of both parties.

Administration is suggesting a one year extension with changes to the agreement that would include the following:

- 1) Greenview may substitute the contractor's grader and operator with their own grader and operator at any time upon giving the contractor seven (7) days written notice.

Administration has not offered a two year extension to the grader contractors, as the grader operations is under review by Administration. The second year extension may be an option that Administration may consider in April of 2018 with Council's approval.

Presently administration is developing a long term plan for the grader beats, particularly focusing on the FTR. Locations with water wells and hydro are being sought after in the km. 40 and 126 areas where we will be proposing 2 shops to house graders along with other pieces of equipment that can be utilized in the road maintenance operation.

The grader beats cost Greenview \$3,024,882.19 in 2016. The FTR cost \$1,728,456.81 and the remainder going to the other 5 grader beats. Due to time restraints it is impossible to have this type of operation in place by the end of April 2017 when the grader beat contract expires, hence the one year extension. Administration is working on a business case to assess the value of maintaining current practice or making alterations such as bringing some beats in-house.

Administration has contacted all the existing hired grader contractors inquiring if they were interested in a one year extension to their agreement with no additional rate increase. All the existing contractors were agreeable to the extension with no additional rate increase.

Administration wanted Council to be educated on the suggested change to the one year extension of their agreement before notifying the grader contractors of the anticipated change above.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommendation will allow Greenview to maintain the same hourly rates.
2. The benefit of the recommendation will allow the new Greenview Road Supervisors to work with the existing grader contractors with a different style of supervision.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommendation is that Greenview might see a lower hourly rate if Greenview re-tendered the grader contracts.

ALTERNATIVES CONSIDERED:

Alternative #1: Council could elect to not approve the extension and re-tender the grader contracts for 2017, 2018 and 2019.

Alternative #2: Council may opt to bring some operations in-house. This option is not being recommended as it will not be feasible to do this by the time the current agreements end and depending upon the operation, may take significantly more time.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

Direct Costs: \$3,024,882.19

Ongoing / Future Costs: NA

STAFFING IMPLICATION:

There will be no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

INFORM - We will keep you informed.

FOLLOW UP ACTIONS:

Grader contractors will be contacted and given the new 1 year extension agreement to be signed.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **Tourism and Economic Development Brand**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 28, 2017 CAO: MH MANAGER: KK
DEPARTMENT: ECONOMIC DEVELOPMENT GM: DM PRESENTER: KK

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

STRATEGIC ALIGNMENT:

N/A

RECOMMENDED ACTION:

MOTION: That Council approve the Greenview Economic Development and Tourism brand as presented.

BACKGROUND/PROPOSAL:

In November 2016 Image Design, Grande Prairie, Alberta was awarded a contract to develop a branding and visual continuity project for Greenview. The project consisted of engaging the public and industry as to develop a defined logo and supporting message that will assist Greenview in promoting tourism and economic development opportunities. An online and phone survey was conducted with key stakeholders (110 responses) by Image Design on behalf of Greenview to support the creation of the brand.

A presentation on the logo and brand development which was selected by Greenview Administration was presented to the Committee of the Whole for their consideration.

The logo/brand will be a vital component in business/tourism attraction while supporting economic development initiatives. The proposed logo/brand is specific to internal and external economic development marketing opportunities and is not intended to be a replacement for the current Greenview organization logo.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of approving the Economic and Development Tourism Brand is that it will provide a visual identity that will promote economic development and tourism.
2. The benefit of approving the Economic and Development Tourism Brand is that it will allow Administration to move forward with promoting and marketing opportunities within Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to approving the Economic Development and Tourism Brand.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request Administration to have Image Design provide additional logos/brand concepts for further review. The contract with Image Design stated that three logo/brand variations will be provided for Greenview's consideration, any further concepts will result in an additional cost. If this alternative is selected it may result in lost marketing opportunities because Greenview Administration has committed to three major tradeshow in the next three months and will require brand/logo promotional materials.

FINANCIAL IMPLICATION:

Direct Costs: The cost associated with the branding and visual continuity project were approved in the 2016 Economic Development Operational Budget.

Ongoing / Future Costs: The costs of promotional and marketing materials is allotted for in the 2017 Economic Development Operational Budget and will be a continued future operational expense.

STAFFING IMPLICATION:

No additional staff are required for the implementation of the brand and visual continuity project. Staff time associated with this work was factored into the 2017 work plan.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation. The public engagement level associated with this item is recommended to be:

LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

The follow up actions are that Administration will ensure that promotional and marketing materials are developed, incorporating the new logo/brand.

ATTACHMENT(S):

- Logo
- Image Design Presentation



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GREENVIEW

Tourism and Economic Development Brand



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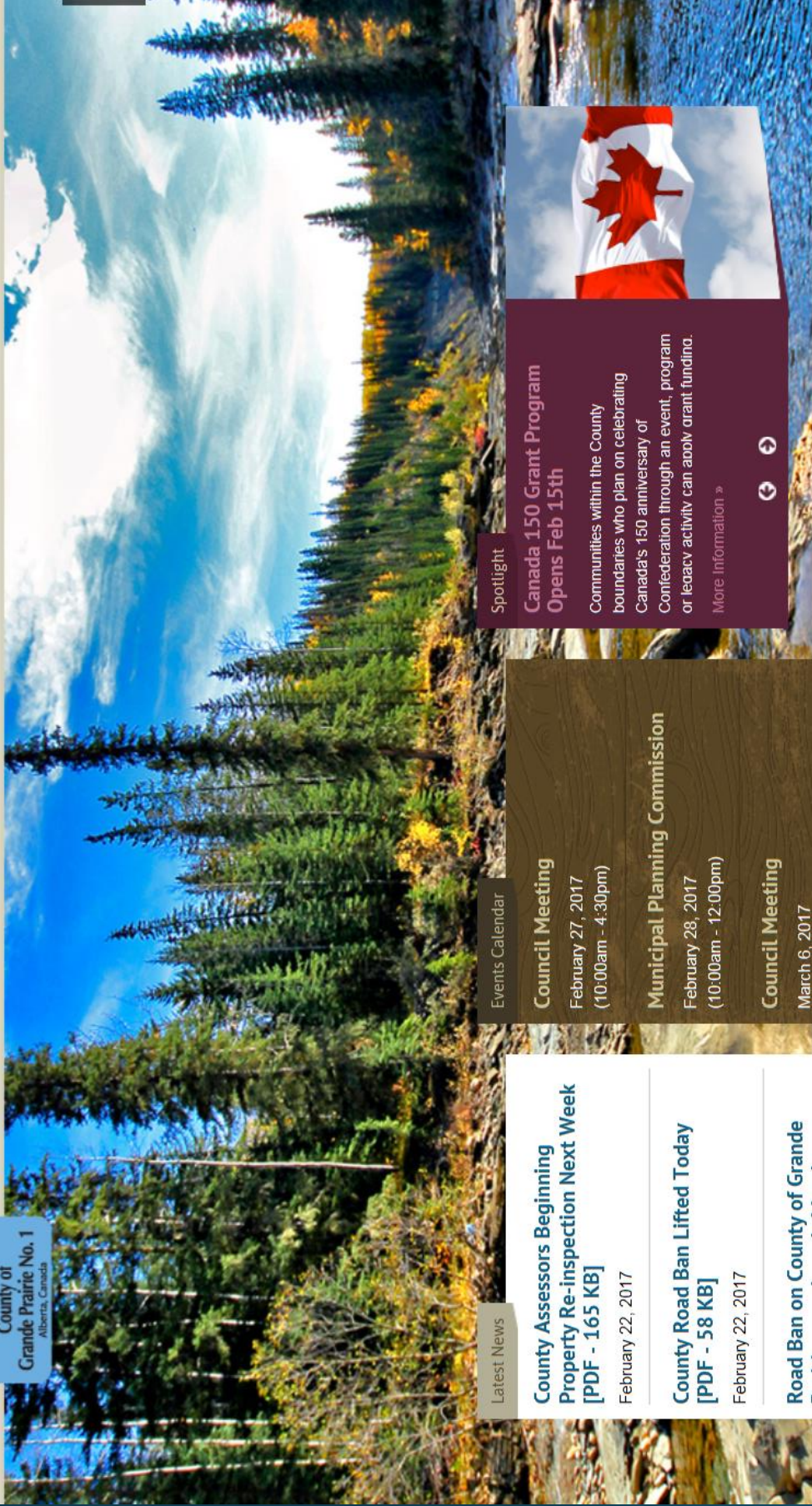
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Latest News

County Assessors Beginning Property Re-inspection Next Week
[PDF - 165 KB]
February 22, 2017

County Road Ban Lifted Today
[PDF - 58 KB]
February 22, 2017

Road Ban on County of Grande

Events Calendar

Council Meeting
February 27, 2017
(10:00am - 4:30pm)

Municipal Planning Commission
February 28, 2017
(10:00am - 12:00pm)

Council Meeting
March 6, 2017

Spotlight

Canada 150 Grant Program Opens Feb 15th


Communities within the County boundaries who plan on celebrating Canada's 150 anniversary of Confederation through an event, program or local activity can apply for grant funding.

[More Information »](#)




County of Grande Prairie

#MMW25
MARCH 7



Tom Cochrane
Mad Mad World Tour. Tuesday, March 7 at Revolution Arena. Show time at 8:00 p.m.

Facebook Instagram Twitter @TomCochraneMUS



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911 32 AVE NE
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T2E 6X6



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Funding Deadline Approaching [read more »](#)

FUNDING DEADLINE

ASSESSMENT

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Meetings & Hearings

Feb 28 [Council Meeting](#)
9:00 am

Community Events

Feb 24 [Madden Recreation District Board Meeting](#)
10:00 am



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GREENVIEW



REQUEST FOR DECISION

SUBJECT: **Annual Fire Guardian Appointments 2017**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 28, 2017 CAO: MH MANAGER: JF
DEPARTMENT: PROTECTIVE SERVICES GM: DM PRESENTER: JF

RELEVANT LEGISLATION:

Provincial (cite) – Alberta Forest and Prairie Protection Act, RSA 2000 cF-19, s 4(2).

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint Jeff Francis, Greenview Protective Service Manager, and Derian Rosario, Greenview Fire Service Coordinator, as Greenview’s Fire Guardians for the period of March 2017 – February 2018.

BACKGROUND/PROPOSAL:

In accordance with the provisions of the Alberta Forest and Prairie Protection Act Council shall appoint an adequate number of Fire Guardians prior to the commencement of the fire season each year.

As stated in the Alberta Forest and Prairie Protection Act, Fire Guardians are responsible for issuing fire permits, enforcing the Act and helping to educate residents on safe burning practices.

The Greenview appointed Fire Guardians only have authority in the Greenview White Zone. The Alberta Forest Protection Area, an area which encompasses the majority of Greenview is under the authority of the designated Fire Guardians assigned by Alberta Agriculture and Forestry, Wildfire Division.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of appointing Jeff Francis and Derian Rosario as Greenview’s Fire Guardians for the period of March 2017 to February 2018 is that Greenview will be in compliance with the Alberta Forest and Prairie Protection Act, as well as having two qualified individuals conducting Fire Guardian responsibilities.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to appointing Jeff Francis and Derian Rosario as Greenview Fire Guardians.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to appoint other individuals as Greenview Fire Guardians, however, Administration is recommending that the proposed qualified individuals are appointed.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

N/A

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

INFORM - We will keep you informed.

FOLLOW UP ACTIONS:

N/A

ATTACHMENT(S):

- Alberta Forest and Prairie Protection Act, RSA 2000 cF-19, s 4(2).

(2) When, pursuant to subsection (1), the Minister delegates to any person any power, duty or function, any reference in this Act to the Minister in connection with that power, duty or function is to be construed as also referring to that person.

RSA 2000 cF-19 s3;2003 c20 s5

Fire guardians

4(1) The Minister may appoint fire guardians and specify their powers and duties.

(2) Each year in time for the beginning of the fire season, the council of a municipal district shall appoint, for a term not exceeding one year, with effect from the beginning of the fire season, a sufficient number of fire guardians to enforce this Act within the boundaries of the municipal district, except that part of the municipal district that is within a forest protection area.

(3) The chief elected official, each councillor and the chief administrative officer are by virtue of their offices fire guardians in and for the municipal district except that part of the municipal district that is within a forest protection area.

RSA 2000 cF-19 s4;2003 c20 s6;2016 c22 s3

Protection of Crown

5 Nothing in this Act imposes any obligation on

- (a) the Minister to fight fires on any land, or
- (b) the Crown to pay compensation for any property destroyed or damaged by a fire or as a result of fighting a fire.

RSA 1980 cF-14 s5

Fire control agreements

6 The Minister may, with a view to ensuring the prevention and control of forest and prairie fires, enter into an agreement, known as a fire control agreement,

- (a) with any person carrying on an industrial or commercial operation over, under, on or adjacent to public land with respect to that operation,
- (b) with the Government of Canada with respect to land in or adjacent to Alberta that belongs to that Government or that is under its administration and control,
- (c) with the government of any province or territory, or



REQUEST FOR DECISION

SUBJECT: Sasquatch and Partners Initiative
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 28, 2017
DEPARTMENT: RECREATION

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH
GM: DM

MANAGER: SW
PRESENTER: SW

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to enter into a Memorandum of Understanding for the Sasquatch and Partners Initiative with Clearwater County.

MOTION: That Council authorize Administration to initiate a Sasquatch and Partners program within Greenview at a cost of \$26,500.00, with funds to come from 2017 Operating Contingency Reserves.

MOTION: That Council transfer funds from 2017 Operating Contingency Reserves to the 2017 Recreation Budget in the amount of \$26,500.00.

BACKGROUND/PROPOSAL:

Clearwater County has recently approached Greenview to join the Sasquatch and Partners Initiative. Clearwater County began the Sasquatch and Partners Initiative in 2013, and it has grown to include Brazeau and Yellowhead Counties. The goal of the initiative is to promote responsible recreation activities by placing signage with positive messaging in highly utilized recreation areas and distributing information regarding responsible outdoor recreation. The Province of Alberta has been supportive of this initiative as it aids in the limited awareness activities that have been conducted throughout the region.

The Sasquatch and Partners Initiative has developed a Sasquatch mascot with the accompanying slogan of “Welcome to our Backyard: Please enjoy it with Respect”. This has resulted in a clear identifiable message that has become commonplace throughout the eastern slopes of the Counties involved in the initiative. It is generally believed that the positive messaging and awareness of the program has made a difference in keeping natural areas used for recreation a cleaner and safer place where it has been promoted.

Data collected through the Greenview Recreation Inventory has revealed a wide range of land stewardship practices and has identified many of the same issues that the initiative was created to address, such as excessive litter and unsafe camping locations. During the recreation inventory, it was observed that there is little to no messaging reminding users how to use natural areas responsibly. These findings, coupled with the

perceived benefits of the Sasquatch and Partners Initiative, Administration believes that the adoption of this program would have a positive impact on outdoor recreation areas within Greenview.

Administration is proposing that Greenview become a partner in the Sasquatch and Partners Initiative conducting activities that include: sign installation in identified areas, program awareness initiatives i.e. brochures and media, promotional items and displays.

Greenview's participation in this program may result in enhanced safety and the reduction of the environmental footprint in Greenview's natural areas.

This recommendation will result in an estimated cost of \$24,000 capital and \$2,500 operating.

Currently, as of February 27, 2017 Greenview has a balance of \$13,000,000.00 in the 2017 Operating Contingency Reserves.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of entering into an agreement with the Sasquatch and Partners Initiative is that initiatives may be implemented that result in minimizing the environmental footprint and enhancing outdoor recreation safety in Greenview.
2. Adopting an existing brand is of benefit as it allows for the program to be implemented with greater efficiency and speed and maintains a consistent message already being adopted among several of the eastern slopes municipalities.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of entering into an agreement with the Sasquatch and Partners Initiative is that there will be an annual budget and staff commitment required to maintain the program.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to increase the proposed activities for the Sasquatch and Partners Initiative. This will result in a higher financial commitment (\$40,000.00 program expense and \$2,500.00 annual operating expense) from Greenview, however a larger land base may be targeted in addressing outdoor recreation issues. Administration suggests that we initiate this program on a smaller scale to avoid high input costs and allow the program to evolve naturally, as well the staffing complement is currently not available at this time.

Alternative #2: Council has the alternative to not participate in the Sasquatch and Partners Initiative. This alternative will result in no financial obligation by Greenview, however natural areas where high recreation use occurs may be subjected to a higher degree of poor land stewardship practices as they relate to environmental damage and safety.

FINANCIAL IMPLICATION:

Direct Costs: \$24,000 2017 program expenses (sign installation in identified areas, program awareness initiatives i.e. brochures and media, promotional items and displays) and \$2,500 annual operating expense.

Ongoing / Future Costs: \$2,500 annual operating expense to be utilized in maintaining proposed activities. The program may have the potential to be expanded in the future resulting in additional expenditures.

STAFFING IMPLICATION:

Administration is confident that the proposed program initiatives can be incorporated into the daily activities of the current staff complement.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

INFORM - We will keep you informed.

FOLLOW UP ACTIONS:

Memorandum of Understanding (MOU) to be drafted and endorsed by all participating parties. The program would commence in the spring and summer of 2017, initiated by Greenview Recreation Staff.

ATTACHMENT(S):

- Sasquatch and Partners Initiative Summary
- Sasquatch and Partners Initiative PowerPoint Summary
- Sasquatch Initiative article - Red Deer Express newspaper



SASQUATCH & PARTNERS INITIATIVE PROGRAM REVIEW



January, 2017
Stacey Wabick, Greenview Recreation Manager
stacey.wabick@mdgreenview.ab.ca

BACKGROUND

The County of Clearwater has recently approached Greenview to determine if there is an interest in joining the Sasquatch and Partners land stewardship initiative that is currently underway in three municipalities along Alberta's Eastern Slopes. The following is a brief background on the initiative:

The Sasquatch and Partners Initiative began in 2013 by Clearwater County and has grown to include the Brazeau and Yellowhead Counties. Other program partners include Alberta Environment, local oil and gas companies and other local industry.

The slogan of the initiative is ***"Welcome to our Backyard: Please enjoy it with Respect."*** This initiative promotes responsible recreational activities through the use of positive messaging.

The main components of the program include:

- Strategically placed signage at trail heads that incorporate a copyrighted identifiable message.
- Distribution of program brochures to information centers, ATV Off-Road Dealerships etc. and during weekend check stops.
- Advertising campaigns in the Alberta Fishing Regulations, Alberta Backroads Mapbooks, Alberta Fishing Guide and the Alberta Outdoorsman magazine.
- The use of pop-up advertisement signs at community events.
- The sale/distribution of program t-shirts.
- Use of the initiative to partner with designated trail systems

INITIATIVE PROGRESS BACKGROUND

Since the conception of the Sasquatch and Partners initiative, considerable progress has been made in creating awareness of the program, through the following methods:

- Commissioning a drawing that was copyrighted and is now used as a clear identifiable messenger.
- Repurposing a fleet vehicle with program messaging which is used for public events and other awareness initiatives.
- Working with Alberta Environment and local industry to strategically place signs in high use areas such as informal campsites, trail heads etc.
- Placement of high profile signage along major provincial highways where recreation on crown land occurs frequently.
- Creation of identifiable merchandise for distribution and resale to create better awareness of the program.
- Use of the program to aid other programs such as the Clearwater Trails Initiative. Through a partnership with Alberta Environment and local industry the Clearwater Trails Initiative has successfully identified high use areas for off-road use and random camping and created a designated trail system.

APPLICATION TO GREENVIEW

The current application of the Sasquatch & Partners Initiative in Clearwater, Brazeau and Yellowhead Counties addresses many of the same recreational land use issues that Greenview faces throughout its district. While distinct measurable results related to the success of this program are difficult to determine, it is generally believed that the positive messaging and awareness of the program is making a difference in keeping natural areas used for recreation a cleaner and safer place.

Data collected through the Greenview Recreation Inventory has revealed a wide range of land stewardship practices from very good to very poor. In addition it was also observed that there is little to no messaging on how to use these areas responsibly. These results, coupled with the perceived benefits of the Sasquatch and Partners initiative, it is believed that the adoption of this program would have a positive impact on Greenview recreation areas as well as being cost and time effective.

PROGRAM COST

Costs associated with running the program depends on the amount of land base in which Greenview wishes a desired effect to be impacted. The Greenview Recreation Inventory has identified a number of areas that experience a high impact from various recreation types. This information can be further used to delineate priority locations for signage placement.

Costs incurred by Clearwater County from 2013 through to 2016 were \$14,500, \$3,200, \$22,500 and \$8,000 respectively. These costs were associated with the purchase of various types and sizes of signs, information pamphlets, t-shirts, stickers, pop-up displays and other advertising materials. They do not include installation or associated costs with information distribution and maintenance.

RECOMMENDATION

Upon a preliminary review of the Sasquatch and Partners initiative, it appears that this program has had a positive impact on Alberta's natural areas where recreation is common. This has been accomplished through creative branding and positive messaging. Many of the issues the program targeted to address are the same issues that Greenview faces on its natural landscapes. As a result, it is recommended that Greenview further explore the possibility of joining this partnership.

Sasquatch & Partners Examples



Example of an initiative sign:



Repurposed fleet vehicle use for awareness.



Example of signage placed at informal camping and ATV trail sites.



Example of a sign placed at the entrance of a commonly used ATV/snowmobile trail.



Example of a sign placed along a main highway where recreation commonly takes place.



Example of t-shirts for sale



Example of the Sasquatch & Partners Program awareness on a designated trail system.



November 17, 2016

To: Municipalities of Mountain View, Bighorn and Greenview

From: Clearwater County

Re: Sasquatch and Partners Initiative

Dear Eastern Slopes Municipal Neighbors:

Each of you may be aware of an initiative which began in Clearwater County which, through a memorandum of understanding, has been picked up by Yellowhead and Brazeau.

The initiative promotes responsible recreational activities by users of the West Country. We call the consortium Sasquatch and Partners. The slogan is "Welcome to our Backyard: Please enjoy it with Respect".

The illustration of a Sasquatch identifies this effort. The drawing, commissioned and copyrighted by Clearwater County, gives us an identifiable messenger. The memorandum of understanding partners us with Yellowhead and Brazeau allowing a consistent message through each municipalities efforts.

This partnership has resulted in signage and local advertising. For instance, Clearwater and Yellowhead have each installed road signs on major access points. Clearwater, Yellowhead and Brazeau have joined to share the cost of advertising in the Alberta Fishing Regulations. Clearwater itself has taken to local advertising in tourist literature, produced a leaflet, and purchased T-shirts for resale. There is also a significant web and growing social media presence. Clearwater is also working on a children's activity book

We envision other eastern slopes municipalities joining the effort and would ask that you explore joining with us. We could be happy to arrange an conference call or make a presentation related to this initiative.

Sincerely,

Jim Duncan

Division One Councillor and Clear Water Landcare Chairman

P.O. BOX 550 - Rocky Mountain House - AB - T4T 1A4
Telephone: 403-845-4444 - Fax: 403-845-7330
Homepage: www.clearwatercounty.ca - Email: admin@clearwatercounty.ca

Sasquatch & Partners Initiative



Initiative History

- Est. 2013 by Clearwater County.
- Educational program designed to curb adverse environmental affects due to outdoor recreation use.
- Focuses on positive messaging on vacant crown land with high occurrence of random camping and ATV use.



Initiative Progress

- Created identifiable messages (copyrighted).
- Placement of high profile signage on well travelled roads in areas of frequent recreation.
- Created program awareness through the distribution of information such as pamphlets and saleable merchandise.



Initiative Progress con'td

- Placement of signage in specific areas of high recreation use.
- Creation of advertisement campaigns on a provincial scale.
- Use of the Initiative to forward a designated trail system with the Province.



WELCOME TO OUR BACKYARD!

Please enjoy it with respect.

SASQUATCH-APPROVED RECREATION TIPS:

- Control your campfire and make sure it's out when you leave.
- Pack out ALL garbage AND recyclables.
- Stay on existing trails with off-road vehicles and share the trails with all users: horses, hikers, and mountain bikers.
- Don't disturb environmentally sensitive areas such as creeks, wetlands, trees, and shrubs.
- Respect wildlife.

Sasquatch & Partners ask that you tread carefully while enjoying the great outdoors.



Brazeau County
brazeau.ab.ca

Yellowhead County
www.Yellowhead.ca



Clearwater County
clearwatercounty.ca

Clearwater County / Yellowhead County
Sasquatch SAS-02-16 AB Fishing Reg Ad

Contact:
Stefan Felsing
780.712.5677
sfelsing@yellowheadcounty.ab.ca



Initiative Progress con'td

- The Initiative had grown to include the Yellowhead and Brazeau Counties.
- The program has enjoyed logistical and financial support from the Province and local industry.
- Areas where the program is present has experienced a reduction of land use issues.

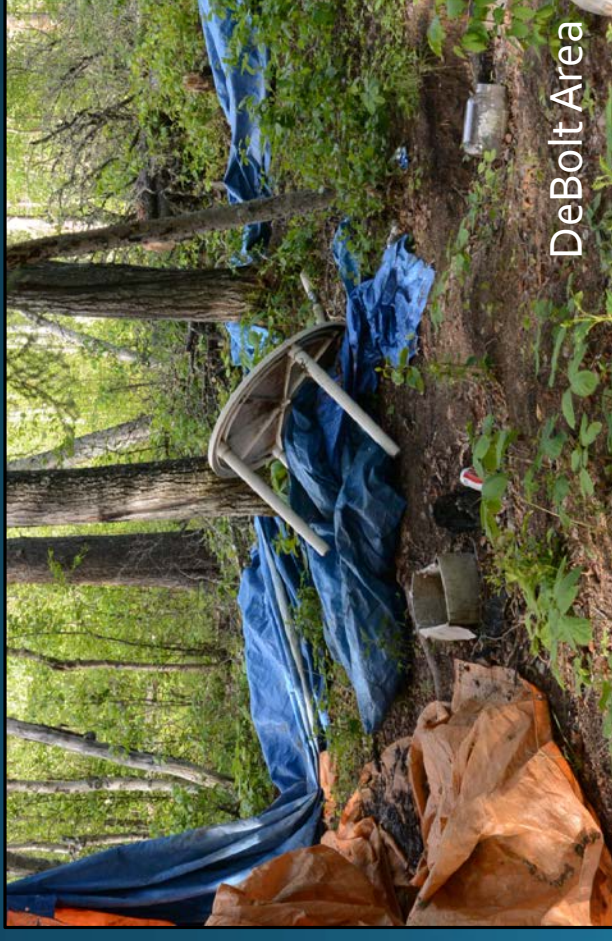


Application to Greenview

- Data collected through the Greenview Recreation Inventory has identified many of the same issues that the created initiative addresses.
- During the work of the Recreation Inventory it was observed that there is little to no messaging that reminds users of utilizing natural areas responsibly.
- Administration believes that the soft and positive messages of the program may yield positive results on Greenview's landscapes.



Grovedale Area



DeBolt Area

Cost

- There is no cost to join the initiative.
- Membership occurs through a Memorandum of Understanding.
- Each municipality independently fund their initiative (i.e., signage, literature etc.), with an option to joint fund broader advertisements.



Cost con'td



Sasquatch and Partners Potential Program Cost for Materials

Sign Type	Signs			Total Cost
	Size (Length X Width)	Quantity	Cost per	
X-Large Sasquatch Sign	12' X 5'	4	\$2,000	\$8,000
Small Camping Signs	2' X 2'	40	\$120	\$4,800
Posts/hardware per sign		48	\$60	\$2,880
Total Cost				\$15,680

Item	Mics. Program Awareness Items		Cost
	Quantity	Cost Per	
Sasquatch cut-out - Tradeshaw/Advertising	1	\$1,200	\$1,200
Program Information Brochures	2000	0.25	\$500
Pop up display Advertising (radio, newspaper, etc.)	1	\$600	\$600
Total Cost:			\$5,300


Total Estimated 2017 Program Cost \$20,980

**Total Estimated 2017 Program Cost
(with 10% contingency rounded up) \$24,000**



Summary

- Administration has contacted Environment and Parks regarding this program and determined they support the initiative in principal at this time.
- As per the RFD, Administration recommends Greenview's participation in the Sasquatch and Partners Initiative.



Sasquatch and his industry, government and citizen partners recognize this site as a **SAFE, environmentally suitable camping area. please act respectfully and use good judgement.**



Sasquatch and his industry, government and citizen partners recognize this area as a **SAFE, environmentally **SUITABLE** Motorized Vehicle route. Please travel respectfully and use good judgement.**



Sasquatch Initiative to protect west country ecosystems

BY JENNA SWAN
Red Deer Express

Quadders, campers, and visitors to Clearwater County, west of Red Deer, this spring and summer will now be able to spot fragile ecosystems that shouldn't be disturbed thanks to the educational Sasquatch Initiative.

Clearwater Councillor Jim Duncan has posted signs sporting the Sasquatch in many areas of the County. These signs sporting the 'Welcome to our backyard: Please enjoy

it with respect' slogan are there to serve as a reminder to be respectful when visiting these ecosystems, he said. Duncan explained the initiative began two years ago in an effort to preserve land located in Clearwater County.

"I began with a small committee that would pertain to ecological stewardship in the west country of Central Alberta, after which I approached my council and then went on to look for funding for the initiative from industry members in the area."

According to Duncan, on any long weekend in Clearwater County there can be 30,000 to 50,000 people who bring with them upwards of 20,000 quads.

"We're looking at the issues of over-use of trails, people making their own trails and the most severe issue surrounds those looking for mud and quadding in the wetlands."

Duncan stated that people often drive up and down the streams or go into the bog and muskeg area and make large mud holes. While the County doesn't

want to discourage people from visiting, they hope that the Sasquatch Initiative will encourage people to be respectful of these wetlands.

"We simply ask that people use common sense and be aware of sensitive environments and the impact that you can have especially during wet times."

In the past, Clearwater County has had reports of people camping on oil and gas lease sites, as well as quadding on private property. "Land has been damaged by quadders, using wet lease roads as trails to the point where pipelines have actually been exposed because of trail erosion.

Some of these places where people are randomly camping are sour gas sites which is illegal and dangerous as you shouldn't even be within 100 metres."

Alberta remains one of the places in North America where random quadding and camping is allowed.

Provinces such as Ontario have rules and regulations as to where you are and aren't allowed to camp. Duncan believes that if everyone sticks to the

"Honour system when it comes to quadding and camping and sticks to the trails and without disturbing these sensitive eco systems," then there wouldn't be a need for regulation.

In the future, Duncan hopes to help to educate children in schools on the importance of respecting these eco systems, as well as to develop trail management systems.

"We are still in the development stages of these trail management systems for Clearwater County," said Duncan. "We are working on pilot projects for these Sasquatch Approved trails and campsites."

jswan@reddeerexpress.com



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WELCOME TO OUR BACKYARD!

Please enjoy it with respect.



REQUEST FOR DECISION

SUBJECT: **Sunset House Cemetery Committee Appointment**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 28, 2017 CAO: MH MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:

RELEVANT LEGISLATION:
Provincial (cite) – N/A

Council Bylaw/Policy (cite) - *Bylaw 97-218*

RECOMMENDED ACTION:

MOTION: That Council appoint Ms. Margaret Danyliuk to the Sunset House Cemetery Committee.

BACKGROUND/PROPOSAL:

The Sunset House Cemetery is one of four cemeteries within Greenview. Council has established a Bylaw appointing five members to the committee as well as one Councillor. Currently Councillor Dave Hay, Kevin Petryshen, Lori King, Gloria Whiting, and Susan Sperling sit on this committee.

Ms. Danyliuk has served on the committee since 2002. In her time on the committee Ms. Danyliuk has obtained and received grants from various sources for the committee. Ms. Danyliuk did not submit her expression of interest to remain on the committee at the time of the 2016 Organizational Meeting, but has since communicated a desire to remain.

BENEFITS OF THE RECOMMENDED ACTION:

1. Should Council accept the recommended motion that would give the Sunset House Cemetery Committee a full board.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council could opt not to appoint Ms. Danyliuk, resulting in an empty seat on the Sunset House Cemetery committee.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no direct staffing implications.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

INFORM - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

INFORM - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will forward a letter to Ms. Danyliuk stating Council's decision.

ATTACHMENT(S):

- Letter from Ms. Margaret Danyliuk
- Bylaw 97-218

Box 31
Sunset House, Alberta
T0H 3H0

February 9, 2017

Municipal District of Greenview No 16
Box 1079
Valleyview, Alberta
T0H 3H0

Attention: Lianne Kruger

I would like to continue serving as treasurer on Sunset House Cemetery Committee for 2016/17. I have held this position since 2002.

During the time I served on the committee, I have applied for and obtained grants from various sources for the enhancement of the Sunset House Cemetery. We have received grants for the fence and columbarium the committee expects completion of these projects this year.

I would like to have my term of service extended for another year.

Sincerely,



Magaret Danyliuk



BYLAW NO. 97-218

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 establishing control of cemetery operations, and hereby known as the 'Cemetery Bylaw'.

WHEREAS, the Municipal District of Greenview No. 16 is recognized as the owner of cemeteries, as defined in the *Cemeteries Act*, Chapter C-2;

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

1. PURPOSE:

- 1.1 The purpose of this bylaw is to establish a bylaw to control the operations of cemeteries owned by the Municipal District of Greenview No. 16.

2. DEFINITIONS:

- 2.1 **Caretaker** means the person placed in charge of the cemetery by resolution of Committee.
- 2.2 **Cemetery** means land that is set apart or used as a place for the burial of dead human bodies or other human remains, or in which dead human bodies or other human remains are buried, owned by the Municipal District of Greenview.
- 2.3 **Committee** means an Advisory Committee that may be formed to advise and recommend to the Council on matters required in the performance of this Bylaw.
- 2.4 **Fees** means a Schedule of Fees and Charges as established by the Committee.
- 2.5 **Lot** means a single grave site.
- 2.6 **Maintenance** means both short and long term care of the cemetery.
- 2.7 **Memorial Fund** is moneys donated for the purpose of maintenance or beautification of the cemetery. This money is to be transferred to the trust fund unless specified for a certain project by the donor.
- 2.8 **Monument**; for the purpose of this Bylaw, a monument shall be understood to be any permanent memorial structure.
- 2.9 **Municipality** means the Municipal District of Greenview No. 16.
- 2.10 **Plot** means two or more lots shown on a plan and officially recorded with the Committee.
- 2.11 **Trust Fund** is moneys from the Memorial Fund that are placed in a term deposit or other savings to generate interest for the maintenance and beautification of the cemetery.

3. CONTROL:

- 3.1 The municipality may delegate its authority to the Committee with respect to the control and maintenance of the cemetery.
- 3.3 The Committee shall supervise all sales of lots and plots.
- 3.4 The Committee shall keep a correct account of all revenues and expenditures made in connection with the cemetery.

- 3.5 Two copies of all burial records (sales of lots or plots) and reservations shall be maintained. One copy of all records shall be forwarded to the municipality prior to June 30th in each year.

4. SALES AND RESERVATIONS:

- 4.1 The Committee shall from time to time review and recommend to the municipality the prices for all lot and plot sales, the charges for opening and closing of lots, and the maintenance fees.
- 4.2 Lots in the cemetery shall be sold by the Committee. Should financial hardship be proven, the Committee may make arrangements with the purchaser of a lot as it sees fit.
- 4.3 Reservation for one or more lot or plot may be made. However, if after 180 days the lots or plots are not paid for, they will be forfeited.
- 4.4 If approved by the Committee, lots and plots may be transferred for no more than the original purchase cost set by the Committee.
- 4.5 It is a condition of every sale that the purchaser expressly waives any claim arising by reason of any error or mis-description of any burial plot. The Committee undertakes that it will attempt, insofar as it is reasonably possible, to avoid such errors but its liability shall only extend to refund in case of error, any money paid to the Committee for a lot or lots and it undertakes to make an equivalent quality of lot or lots available.
- 4.6 Application for interment should be made 36 hours prior to the time established for burial from May to October inclusive, and 48 hours during the months of November to April inclusive, not including weekends.

5. MONUMENTS:

- 5.1 The owner of each lot shall have the right to erect thereon a monument or headstone subject to the provisions of the Committee on cemetery monuments.
- 5.2 The caretaker is to approve any headstone or monument prior to placement on the grave.
- 5.3 It is the lot owner's responsibility to maintain the monument in a manner acceptable to the caretaker.
- 5.4 No person shall place upon any monument the name of a dealer, supplier or manufacturer.
- 5.5 Vertical monuments, tombstones or markers placed above the level of the ground will be allowed.
- 5.6 All memorials must be of granite, marble, limestone or bronze unless approved in writing by the Caretaker. No fixtures of any type such as pictures or ornaments made of breakable materials may be attached or affixed in any manner whatsoever to any part of a memorial.
- 5.7 The outside back of any monument on any adult grave, whether it be upright or flat, must be placed exactly sixteen inches from the boundary at the head of the lot. On a child's grave, the outside back of any monument must be placed exactly twelve inches from the boundary at the head of the lot.
- 5.8 The Committee may allow full length grave covers if they are constructed of granite, marble, limestone or bronze and are no more than six inches above ground level.
- 5.9 All foundations for erecting memorials shall be made of concrete and must extend not less than six inches around the complete base of the memorial and must be level with the surface of the ground.
- 5.10 No monument work except markers shall be delivered to a cemetery until the foundation is completed and until the contractor is ready to proceed with the work of erection.
- 5.11 The behavior of all workmen employed by others upon cemetery property shall be subject to the control of the Caretaker. Contractors, masons, and stone cutters shall lay planks on the lots and paths over which heavy materials are to be moved in order to protect them from injury.

6. CARE OF LOTS:

- 6.1 The owner of each lot shall have the right to improve his lot at his convenience subject to the provisions of this bylaw.
- 6.2 To ensure neatness, and to preserve the beauty of the cemetery, the caretaker shall approve the placement and removal of:
 - a) wreaths, flowers and other removable mementos.
 - b) flowers, shrubs, weeds and grass growing upon graves.
- 6.3 Any lot owner shall be allowed to place monuments, plant flower beds, or make any improvements on the lot(s), providing such work is in accordance with this Bylaw, in an area extending five (5) feet from the head of the lot and the full width of the lot less six (6) inches from the boundary on each side (on child's grave - forty (40) inches from the head of the lot and the full width of the lot less six (6) inches from the boundary on each side). They may, however, use the entire lot for a period of not longer than 180 days from the date of interment, after which time the Caretaker may level and landscape to Committee standards.
- 6.4 No person or lot owner shall plant any tree or shrub or any other plant that will attain a height of 18 inches or over in accordance with No. 6.1 above.
- 6.5 No person other than the Caretaker shall remove any growing plants, flowers, slips, or cuttings from anywhere in the cemetery.
- 6.6 The Caretaker may remove, after a period of thirty (30) days, from any lot any weeds, grass, funeral design, or floral pieces which may become wilted, or any other article or thing which is in his opinion unsightly.

7. MISCELLANEOUS PROVISIONS:

- 7.1 The cemetery shall not be used for any purpose other than burial grounds for dead human bodies and human cremated remains.
- 7.2 All burials are to be made within the confines of a single lot. There must be a minimum of twelve (12) inches of earth between remains buried in adjoining lots. There shall not be more than two burials in a single adult grave space and there shall be a minimum of three (3) feet of earth above the outer shell. Double burial in one lot must be indicated at the time of sale of the lot.
- 7.3 There shall not be more than six (6) containers of cremated remains permitted per single lot. There must be a minimum of two and one half (2 1/2) feet of earth placed over each container.
- 7.4 Provisions may be made to inter more than one stillborn body within the confines of one lot. There must be a minimum of one (1) foot of earth between remains buried in such communal graves, with at least three feet of soil over the uppermost casket.
- 7.5 No person shall drive a vehicle in the cemetery except at a moderate rate and then only upon the roadway provided for the purpose thereof. The caretaker may at his discretion prohibit the entrance of vehicles into the cemetery when the roads are not fit for vehicles. The owner of any motor vehicle shall be responsible for any damages done by such a vehicle within the boundaries of the cemetery.
- 7.6 No person shall disturb the quiet and good order of the cemetery by noise or any other improper conduct.
- 7.7 Any person who willfully damages or destroys or removes any tomb, monument, gravestone or any other structure placed in the cemetery or any railing or other work for the protection or ornamentation of the cemetery or burial lot, or willfully damages or destroys any tree, shrub or plant in the cemetery, or any person who in the cemetery discharges firearms (save at military funerals) or commits a nuisance, shall be prosecuted to the fullest extent of the law.

8. MEMORIAL FUND AND TRUST FUND:

- 8.1 Two separate accounts are to be set up by the Committee including a Memorial Fund and Trust Fund, and operated by the Committee as per this bylaw and any pertinent policy thereto.

8.2 The Committee shall maintain a record of expenditures and revenues relating to all operations of the cemetery, and shall, prior to March 31st of each year, provide to the municipality a financial statement of such expenditures and revenues, signed by two Committee members in good standing.

9. ROLE OF COMMITTEE:

9.1 There is hereby established a Committee which shall consist of: five members at large from the municipality or who may have a vested interest in the cemetery, one of which shall serve as Caretaker; plus one municipal Councilor for the area served, as appointed by resolution of Council from time to time.

9.2 The Committee members term of office shall be for three years, to run concurrently with the municipal election year.

9.3 The positions of Chairman and Treasurer of the Committee shall be elected from within for a one year term.

9.4 The Committee shall operate, maintain and manage the cemetery.

9.5 Subject to the provisions of this bylaw and any policy thereto, the Committee may determine all rules of procedure for the conduct of its meetings, policies, procedures, and the setting of a fee schedule to cover costs for operating and maintaining the cemetery, subject to final approval from the municipality.

10. GENERAL:

10.1 The municipality may enter into agreement with another party for the performance of this bylaw if a Committee is not established.

10.2 This Bylaw may be amended by resolution of Council

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

Read a first time this 13th day of August, A.D., 1997.

Read a second time this 12th day of November, A.D., 1997.

Read a third time and finally passed this 12th day of November, A.D., 1997.

K.P. Muligan
REEVE

Coordonfrent
MUNICIPAL MANAGER



CAO's Report

Function: CAO

Date: February 28th, 2017

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 Owing for Linear Property and Machinery and Equipment*

Alternate dates are available in Edmonton and Airdrie.

NAWMP Municipal Wetland Forum

Council was previously made aware of this session taking place on March 16th in Leduc. The intent of the session is to:

- 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

Initial information indicated that this would be open to municipalities (staff and members of Council) and discussion at the January 24th, 2017 Regular Council Meeting was to attempt to send a couple of staff and a couple members of Council.

Follow up information received several days ago has clarified that the event is open to municipal staff and that each municipality can send one person. Given this, Administration will be determining which staff person would be best suited to attend this event.

Growing the North

I, along with Council and several Staff attended the Growing the North Conference in Grande Prairie. Greenview was a Platinum Sponsor of the conference (\$10,000.00). The conference is an opportunity to hear engaging speakers and interact with local business and industry under a theme of economic development.

Valleyview K-12 School – Proposed

Northern Gateway School Division has provided an update that they continue to engage the Province regarding the construction a new school in Valleyview. At this time it is premature to openly discuss specific locations, but if the Province does approve the plan, the School Division will be approaching the Town and Greenview regarding funding contributions for site development of things like sports fields and playgrounds, which are not currently funded by the Province.

Should the plan move forward, the question of what would be done with existing school locations would also become a discussion between the School Division and the local municipalities.

Election Planning and Preparation

Planning and preparation of the 2017 Municipal Election continues. This effort is being undertaken by the Special Projects Coordinator.

Municipal Intern

Interviews for the position of Municipal Intern are being conducted shortly. Greenview was approved as one of only five hosts for the Administrator’s stream. Municipal Affairs received a total of 41 applications. This was shortlisted to 36 applications by Municipal Affairs. Of those 36 shortlisted applicants, 19 applied to Greenview. It is anticipated that the intern will start in early/mid-May.

Upcoming Dates:

RMRF Law Seminar	March 3 rd
AAMDC Spring Convention	March 20 th - 22 nd
Federation of Canadian Municipalities	June 1 st - 4 th