



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Tuesday, September 12, 2017

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		1
#3	MINUTES	3.1 Special Council Meeting minutes held August 21, 2017 – to be adopted.	3
		Regular Council Meeting minutes held August 22, 2017 to be adopted.	6
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION	9:00 am 5.1 I Want Wireless Presentation	16
		9:30 am 5.2 DeBolt Golf Course Presentation	18
#6	BYLAWS		
#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 Request to Waive Additional Fees for Development Permit D17-157	36
		8.2 Capital Expenditure Overage for AG17007 Bale Hauler	44
		8.3 Surplus Greenview Vehicles	49
		8.4 Renovation Request for Greenview Veterinary Clinic	54

	8.5 Security Deposit for Residential Access Construction Extension Request	61
	8.6 Norbord Access Intersection	65
	8.7 Draft Little Smoky Recreation Area Governance Board Agreement	73
	8.8 Request to Waive Penalty on Petrus Resources Tax Roll 319262	80
	8.9 Sheldon Coates School Snack Program	88
	8.10 Valleyview Enhancement Society Christmas Gala	91
	8.11 Managers Reports'	94
#9	COUNCILLORS BUSINESS & REPORTS	
#10	CORRESPONDENCE	
	<ul style="list-style-type: none">• The Great War Gala• Nitehawk Municipal Golf Tournament• Valleyview Enhancement Society 2017 Christmas Gala• Monthly Peace Officer Report• Grand Spirit Foundation Harvest Dinner	
#11	IN CAMERA	
#12	ADJOURNMENT	

Minutes of a
SPECIAL COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
 Greenview Public Services Building,
 Grovedale, Alberta, on Tuesday, August 21ST, 2017

1: Reeve Dale Gervais called the meeting to order at 7:09 p.m.
CALL TO ORDER

PRESENT

Reeve		Dale Gervais
Deputy Reeve		Roxie Rutt
Councillors		Tom Burton
		George Delorme
		Dave Hay
		Les Urness
		Bill Smith
		Dale Smith

ATTENDING

Chief Administrative Officer		Mike Haugen
Manager, Planning Development		Sally Rosson
Development Officer		Price Leurebourg
Sheffer Andrew Ltd		Luis Esteves
Recording Secretary		Lianne Kruger

ABSENT

Councillor		Les Urness
Councillor		George Delorme

PUBLIC HEARING **GROVEDALE AREA STRUCTURE PLAN**

ATTENDING GUESTS

Aleta Vandemark	Jim Gaboury
Carrie & George Wohlgemuth	Lesley Vandemark
Tammy Day	Christine Nickerson
Janet & Guy Maisonneuve	Noreen Rolls
Shawn & Stef Clarke	Dawn Viguie
Steve & Rose Csikos	Ellen McAusland
Cameron Verhagen	Derrick Belstein
Justin & Sandy Roulston	Allison Midrel
Biley Hills	Rachel & Earl Hayden
Shaun & Shawna Fedorchuck	Anna Vatter
Terry Darring	Nick Smith
Larry Smith	Ryan & Cather Sellers
Cheryl Ryan	Dawne Torrance
Lisa Arliht	Wayne Drysdale
Ray & Deb Petteplace	Marie McCullough

Tim Kozie
Terri Beaupre
Shirley Nellis
Ken Trarback
Pat Cooke
Tom Finch
Pender Donna Smith
Lloyd Jopson
Diane Eastwood

Devin Smith
Shauna Head
Patricia Trarback
Christine Schlieff
Rick Houweling
Michael Koracs
Warren Hillis
Noelle Hughes

Chair Gervais opened the Public Hearing regarding the Grovedale Area Structure Plan at 7:10 p.m.

Manager, Planning and Development, Sally Rosson explained the purpose of the public hearing regarding the Grovedale Area Structure Plan.

Chair Gervais advised those in attendance that Council is here to listen to the information presented and stated that all those who wish to speak to the matter whether for or against may speak once and shall be limited to five (5) minutes. Each speaker shall first state their name and their interest in the matter, including whether they are in support or non-support.

Luis Esteves with Sheffer Andrew Ltd gave an overview of the Grovedale Area Structure Plan.

Residents from the Landry Heights and Grovedale area attended the Grovedale Area Structure Plan Public Hearing to voice their concerns and encouragements regarding the plan.

Statements were made that the plan is a good, but residents would like to see a five and ten year plan along with the fifty year plan.

Over population, crime, and traffic were the main concerns brought forward at the public hearing.

The residents of Landry Height feel that their concerns were not heard during the survey and would prefer not to see estate living come to their area. The area residents would prefer to not have access to municipal sewer and water if the re-designation means higher density.

Council and Administration explain to the residents that the reason for the public hearing is to hear the concerns of the residents and to use the information to move forward.

Chair Gervais adjourned the Public Hearing at 9:23 p.m.

ADJOURNMENT

ADJOURNMENT

MOTION: 17.08.. Moved by: COUNCILLOR TOM BURTON
That this meeting adjourn at 9:23
p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building,
Valleyview, Alberta, on Tuesday, August 22nd, 2017

1:
CALL TO ORDER Reeve Dale Gervais called the meeting to order at 9:10 a.m.

PRESENT
Reeve Dale Gervais
Deputy Reeve Roxie Rutt
Councillors Tom Burton
George Delorme(9:09a.m.)
Dave Hay
Les Urness
Bill Smith
Dale Smith

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

ABSENT

#2:
AGENDA MOTION: 17.08.309. Moved by: COUNCILLOR DALE SMITH
That Council adopt the August 22nd, 2017 Regular Council Agenda with the addition of:

- 8.14 WW15005 Grovedale Septage Receiving Station

CARRIED

#3.1
REGULAR COUNCIL
MEETING MINUTES MOTION: 17.08.310. Moved by: COUNCILLOR TOM BURTON
That Council adopt the Minutes of the Regular Council Meeting held on Tuesday,
July 25th, 2017 as amended.

CARRIED

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

#5
DELEGATIONS

5.0 DELEGATIONS

5.1 STARS PRESENTATION

STARS
PRESENTATION

MOTION: 17.08.311. Moved by: DEPUTY REEVE ROXIE RUTT
That Council accept the presentation from STARS as presented, for information.

CARRIED

5.2 LOEWEN PRESENTATION

LOEWEN
PRESENTATION

MOTION: 17.08.312. Moved by: COUNCILLOR TOM BURTON
That Council accept the presentation from Greg Loewen regarding the
TransCanada Peace River Mainline Abandonment as presented, for information.

CARRIED

Reeve Gervais recessed the meeting at 9:59 a.m.
Reeve Gervais reconvened the meeting at 10:08 a.m.

#6
BYLAWS

6.0 BYLAWS

There were no Bylaws presented.

#7
OLD BUSINESS

7.0 OLD BUSINESS

There was no Old Business presented.

#8
NEW BUSINESS

8.0 NEW BUSINESS

8.1 INVESTIGATING ICE PROBLEMS AT ALL GREENVIEW WATERPOINTS

MOTION: 17.08.313. Moved by: COUNCILLOR DALE SMITH
That Council accept the report on icing issues at the Greenview Waterpoints as
information, as presented.

MOTION: 17.08.314. Moved by: COUNCILLOR DAVE HAY
That Council table motion 17.08.313., until later in the meeting.

CARRIED

8.4 WRITE OFF TAX ARREARS ON TAX ROLL 315060

MOTION: 17.08.315. Moved by: DEPUTY REEVE ROXIE RUTT
That Council authorize Administration to cancel the tax arrears and penalties on roll 315060 in the amount of \$3,116.81 as per Court Order File Number 1501-09424 and advice from Greenview's Legal Counsel.

CARRIED

**#4
PUBLIC HEARING**

4.0 PUBLIC HEARING

4.1 BYLAW 17-779 LAND USE BYLAW

IN ATTENDANCE

Development Officer
Manager, Development & Planning

Leona Dixon
Sally Rosson

**ATTENDING
GUESTS**

Earl Langenecker
Thommus Dyhstra
Betty Puis
Keith Tissington
Andre Gagnon
Sylvia Behrens
Jim Uhl
Bruce Little
Wayne Chalifoux
Brenda Roy
Yvette Laflamme
Allan McKillop
Julie Cloutier
Tony Liebl
Cliff Chappell
Tammy Day
Rebecca Cordery
Jim Pope

Janice Utz
Lloyd Burnside
Dave Tissington
Lorraine Gagnon
Natalie Very
Jacki Gobin
Herb Pfau
Shawn Little
Bill Hanson
Rennie Cauchie
Jacques Laflamme
Bill Edgemon
Kyle Cloutier
Terri Beaopre
Jamey Morgan
Lisa Arliht
Dale Lafstrom
Clarence Lindblom

**BYLAW 17-779
PUBLIC HEARING**

Chair Dale Gervais opened the Public Hearing regarding Bylaw 17-779 at 10:32 a.m.

The Chair requested each Council Member and Staff member to introduce themselves and asked Council Members if there were any reasons that they should be disqualified from the hearing.

Each Members' reply was No.

The Chair asked the applicants if there was any objection or concern with any members sitting on the Board.

The reply was No.

Manager, Development & Planning, Sally Rosson provided a summary of the responses from referral agencies.

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

The Chair requested that anyone against the application come forward.

Residents of the Narrows are opposed to the Land Use Bylaw, concerns regarding minimizing development, tax changes, levels of service and lack of information from Greenview. Residents would like to see a public hearing held in the area.

Residents voiced concerns with lack of RV use and of restrictions regarding RV camping. Would like more information regarding this concern.

**BYLAW 17-777
PUBLIC HEARING
ADJOURNED**

Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 17-779 at 11:55 a.m.

Reeve Gervais recessed the meeting at 11:56 a.m.

Reeve Gervais reconvened the meeting at 1:07 p.m.

8.2 2017 2ND QUARTER ACTUAL TO BUDGET FINANCIAL REPORT

**2ND QUARTER
ACTUAL TO
BUDGET FINANCIAL**

MOTION: 17.08.316. Moved by: DEPUTY REEVE ROXIE RUTT

That Council accept the 2017 Second Quarter Actual to Budget Financial Report as presented, for information.

CARRIED

5.3 REGIONAL ECONOMIC DEVELOPMENT ALLIANCE PROPOSAL

REDA PROPOSAL

MOTION: 17.08.317. Moved by: COUNCILLOR DALE SMITH

That Council accept the presentation from Woodlands County and the Town of Whitecourt to establish a Regional Economic Development Alliance (REDA) as presented, for information.

CARRIED

5.4 GROVEDALE DAYCARE

GROVEDALE
DAYCARE

MOTION: 17.08.318. Moved by: COUNCILLOR BILL SMITH
That Council accept for information the presentation regarding a proposed Daycare, located within Grovedale, as presented.

CARRIED

MOTION: 17.08.319. Moved by: DEPUTY REEVE ROXIE RUTT
That Council direct Administration to investigate the various options considering a Daycare in Grovedale.

CARRIED

8.3 OUTSTANDING NON-RESIDENTIAL PROPERTY AND SCHOOL TAX

OUTSTANDING
NON-RESIDENTIAL
PROPERTY &
SCHOOL TAX

MOTION: 17.08.320. Moved by: COUNCILLOR DALE SMITH
That Council accept the outstanding Non-Residential Property and School Tax Report as information, as presented.

CARRIED

8.5 GROVEDALE ELECTRIC SIGN PROPOSAL

GROVEDALE
ELECTRIC SIGN

MOTION: 17.08.321. Moved by: COUNCILLOR BILL SMITH
That Council award the Grovedale Electronic Sign project to Libertelevision West Inc. for a cost of \$155,328.00 to be installed in front of the Greenview Maintenance Shop, to be funded from the Community Services, Economic Development Budget.

CARRIED

8.6 REGIONAL RECREATION MASTER PLAN – REQUEST FOR ADMINISTRATIVE COORDINATOR

REGIONAL
RECREATION
MASTER PLAN

MOTION: 17.08.322. Moved by: COUNCILLOR TOM BURTON
That Council contribute a maximum of \$1,205.00 in 2017 and 2018 to the Grande Prairie Regional Recreation Committee for Greenview's contribution with 2017, funds to come from the Contingency Reserve.

CARRIED

CONTINGENCY
RESERVE

MOTION: 17.08.323. Moved by: COUNCILLOR TOM BURTON
That Council authorize Administration to transfer \$1,205.00 from the Contingency Reserve to Community Services.

CARRIED

8.7 ROUND DANCE

ROUND DANCE

MOTION: 17.08.324. Moved by: COUNCILLOR BILL SMITH
That Council provide sponsorship in the amount of \$4,375.00 for the Round Dance located at the Recreation Centre within Grande Cache on September 16th, 2017, with funds to come from the Community Service Miscellaneous Grant Budget.

CARRIED

8.8 DEBOLT JAMBOREE AND CORN BOIL

**DEBOLT JAMBOREE
& CORN BOIL**

MOTION: 17.08.325. Moved by: COUNCILLOR TOM BURTON
That Council provide sponsorship in the amount of \$2,500.00 for the DeBolt Jamboree and Corn Boil hosted at the DeBolt Rodeo Grounds, August 25th, 26th and 27th, 2017 with funds to come from the Community Service Miscellaneous Grant Budget.

CARRIED

8.9 MUNICIPAL INTERNSHIP PROGRAM

**MUNICIPAL
INTERNSHIP
PROGRAM**

MOTION: 17.08.326. Moved by: DEPUTY REEVE ROXIE RUTT
That Council direct Administration to apply for a Municipal Intern under the Municipal Internship Program as offered by Alberta Municipal Affairs.

CARRIED

8.10 OCTOBER 17TH, 2017 COMMITTEE OF THE WHOLE MEETING – CANCELLATION

**COMMITTEE OF
THE WHOLE
CANCELLATION**

MOTION: 17.08.327. Moved by: COUNCILLOR DALE SMITH
That Council cancel the October 17th, 2017 Committee of the Whole meeting.

CARRIED

8.11 CHIEF RETURNING OFFICER APPOINTMENT

**CHIEF RETURNING
OFFICER
APPOINTMENT**

MOTION: 17.08.328. Moved by: COUNCILLOR GEORGE DELORME
That Council appoint Tara Zeller as the Chief Returning Officer (CRO) for the 2017 Municipal Elections.

CARRIED

8.12 GREENVIEW SUCCESS REPORT

**GREENVIEW
SUCCESS REPORT**

MOTION: 17.08.329. Moved by: COUNCILLOR DAVE HAY
That Council accept the report regarding Greenview's Success Listing as presented, for information.

MOTION: 17.08.330. Moved by: REEVE DALE GERVAIS
That Council table motion 17.08.329., to include an expansion on Capital Projects from 2013-2017.

CARRIED

Councillor Dale Smith vacated the meeting at 3:15 p.m.

Reeve Gervais recessed the meeting at 3:17 p.m.
Reeve Gervais reconvened the meeting at 3:26 p.m.

8.13 CAO/MANAGERS' REPORTS

CAO REPORTS

MOTION: 17.08.331. Moved by: COUNCILLOR BILL SMITH
That Council accept the CAO Report for information, as presented.

CARRIED

8.14 WW15005 – GROVEDALE SEPTAGE RECEIVING STATION

**GROVEDALE
SEPTAGE
RECEIVING
STATION**

MOTION: 17.08.332. Moved by: DEPUTY REEVE ROXIE RUTT
That Council direct Administration to add \$154,979.00 to the 2017 Capital Budget to cover necessary expenditures for Job ID WW15002, Grovedale Septage Receiving Station, with funds to come from the Wastwater Reserve.

CARRIED

**GREENVIEW
WATERPOINTS**

MOTION: 17.08.313. Moved by: COUNCILLOR DALE SMITH
That Council accept the report on icing issues at the Greenview Waterpoints as information, as presented.

CARRIED

**SUNSET HOUSE
WATERPOINT
HEATED PAD**

MOTION: 17.08.333. Moved by: COUNCILLOR DAVE HAY
That Council direct Administration to install a heated pad at the Sunset House Waterpoint with an upset limit of \$50,000.00, funds to come from the Water Reserve.

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 was unavailable to give a members report.
Tri Municipal Industrial Partnership Meeting
Grovedale Area Structure Plan

WARD 6

COUNCILLOR TOM BURTON updated Council on his recent activities, which include:
Tri Municipal Industrial Partnership via Conference Call
Alberta Association of Municipal Districts & Counties District 4 Zone Meeting
DeBolt Fair and Parade
Grovedale Area Structure Plan

WARD 7

DEPUTY REEVE ROXIE RUTT updated Council on her recent activities, which include:
Crooked Creek Recreation Club Meeting
Tri Municipal Industrial Partnership Meeting
West Jet Encore Presentation
Philip J. Currie Regular Meeting
Alberta Association of Municipal Districts and Counties District 4 Zone Meeting

PHILIP J CURRIE
ANNUAL BALL

MOTION: 17.08.334. Moved by: **COUNCILLOR TOM BURTON**
That Council sponsor two tables for the Philip J Currie, Everybody Rock the Dinosaur Ball funds to come from the Miscellaneous Community Service.

Councillor Bill Smith requested a recorded vote.

For: Councillor Tom Burton, Deputy Reeve Roxie Rutt, Councillor Dave Hay, Councillor Les Urness, Councillor George Delorme, Reeve Dale Gervais

Against: Councillor Bill Smith

CARRIED

WARD 4

COUNCILLOR DAVE HAY
No meetings to report.

WARD 3

COUNCILLOR LES URNESS updated Council on his recent activities, which include:
Greenview Multiplex Meeting
Alberta Association of Municipal Districts and Counties Zone 4 District Meeting

WARD 1 **COUNCILLOR GEORGE DELORME** updated Council on his recent activities, which include:
Tri Municipal Industrial Partnership Meeting

WARD 5 **COUNCILLOR DALE SMITH** submitted his written update to Council on his recent activities, which include:
Alberta Association of Municipal Districts & Counties Zone 4 Meeting
Grovedale Area Structure Plan

REEVE'S REPORT **9.1 REEVE'S REPORT:**

WARD 2 **REEVE DALE GERVAIS** updated Council on his recent activities, which include:
Greenview Multiplex Meeting
Pembina Photo Op
Tri Municipal Industrial Partnership Meeting
Valleyview Rodeo Opening
Grovedale Area Structure Plan

#10
CORRESPONDENCE **10.0 CORRESPONDENCE**

MOTION: 17.08.335. Moved by: **COUNCILLOR TOM BURTON**
That Council accept the correspondence for information, as presented.
CARRIED

#11 IN CAMERA **11.0 IN CAMERA**

MOTION: 17.08.336. Moved by: **DEPUTY REEVE ROXIE RUTT**
That the meeting go to In-Camera, at 4:15 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

11.1 PERSONNEL

MOTION: 17.08.337. Moved by: COUNCILLOR LES URNESS
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 4:52 p.m.

CARRIED

12.0 ADJOURNMENT

#12
ADJOURNMENT

MOTION: 17.08.338. Moved by: DEPUTY REEVE ROXIE RUTT
That this meeting adjourn at 4:52 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED

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:

There are no perceived follow up actions to the recommended motion.

ATTACHMENT(S):

- None



SUBJECT: **Gunby Ranch Golf Course Presentation**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 ACAO: DM MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation from the Gunby Ranch Golf Course as information, as presented.

BACKGROUND/PROPOSAL:

The Gunby Ranch Golf Course is looking to expand the number of seasonal camp stalls, and to upgrade or replace the club house along with other improvements and is seeking a financial contribution from Greenview.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the Gunby Ranch Golf Course.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion for information.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are 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:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Various Quotes.

From: Terry Stevenson
Sent: June-28-17 9:07 AM
To: Melissa Lorenz
Subject: Fw: {External} Picking Slip 202-711488

From: Tyler Hards <hardstb@eocol.com>
Sent: May-02-17 9:21 AM
To: Terry Stevenson
Subject: Re: {External} Picking Slip 202-711488

Outside Salesperson: **House-grande
Prairie**
Material Quoted By: **Tyler B
Hards''**

Price Request



*Prices are subject to approval / change without
notice*

EECOL ELECTRIC CORP.

10945 - 89 AVENUE
GRANDE PRAIRIE, AB
GRANDE PRAIRIE, AB
T8V 5B9
Phone 780 532 8750
Fax 780 538 3742

NUMBER
711488
YOUR PURCHASE ORDER NUMBER
DATE
2017-05-02

SOLD TO

CASH SALE INVOICES
EECOL ELECTRIC LTD.
16021 - 121A AVENUE

SHIP TO

TERRY STEVENSON
780 228 2760

GRANDE PRAIRIE, AB

LINE DESCRIPTION	UOM	PRICE	EXTENSION	ORDERED	BACK ORDERED	SHIPPED
1 TEC TK1/0-3CU 1KV 3 CONDUCTOR #1/0 COPPER 1000V	1000	\$ 47,449.67	\$ 21,826.85	460	0	460

	IPX CON10020						
2	(32120) 2"X10' PVC CONDUIT SOLD PER FOOT	100	\$ 282.32	\$ 28.23	10	0	10
3	IPX SLB60S (77546) 2" PVC LB FITTING	100	\$ 1,816.30	\$ 18.16	1	0	1
4	IPX SLL60S (77526) 2" PVC LL FITTING	100	\$ 2,292.90	\$ 22.93	1	0	1
5	TEC TK1/3CU 1KV 3 CONDUCTOR #1 COPPER 1000V	1000	\$ 39,158.96	\$ 18,013.12	460	0	460
	TOTAL GOODS						\$ 18082.44

Prices do not include applicable freight or taxes

SPECIAL INSTRUCTIONS:

PACKING SLIP TERMS

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY EECOL'S STANDARD TERMS, BUYER AGREES THAT THIS QUOTE AND ANY RESULTING PURCHASE ORDER WILL BE GOVERNED BY EECOL'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.EECOL.COM/TERMS AND CONDITIONS OF SALE.PDF](http://www.eecol.com/terms_and_conditions_of_sale.pdf) AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH TERMS ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS PACKING SLIP IF YOU REQUIRE A PRINTED COPY.

[EECOL TC of Sale 022013 rev](#)

www.eecol.com

EECOL ELECTRIC CORP. - TERMS AND CONDITIONS OF SALE – 022013 1. EECOL'S Terms and Conditions Control the Agreement. A. These terms and conditions are incorporated into

On Tue, May 2, 2017 at 9:20 AM, Terry Stevenson <tstevenson@controltechgp.ca> wrote:

PACKING SLIP TERMS

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY EECOL'S STANDARD TERMS, BUYER AGREES THAT THIS QUOTE AND ANY RESULTING PURCHASE ORDER WILL BE GOVERNED BY EECOL'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.EECOL.COM/TERMS AND CONDITIONS OF SALE.PDF](http://www.eecol.com/terms_and_conditions_of_sale.pdf) AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH TERMS ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS PACKING SLIP IF YOU REQUIRE A PRINTED COPY.

--



Tyler Hards

Sales & Client Services

10945 89 Avenue, Grande Prairie, AB T8V 5B9

P (780) 532-8750 F (780) 538-3742

D (780) 830-5502

E hardstb@eecol.com



--



Tyler Hards

Sales & Client Services

10945 89 Avenue, Grande Prairie, AB T8V 5B9

P (780) 532-8750 F (780) 538-3742

D (780) 830-5502

E hardstb@eacol.com





SECTION 1-Project Information

CUSTOMER NAME	Gunby Ranch Golf Course	DATE	June 28, 2017
CHANGE ORDER FORM NO.		LSD	
CUSTOMER PROJECT/PO		AFE	
DEPARTMENT/TRADE	Electrical	BID SRO#	

SECTION 2-Details

CAUSE FOR REQUEST	<i>24 Camp stall additions from West to East down Hole 1 South side</i>
DRAWING REFERENCE	

- * 24 Camp site Boxes @ \$460.00 a piece = \$11,040 (See other materials costs in other attachment)
- * Material marked up 10% for Procurement and 10% for unforeseen problems.

LIST ASSOCIATED DEVICE TAGS

SECTION 3-Cost Impact

	Cost	Operation Codes	Hourly Breakdown	
ELECTRICAL LABOUR :	\$ 4,386.00	10	ELECTRICAL MAN HRS:	60
ELECTRICAL MATERIAL :	\$ 34,946.93	30	ELECTRICAL TRUCK HRS:	60
INSTRUMENT LABOUR :	\$ -	20	INSTRUMENT MAN HRS:	
INSTRUMENT MATERIAL :	\$ -	40	INSTRUMENT TRUCK HRS:	
TOTAL ESTIMATED COST:			\$ 39,332.93	

SECTION 4-Authorization

DISCIPLINE	PRINT NAME	SIGNATURE	DATE
Quote Done By:	Terry Stevenson	<i>Terry Stevenson</i>	2017-06-28



REQUEST FOR INFORMATION

SECTION 1-Project Information

CUSTOMER NAME

DATE

REQUEST FORM NO.

LSD

CUSTOMER PROJECT/PO

AFE

DEPARTMENT/TRADE

BID SRO#

SECTION 2-Details

AREA OF POSSIBLE IMPACT Labour Material Schedule

DRAWING REFERENCE:

DESCRIPTION OF REQUEST:

PROPOSED SOLUTION:

RESPONSE TO REQUEST:

ESTIMATE REQUIRED YES NO

SECTION 3-Authorization

DISCIPLINE	PRINT NAME	SIGNATURE	DATE
CONTROL TECH LEAD:			1900-01-00

ON SITE INSPECTOR:

CUSTOMER REPRESENTATIVE:

ENGINEERING:



11001 78 Avenue
Grande Prairie, Alberta T8W 2J7

Phone: 780-539-7114 Fax: 780-513-3778
Toll Free: 1-866-539-7114

golf clubhouse

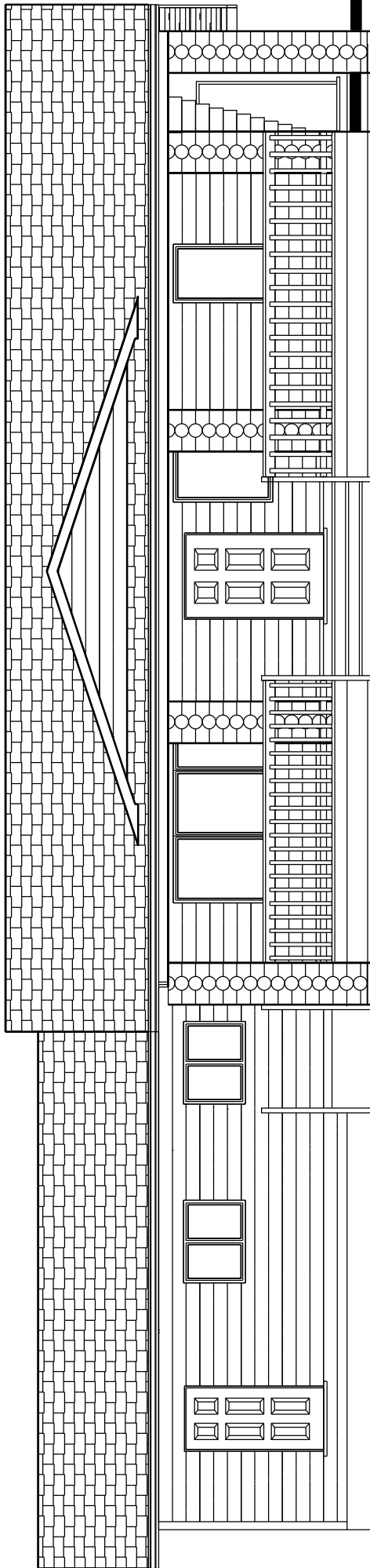
DORADO HOMES
Box 473 Debolt AB
T0H 1B0

GUNBY RANCH
CLUBHOUSE
2721 SQ FT

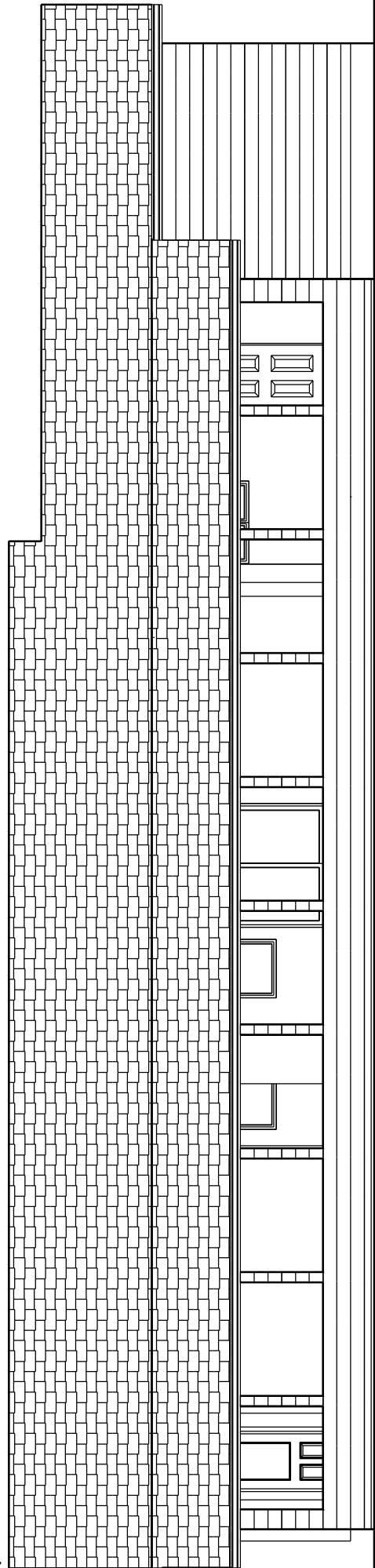
Concrete foundation (5" slab and frost walls)	54420	
Building package inc windows	59500	
Clean up	350	
Decks	7800	
Drywall and taping	24500	
Eavestroughing	2100	
Electrical	17550	
Electrical (light fixtures)	4500	
Equipment rental	3200	
Excavation, backfill & compaction	6200	
Finish carpentry	5200	
Floor coverings (vinyl plank thruout)	21750	
Framing	16325	
Heating (hi-efficiency forced air)	12500	
Heating (in-floor heat c/w boiler)	18500	
Insulation & vapor barrier	15850	
Kitchen cabinets, counters & vanities	11250	
Office costs, consulting, purchasing & misc.	6000	
Painting	12500	
Parging	1800	
Plumbing	19500	
Plumbing fixtures (3 toilets, 1 urinal, 2 showers, 6 sinks & taps etc.)	3500	
Roofing	15750	
Tiling (backsplashes)	2800	
Siding & exterior finishes (Hardie or equivalent)	52500	
TOTAL	395845	plus GST

Owner to provide:

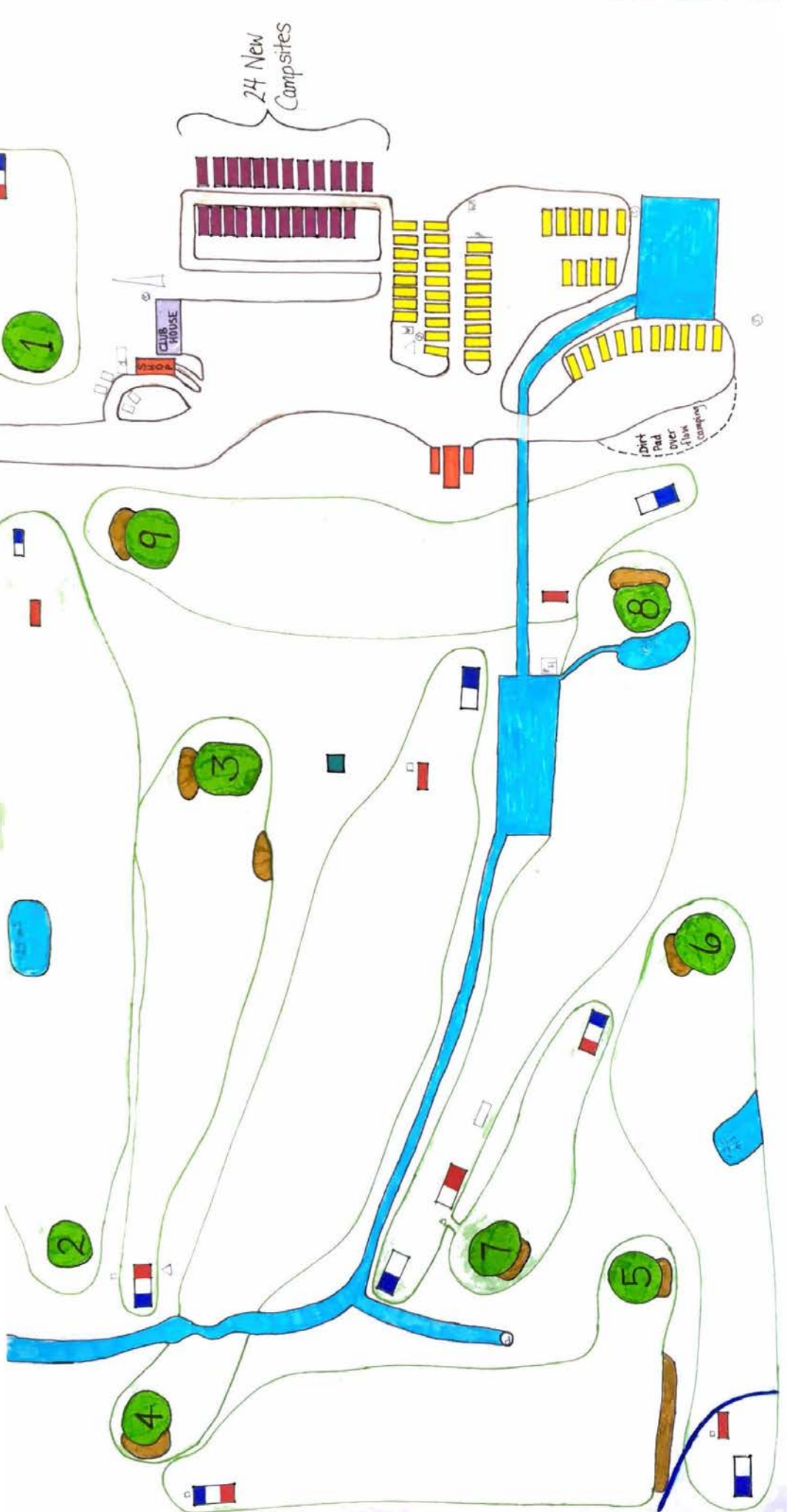
- access to site
- garbage disposal
- any demolition required
- services up to building
- appliances & permanent equipment
- permits as required
- landscaping



FRONT ELEVATION



REAR ELEVATION





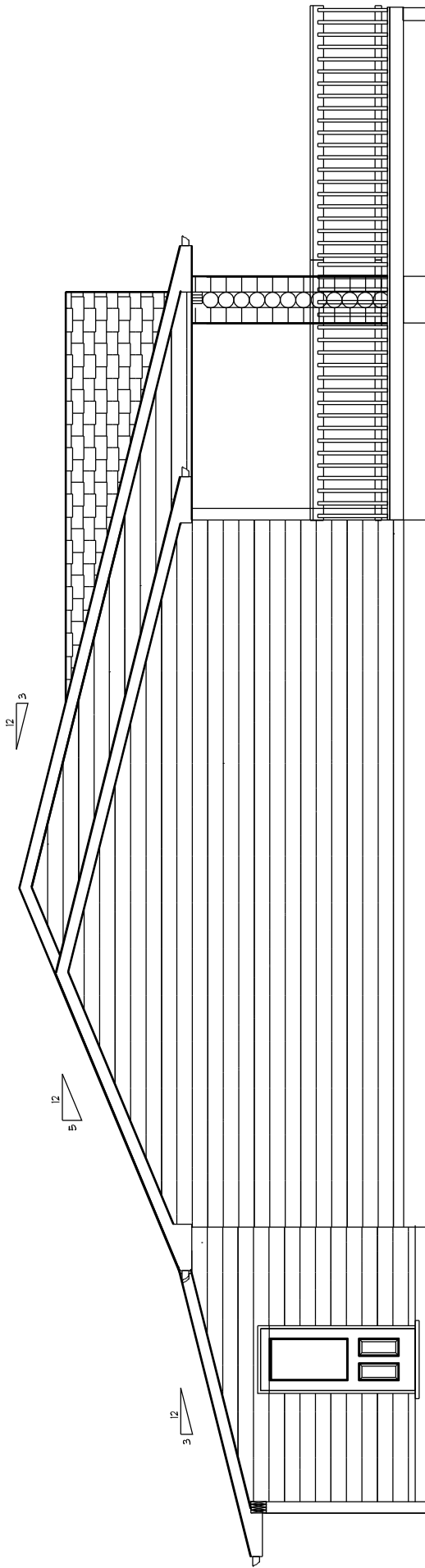
Box 449 Phone: (780) 957-3760
 DeBolt, AB Fax: (780) 957-3766
 T0H 1B0

ATTN: Eric Dean

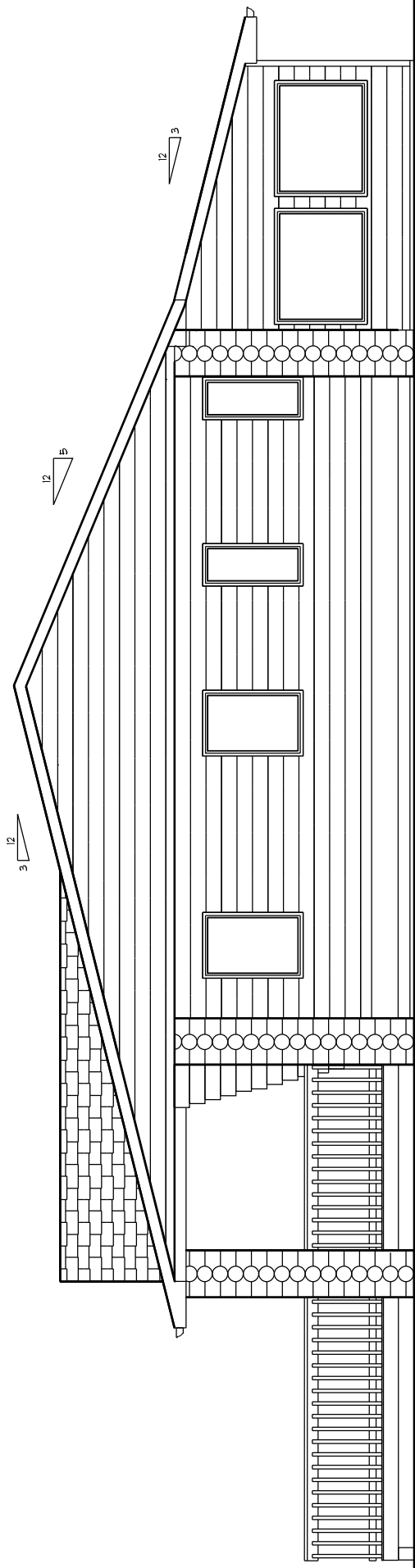
<i>Job location and/or description</i>		
Gunby Ranch Golf and Country Club		
<i>Itemized cost:</i>	<i>UNIT</i>	<i>TOTAL</i>
Hole 1 Strip topsoil and haul away to location possibly behind full time camp ground. Area to be stripped is roughly 20 meters x 100 meters for future camp site	1	\$5,000.00
Hole 2 Strip area next to water trap. Then expand the existing water trap by 125m3 volume. Excavated material will be placed in low area next to trap. If there is too much material a location close by will be designated for stockpile. Topsoil to be placed back over area that is to be built up.	1	\$5,000.00
Hole 5 Strip site for large sand trap, 5 meters x 45 meters. Haul away strippings to near dugout stockpile. Reroute water for drainage ditch between hole 5 and hole 6. Ditch is to be 2 meter wide bottom x 3 meter wide top with sloped sides	1	\$7,500.00
Hole 6 strip and excavate a new water trap, roughly 125m3 volume	1	\$5,000.00
Hole 8 Brush area, build T off boxes, construct cart path and water trap 125m3 volume	1	\$7,500.00
GST not included		
sub total	N/A	\$30,000.00
gst	N/A	
Total Job Cost	N/A	

Brian Klassen 780-831-8932
 Prepared by

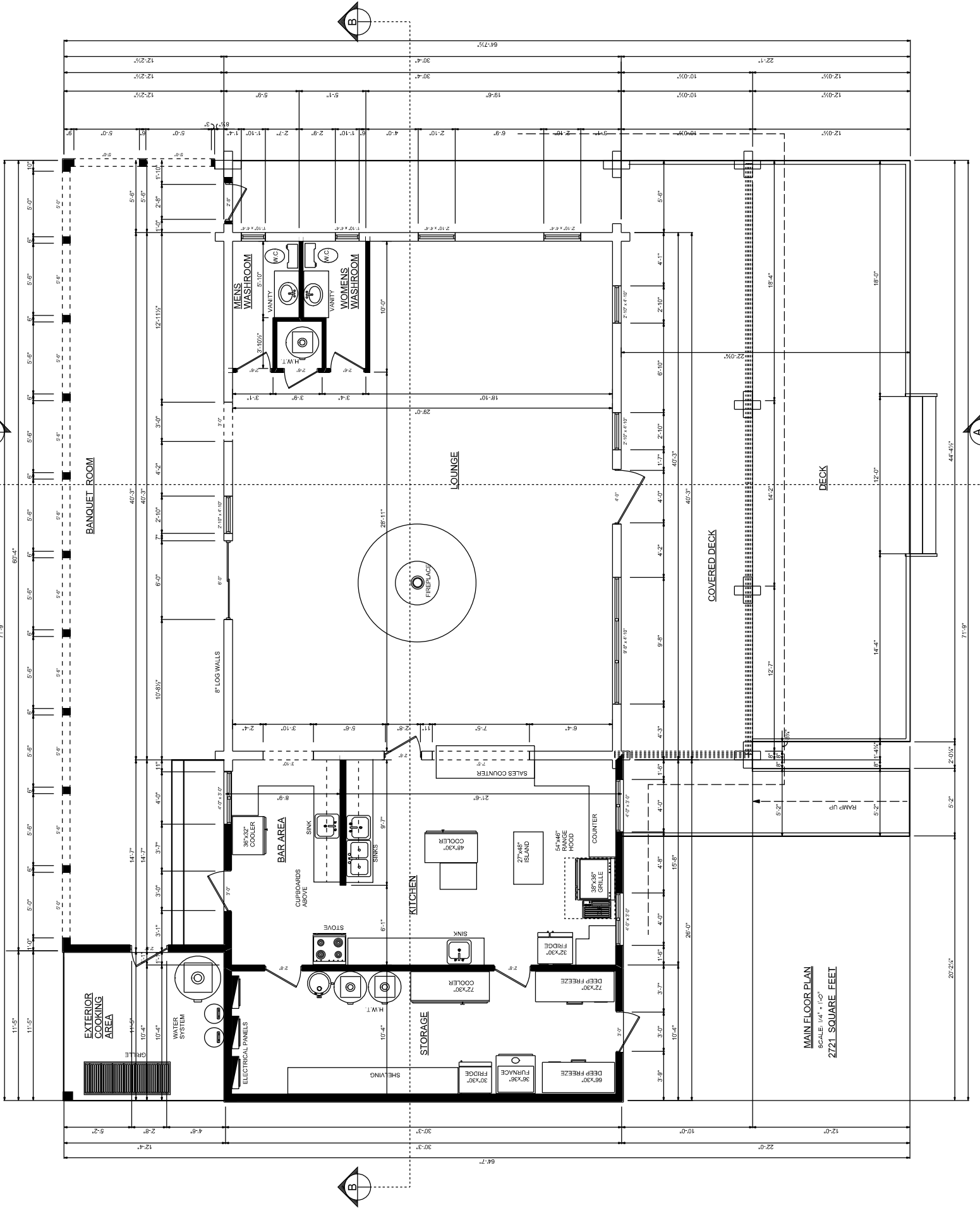
June 26 2017
 Date



LEFT ELEVATION



RIGHT ELEVATION



MAIN FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 2721 SQUARE FEET

Mountain Springs Plumbing & Heating Ltd.

RR #1
Debolt, AB
T0H 1B0

(780)814-3153
(780)957-2272 Fax

QUOTATION FOR:
Debolt Golf Course
Debolt, AB

Date Quoted: July31/2017
Quote Valid for 30 days.
Job Location: Debolt

Quotation for future development of 76 site RV park located at Debolt Golf Course as discussed

- Install 5000 gallon sewage holding tank near tee off #1 complete with all excavation, backfill and delivery.
- Install new sewer drain outlets with caps to 76 new sites as required
- Tie in sewer branch line into holding tank
- Install shallow water distribution lines from well to site locations
- Provide water outlet terminations complete with valve and garden hose connections at each site location
- All excavation and back fill for water and sewer lines to sites
- Plumbing permit

*** Note**

- * This estimate is for budgetary purposes only and engineer approval may be required which may alter costs.
- * MD approval may be required for placement of holding tank which may alter costs.

Not included in quotation :

- Any piping beyond the holding tank

GST is not included in this estimate. Thank you and we appreciate the opportunity to do business with you.

\$ 69500.00

Any alteration or deviation from plan involving extra costs will become an extra charge over and above this estimate.



SUBJECT: **DeBolt Contracting Ltd Presentation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 12, 2017
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____
MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation from DeBolt Contracting Ltd for information, as presented.

BACKGROUND/PROPOSAL:

On June 16th, 2017 DeBolt Contracting Ltd. received an invoice in the amount of \$5,000.00 for developing, temporary equipment storage and removal of topsoil prior to obtaining a development permit.

Mr. Holinaty is looking for Council to waive the \$5,000.00 fee.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the request form DeBolt Contracting Ltd.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion for information.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are 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:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Letter from DeBolt Contracting



RECLAMATION - LEASEWORK
GENERAL CONTRACTING
Shop/Office: 780-957-3260 Fax: 780-957-3279
deboltcl@gmail.com
DAVE HOLINATY
CELL 780-876-0891
BOX 390, DEBOLT, ALBERTA, T0H 1B0

July 31, 2017

To Whom It May Concern:

Re: Appeal on File Development Permit No# D17 – 157 Invoice #: IVC000009460

We feel this notice of decision is improperly charged to DeBolt Contracting Ltd.

The property we have stripped soil on and screened is agriculture and we were told by Sally Rosen that she didn't think this would be an issue. We filled out a Development permit application on May 16, 2017 with Sally and Leona. We have always got permits for any changes we have done on this property of the 28 acres we own and have never received any bylaw regulations from the Municipality before. Attached is a copy of the development permit application.

We have lived in the community for 55 years, and have donated our time, equipment, and money for all of the community projects. We are proud that we have been able to help with all the work that has been accomplished with the ball diamonds, golf course, hall, rodeo grounds, and fire and rescue.

I would like to speak with someone regarding the notice of decision and the \$5000.00 that we have been charged. We were not aware that we couldn't move dirt on our own property.

Please call myself at 780-876-0891.

Thank you,

A handwritten signature in blue ink that reads "Dave Holinaty". The signature is written in a cursive style with a long, sweeping tail on the letter "y".

Dave Holinaty
DeBolt Contracting Ltd.



SUBJECT: **Request to Waive Additional Fees for Development Permit D17-157**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 CAO: MANAGER: SAR
DEPARTMENT: PLANNING & DEVELOPMENT GM: GG PRESENTER: LD

RELEVANT LEGISLATION:

Provincial – *Municipal Government Act, s. 616(b)*

Council Bylaw/Policy – *Land Use Bylaw 03-396, s. 4.1; and Schedule of Fees Bylaw 12-673, s. 3(k)*

RECOMMENDED ACTION:

MOTION: That Council deny the request to waive the additional fee for not obtaining a valid development permit prior to equipment storage and removal of topsoil for Development Permit D17-157.

BACKGROUND/PROPOSAL:

A site inspection was conducted on May 16, 2017 to examine the proposed development site pursuant to an inquiry as to whether a development permit was obtained for the equipment storage and removal of topsoil occurring on the Agriculture (A) District portion of the property. Administration requested Mr. Holinaty to complete a Development Permit and accordingly, application D17-157, a copy of which is attached as Schedule 'B', was submitted by Mr. Holinaty. The Land Use Bylaw designates these areas of the parcel as Agriculture (A) District and Temporary Outdoor Equipment Storage and Removal of Topsoil are Discretionary Uses in this District.

The temporary equipment storage adjacent to Highway 43 is mainly for equipment parked for sale, while the Removal of Topsoil will enable the landowner to sell the already harvested topsoil to local buyers. No further harvesting of topsoil is planned. The buildings and main operation of DeBolt Contracting Ltd. are located on a portion of the title that has been rezoned as Industrial (I) District for that purpose.

The development permit application was approved by the Municipal Planning Commission (MPC) at their June 14, 2017 meeting, subject to issuance of the additional fee for commencing development prior to obtaining a valid Development Permit in accordance with Section 3 (k) to 3 (s) of the Municipal District of Greenview's Schedule of Fees Bylaw 12-673.

The Applicant is disputing the \$5,000.00 imposed fee as per the attached written submission.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will ensure consistency with the Schedule of Fees Bylaw 12-673 and Section 4.1 of the MD's Land Use Bylaw.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of waiving the fee may set a precedent for future developments.

ALTERNATIVES CONSIDERED:

Alternative #1: That Council waive the additional fee of \$5,000.00 for commencing development without a valid development permit however, this is not recommended by Administration because it may be precedence setting for future non-compliance.

FINANCIAL IMPLICATION:

Direct Costs: No direct costs associated from the recommendation.

Ongoing / Future Costs: No ongoing or future costs associated from the recommendation.

STAFFING IMPLICATION:

There are no staffing implications to the recommended action.

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 notify the landowner of the Council decision.

ATTACHMENT(S):

- Schedule 'A' – Letter from Dave Holinaty
- Schedule 'B' – Development Permit Application D17-157
- Schedule 'C' – Fee Issued For Commencing Construction Before Obtaining a Valid Development Permit
- Schedule 'D' – Municipal Government Act, s. 616(b) Definition of Development
- Schedule 'E' – Land Use Bylaw 03-396, s. 4.1 When Development Permits are not Required
- Schedule 'F' – Schedule of Fees Bylaw 12-673, s. 3(k) Development Permit Fees

Schedule 'A' – Letter from Dave Holinaty



RECLAMATION - LEASEWORK
GENERAL CONTRACTING
Shop/Office: 780-957-3260 Fax: 780-957-3279
deboltcl@gmail.com
DAVE HOLINATY
CELL 780-876-0891
BOX 390, DEBOLT, ALBERTA, T0H 1B0

July 31, 2017

To Whom It May Concern:

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I would like to speak with someone regarding the notice of decision and the \$5000.00 that we have been charged. We were not aware that we couldn't move dirt on our own property.

Please call myself at 780-876-0891.

Thank you,

A handwritten signature in black ink that reads "Dave Holinaty". The signature is written in a cursive style with a long, sweeping tail on the "y".

Dave Holinaty
DeBolt Contracting Ltd.

Schedule 'B' – Development Permit Application



DEVELOPMENT PERMIT APPLICATION – FORM A
Municipal District of Greenview No. 16
 4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
 T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
 www.mdgreenview.ab.ca

FOR ADMINISTRATIVE USE	
APPLICATION NO.	DI7-157
DATE RECEIVED	May 16, 2017
ROLL #	39389

I / We understand that this application will only be processed if submitted in complete form and accompanied by the applicable fee. A "completed" application includes the forms completely filled out, signatures, site plan, fees and any other information the development authority deems necessary to make an informed decision.

APPLICANT INFORMATION			COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF APPLICANT <i>DEBOLT CONTRACTING LTD.</i>			NAME OF REGISTERED LANDOWNER or LEASEHOLDER <i>DAVE Holinsky</i>		
ADDRESS <i>Box 390</i>			ADDRESS <i>Box 390</i>		
<i>DeBolt, AB</i>			<i>DeBolt, AB</i>		
POSTAL CODE <i>T0H 1B0</i>	TELEPHONE (Res.) <i>780 957 2440</i>	(Bus.) <i>780 957 3260</i>	POSTAL CODE <i>T0H 1B0</i>	TELEPHONE (Res.) <i>780 957 3260</i>	(Bus.) <i>780 957 3260</i>
E-MAIL <i>deboltc1@gmail.com</i>			E-MAIL <i>deboltc1@gmail.com</i>		

LAND INFORMATION												
Legal description of proposed development site: <table border="0"> <tr> <td>QTR./L.S. <i>SE 1/4</i></td> <td>SEC. <i>12</i></td> <td>TWP. <i>22</i></td> <td>RG. <i>1</i></td> <td>M. <i>W6M</i></td> <td>OR</td> <td>REGISTERED PLAN</td> <td>BLK</td> <td>LOT</td> <td>OR</td> <td>*MLL/MSL/LEASE NO.</td> </tr> </table>		QTR./L.S. <i>SE 1/4</i>	SEC. <i>12</i>	TWP. <i>22</i>	RG. <i>1</i>	M. <i>W6M</i>	OR	REGISTERED PLAN	BLK	LOT	OR	*MLL/MSL/LEASE NO.
QTR./L.S. <i>SE 1/4</i>	SEC. <i>12</i>	TWP. <i>22</i>	RG. <i>1</i>	M. <i>W6M</i>	OR	REGISTERED PLAN	BLK	LOT	OR	*MLL/MSL/LEASE NO.		
Size of the proposed development: <table border="0"> <tr> <td>LENGTH <input type="checkbox"/> ft <i>370</i> <input checked="" type="checkbox"/> m</td> <td>WIDTH <input type="checkbox"/> ft <i>165</i> <input checked="" type="checkbox"/> m</td> <td>Number of:</td> <td>ACRES OR HECTARES <i>14.7</i></td> </tr> </table>		LENGTH <input type="checkbox"/> ft <i>370</i> <input checked="" type="checkbox"/> m	WIDTH <input type="checkbox"/> ft <i>165</i> <input checked="" type="checkbox"/> m	Number of:	ACRES OR HECTARES <i>14.7</i>							
LENGTH <input type="checkbox"/> ft <i>370</i> <input checked="" type="checkbox"/> m	WIDTH <input type="checkbox"/> ft <i>165</i> <input checked="" type="checkbox"/> m	Number of:	ACRES OR HECTARES <i>14.7</i>									
Description of the existing use of the land: <i>Residential</i>												



DEVELOPMENT INFORMATION					
Describe the proposed development on the land: <i>Equipment storage & to pool sale</i>					
Check (x) any proposed development(s) not identified above: <input type="checkbox"/> Signs <input type="checkbox"/> Culvert(s)/Road access point(s) <input type="checkbox"/> Public Use(s) <input type="checkbox"/> Dwelling unit(s) <input type="checkbox"/> Accessory structure(s) / use(s) <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/> Home occupation(s) <input type="checkbox"/> Commercial or industrial structure(s) / use(s) _____					
Indicate the proposed setback from the property line: <table border="0"> <tr> <td>FRONT YARD <input type="checkbox"/> ft <i>41</i> <input checked="" type="checkbox"/> m</td> <td>REAR YARD <input type="checkbox"/> ft <i>41</i> <input checked="" type="checkbox"/> m</td> <td>SIDE YARD (1) <input type="checkbox"/> ft <i>15</i> <input checked="" type="checkbox"/> m</td> <td>SIDE YARD (2) <input type="checkbox"/> ft <i>320</i> <input checked="" type="checkbox"/> m</td> </tr> </table>		FRONT YARD <input type="checkbox"/> ft <i>41</i> <input checked="" type="checkbox"/> m	REAR YARD <input type="checkbox"/> ft <i>41</i> <input checked="" type="checkbox"/> m	SIDE YARD (1) <input type="checkbox"/> ft <i>15</i> <input checked="" type="checkbox"/> m	SIDE YARD (2) <input type="checkbox"/> ft <i>320</i> <input checked="" type="checkbox"/> m
FRONT YARD <input type="checkbox"/> ft <i>41</i> <input checked="" type="checkbox"/> m	REAR YARD <input type="checkbox"/> ft <i>41</i> <input checked="" type="checkbox"/> m	SIDE YARD (1) <input type="checkbox"/> ft <i>15</i> <input checked="" type="checkbox"/> m	SIDE YARD (2) <input type="checkbox"/> ft <i>320</i> <input checked="" type="checkbox"/> m		
The land is adjacent to: <input type="checkbox"/> A Highway <input type="checkbox"/> A District Road <input type="checkbox"/> LOC # _____					
Estimate the project: <table border="0"> <tr> <td>A. COMMENCEMENT DATE <i>30/06/2017</i> D/M/Y</td> <td>B. COMPLETION DATE <i>30/06/2018</i> D/M/Y</td> <td>C. COMPLETED PROJECT COST \$ <i>15,000.00</i></td> </tr> </table>		A. COMMENCEMENT DATE <i>30/06/2017</i> D/M/Y	B. COMPLETION DATE <i>30/06/2018</i> D/M/Y	C. COMPLETED PROJECT COST \$ <i>15,000.00</i>	
A. COMMENCEMENT DATE <i>30/06/2017</i> D/M/Y	B. COMPLETION DATE <i>30/06/2018</i> D/M/Y	C. COMPLETED PROJECT COST \$ <i>15,000.00</i>			
Attached is: (a) SITE PLAN: <input type="checkbox"/> Yes <input type="checkbox"/> No (b) FLOOR PLAN: <input type="checkbox"/> Yes <input type="checkbox"/> No (c) CROWN LAND ACCESS MAP: <input type="checkbox"/> Yes <input type="checkbox"/> No If located in Crown Land area, Road Access Map must be provided.					

RURAL ADDRESS SIGNAGE	
DO YOU HAVE A RURAL ADDRESS?: <input checked="" type="checkbox"/> YES ADDRESS: <i>72104A BERNIO</i> <input type="checkbox"/> NO	<input type="checkbox"/> \$50.00 FEE
A \$50.00 RURAL ADDRESS SIGNAGE FEE IS REQUIRED FOR NEW RESIDENTIAL DEVELOPMENT.	

DECLARATION	
I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.	
NOTE: If the applicant is not the registered Landowner, then the Landowner(s) signature is required. All Landowners MUST sign the application.	Date: <i>May 16, 17</i> SIGNATURE OF APPLICANT: <i>[Signature]</i> Date: _____ SIGNATURE OF REGISTERED LAND OWNER / LEASEHOLDER: _____

LAND USE CLASSIFICATION: <i>Agriculture</i>	FOR ADMINISTRATIVE USE
FEE ENCLOSED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	AMOUNT: \$ <i>50.00</i> RECEIPT NO. <i>228195</i>

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



EQUIPMENT STORAGE

TOPSOIL REMOVAL

Schedule 'C' – Fees For Commencing Construction Before Obtaining a Valid Development Permit



MUNICIPAL DISTRICT OF GREENVIEW No. 16

4806 - 36 Avenue, Box 1079
Valleyview, AB, T0H 3N0
Telephone: (780) 524-7600
Facsimile: (780) 524-4307

Account No: 172713
Invoice No: IVC000009460
Invoice Date: June 16, 2017
Amount: \$5,000.00
GST No. 136866761 RT0001

INVOICE

DEBOLT CONTRACTING LTD
BOX 390
DEBOLT AB T0H 1B0

** PLEASE PAY UPON RECEIPT OF THIS INVOICE **

IF YOU HAVE ANY CONCERNS REGARDING YOUR INVOICE, PLEASE CALL THE A/R DEPT 780-524-7600
THANK YOU.

Qty	Description	Unit Price	Ext. Price
1.00	Commencing W/O Development Permit SE-12-72-01-W6	\$5,000.00	\$5,000.00

***** PLEASE NOTE ***** 1.50% PENALTY WILL BE APPLIED TO ALL INVOICES WHICH ARE NOT PAID WITHIN 30 DAYS FROM INVOICE DATE.

BOX 2 of 2

RETAIN THIS COPY FOR YOUR RECORDS

Invoice Total: \$5,000.00
Includes GST of \$0.00

IF PAYMENT BY MAIL DETACH HERE AND RETURN THIS PORTION WITH YOUR PAYMENT

MUNICIPAL DISTRICT OF GREENVIEW No. 16 4806 - 36 Avenue, Box 1079 Valleyview, AB, T0H 3N0
Telephone: (780) 524-7600 Facsimile: (780) 524-4307

INVOICE

DEBOLT CONTRACTING LTD
BOX 390
DEBOLT AB T0H 1B0

Account No: 172713
Invoice No: IVC000009460
Invoice Date: June 16, 2017
Amount: \$5,000.00
GST No: 136866761 RT0001



96

Schedule 'F' – Municipal Government Act, s. 616(b) Definition of Development

Part 17
Planning and Development

Definitions

616 In this Part,

Section 616	MUNICIPAL GOVERNMENT ACT	RSA 2000 Chapter M-26
-------------	--------------------------	--------------------------

- (a) “agricultural operation” means an agricultural operation as defined in the *Agricultural Operation Practices Act*;
- (a.1) “building” includes anything constructed or placed on, in, over or under land, but does not include a highway or road or a bridge that forms part of a highway or road;
- (a.2) “community services reserve” means the land designated as community services reserve under Division 9;
- (b) “development” means
 - (i) an excavation or stockpile and the creation of either of them,
 - (ii) a building or an addition to or replacement or repair of a building and the construction or placing of any of them on, in, over or under land,
 - (iii) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or
 - (iv) a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building;

Schedule 'G' – Land Use Bylaw 03-396, s. 4.1 When Development Permits are not required

SECTION 4 NEED FOR A DEVELOPMENT PERMIT

4.1 WHEN DEVELOPMENT PERMITS ARE REQUIRED

Except as provided for in Section 4.2, no person shall undertake any development unless a development permit has first been issued pursuant to this Bylaw, and the development is in accordance with the terms and conditions of said permit.

Schedule 'F' – Schedule of Fees Bylaw 12-673, s. 3(k) Development Permit Fees

		Development Permit Fees (Section 3(k) to 3(s): If construction commences before obtaining a Development Permit the following fees shall be applied:	
3(k)	E	Single Family Dwellings/Manufactured Homes & accessory buildings or structures. Floor Area: Equal to or greater than 1076 sq. ft. (Per Permit)	\$ 1,000.00
3(l)	E	Multiple Residential (Per Unit)	\$ 1,000.00
3(m)	E	Minor Home Occupations (Per Permit)	\$ 200.00
3(n)	E	Major Home Occupations (Per Permit)	\$ 5,000.00
3(o)	E	Commercial (Per Permit)	\$ 5,000.00
3(p)	E	Industrial (Per Permit)	\$ 5,000.00
3(q)	E	Signs (Per Permit)	\$ 500.00
3(r)	E	Accessory Buildings, detached garages & structures Floor Area: Less Than: 225 sq. ft. (Per Permit)	\$ 100.00
3(s)	E	Accessory Buildings, detached garages & structures Floor Area: Greater Than: 225 sq. ft. (Per Permit)	\$ 1,000.00



SUBJECT: **Capital Expenditure Overage for AG17007 Bale Hauler**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 ACAO: DM MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: PRESENTER: QFB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –

Council Bylaw/Policy (cite) – Policy 1018 Expenditure and Disbursement Policy

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of a 2017 Morris Hay Hiker (AG17007), from Agriterra Equipment in Stony Plain, AB for a total cost of \$37,044.00 including delivery charge.

BACKGROUND/PROPOSAL:

In early 2017 Request for Quotes (RFQ) were sent out to three vendors, whom all sent in a quotation. The quotations ranged from \$33,282.85 - \$35,950.00 for the piece of equipment not including the delivery charge.

A synopsis of the purchase of AG17007 was included in the CAO/Managers report at the July 11, 2017 Regular Council Meeting.

Administration has purchased the equipment for \$37,044.00, however the budgeted amount in the approved Capital Budget was \$26,000.00. This was an oversight by Agriculture Administration in regards to authorizing the purchase that was above the approved budgeted amount due to a misinterpretation of the appropriate section of the Expenditure and Disbursement Policy 1018. The policy states that the Chief Administration Officer can authorize an overture of 10% or \$10,000.00 on the purchase of capital items, any items over the set amount would need Council's authorization.

In the Agriculture 2017 Capital Budget, there are sufficient funds still available to cover this overage (\$11,044.00) for AG17007, as a result of other capital expenditures being lower than anticipated.

In light that Greenview have received this piece of equipment already, and it is a popular piece of equipment in the Agriculture Rental Fleet. Administration is therefore requesting Council's approval of the expenditure of \$37,044.00 for this piece of equipment.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council approving the recommended motion is that the Bale Hauler will be a valuable piece of equipment in the Agriculture Rental Fleet, and the community has shown a popular response to this piece of equipment.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to consider not approving the recommendation. This is not a recommended course of action from administration. The unit was purchased, and has entered into service with the Agriculture Rental Fleet, and has shown to be a popular piece of equipment for rental use.

FINANCIAL IMPLICATION:

Capital Project AG17007 was budgeted at an amount of \$26,000.00 in the 2017 Agriculture Capital Budget, the final cost including transportation to Valleyview was \$37,044.00. There is funding still available the 2017 Agriculture Capital Budget to cover the shortfall of \$11,044.00.

Direct Costs: \$37,044.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are 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:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- RFQ received for AG17007
- Excerpt for Policy 1018 Expenditure and Disbursement Policy



The Municipal District of Greenview No. 16

Invites you to supply a price for:
(1) Bale Carrier as specified.

*Note: The M.D. will consider quotes on similar models and demonstration units.
 Photocopy this sheet and complete the information to submit a price on more than one unit.
 Please include information brochures / specifications on all makes & models being quoted on.*

Please Ensure the Following Information is Complete

Dealership	Agriterra Equipment
City	Stony Plain
Phone	780-963-2251
Fax	780-963-1356
Contact Person	Randy Wolfert

Specifications	Specify yes, no, or difference in cost for option
Length 44' 10"	Yes
Weight unloaded 7,455 lbs	Yes
Transport Height 12'	Yes
8 Wheels	Yes
Slow moving symbol with mount	Yes
Tire size 11L X 15FI 8 bolt Hub	Yes
Frame – Tubing 8"x 8"	Yes
Colour: Please state colour	Red
Specify the extra costs for other options available:	
State year of manufacture and make/model of unit being quoted: State if the unit is NEW or a DEMO unit.	New 2016 Morris ProAg 1400 Hay Hiker
Estimated time of delivery, from order date.	In Stock Subject to Sale. This Unit could be delivered in a weekend.
Price as specified before G.S.T. FOB your dealership.	\$35,700.00
Extra cost of Freight to Valleyview.	\$1280.00

Please submit a quote (email preferred) clearly marked: **“(1) Bale Carrier”** prior to March 3, 2017 at 09:30 hrs.

**Attention: Quentin Bochar, Manager, Agricultural Services,
 M.D. of Greenview No. 16
 Box 1079
 4802-36 Ave
 Valleyview, Alberta T0H 3N0**

The Municipal District of Greenview reserves the right to accept or reject any or all request for quotes and to waive irregularities and informalities at its discretion. The Municipal District of Greenview reserves the right to accept a request for quote other than the lowest request for quote without stating reasons. By the act of submitting its bid, the Bidder waives any right to contest in any legal proceeding or action the right of the Municipal District of Greenview to award the work to whomever it

C:\Users\QuentinBochar\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\W88IJLN1\rfq bale hauler agrtra sp.docx

2. General Provisions

- 2.1. Greenview's expenditure officers may make an expenditure that is included in the approved operating and capital budgets or as otherwise approved by resolution of Council.
- 2.2. Council authorizes the Expenditure Officers as defined under Section 1 to commit the municipality for all purchases related to the operation of Greenview's programs and services that have been approved in the annual budget as follows:
 - 2.2.1. Chief Administrative Officer to the maximum budget allocation;
 - 2.2.2. General Managers, Assistant General Managers or delegate or as designated by the Chief Administrative Officer up to \$500,000.00;
 - 2.2.3. Department Managers, Assistant Managers or as designated by the Chief Administrative Officer up to \$200,000.00;
 - 2.2.4. Other staff as delegated in writing by the Expenditure Officers.
- 2.3. Operating Expenditures that exceed the Council approved operating budget by less than \$10,000.00 but still remain within the overall department budget may be approved by the Chief Administrative Officer or designate. If the over expenditure does not remain within the total department budget, the expenditure shall be presented to Council for approval.
- 2.4. Any operational expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration, excepting Request for Proposals, which must be awarded by Council.
- 2.5. Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$2,000,000.00, excepting Requests for Proposals, which must be awarded by Council.
- 2.6. Any capital expenditures awarded or actioned by Administration will be reported to Council via the monthly manager's reports and will include: Budgeted amount, Company name and values of compliant bids received, the name of the successful bidder, a list of bidders submitting non-compliant bids
- 2.7. Any capital expenditure for equipment or vehicles that exceeds Council's approved budget by less than \$10,000.00 or 10% and will remain within the department's overall capital budget, may be approved by the Chief Administrative Officer.
- 2.8. Staff will not engage in nepotism and will make any conflict of interest (actual or perceived) known to the Chief Administrative Officer. If the staff person in question is the Chief Administrative Officer, they will make any conflict of interest known to Council.
- 2.9. Expenditure officers may not normally authorize an expenditure or disbursement where they are directly involved in the transaction, except in the case of attending training, conferences, travel and accommodations associated with work. The expenditure claim or credit card receipt/invoice should clearly state the reason for the expenditure or claim.
- 2.10. The authority of the expenditure officers shall be limited to specific budgetary allocations and will not be general in nature. All expenditures must be authorized in the detailed annual budget or otherwise approved by resolution of Council.



SUBJECT: **Surplus Greenview Vehicles**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 12, 2017
DEPARTMENT: AGRICULTURE
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DM
GM:

MANAGER: QFB
PRESENTER: QFB

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the report on donating surplus vehicles to SARDA and PCBFA for information, as presented.

BACKGROUND/PROPOSAL:

When the 2018 Agriculture Capital budget was being presented to the Agriculture Service Board (ASB) discussion ensued regarding what happens to the surplus trucks (including an approximate salvage value of \$11,000.00 - \$13,000.00 on average), discussion also ensued regarding Greenview’s partner research organizations needs for surplus vehicles from Greenview’s fleet.

The Peace Country Beef and Forage Association (PCBFA) is an agricultural research group that is located in the Peace Region of Alberta, and is a highly valued partner with Greenview. There a long history of cooperation, and a very good working relationship between the two entities. An email was received from PCBFA addressed to their municipal partners looking for the possibility of any surplus vehicles for sale.

The Smoky Applied Research and Demonstration Association (SARDA) is an agricultural research group that is located in the Peace Region of Alberta, and is a highly valued partner with Greenview. There a long history of cooperation, and a very good working relationship between the two entities. It was mentioned by an ASB member who sits on the SARDA board, that they (SARDA) have a need for a surplus vehicle.

Therefore this motion was made by the ASB to utilize vehicles that are surplus to Greenview’s needs for groups that are partnered with Greenview. Motion 17.08.30 by the Agriculture Service Board (ASB) recommends to Council to forward two surplus vehicles (one each) to SARDA and PCBFA.

Motion 17.08.30

The Agriculture Service Board recommend to Council that the two surplus vehicles be forwarded to Smoky Applied Research and Demonstration Association (SARDA) and Peace Country Beef and Forage Association (PCBFA).

Administration will bring forth a recommendation as to the unit number, make and salvage value of surplus trucks, upon identifying Greenview’s surplus vehicles for Council’s consideration in supporting the two above mentioned organizations.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be aware of the needs of some of Greenview’s partners regarding surplus vehicles from the Greenview Fleet.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to this recommendation.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to decide to not accept the recommendation, however this is not a recommended course of action.

FINANCIAL IMPLICATION:

There are no financial implications to this recommendation.

STAFFING IMPLICATION:

There are 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:

When Council accepts the recommendation, a detailed decision request will be presented to Council at a later date.

ATTACHMENT(S):

- Motion 17.08.30 from August 23, 2017 ASB Meeting
- Email of request from PCBFA

#4.0
DELEGATIONS

4.1 DOUG MACAULAY- MANAGER, AGRICULTURE SERVICE BOARD PROGRAM

MOTION: 17.08.28 Moved by: Bill Smith
That the Agriculture Service Board accept the presentation from Alberta Agriculture and Forestry (AAF) as information.

CARRIED

10:40am Chair Allen Perkins called a recess

10:54am Chair Allen Perkins reconvened the meeting

#6
NEW BUSINESS

6.1 2017 CAPITAL BUDGET PRESENTATION

MOTION: 17.08.29 Moved by: Bill Smith
That the Agriculture Service Board approve the purchase of AG18002 (Pick-up Replacement) in the amount of \$55,000.00 and AG18003 (Pick-up Replacement) in the amount of \$55,000.00 for the Agriculture Services Draft Capital Budget 2018-2020.

CARRIED

MOTION: 17.08.30 Moved by: Warren Wohlgemuth
That the Agriculture Service Board recommend to Council that the two surplus vehicles be forwarded to Smoky Applied Research and Demonstration Association (SARDA) and Peace Country Beef and Forage Association (PCBFA).

CARRIED

MOTION: 17.08.31 Moved by: Dale Smith
That the Agriculture Service Board approve the purchase of AG18004 (500 Gallon Sprayer) for the amount of \$30,000.00, AG18005 (300 Gallon Boomless Sprayer) for the amount of \$30,000.00, and AG18006 (Loading Chute) for the amount of \$10,000.00 for the Agriculture Services Draft Capital Budget 2018-2020.

CARRIED

MOTION: 17.08.32 Moved by: Laurie Mitchell

Quentin Bochar

From: Liisa Vihvelin <liisa@pcbfa.ca>
Sent: Tuesday, July 25, 2017 3:30 PM
To: agfieldman@mdpeace.com; amandao@birchhillscounty.com; Dave Berry; earmagost@saddlehills.ab.ca; Fred - MD Fairview; Greg Coon; jhenry@countygp.ab.ca; K Hudson - MD Spirit River; Quentin Bochar; Riley Nooy; Sebastien Dutrisac; sraven@countygp.ab.ca; Sheila Kaus
Subject: Surplus Vehicles

Good afternoon,

Sorry to bother you during such a busy time of year! I was just wondering if any of the municipalities currently had any surplus vehicles for sale? The old Dodge blew up a few weeks ago, and the repair bill is unfortunately, far more than the truck is worth – so we are going to be needing to replace it in the very near future.

Thanks!

Liisa Vihvelin, B.Sc.(Agr.), AIT
Manager
Peace Country Beef & Forage Association
Box 3000, Fairview, AB T0H 1L0
P: (780) 835-6799
C: (780) 523-0443
F: (780)-835-6628
www.peacecountrybeef.ca





SUBJECT: **Dr. J.M. Pozniak’s Renovation Request for Greenview Veterinary Clinic**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 CAO: MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: PRESENTER: QFB
STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION 1: That Council approve Dr. J.M. Pozniak’s request for \$9,366.00 to complete the renovations to the living quarters at the Greenview Veterinary Clinic, with funding to come from Agricultural Services Operating Budget.

MOTION 2: That Council approve a transfer of \$9,366.00 from Contingency Reserve to Agricultural Services Operating Budget.

BACKGROUND/PROPOSAL:

Greenview currently has an agreement with the Peace River Veterinary Clinic Ltd. as to the leasing of the building and equipment in the Greenview Veterinary Clinic.

A letter was received from Greenview Veterinary Clinic on Aug 25, 2017 requesting a proposal that Greenview fund renovating the clinic’s upstairs living area to provide an additional (third) bedroom for \$9366.00. The letter was drafted by Dr. JM. Pozniak and highlights, that the clinic is facing a shortage of two full time veterinarians and leaving Dr. Pozniak to fill the void between the Valleyview and High Prairie offices. The letter also states that the existing Veterinarian is willing to move his family to the living area, in order to preserve his work-life balance, but the move would require renovating the living space and providing a third bedroom to accommodate his family. The only other option proposed is that Dr. Pozniak moves to High Prairie Veterinary Clinic, and service will be withdrawn from Greenview Veterinary Clinic in Valleyview until such time as additional veterinarians are hired and join their team.

Administration is recommending that the renovations are completed in order for Greenview ratepayers to continue to have valued veterinary services from this location in the Valleyview area.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council approving this recommendation will be an enhanced value of the veterinary clinic and benefit in attracting veterinarians with families, improvement to the upstairs living quarters

in the Greenview Veterinary Clinic, and continued provision of veterinary services in Valleyview from this clinic location.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of approving this renovation is that Greenview would have to invest unbudgeted funds into the facility.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may decide, not to approve the recommendation to provide funding for the renovation to the living quarters in the Greenview Veterinary Clinic. Administration would not recommend this alternative to Council because of the implications of the cessation or loss of veterinary services from the Greenview Veterinary Clinic for area clients.

FINANCIAL IMPLICATION:

The recommendation of \$9,366.00 for renovations to the living quarters of the Greenview Veterinary Clinic is an unbudgeted request. The funding would have to come from a contingency reserve.

Direct Costs: \$9,366.00

Ongoing / Future Costs: Ongoing building maintenance

STAFFING IMPLICATION:

There are 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:

Once Council makes a decision, a letter will be sent to Dr. Pozniak outlining the decision.

ATTACHMENT(S):

- Letter Received from Dr. Pozniak.
- Renovation RFQ from contractors.

Mr. Quentin Bochar
Manager, Agricultural Services,
Municipal District of Greenview
4806 - 36 Ave, Box 1079,
Valleyview, Alberta, T0H 3N0
Ph:780-5247621 Fax: 780-524-4307

Greetings Mr. Bochar,

The recent changes at Greenview Veterinary Services have made it necessary to investigate alternative options for managing and providing veterinary services in the Valleyview area. The departure of two full-time veterinarians in the Valleyview and High Prairie areas over the past several months mean that we are currently seeking 2-3 full-time mixed animal veterinarians. These positions have been posted since March/April of this year and have not garnered any interest.

As the remaining veterinarian in Valleyview, I, Dr. John-Michael (JM) Pozniak, am faced with the responsibility of providing the majority of the on-call services in the area in order to fulfill the contractual commitment involved in leasing the Greenview Veterinary Clinic facility. In partnering with Dr. Kevin Breker and his staff at the Peace River Veterinary Clinics, some assistance will be provided during peak call periods. However, in order to make this lifestyle more sustainable and bearable for myself and my family we are considering taking up residence in the upstairs living quarters at the clinic facility. This would facilitate more time with my family as well as make overnight and weekend call shifts more manageable by reducing my travel time considerably. The only other alternative being considered to preserve my work-life and family balance would be to move my position to the High Prairie Veterinary clinic and withdraw our services from the Greenview Veterinary Clinic until such time as additional associate veterinarians join our team.

One challenge that would need to be overcome in moving into the clinic residence is that there are only two bedrooms in the unit. My wife and I have an adolescent son and young daughter who we feel are of an age that they require their own space. Consequently, I have spoken with the maintenance staff of the MD of Greenview and obtained quotes from some local tradesman who would be able to erect some additional walls in the abundant open (and unused/wasted) space of the residence common area, thereby creating an additional bedroom. Currently, the most logical location for an additional bedroom would be the central north wall adjacent to the kitchen and encompassing one of the north-facing windows for use as an emergency egress. The addition of a bedroom to the residence would not only yield the short-term benefit of helping to maintain my position in Valleyview, but I believe it would also see long-term benefits to the functionality of the residence and clinic facility. I have attached the estimates for your consideration. I am asking that you and your staff consider allowing and funding this proposed renovation of the Greenview Veterinary Clinic residence. Thank-you for your time and consideration. I look forward to working with you to facilitate this proposal.

Sincerely,

Dr. JM Pozniak



Talon Electric Ltd.
 Box 1631
 Valleyview AB T0H 3N0
 (780)524-9670
 talonelectric@hotmail.com

Estimate



ADDRESS
 JM Pozniak

ESTIMATE # **DATE**
 1207 07-08-2017

ACTIVITY	QTY	RATE	TAX	AMOUNT
Quote	1	470.00	G	470.00

This Quote Includes:
 - Installation of fan and switch in bedroom renovation.
 -Removal of ceiling fan.
 -connection of switch and fan to existing circuit.

SUBTOTAL	470.00
GST/HST @ 5%	23.50
TOTAL	\$493.50

Accepted By

Accepted Date

Estimate

Rafter T Contracting Ltd.

Date: August 23, 2017

Invoice #:

Expiration Date: 30-Nov-17

To: JM Pozniak
Greenview Vet Clinic
[Street Address]
jomipoz@hotmail.com
306-551-6089

Job Description

Add two walls to create additional bedroom

Payment Terms

Due upon receipt

Qty	Description	Unit Price	Line Total
	Remove necessary drywall, install blocking for new walls, build and install new walls for 10'x11' room, install drywall and mud/tape, prime and paint walls, install door, install trims and baseboards, remove and replace exterior window with opening window for emergency egress		\$ 6,000.00
	Materials for above work, list will be attached to email		\$ 2,450.00

Subtotal \$ 8,450.00
Sales Tax \$ 422.50
Total \$ **8,872.50**

This is an estimation on the goods named, subject to the conditions noted below:
This is only an estimation of labor and materials. Materials will be purchased and charged on an as needed basis and work will be billed out at the rate of \$45 per hour.

To accept this estimate, sign here and return:

Greenview Vet Clinic

	Q	Retail Cost
New Bedroom		
2x4x8'	30	\$3.99
1/2" x 10' Drywall	5	\$18.99
1/2" x 8' Drywall	10	\$14.99
All purpose drywall mud pail	3	\$39.99
Primer	2	\$50.00
Paint	4	\$55.00
Trim and door paint	1	\$55.00
Casing x 12' (large profile)	10	\$12.00
Door (36" interior 6 panel)	1	\$104.95
Window with Brickmold	1	\$855.00
Paint and drywall supplies		\$50.00
Scaffold Rental by the week	1	\$65.20
Subtotal		\$2,104.67
Unexpected Costs (add 15% estimated)		\$315.70
Subtotal		\$2,420.37
GST		\$ 121.02
Total		\$2,541.39



SUBJECT: Security Deposit For Residential Access Construction Extension Request
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 CAO: DM MANAGER:
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: GG PRESENTER: GG
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy: 4001 Security Deposit for Residential Access Construction to Residential Developments.

RECOMMENDED ACTION:

MOTION: That Council authorize the reduction of the security of the security deposit for residential construction located at NW 11-67-22 W5M from \$50,000.00 to \$5,000.00 as to comply with Greenview’s revised Policy 4001.

BACKGROUND/PROPOSAL:

Administration brought forward a residential access road construction application for Council’s approval on April 28, 2015, Council approved the application for the construction of residential road on Twp. 672 located at NW 11-67-22-W5.

At the time Council approved the residential road construction project, it was under a Policy that was passed by Council in 2015. Which stated that the applicant needed to submit a security deposit of 20% of the estimated cost (\$416,000) of construction or to a maximum of \$50,000 to be held for three (3) years from the date of Council’s approval ending April 28, 2018.

The applicant has purchased a home and is waiting for delivery and services to be installed. The applicant has requested that their application be transferred to fall under the new Policy, allowing for a security deposit of \$5,000 be retained by Greenview, returning \$45,000 back to the applicant.

Administration has no concerns with this request.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action will help the applicant with the associated costs in setting up the homestead.
2. The benefit of Council accepting the recommended motion will allow Greenview to remain a security deposit amount agreed to by Council in their current Policy.

3. The benefit of following the recommended action will allow for a smoother transition for the applicant.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that it may be determined as precedent setting, however, Greenview presently has no other outstanding securities of a similar nature.

ALTERNATIVES CONSIDERED:

Alternative #1: Council could choose to refrain from moving this file under the new Policy 4001, which the applicant would not receive any early security refund of their security deposit.

FINANCIAL IMPLICATION:

Direct Costs: None

Ongoing / Administration to administer a refund.

STAFFING IMPLICATION:

There are 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:

Administration to follow-up with Council's decision and administer a refund based on Council's decision.

ATTACHMENT(S):

- Policy 4001

Title: SECURITY DEPOSITS FOR RESIDENTIAL ROAD CONSTRUCTION TO PROPOSED RESIDENTIAL DEVELOPMENTS

Policy No: 4001

Effective Date: May 9, 2017

Motion Number: 17.05.176

**Supersedes Policy No:
4001/4001-01 (Nov 26/13),
EES 01**



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish a process whereby security deposits are required from applicants for the construction of residential roads.

DEFINITIONS

Permanent Residency means an approved permanent residence which is continuously occupied for more than six months.

POLICY

1. Greenview is required to provide or ensure legal access to property but is not required to provide physical access. When Council authorizes a road to be constructed to provide physical access to a quarter section(s) or a parcel of land, the road shall be constructed under the following conditions:
 - 1.1 All new roads being constructed to a quarter section(s) or a parcel of land shall be constructed through the quarter section as per Greenview's Engineering Design & Construction Standards' cul-de-sac section.
 - 1.2 Residential roads will be constructed to the specifications as outlined in the Greenview Engineering Design & Construction Standards.
 - 1.3 When the quarter section line or property line lies within a low area, muskeg, creek or other physical barrier unsuitable to access the parcel, the road shall be constructed sufficiently past such barrier to surpass any hindrance.
 - 1.4 When a low area, muskeg, creek or other physical barrier does not allow for acceptable access and would create substantial increase to the cost of the project, the issue will be brought to Council for review.
2. Upon Council approval for the construction of road access on a road allowance to unoccupied lands for the purpose of proposed residential development, the following conditions apply:

- 2.1 The applicant will provide an administration fee in the amount of \$2,500.00 in the form of cash or certified cheque to cover administration costs such as preliminary planning & design.
- 2.2 If the applicant fails to move forward with the project after preliminary planning is initiated. Greenview will retain the administration fee.
- 2.3 If the applicant proceeds with the project, the administration fee of \$2,500.00 becomes part of the total security deposit of \$5,000.00 required for construction by the applicant.
4. The security deposit will be returned or refunded to the applicant, without interest, if permanent residency is established within three years of the date of approval of residential road construction. Where this has not been met, or the property has been sold prior to the fulfillment of this condition, the security will be forfeited.
5. Construction of a residential road will not commence until the specified security has been provided by the applicant and an agreement outlining terms and conditions has been entered into by the applicant.
6. Dedication of road widening, as determined by the General Manager, Infrastructure & Planning, will be required on land owned by the applicant adjacent to or abutting the residential road construction project.
7. Payment of the security deposit must be received within ninety (90) days from Council approval to construct, and prior to the project proceeding.



SUBJECT: **Norbord Access Intersection**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: September 12, 2017
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH
GM:

MANAGER:
PRESENTER: MH

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw/Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council decline the invitation to participate in illumination upgrades at the Norbord and Highway 40 intersection.

BACKGROUND/PROPOSAL:

Please see the attached letter from Noel Roberts of Norbord.

The letter outlines Norbord’s concerns regarding the safety of the intersection of their access and Highway 40. It indicates that Alberta Transportation has agreed that illumination of the intersection is warranted.

The Province is currently looking at a number of sites around the region. Norbord is looking to expedite work on this particular intersection by suggesting a partnership between the Province, Norbord, and the Municipal District of Greenview. This would include Norbord contributing funding to the project, though no specific figures have been discussed.

To assist in this discussion, Administration engaged Helix Engineering to provide a ballpark cost for the overall project. As depicted in the attached report, an upper end estimate of the project is roughly \$250,000.00.

Council will first need to decide if they are willing to be a partner in this project. The intersection in question is on a Provincial Road. As such, it is not within Municipal jurisdiction. This does not prohibit Council from participating in the project.

If Council is willing to participate in the project, Administration is seeking Council’s direction regarding the extent to which Greenview’s participation would be.

As the project is on a Provincial Highway and the project will eventually be done, Administration is recommending that Council not participate. However, should Council choose to participate, the timeline of

the project (which the Province is unable to provide) would be expedited pending an agreement with Norbord and Alberta Transportation. Participation would also increase safety at this location on Highway 40.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will not be contributing to upgrades of infrastructure that is the responsibility of the Province.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The recommended action may result in a beneficial enhancement not being completed in as timely a manner as might otherwise occur.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council may opt to participate in the project and provide funding. Expediting the project would have positive safety benefits at this location. Funding could be taken from Greenview Operating Reserve.

FINANCIAL IMPLICATION:

There are no financial implications associated with the recommended motion.

STAFFING IMPLICATION:

There are 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:

Norbord will be notified of Council's decision.

ATTACHMENT(S):

- Norbord Letter of August 4th

- Helix Engineering Report
- Aerial Map of Norbord intersection



August 4, 2017

Mike Haugen
Chief Administrative Officer
Municipal District of Greenview
Box 1079
Valleyview, AB
T0H 3N0

Re: Safety Concerns Near the Norbord Mill Entrance

Dear Mr. Haugen:

Further to our conversation on August 3, I am writing to you today on behalf of Norbord Inc. (Norbord), who along with its predecessor Ainsworth Lumber Co. Ltd., has operated a world class Oriented Strand Board (OSB) South of Grande Prairie within the Municipal District of Greenview since 1996.

The reason for my letter today is in response to a long-standing safety concern that has been left unresolved. As you know, with the significant economic growth the Municipal District of Greenview has witnessed over the recent years, traffic has also increased. This is especially true on Highway 40 South of Grande Prairie. Most concerning to Norbord is the safety of our approximately 185 employees, contractors, and the motoring public in general to, and within the vicinity of our facility. The entrance to our mill off Highway 40 can be a harrowing experience especially during the long dark periods of the winter when visibility is poor, which have resulted in many close calls that could have easily resulted in very serious accidents.

Norbord has had pointed discussions with Alberta Transportation on several occasions outlining our concerns with the entrance to our mill from Highway 40, which culminated in a traffic study in 2014 that concluded lighting of the entrance is warranted. However due to timing, budget constraints, and other priorities, there has been no additional progress towards the installation of suitable lighting at this intersection.

To move forward on this important issue, Norbord would like to explore the potential of a partnership approach involving Norbord, Alberta Transportation and the Municipal District of Greenview. Norbord is willing to contribute direct financial support to improving the lighting at the entrance and respectfully requests the Municipal District of Greenview to assist us, along with Alberta Transportation in resolving this important safety concern in a reasonable timeframe.

Thank-you very much for your consideration of this request. Should you have any questions or concerns regarding this matter, please contact me at 780-831-2508 or via email at noel.roberts@norbord.com.

Regards,

Noel Roberts RPF
General Manager Woodlands – AB & BC
Norbord Inc.

cc: Danny Jung, Infrastructure Manager, Alberta Transportation

Norbord Inc.
Postal Mail Bag 6700
Highway 40 South
Grande Prairie, Alberta
Canada T8V 6Y9

Tel 780 831 2508
Fax 780 831 2501
noel.roberts@norbord.com
www.norbord.com

August 9, 2017

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

ATTN: Michael Mikael, P. Eng., Municipal Engineer

**Re: Safety and Illumination Assessments and Improvements
Ainsworth/Norbord Intersection, Hwy. 40:26, km 21.0**

Thank you for this opportunity to provide you with an estimate of the effort required to complete Safety and Illumination Assessments for improvements at the Norbord Intersection. As per our correspondence please find:

- Our Project Understanding
- Our estimate of the effort and the costs to complete the safety and illumination assessments and construct recommended improvements.

The Helix team has accumulated over 150 years of experience within the Peace Region and we have worked on numerous log haul intersection treatments in northwest Alberta. Thus, we have a good understanding of the project specific issues and solutions. To complete this assignment Helix will Team with DES Engineering for the underground electrical.

Project Understanding

The Municipal District of Greenview has requested Helix Engineering Ltd. to provide ballpark costs for budgeting purposes for Safety and Illumination (Street Lighting) Assessments and Improvements at the Norbord Intersection. These are required due to the increasing safety concerns associated with the significant growth in traffic and truck traffic volumes on this section of Highway 40.

Background

The Ainsworth/Norbord intersection at the Jct. of Highway 40:26 (km 21.0) is on a north-south section of a two-lane undivided highway. Hwy. 40:26 traffic and truck traffic volumes have increased approximately 68% (based on Alberta Transportation traffic data) between 2012 (2,900 AADT, 40% truck) and 2016 (4,900 AADT, 40% truck). The east leg of the Ainsworth access has approximately 570 AADT with 60% truck traffic.

The Ainsworth/Norbord intersection is an un-signalized non-illuminated intersection that was designed to accommodate turning log trucks with log overhang sweeps (special permits) as well as high volumes of turning traffic. It appears to consist of the following:

- a Type 4 Intersection treatment (Alberta Transportation standard) with a protected southbound to eastbound left turn lane.

- A Log Haul Type 6 Jug-handle with a southbound Right Turn Off-Ramp and a 90° Crossing of Hwy. 40 in the eastbound direction.
- Right turning lanes with Depressed Channelization in the northbound direction.

Typically, fully loaded logging trucks accelerate slower and off-track more than regular trucks, and may be permitted to have rear overhangs of up to 13.0 metres. Because of the long log overhang and configuration of log haul trucks, the end of the load typically sweeps outside of the wheel path on sharp turns. This sweep is potentially hazardous to other vehicles, especially if they attempt to pass a turning log haul truck.

As traffic volumes have increased significantly, it has become more difficult for log trucks to find gaps in the traffic to cross Highway 40, and for other vehicles to complete turning movements particularly at night. Thus, an assessment for nighttime illumination is required.

Since original construction signing and pavement marking guidelines have changed, such as the use of higher reflectivity warning signs and additional advance signing for intersections. Several signs may not meet current guidelines, and they require assessing for improvement requirements. It also appears the intersection treatment has no left or right turn pavement arrows, and pavement messages and marking require assessing for improvement requirements.

Scope of Work: Safety Assessment and Illumination Improvements – Norbord Intersection

Preliminary Engineering,

- Review and assess traffic volumes, percentage of trucks, and vehicle types using the intersection.
- Review Collision History, Safety Assessment Analysis and recommend Safety Countermeasures
- Review impact from accesses including nearby intersections.
- Assess Future Developments.
- Review Intersection Geometrics and Turn Lane Warrant Analysis.
- Review Signing, Pavement Markings and provide improvement recommendations.
- Review Intersectional Sight Distances.
- Assess Intersection Illumination improvement requirements.
- Analyses and Discussion of Results.
- Recommendations for Illumination and Other Safety Improvements
- Cost Estimates
- Detailed Design
- Tender
- Construction Supervision
- Post Construction

Estimated Costs

The construction and engineering costs will be influenced by the amount of work required such as partial lighting, or full intersectional lighting and other safety improvements. For budgeting purposes, we have estimated ballpark costs as shown in the following table.

Ballpark Estimate of Costs

Item	Contract	Engineering	Total
Lighting Assessment and Lighting Improvements	\$170,000	\$30,000	\$200,000
Safety Assessment		\$10,000	\$10,000
Miscellaneous Safety Improvements	\$30,000	\$10,000	\$40,000
Totals	\$200,000	\$50,000	\$250,000

If you require further discussion regarding the above, please contact.

Sincerely,

Helix Engineering Ltd.

Scott Roessler, P. Eng.
Director, Project Manager



SUBJECT: **Draft Little Smoky Recreation Area Governance Board Agreement**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 CAO: DM MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Regional Cooperation

RELEVANT LEGISLATION:

Provincial N/A

Council Bylaw/Policy N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation on the Draft Little Smoky Recreation Area Governance Board Agreement for information, as presented.

BACKGROUND/PROPOSAL:

Greenview has provided grant funding for the Little Smoky Ski Hill since 2008. The initial Little Smoky Ski Hill Agreement (2008) was between the M.D of Smoky River, Town of High Prairie, Town of Valleyview, M.D of Greenview, and M.D of Big Lakes. The term of this agreement was five (5) years, and renewed on a year to year basis. An additional agreement, the Agreement Regarding the Little Smoky Ski Hill, between Greenview and M.D of Smoky River was signed in 2014. This committed Greenview to grant funding for the years 2014, 2015, 2016 and 2017. With the loss of participants from the 2008 agreement, and the expiry of the terms of both agreements, Greenview, M.D of Smoky River, and Big Lakes County are working to establish a new cost sharing agreement for the Little Smoky Recreation Area (the Area).

The Draft Little Smoky Recreation Area Agreement introduces a governance board for all matters related to the policy and governance of the Little Smoky Recreation Area. This board is constructed of two elected officials from each municipality as voting members. The agreement outlines the responsibilities of the board and the reporting requirements. The Agreement, as it is drafted, incorporates a cost sharing formula, roughly mimicking the arrangement Greenview has now with the M.D of Smoky River. Under the current agreements, Greenview provides a total grant for \$75,000.00 yearly to the Little Smoky Recreation Area. As per the 2008 Little Smoky Ski Hill Agreement, Greenview contributes \$10,000.00 towards the operating deficit of the Little Smoky Ski Hill. Pursuant to the 2014 Agreement regarding the Little Smoky Ski Hill, Greenview agreed to provide a grant equalling one-third of the annual net operating deficit of the Little Smoky Ski Hill to a maximum of \$65,000.00.

The proposed funding formula roughly abides by Greenview's current contribution, with Greenview contributing 20%, M.D of Smoky River contributing 75%, and Big Lakes County contributing 5% towards the net deficit for operating and capital costs. Should Council determine to alter this formula, or provide

additional funds, there may be additional costs associated. It is anticipated that costs of the Area will be going up as development plans are implemented.

BENEFITS OF THE RECOMMENDED ACTION:

The Benefit of the recommended action is that Council receive an update on the progress of the Little Smoky Recreation Area Agreement, have the opportunity to provide feedback on the draft agreement, and address any arising concerns prior to the presentation of the final draft of the agreement for approval.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are 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:

Council concerns will be addressed in deliberations of next steps regarding the agreement.

ATTACHMENT(S):

- Draft Little Smoky Recreation Area Governance Board Agreement



Little Smoky Recreation Area Governance Board Agreement (The Board)

WHEREAS the Signatories to this Agreement are committed to the provision of a quality recreational amenity, by ensuring that the programs and services of the Little Smoky Recreation Area are effectively, efficiently, and economically delivered.

AND WHEREAS the Signatories therefore commit to promoting, fostering and embodying cooperation, collaboration, coordination and communication in their relationships with each other.

NOW THEREFORE THIS AGREEMENT BEARS WITNESS that the Signatories agree as follows:

1.0 Purpose

The Purpose of this Agreement is to establish a joint municipal governance board for the Little Smoky Recreation Area (the Area). This Board will act as the governing board for all matters pertaining to policy and governance related to the Little Smoky Recreation Area.

2.0 Signatories

2.1 The Signatories to this Agreement are:

- a. Municipal District of Smoky River
- b. Big Lakes County
- c. Municipal District of Greenview

2.2 Subsequent Signatories: The Board may determine if this Agreement should be open to other municipalities. Should this determination be made, other municipalities may join this cost-sharing arrangement based on the same principles reflected in this Agreement.

3.0 Membership

3.1 The Board shall be comprised of the following voting members:

- a. Two elected officials from the M.D of Smoky River;
- b. Two elected officials from Big Lakes County; and,
- c. Two elected officials from the M.D of Greenview.

3.2 The Board shall also include the following individuals as non-voting members:

- a. The Chief Administrative Officer from the M.D of Smoky River;
- b. The Chief Administrative Officer from Big Lakes County; and,

- c. The Chief Administrative Officer from the M.D of Greenview.
- d. Other administrative personnel, such as a recording secretary and facility manager, as required.

3.3 Each of the Signatories shall appoint an elected official to serve as an alternate Board Member.

4.0 Stakeholders

4.1 Representatives of stakeholder groups are encouraged to attend meetings, make recommendations and provide input to the Board regarding the Little Smoky Recreation Area.

5.0 Cost Sharing

5.1 The Signatories hereby agree that they will share in the net deficit for operating and capital costs associated with the Little Smoky Recreation Area.

5.2 The Signatories agree to the following funding formula:

- a. Municipal District of Smoky River- 75 %
- b. Big Lakes County- 5 %
- c. Municipal District of Greenview- 20 %

5.3 Within 60 days of signing this agreement, the Signatories shall supply their share of the initial operating cost to the M.D of Smoky River.

5.4 In the subsequent years this agreement is in effect, the Signatories shall forward 50% of their estimated share to the M.D of Smoky River by March 1st of each year. The M.D. of Smoky River shall provide year-end invoicing for the remaining funding to the Signatories by January 31st each year.

6.0 Structure

6.1 The Chairperson and Vice Chairperson of the Board shall be selected at the Board's annual organizational meeting.

6.2 Quorum shall consist of a majority of voting members, which must include at least one voting member from each of the Signatories.

6.3 Meetings shall be held at the call of the Board Chairperson.

7.0 Responsibilities of the Board

7.1 The Board shall have the following responsibilities:

- a. Recommending to the respective Councils a three (3) year operating budget on an annual basis.
- b. Recommending to the respective Councils a five (5) year capital plan on an annual basis.
- c. Both the operating budget and the capital plan shall be provided to the respective Councils by the end of October each year.
- d. Creating and updating a strategic plan to be presented to the Councils.
- e. The Board shall establish and review policies regarding the philosophies, values, and governance of the Little Smoky Recreation Area, in accordance with the directions established by the respective Councils of the Signatories.

- f. The Little Smoky Recreation Area Governance Board shall not be involved in the day to day operations of the Area and will not be responsible for staffing or the delivery of project programs related to the Area.

8.0 Reporting

- 8.1 Minutes of the Board shall be recorded and submitted to the respective municipalities in a timely manner.
- 8.2 The Board shall provide a written annual Area activity report to the respective municipalities, outlining the following:
 - a. User numbers, by municipal region on an annual basis.
 - b. Financial reporting by calendar year.

9.0 Amendment and Termination

- 9.1 **Term.** The initial term of this Agreement shall be 5 years from the date of signing. It will be automatically renewed for subsequent 3 year terms unless there is a replacement agreement in place or it has been terminated.
- 9.2 **Amendment.** Signatories may request renegotiation of all or part of this Agreement by providing a written request to the other Signatories a minimum of one year prior to the expiry of the initial 5 year term or one year prior to the 3 year anniversaries thereafter. Other changes may be made upon agreement, in writing, of all the signatories.
- 9.3 **Termination.** Recognizing that this Agreement helps to define the relationship between signatory municipalities and that they wish to provide predictability, stability, and certainty across municipal budget cycles, while balancing their right to terminate the agreement if necessary, Signatories may terminate by providing notice in writing to that effect to the other Signatories. Any notice of termination must be submitted in writing by November 30th of any given year. Said termination will not take effect until 11:59 p.m. of December 31st of the following year.

10.0 Dispute Resolution

- 10.1 In the event of a dispute between Signatories about the interpretation or application of any of the terms, covenants, or conditions contained within this Agreement, the Signatories shall follow the following dispute resolution steps in the order listed:
 - a. Negotiation between the parties.
 - b. Mediation and/or facilitation.
 - c. Arbitration.
 - d. Binding arbitration utilizing a third party that has been mutually agreed upon by the Signatories.

11.0 Ownership

- 11.1 The Signatories understand that all parties have an ownership interest in the Area according to the funding formula established in s. 5.2. Any proceeds derived from the sale or disposal of assets will be

used to fund approved operating or capital projects of the Area or will be shared with the Signatories on the same basis as the funding model.

- 11.2** Should the M.D of Smoky River wish to terminate the agreement, they shall negotiate with the other Signatories a compensation for investments made.

12.0 General Provisions

- 12.1 Administration.** The M.D. of Smoky River will be the lead agency regarding the administration of the operations, facilities, and programs of the Little Smoky Recreation Area.
- 12.2 Autonomy.** No Signatory has the authority to financially or otherwise commit another Signatory to a liability or course of action outside of the established Board process.
- 12.3 Indemnification.** Subject to any limitations set out in this Agreement, the Signatories agree to indemnify and save harmless the other Signatories to this agreement against any and all liabilities. No action of any Signatory has the ability to make another Signatory liable.
- 12.4 Assignment of Agreement.** No Signatory will assign its interest in this Agreement, or any part thereof, in any manner whatsoever without having first received written consent from all other Signatories.
- 12.5 Notices.** Any notice required to be given hereunder by any Signatory will be deemed to have been well and sufficiently given if it is delivered personally or mailed by pre-paid registered mail to the address of the party for whom it is intended. A notice or other document sent by registered mail will be deemed to be sent at the time when it was deposited in a post office or public letter box and will be deemed to have been received on the fourth day after it was postmarked.
- 12.6 Entire Agreement.** The Agreement constitutes the entire agreement between the Signatories relating to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the Signatories in relation to the subject matter hereof. There are no warranties, representations or other agreements among the Signatories in connection with the subject matter hereof except as specifically set forth herein.
- 12.7 Unenforceable Terms.** If any term, covenant or condition of this Agreement or the application thereof to any Signatory or circumstance will be invalid or unenforceable to any extent, the remainder of this Agreement or application of such term, covenant or condition to a Signatory or circumstance other than those to which it is held invalid or unenforceable, will not be affected thereby and each remaining term, covenant or condition of this Agreement will be valid and enforceable to the fullest extent permitted by law.
- 12.8 Governing Law.** This Agreement will be governed by and construed in accordance with the laws of the Province of Alberta.

IN WITNESS WHEREOF the Signatories have hereunto executed this Agreement under their respective corporate seals and by the hands of their proper officers duly authorized in that regard.

Signed this _____ day of _____, 2017 in _____, Alberta.

MUNICIPAL DISTRICT OF SMOKY RIVER

BIG LAKES COUNTY

Per: _____
Reeve Robert Brochu

Per: _____
Reeve Ken Matthews

Per: _____
CAO Rita Therriault

Per: _____
CAO Roy Brideau

MUNICIPAL DISTRICT OF GREENVIEW

Per: _____
Reeve Dale Gervais

Per: _____
CAO Mike Haugen



SUBJECT: **Request to Waive July 1, 2017 Penalty on Petrus Resources Tax Roll 319262**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 CAO: MANAGER: DD
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: MJ

RELEVANT LEGISLATION:

Provincial (cite) – In accordance with Section 347(1) of Municipal Government Act

Council Bylaw/Policy (cite) – Bylaw No. 17-780

RECOMMENDED ACTION:

MOTION: That Council deny the request from Petrus Resources to waive the July 1, 2017 penalty on tax roll 319262 in the amount of \$20.00 as per the attached request.

BACKGROUND/PROPOSAL:

Citimail, the company providing mail service to Petrus Resources sent a letter to explain why Petrus Resources 2017 tax payment was late. The penalty to Petrus Resources was based on the fact that Greenview had not received payment by June 30th and follow up mail that was not postmarked by June 30th.

Petrus Resources service provider, Citimail; the company that picks up Petrus Resources mail and postmarks the mail for them had a delay in postmarking the mail of June 28th. This was due to Citimail taking an extra holiday and observing the statutory holiday of July 1st. Which left the June 28th mail that was picked up from Petrus Resources being postmarked by Citimail on July 4th.

Council's Bylaw 17- 780, state that all Non-Residential Taxes are due June 30th. Administration's procedure is to accept payments without applying penalties up to two weeks following the June 30th deadline as long as the postmark is not later than June 30th. However, in this case the payment received was postmarked July 4th, resulting in the company being penalized as per Council's bylaw.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will have upheld Council's bylaw and will have treated all ratepayers equally.
 2. The benefit of the recommended action is that Council will avoid creating a precedence by going against Council's bylaw.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. No perceived disadvantages to Greenview from the recommended action.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to waive the \$20.00 penalty, however, due to the precedence this may set, Administration does not recommend this solution.

FINANCIAL IMPLICATION:

There are no perceived financial implications for Greenview from the recommended motion.

STAFFING IMPLICATION:

There are no perceived staffing implications from 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:

Administration will write a letter to Petrus Resources advising them of Council's decision.

ATTACHMENT(S):

- Request from Petrus Resources
- Citimail's letter explaining the delay
- MGA Section 347(1)
- Bylaw 17-780

July 19, 2017

MD of Greenview
4806 – 36 Avenue
PO Box 1079
Valleyview AB T0H 3N0



Dear Sir/Madam,

It has come to our attention that on June 30, 2017, our mailing service provider, Citimail Inc., caused a delay in postmarking all outgoing mail for our company, Petrus Resources. Unfortunately, Petrus was not made aware of Citimail's service delay until after the mailing deadline for property taxes due June 30, 2017.

Although the outgoing mail was picked up from our office by Citimail staff on June 29, 2017, it was not postmarked until July 4, 2017 due a staff holiday observed by Citimail preceding the Canada Day long weekend, on June 30, 2017, as well as the Canada day statutory holiday being observed on July 3, 2017. The preceding staff holiday was not communicated to our office, and as such, we assumed the mail would be sent and postmarked on June 30, 2017 as stated in their standard procedures.

Please see the attached letter from Citimail explaining the delay.

We would greatly appreciate your understanding and the reversal of any incurred or impending interest charges on our property tax payment.

Yours sincerely,



Cheree Stephenson
Vice President, Finance & CFO



Citimail

Web: www.citimail.ca

Email: info@citimail.ca

Tel: 403 231 1999

July 18, 2017

To whom it may concern,

Please accept this letter as proof of the service agreement between **Citimail Inc.** and **Petrus Resources** for mailing services. **Citimail** picks up all of **Petrus Resources** outgoing mail daily and postmarks it for them with Canada Post postage and delivers it to Canada Post for them.

All mail picked up at the end of each business day is postmarked the following business day with a few exceptions. One such exception was **June 30, 2017** as we were closed for a staff holiday preceding the Canada Day (July 1, 2017) long weekend. As Monday was the designated statutory holiday, all mail picked up June 30, 2017 was postmarked the next business day back which was July 4, 2017.

It is my understanding that **Petrus Resources** was penalized due to a 1 day delay in posting and the intent of this letter is to illustrate that this delay was caused by no fault of their own and the fact that Citimail was closed on June 30, 2017 was unbeknownst to them.

Please do not hesitate to contact me directly with any questions or for more information.

Best Regards,

CITImail Inc.
Cal Whiting
President, GM
403 231 1999



BYLAW NO. 17-780
of the Municipal District of Greenview No. 16

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16 FOR THE 2017 TAXATION YEAR

Whereas, the Municipal District of Greenview No. 16 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on December 13, 2016 ; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Municipal District of Greenview No.16 for 2017 total \$ 161,322,650; and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$65,519,435 and the balance of \$95,803,215 is to be raised by general municipal taxation; and

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	1,611,889
Non-residential	22,640,659
Opted Out School Boards	
Residential/Farmland	61,185
Non-residential	<u>2,977</u>
Total School Requisitions	24,316,710
Requisition Allowance MGA(359(2))	100,000
Seniors Foundation	1,122,875

Whereas, the Council of the Municipal District of Greenview No.16 is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

Whereas, the assessed value of all property in the Municipal District of Greenview No.16 as shown on the assessment roll is:

	<u>Assessment</u>
Residential	640,457,400
Non-residential	5,567,591,680
Farmland	56,650,180
Machinery and equipment	<u>3,752,027,650</u>
	10,016,726,910

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Municipal District of Greenview No. 16, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipal District of Greenview No.16:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential/Farmland	1,882,191	697,107,580	2.7000
Non-Residential	72,953,980	9,319,619,330	7.8280
ASFF			
Residential/Farmland	1,611,889	672,292,499	2.3976
Non-residential	22,640,659	5,367,247,289	4.2183
Opted-Out School Boards			
Residential/Farmland	61,185	25,519,440	2.3976
Non-residential	2,977	705,648	4.2183
Requisition Allowance	100,000	6,177,636,460	0.0162
Seniors Foundation	1,122,875	10,016,726,910	0.1121

2. The minimum amount payable as property tax for general municipal purposes shall be \$20.00.
 - a) Non-Residential Municipal taxes are due and payable on June 30th.
 - b) Residential/Farmland Municipal taxes are due and payable on November 15th.
3. In the event of any current taxes remaining unpaid for Non-Residential after June 30th of the current year, there shall be levied a penalty of 8%.
4. In the event of any current taxes remaining unpaid for Residential/Farmland after November 15th of the current year, there shall be levied a penalty of 8%.
 - a) In the event of any of taxes of Non-Residential and Residential/Farmland remaining unpaid after December 31st, in the current year there shall be levied a penalty of 10% on January 1st
 - b) In the event of any arrears of taxes of Non-Residential and Residential/Farmland remaining unpaid after December 31st, in the succeeding year, there shall be levied a penalty of 18% on January 1st, and in each succeeding year thereafter, so long as the taxes remain unpaid.
5. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

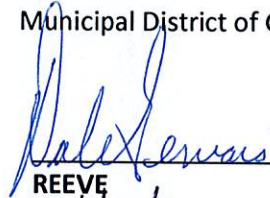
6. That this bylaw shall take effect on the date of the third and final reading.

Read a first time on this 28th day of March, 2017.

Read a second time on this 11 day of April, 2017.

Read a third time and passed on this 11 day of April, 2017.

Municipal District of Greenview No. 16



REEVE



CHIEF ADMINISTRATIVE OFFICER

(3) The penalty must not be imposed sooner than January 1 of the year following the year in which the tax was imposed or any later date specified in the bylaw.

1994 cM-26.1 s345

Penalties

346 A penalty imposed under section 344 or 345 is part of the tax in respect of which it is imposed.

1994 cM-26.1 s346

Cancellation, reduction, refund or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

1994 cM-26.1 s347

Tax becomes debt to municipality

348 Taxes due to a municipality

- (a) are an amount owing to the municipality,
- (b) are recoverable as a debt due to the municipality,
- (c) take priority over the claims of every person except the Crown, and
- (d) are a special lien
 - (i) on land and any improvements to the land, if the tax is a property tax, a community revitalization levy, a special tax, a local improvement tax or a community aggregate payment levy, or
 - (ii) on goods, if the tax is a business tax, a community revitalization levy, a well drilling equipment tax, a community aggregate payment levy or a property tax imposed in respect of a designated manufactured home in a manufactured home community.

RSA 2000 cM-26 s348:2005 c14 s12

Fire insurance proceeds

349(1) Taxes that have been imposed in respect of improvements are a first charge on any money payable under a fire insurance policy for loss or damage to those improvements.

(2) Taxes that have been imposed in respect of a business are a first charge on any money payable under a fire insurance policy for loss or damage to any personal property

- (a) that is located on the premises occupied for the purposes of the business, and
- (b) that is used in connection with the business and belongs to the taxpayer.

1994 cM-26.1 s349

Tax certificates

350 On request, a designated officer must issue a tax certificate showing

- (a) the amount of taxes imposed in the year in respect of the property or business specified on the certificate and the amount of taxes owing, and



SUBJECT: Sheldon Coates School Snack Program
SUBMISSION TO: REGULAR COUNCIL MEETING **REVIEWED AND APPROVED FOR SUBMISSION**
MEETING DATE: September 12, 2017 **CAO: DM** **MANAGER:**
DEPARTMENT: COMMUNITY SERVICES **GM: DM** **PRESENTER: DM**
STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Sheldon Coates Elementary School funding request for information, as presented.

BACKGROUND/PROPOSAL:

The Sheldon Coates Elementary School located in Grande Cache services students from the Town of Grande Cache and the surrounding Co-op with an average attendance of approximately 140 kindergarten to grade three students. The school has previously received local snack box funding for the students, however last year the funding was no longer available and the Parent Council and local Rotary Club contributed finances to maintain the snack program. This coming school year the group will be adding a breakfast program for the entire student body in order to provide healthy alternatives which will enhance the students' academic success. The group has received a grant through the Alberta Government, with a large portion of the funds going toward kitchen upgrades as well as food safe training for volunteers.

The Parent Council is now inquiring if Greenview would consider partnering with them as they need to acquire more funds for the food requirements (approximately \$20,000.00 - \$30,000.00).

The Community Service Miscellaneous Budget has a balance of \$275,935.81 as of September 11, 2017.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the Sheldon Coates Elementary School funding request for information is that Council will not be setting a precedent if similar requests of this nature are solicited.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of not supporting the Sheldon Coates Elementary School funding request is that the Parent Council may not have adequate funds to support their snack program.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to support the Sheldon Coates Elementary School funding request, however Council will have to determine if this a role that Greenview should assume.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are 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

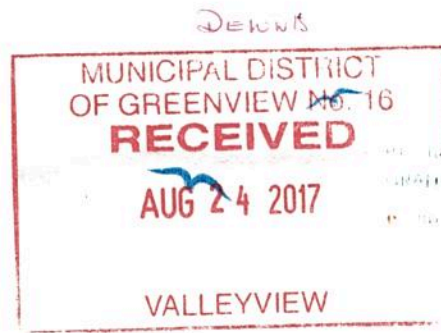
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the Sheldon Coates Elementary School Parent Council regarding Council's decision.

ATTACHMENT(S):

- Sheldon Coates Elementary School Parent Council Funding Request



SCANNED

August 16, 2017

To Whom it May Concern,

Sheldon Coates Elementary School, located in Grande Cache, AB, services students from the town and surrounding co-op. Our average attendance for our Kindergarten to grade 3 student body is approximately 140 students. The last few years we have received some local funding to provide a snack box for our students to have access to. Last year the funding was no longer available and our Parent Council contributed finances as well as we utilized some recycling money and received a generous contribution from the local Rotary Club to keep up the snack program. This past year we started adding fresh fruit, cheese, yogurt, etc. to the snack box and have noticed that the kids loved it. We understand the importance of providing healthy alternatives to our students so their bodies can be fed and then their academic success shines through. This coming school year, we will be adding a breakfast program for our entire student body. We have just received a grant through the Alberta Government, and a large portion of the grant money will go toward kitchen upgrades as well as proper food safe training for our volunteers. We now need to acquire some more funds for the food (approximately \$20,000-\$30,000 to feed that many children every day), as the grant is requiring us to meet all four food groups every day from the beginning of the year until the end of the year.

When teachers polled students as to who eats breakfast in the morning, 20 of our students indicated that they did not usually eat breakfast before coming to school. As a mom, I know how difficult it can be some days for kids to get a healthy, nutritious breakfast every morning. Some days kids are tired or not hungry, but by the time their bodies wake up and they get to school they are hungry and there is no time to eat. As a Parent Council, we want to provide a healthy, balanced breakfast for our students when they walk into the school every morning. Would you consider partnering with us to see this happen? Looking forward to hearing from you in this regard. Should you have any questions, please don't hesitate to contact me via the contact information below.

Sincerely,

Jennifer Yee
Parent Council Member
jennyee@gmail.com
780-827-1443



SUBJECT: **Valleyview Enhancement Society Christmas Gala**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: September 12, 2017 CAO: DM MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM
STRATEGIC PLAN:

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$1,000.00 to the Valleyview Enhancement Society for the 2017 Christmas Gala, with funds to come from the Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

The Valleyview Enhancement Society, a non-profit organization, plans projects that enhance the community for all residents. Past project successes included, the local skate park, additions to the Town Christmas light display, and most recently the amazing playground at the Valleyview Trout Pond. Trout Pond upgrades have included a fountain to the pond, lighting, benches, fire pits, picnic tables and a new gazebo. The society's next project will consist of upgrades to the local ball diamonds.

The Enhancement Society is now planning for their 2017 Christmas Gala on November 18th at the Valleyview Memorial Hall and is seeking sponsorship in the amount of \$1,000.00 which includes seating for eight (8) people at the event. The evening will consist of entertainment and a various assortment of snacks.

The Enhancement Society is a very active and engaged group that strives to provide enhancements to numerous community assets.

The Community Service Miscellaneous Budget has a balance of \$275,935.81 as of September 11, 2017.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of providing sponsorship in the amount of \$1,000.00 to the Valleyview Enhancement Society is that Greenview would be supporting a group in their fundraising efforts as to enhance community assets.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to sponsoring the Valleyview Enhancement Society as Greenview has sponsored similar groups of this nature.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the Enhancement Society's sponsorship request, however the group may fall short of their projected financial goal.

FINANCIAL IMPLICATION:

Direct Costs: \$1,000.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION: N/A

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 notify the Society accordingly as to Council's decision.

ATTACHMENT(S):

- Valleyview Enhancement Society's Sponsorship Request

VALLEYVIEW ENHANCEMENT SOCIETY

The Valleyview Enhancement Society is a non-profit organization. We plan projects that enhance our community for all residents and surrounding folk.

Our past projects have included, the local skate park, additions to the Town Christmas light display, and most recently the amazing playground at the Valleyview Trout Pond as well as area upgrades including a fountain to the pond, lighting, benches, fire pits (made by our local Silver Barn Fabs), picnic tables and a new gazebo.

Our next project on the list is upgrades to the local Ball Diamonds!!

We are planning now for our 2017 Christmas Gala on November 18th. Back by popular demand, we are excited to welcome back "The Rowdy Pianos" as our evening entertainment. Check them out online, The Rowdy Pianos with Chance Devlin. We will be offering hot and cold hors d'oeuvres and snacks, as well as full bar facilities. Let us serve you as Chance Devlin and his team entertain you, in a fun filled evening.

**We are seeking your help in the form of a monetary event sponsorship.
We are also collecting items for our silent auction that will be held at the event. Any and all donations are greatly appreciated.**

Sponsorship packages consist of:

\$1000+ Sponsorship Package

For every \$1000 sponsorship you will receive 1 table that seats 8 people. You will also be mentioned in our event program for the evening, on our Facebook page and in our local newspaper, The Valleyview Town & Country.

General Seating Includes

\$55 per ticket – You will choose from the seating chart with Christine Landry, all seats are numbered individually.

All guests will be treated to fabulously catered hors d'oeuvres and snacks, made especially for you by our St. Rita's Church Group. We will have a fully stocked bar and event service. We want you to sit back relax and enjoy the evening. Don't forget about the silent auction! If you have any questions, please contact one of our VES members. See you there!

Tickets are limited, so get yours now!

Thank you to everyone for your consideration, and we look forward to all your support.

**Christine Landry - 780-552-6155
Facebook - Christine Swanson-Landry
Email - clandry78@hotmail.com**



Box 2702 Valleyview, AB T0H 3N0



Manager's Report

Function: Community Services

Submitted by: Dennis Mueller, General Manager

Date: 9/12/2017

General Manager Community Services, Dennis Mueller

A Multiplex Design Committee Meeting was held on September 5, 2017 with topics that included reviewing the proposed purchases of the Furniture, Fixtures and Equipment and the sponsorship funding collected to-date for the Greenview Regional Multiplex.

A budget surplus is projected for the Greenview Regional Multiplex, construction completion is anticipated for the end of September.

The 2018 Community Grant application deadline (October 15, 2017) will be advertised through various media sources, newspapers, website and social media.

Agricultural Services Manager, Quentin Bochar

Vegetation Management Program

The vegetation management crew has completed vegetation control work along approximately 90% of roadside ditches scheduled to be sprayed in the 2017 calendar year, in addition to 50% of brush suppression and 80% of the spot spray program (utilizing quad, UTV, and backpack equipment).

Herbicide applications have been conducted in the Valleyview area, Grande Cache (Forestry Trunk Road, Coops and Enterprises) and Grovedale/South Wapiti area.

Weed inspection staff have conducted the following inspections:

- Greenview Green Zone: 1628 inspections, 459 properties with weeds, 82 notices issued
- Greenview White Zone: 1200 inspections, 199 properties with weeds, 0 notices
[Please note: Notices are mainly regarding prohibited noxious weeds.]
- Town of Valleyview: 1156 inspections
- Town of Fox Creek: 988 inspections

Invasive weed species inspections were also completed on a majority of Alberta Park's sites within Greenview, in accordance with authorization from Alberta Parks.

Economic Development Officer, Kevin Keller

Tri-Municipal Industrial Partnership (TMIP) Senior Project Manager

The Tri-Municipal Industrial Partnership Committee has selected PTAG as the Senior Project Manager of the TMIP project. PTAG, a global capital project services company, will start in September 2017. The company has experience in assisting governments to develop projects from concept to implementation. Greenview's Economic Development Officer met with the consultants to provide them with relevant information and review the project's progress.

Grovedale Electronic Sign

On-site review of the potential locations for the electronic sign in Grovedale was held with the selected firm, Libertelevision, on August 24th. Reviews have shown that the best option for the sign is on the Greenview Operations yard north of Grovedale. In discussions with Alberta Transportation, some concerns have arisen on their part regarding the highway setback proposal of the sign. Administration is taking their recommendations into consideration and permit applications are being forwarded for Alberta Transportation's consideration.

Business Readiness and Retention

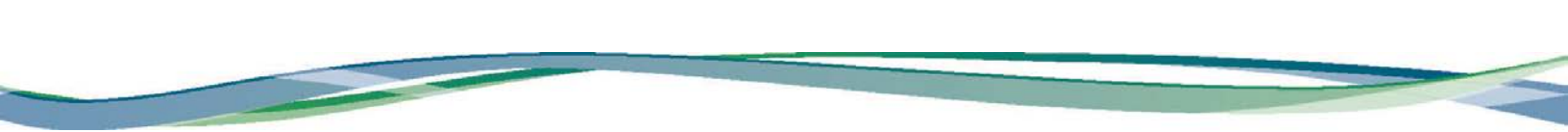
Greenview will be hosting a customer satisfaction workshop at the Green View FCSS building in Valleyview on September 7th from 10:00 a.m. to 4:00 p.m.

Norquest College is facilitating this 6-hour workshop aimed at entrepreneurs from both Greenview and Valleyview business communities, attendance is free of charge. The workshop focuses on techniques to increase customer satisfaction and income through stronger customer service practices.

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

Summer Day Camps for the 2017 year are now complete. The evaluations from parents and children were very positive. The Summer Day Camps organized for 2017 were as follows:

- | | | |
|----------------------|------------|-----------------|
| ▪ Grovedale | July 4-6 | 30 participants |
| ▪ Valleyview | July 11-13 | 22 participants |
| ▪ DeBolt | July 18-20 | 19 participants |
| ▪ Valleyview,\ (Art) | July 25-27 | 15 participants |
| ▪ New Fish Creek | Aug 15-17 | 11 participants |



Over 85 people attended the Celebration of Cultures in conjunction with the rodeo at the Valleyview Agricultural grounds on August 12th. This program highlights the diversity of ethnic backgrounds in the area through the sharing of food, costumes and music.

Domestic violence continues to be an issue in the community. In the month of August a minimum of three individuals sought support and resources from the Community Resource Centre.

A second “Breakfast with the Guys” event is scheduled on Wednesday November 1st at the Burnside Performing Arts Centre.

Protective Services Manager, Jeff Francis

The dates for the grand opening ceremonies of the new public service buildings in DeBolt and Grovedale have been arranged. Greenview will be hosting the Grovedale Public Service Building Grand Opening on September 21st from 5:00 to 8:00 p.m. The DeBolt Public Services Building Grand Opening ceremony will be hosted on October 10th. The schedule of events for both ceremonies will be distributed as soon as it has been finalized.

Protective Services Administration in partnership with the Grovedale Fire Department will host a fire leadership learning workshop on September 16th and 17th. Jason Hoevelmann, a working battalion chief from St. Louis County in Minnesota and a published author, will conduct a two-day workshop on leadership for firefighters.

Health & Safety

An efficient and effective training program that supports continuous improvement is key for Greenview Safety Program’s success. A collaborative review of current policy, procedures and programs will be done by the end of 2017. Health & Safety expects to achieve a Greenview training standard to be implemented in 2018.

Work will continue with field operations to complete site inspections and site hazard identifications. Processes for inspections and site hazard assessments encourage staff to increase awareness of hazards and to ensure that safety controls are in place. The documentation generated by these practices is also used to meet the requirements necessary to obtain the annual Certificate of Recognition and achieve continuous improvement in safety programs at Greenview.

Recreation Services Manager, Stacey Wabick

Johnson Park

Greenview's plan to build an outdoor recreation area southeast of Valleyview along the Goose River is entering the construction phase. Administration acquired a Temporary Field Authorization Permit and has awarded a contract to a Valleyview area contractor to complete the work.

Construction is scheduled to begin before the end of August and will include the development of an access road, parking lot, walking trails to two separate beach areas, day use sites, a bathroom, garbage receptacles and perimeter fencing.

Recreation Services/Secure Energy Partnership

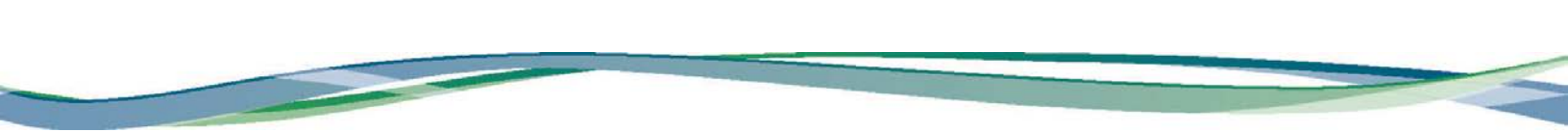
In an effort to further modernise Greenview recreation sites; Administration has begun to implement the installation of new Molok garbage and fish cleaning collection systems. This is a semi-underground 5000L container that has up to 5 times greater capacity than current systems, it reduces odours and is safe to empty. Before installation, Administration reached out to Secure Energy, which has a prominent presence along the Highway 40 corridor to enquire if they would be willing to enter a partnership to assist in the installation of the Molok containers at the Grovedale Fish Pond, Kakwa and Southview Recreation Areas. The proposal was well received, and as a result, Secure Energy graciously provided the funds necessary for the installations. In turn, Greenview will proudly recognize their contribution at these locations.



Grande Cache Lake Day Use Area



The Grande Cache Lake Day Use Area is considered to be one of the busiest recreation sites in that area of Greenview. Since formally acquiring its lease in 2016, Administration has strived to modernise the site amenities that have become outdated and dilapidated. As a result, the site has received some significant upgrades throughout the summer of 2017. The first improvement was the installation of a new dock system in June, which has received very positive reviews. In August, a new bathroom was installed along with a new in-ground garbage and fish cleaning system, an information kiosk and a new Greenview sign. In addition, other information signs are in the process of being made, some new picnic tables have been ordered, and when combined with the aforementioned



improvements, will deliver a fresh up-to-date, modern look that provides an enhanced user experience.

Kakwa Wildland Park Access

Improvements and upgrades at the Kakwa Wildland Park are progressing well and the results have been positive. Grading and road preparation has been completed from kilometer 142 all the way to the parking lot at the Lick Creek staging area. Gravel and trucking is to commence by the end of August. In addition, septic tanks and bathrooms will also be ordered by months end.



Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager Corporate Services

Date: 8/31/2017

General Manager Corporate Services, Rosemary Offrey

During the month of August, I took vacation and visited my parents. I also kicked off the 2018 budget preparations. The first of the budget presentations, the 10YR Capital Plan, will be presented to Council on September 25th, 26th and 27th. This year all of the budget preps are being completed in the Qwestica Budgeting Module, whereby the manager is required to promote the approved budget info to the general manager and the general manager is required to promote the approved budget information to the chief administrative officer and so forth.

I arranged a training refresher with a Qwestica consultant for staff who use the Qwestica Budget module and I have been providing one on one support to budget entry staff.

I attended Greenview's annual golf tournament and enjoyed a round of golf with Greta and Ira. Greta won the longest women's drive and our team won the most honest award.

Due to one of our fine receptionist leaving at the end of August, I participated in the interviews to fill the vacant position and I believe that we have found another gem for our reception area.

Finance & Administration Manager, Donna Ducharme

Donna interviewed and hired an Administrative Support staff to replace the position that has been vacant since June. She requested Human Resources to post the vacant position of Administrative Support, Reception that became vacant due to the resignation received early August. This position is now filled. She also a well-deserved vacation in August.

Human Resources (Recruitment), Jocelyn Moe

Positions filled since last report: 1) Administrative Support, Corporate Services 2) Administrative Support, Reception 3) Equipment Operator Little Smoky.

Positions at offer stage: 1) Administrative Support, I & P (Temp) – offer declined.

Open Competitions: 1) HR Officer, Recruitment (Temp) 2) Construction & Maintenance Coordinator (Central) [previously posted as Roads Coordinator] 3) Administrative Support, Infrastructure & Planning (Casual) – Interviews August 31st.

Resignations: Administrative Support, Reception's last day was August 30th and the Special Projects Coordinator's last day was Friday August 18th.

Information Systems, Shane Goalder

The installation of new equipment purchased as per the 2017 Operational budget, is continuing. Shane attended the annual Golf Tournament as ambassador for Greenview on August 25th. With budget season upon us, he has begun to prepare Capital and Operational Budget for 2018 onwards.

All other IT support tasks required on a day to day basis.



Manager's Report

Function: Infrastructure & Planning

Submitted by: Grant Gyurkovits, General Manager Infrastructure & Planning

Date: 8/31/2017

General Manager, Infrastructure & Planning, Grant Gyurkovits

- Administrative Temporary & Casual positions hired
- Budget
- Oil Field Approvals
- Interviews have been set up for the Construction & Maintenance Coordinator

Manager Construction & Maintenance, Kevin Sklapsky

- Huckleberry Tower stream works completed
- 11kms of FTR stabilization will be completed, with maintenance of soft spots to repair for the remainder of the season.
- New approach construction in progress, undetermined number completed to date.
- Simonette Hill complete.
- Economy Creek Construction nearing completion stages.

Supervisor, Facility Maintenance, Alfred Lindl

- South Wapiti Transfer Station; we are still in progress installing 2 high efficient security cameras.
- Public Service Building – Grovedale: Southwest is finishing the landscaping and cleanup the Pond. The signage for this location is in progress. Next project is painting the Helipad.
- Public Service Building - DeBolt; Southwest replaced the leaked mainline to the hydrant front of bay1, southwest reinstalled sidewalk and concrete pad front of bay1, at the same time we built a sidewalk from the parking area to the Church, we do have open warranty deficiencies to resolve. Also, around the patio

we installed a privacy fence. Southwest there are trees being planted. The signage for this location is in progress. Next project is painting the Helipad.

- Water Points; the project to install security cameras are done except Little Smoky location.
- Compiled information regarding the water points for the installation of the concrete pads. Prepared RFD.

Manager Operation, Gord Meaney

West Sector

- The graders have been cut back to three on the FTR grader beat and are working with a water truck to patch up soft spots as required.
- Crack sealing and line painting completed
- Doing asphalt repair with cold mix in the Grovedale area.
- A ditching crew has been hired and will start in the Hamlet of DeBolt.
- Transferring aggregate from the Rail Rock Pit to the km. 70 stockpile.
- A contracted brushing crew is working in the Grovedale area.

East Sector

- Stockpile transfer from Eben Rock Products Pit in Ridge Valley to the Valleyview stockpile site in September.
- Crack sealing and line painting completed
- Brushing crew in Little Smoky.

Manager Environmental Services, Gary Couch

Water and Distribution

- Waiting to select water line alignment and infrastructure lay out for Grovedale Water Treatment plant and system.
- New water trainee has started and now at full staff in the utility department.
- Staff are locating, marking, and repairing when necessary all curb valves in the Hamlets.
- Headed to Grande Cache to begin the well reclamation program. A couple wells were discovered during first visit, in addition to the planned wells, that require immediate attention.
- Finalizing SCADA assessment on Environmental Services water and waste water systems.
- Working on alarms and SCADA system upgrades on existing water plants.
- Water main flushing has been completed in the hamlet water systems.
- Preparing for the changeover of water sources for the Crooked Creek Waterpoint. In October the waterpoint will be supplied by the New Ridgevalley Water plant.

Wastewater

- Industrial Lagoon construction has been a slow start with wet weather but progressing.
- Working on design for the proposed upgrade to the Sturgeon Heights waste water lagoon.
- Work towards the decommissioning of the old Grovedale evaporative lagoon

Solid Waste

- “Take It or Leave It” buildings are at all sites except Sturgeon Heights, Sweathouse, and Puskwaska now. These sites will be completed within the next month.
- All the litter picks at the transfer stations and the regional landfill have been performed by non-profit groups. Also working with Grande Cache area residents on a cleanup program for the lake areas.
- Greenview Regional Landfill has been busy prepping to build an access to the landfill with swamp mats and maintenance work at site

Manager Planning & Development, Sally Rosson

- Public Hearings were held on August 21 and 22 for the Grovedale Area Structure Plan & Land Use Bylaw. Based on the comments received from the public, planning staff will be working with the contractors to address the concerns and provide Council with the recommended actions to be taken at a future Council meeting.
- Infrastructure & Planning staff have scheduled meeting with Mr. Klassen for September 7, 2017 to review the request for third approach into the Trapper Gord store property.
- Administration will be meeting with Alberta Transportation to address their comments on the future intersection upgrade requirements for the Big Mountain development on September 14, 2017 and review the Big Mountain Area Structure Plan & Traffic Impact Assessment.
- Development activities on the anhydrous ammonia storage site were causing damages to Range Road 231 to due inclement weather on W ½ 36-69-23-W5 to inclement weather and act ivies.
- Fencing has taken place within the road widening (registered Road Plan 162 0079) had been taken at the time the previous owner had subdivided. The new purchaser was verbally advised on August 24, 2017 of his newly constructed fence being located within Greenview’s right-of-way and that survey markers clearly identified the widening. On August 28, 2017, an enforcement letter and Stop Order has been send to the new landowner of NW 9-69-22-W5 on Township Road 692 requesting removal of fencing inside Greenview’s road plan. In accordance with Policy EES 12 “A fence, gate or other obstruction upon road allowances will not be permitted unless specifically approved by Council”. The landowner has been advised that their fencing must be removed prior to **September 1, 2018**. A Stop Order has been issued and a caveat will be registered on the quarter until the fence has been removed.
- 3 – “Welcome to Greenview” Entrance signs arrived on September 1, 2017 and they will be installed by the Operations Department when time permits. The three approximate locations for the signage installations are as follows: Sunset House/Hwy 747 near SE 36-70-20-W5; Old High Prairie Road/Twp 740 and Puskwaskau/Hwy 676 near SE 01-75-24-W5.
- Following is a breakdown of the new Applications received in the various Planning & Development categories for the month of August 2017 including the total numbers showing the activity:

Type of Development:	Amount
Business Licenses:	One
Development Permit Applications:	Thirty
Lease Referrals:	One
Land Use Amendments (re-designation):	None

Subdivision Applications:	None
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