



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

Monday January 22, 2018

9:00 AM

Council Chambers  
Administration Building

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#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	
	3.1 Regular Council Meeting minutes held January 8, 2018 to be adopted	4
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
	5.1 Fox Creek – Highway 43 Realignment Presentation	4
	5.2 Mountain Metis Nation Association	37
#6	BYLAWS	
	6.1 Bylaw 18-788 Borrowing Bylaw	53
	6.2 Land Use Bylaw 17-779	60
#7	OLD BUSINESS	
#8	NEW BUSINESS	
	8.1 Policy 6308 Clubroot of Canola	227
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	8.3 Sale of Surplus Truck	258
	8.4 Community Futures – Women in the North Conference 2018	261
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8.12 Grande Cache Medical Centre Update	328
8.13 AAMDC Resolution re Alberta Energy Tenure System	330
8.14 CAO Report	333

## #9 COUNCILLORS BUSINESS & REPORTS

## #10 CORRESPONDENCE

- December Monthly Peace Officer Report
- Municipal Affairs – Investigating in Canada Infrastructure
- South Peace Regional Archives – Peace Country Land Settlement
- Invitation to Robert Guest Opening Reception – Philip J Currie Dinosaur Museum
- 25<sup>th</sup> Addition of the STARS Lottery Invitation
- Alberta Community Partnership
- Town of Fox Creek – AUMA Thank You
- Request for a Temporary Recess of the Viability Review
- Viability Review for the Town of Grande Cache
- RMRF Seminar
- Weyerhaeuser Invitation
- RhPAP Presentation
- Northern Gateway Public School – Alberta Education Symposium

## #11 IN CAMERA

- |  |
|--|
| 11.1 Disclosure Harmful to Economic and Other Interests of a Public Body<br><i>(FOIPP; Section 25)</i> |
| 11.2 Disclosure Harmful to Intergovernmental Relations<br><i>(FOIPP; Section 21)</i>                   |

11.3 Disclosure Harmful to Intergovernmental Relations  
(FOIPP; Section 21)

#12 ADJOURNMENT

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
M.D. Administration Building,  
Valleyview, Alberta, on Tuesday, January 8, 2018

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

<b>PRESENT</b>	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton Shawn Acton Winston Delorme Roxie Rutt Bill Smith Dale Smith Les Urness
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<b>ATTENDING</b>	Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services General Manager, Infrastructure & Planning Communications Officer Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyurkovits Diane Carter Lianne Kruger
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**ABSENT**

**#2:** MOTION: 18.01.01. Moved by: COUNCILLOR BILL SMITH  
**AGENDA** That Council adopt the January 8<sup>th</sup>, 2018 Regular Council Agenda with additions;

- Agenda Item Addition 11.1

CARRIED

**#3.1** MOTION: 18.01.02. Moved by: COUNCILLOR ROXIE RUTT  
**REGULAR COUNCIL** That Council adopt the minutes of the Regular Council Meeting held on Monday  
**MEETING MINUTES** December 11<sup>th</sup>, 2017 with corrections.

CARRIED

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



#5  
DELEGATIONS

**5.0 DELEGATIONS**

**5.1 DEVELOPMENT PERMIT PRESENTATION**

DEVELOPMENT  
PERMIT  
PRESENTATION

MOTION: 18.01.03. Moved by: COUNCILLOR DALE SMITH  
That Council accept the presentation from Trenton Hatch for information as presented.

CARRIED

**5.2 CROOKED CREEK COMMUNITY RECREATION CLUB DELEGATION**

CROOKED CREEK  
COMMUNITY  
RECREATION CLUB  
PRESENTATION

MOTION: 18.01.04. Moved by: COUNCILLOR SHAWN ACTON  
That Council accept the presentation from the Crooked Creek Community Recreation Club as information, as presented.

CARRIED

**6.2 BYLAW 18-788 2018 OPERATING CREDIT - BORROWING BYLAW**

BYLAW 18-788  
FIRST READING

MOTION: 18.01.05. Moved by: COUNCILLOR DALE SMITH  
That Council give First Reading of Bylaw 18-788 - 2018 Operating Line of Credit Borrowing Bylaw.

CARRIED

BYLAW 18-788  
SECOND READING

MOTION: 18.01.06. Moved by: COUNCILLOR ROXIE RUTT  
That Council give Second Reading of Bylaw 18-788 - 2018 Operating Line of Credit Borrowing Bylaw.

CARRIED

BYLAW 18-788  
THIRD READING  
CONSIDERATION

MOTION: 18.01.07. Moved by: COUNCILLOR ROXIE RUTT  
That Council moves to consider Third and Final Reading of Bylaw 18-788 - 2018 Operating Line of Credit Borrowing Bylaw at this Council meeting.

DEFEATED

**8.1 2018 GRANT REQUESTS**

GRANT LISTING

MOTION: 18.01.08. Moved by: COUNCILLOR SHAWN ACTON  
That Council authorize funding to the grant recipients in the amounts indicated on the attached 2018 Approved Grant Listing, with funds to come from the 2018 Community Service Miscellaneous Grant budget.

CARRIED

Reeve Gervais recessed the meeting at 9:57 a.m.  
Reeve Gervais reconvened the meeting at 10:07 a.m.

**#4  
PUBLIC HEARING**

**4.0 PUBLIC HEARING**

**4.1 BYLAW 17-787 RE-DESIGNATE FROM RURAL COMMERCIAL (RC) DISTRICT  
TO INDUSTRIAL (I) DISTRICT**

**BYLAW 17-787  
PUBLIC HEARING**

Chair Dale Gervais opened the Public Hearing regarding Bylaw 17-787 at 10:08 a.m.

**IN ATTENDANCE**

Manager, Planning & Development Sally Rosson

**INTRODUCTIONS**

The Chair requested each Council Member and Staff member to introduce themselves and asked Council Members if there were any reasons that they should be disqualified from the hearing.  
None were heard.

The Chair asked the applicants if there was any objection or concern with any members sitting on the Board.  
None in attendance.

**REFERRAL AGENCY  
& ADJACENT LAND  
OWNER  
COMMENTS**

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

**QUESTIONS FROM  
COUNCIL**

The Chair called for any questions from Council.  
None were heard.

**THOSE IN FAVOUR**

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

**THOSE AGAINST**

The Chair requested that anyone against the application come forward.  
None in attendance.

**QUESTIONS FROM  
COUNCIL**

The Chair called for any questions from Council.  
None were heard.

**QUESTIONS FROM  
APPLICANT  
PRESENTER**

The Chair called for any questions from the Applicant or those that had spoken in favour or against the application with regards to the comments for Planning and Development, the referral agencies, or adjacent landowners.  
Applicant was not in attendance.

**FAIR & IMPARTIAL  
HEARING**

The Chair asked the Applicant if they have had a fair and impartial hearing. Applicant was not in attendance.

**BYLAW 17-787  
PUBLIC HEARING  
ADJOURNED**

Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 17-787 at 10:12 a.m.

**#6  
BYLAWS**

**6.0 BYLAWS**

**6.1 BYLAW 17-787 RE-DESIGNATE FROM RURAL COMMERCIAL (RC) DISTRICT  
TO INDUSTRIAL (I) DISTRICT**

**BYLAW 17-787  
SECOND READING**

MOTION: 18.01.09. Moved by: DEPUTY REEVE TOM BURTON  
That Council give Second Reading to Bylaw No. 17-787, to re-designate a 5.44 hectare ± (13.44 acre) parcel from Rural Commercial (RC) District to Industrial (I) District within NW-33-69-6-W6, Plan 162 1185, Block 2, Lot 2.

CARRIED

**BYLAW 17-787  
THIRD READING**

MOTION: 18.01.10. Moved by: COUNCILLOR BILL SMITH  
That Council give Third Reading to Bylaw No. 17-787, to re-designate a 5.44 hectare ± (13.44 acre) parcel from Rural Commercial (RC) District to Industrial (I) District within NW-33-69-6-W6, Plan 162 1185, Block 2, Lot 2.

CARRIED

**#7  
OLD BUSINESS**

**7.0 OLD BUSINESS**

There was no Old Business presented.

**#8  
NEW BUSINESS**

**8.0 NEW BUSINESS**

**8.2 REQUEST TO WAIVE ADDITIONAL FEES FOR DEVELOPMENT PERMIT D17-328**

**REQUEST TO  
WAIVE FEES**

MOTION: 18.01.11. Moved by: COUNCILLOR ROXIE RUTT  
That Council deny the request to waive the invoice for the additional fee and accrued interest for developing without a valid development permit for the change of use from shop to residential, addition(s) to the existing residence and a garage for Development Permit D17-328. Development Permit D17-328.

DEFEATED

MOTION: 18.01.12. Moved by: DEPUTY REEVE TOM BURTON

That Council waive the invoice for the additional fee and accrued interest for developing without a valid development permit for the change of use from shop to residential, addition(s) to the existing residence and a garage for Development Permit D17-328. Development Permit D17-328.

CARRIED

### **8.3 CO-MINGLED RECYCLING BINS LOCATED IN GRANDE CACHE CO-OPS AND ENTERPRISES**

#### **RECYCLING BINS**

MOTION: 18.01.13. Moved by: COUNCILLOR WINSTON DELORME

That Council approve the purchase of sixteen (16) recycle bins for the Grande Cache area Co-ops and Enterprises for \$19,952.00 with funding to come from the Capital Operating Contingency Reserve.

CARRIED

### **8.4 POLICY 1018 EXPENDITURES AND DISBURSEMENT**

#### **POLICY 1018**

MOTION: 18.01.14. Moved by: DEPUTY REEVE TOM BURTON

That Council have further discussions on Policy 1018 "Expenditures and Disbursement" at the Committee of the Whole meeting scheduled for January 15<sup>th</sup>, 2018.

CARRIED

### **8.5 POLICY 1019 ISSUANCE OF DIGITAL COMMUNICATIONS TOOLS**

#### **POLICY 1019**

MOTION: 18.01.15. Moved by: COUNCILLOR DALE SMITH

That Council approve the revised Policy 1019 "Issuance of Digital Communications Tools: Council and Employees" as presented.

CARRIED

### **8.6 POLICY 1023 COUNCILLOR – YEARS OF SERVICE POLICY 2008 EMPLOYEES – YEARS OF SERVICE**

#### **POLICY 1023**

MOTION: 18.01.16. Moved by: COUNCILLOR ROXIE RUTT

That Council approve Policy 1023 "Council Years of Service" as amended.

CARRIED

#### **POLICY 2008**

MOTION: 18.01.17. Moved by: DEPUTY REEVE TOM BURTON

That Council approve Policy 2008 "Employees'- Years of Service Award" as presented.

CARRIED

## **8.7 POLICY 2007 RECRUITMENT**

### **POLICY 2007**

MOTION: 18.01.18. Moved by: COUNCILLOR DALE SMITH  
That Council adopt Policy 2007 "Recruitment" to supersede Policy HR 01 as presented.

CARRIED

## **8.10 REPEAL OF VARIOUS POLICIES REGARDING HUMAN RESOURCES**

### **POLICIES REPEALED**

MOTION: 18.01.19. Moved by: DEPUTY REEVE TOM BURTON  
That Council repeal policies HR 01, HU 06, 2002, 2005, 2005a, HR 13 and CO 13.

CARRIED

Reeve Gervais recessed the meeting at 11:58 a.m.  
Reeve Gervais reconvened the meeting at 1:08 p.m.

## **8.8 POLICY 4010 ROAD ACCESS APPROACHES**

### **POLICY 4010**

MOTION: 18.01.20. Moved by: COUNCILLOR LES URNESS  
That Council approve Policy 4010 "Road Access Approaches" superseding Policy OP-03 as presented.

CARRIED

## **8.9 POLICY 4011 SNOW REMOVAL ON MUNICIPAL ROADWAYS**

### **POLICY 4011**

MOTION: 18.01.21. Moved by: COUNCILLOR WINSTON DELORME  
That Council approve revised Policy 4011 "Snow Removal on Municipal Roadways".

CARRIED

## **8.11 NORTHLANDS SNO-GOERS SPONSORSHIP**

### **NORTHLANDS SNO-GOERS SPONSORSHIP**

MOTION: 18.01.22. Moved by: COUNCILLOR ROXIE RUTT  
That Council approve sponsorship in the amount of \$1,000.00 to the Northland Sno-Goers for the ASA Jamboree, February 3, 2018, with funds to come from the Community Service Miscellaneous Grant.

CARRIED

## **8.12 GRANDE CACHE GOLF & COUNTRY CLUB**

### **GRANDE CACHE GOLF & COUNTRY CLUB**

MOTION: 18.01.23. Moved by: COUNCILLOR WINSTON DELORME  
That Council approve a capital grant in the amount of \$45,000.00 and an operating grant in the amount of \$12,500.00 to the Grande Cache Golf and Country Club, with funds to come from Community Service Miscellaneous Grant.  
CARRIED

## **8.13 LITTLE SMOKY CEMETERY BOARD APPOINTMENT**

### **LITTLE SMOKY CEMENTERY BOARD**

MOTION: 18.01.24. Moved by: REEVE DALE GERVAIS  
That Council appoint \_\_\_\_\_ to the Little Smoky Cemetery Committee.

MOTION: 18.01.25. Moved by: DEPUTY REEVE TOM BURTON  
That Council table motion 18.01.24. until more information can be brought forward.  
CARRIED

## **8.14 JOINT COUNCIL MEETING – TOWN OF VALLEYVIEW**

### **JOINT COUNCIL MEETING**

MOTION: 18.01.26. Moved by: DEPUTY REEVE TOM BURTON  
That Council direct Administration to request a meeting between the Greenview and Town of Valleyview Councils to discuss issues of mutual importance.  
CARRIED

## **8.15 CAO/MANAGERS' REPORTS**

### **CAO REPORTS**

MOTION: 18.01.27. Moved by: COUNCILLOR DALE SMITH  
That Council accept the CAO Report for information, as presented.  
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 7**

**COUNCILLOR ROXIE RUTT** updated Council on her recent activities, which include:  
Greenview Multiplex Tour with Sturgeon Lake Cree Nation & Town of Valleyview  
Municipal Planning Commission Meeting  
Grande Prairie Public Library Meeting

Grande Prairie Public Library Awards Breakfast  
Greenview Staff Christmas Party  
Committee of the Whole Meeting  
FCSS Meeting  
Greenview Staff Christmas Luncheon  
Tri Municipal Industrial Partnership Meeting

**WARD 1**                    **COUNCILLOR WINSTON DELORME** updated Council on his recent activities, which include:  
Committee of the Whole Meeting  
Met with Presidents and Managers of Coops and Enterprises

**WARD 3**                    **COUNCILLOR LES URNESS** updated Council on his recent activities, which include:  
Greenview Multiplex Tour with Sturgeon Lake Cree Nation & Town of Valleyview  
Municipal Planning Commission Meeting  
Greenview Staff Christmas Party  
Committee of the Whole Meeting  
Policy Review Committee Meeting  
Tri Municipal Industrial Partnership Meeting

**WARD 4**                    **COUNCILLOR SHAWN ACTON** updated Council on his recent activities, which include:  
Greenview Multiplex Tour with Sturgeon Lake Cree Nation & Town of Valleyview  
Norbord Committee Meeting  
FCSS Meeting  
Committee of the Whole Meeting  
Munis 101

**WARD 5**                    **COUNCILLOR DALE SMITH** update to Council on his recent activities, which include:  
Greenview Multiplex Tour with Sturgeon Lake Cree Nation & Town of Valleyview  
Municipal Planning Commission Meeting  
Heart River Housing Meeting  
Committee of the Whole Meeting

**WARD 6**                    **DEPUTY REEVE TOM BURTON** updated Council on his recent activities, which include:  
Greenview Multiplex Tour with Sturgeon Lake Cree Nation & Town of Valleyview  
Municipal Planning Commission Meeting  
Policy Review Committee Meeting  
Tri Municipal Industrial Partnership Meeting

Nitehawk Meeting

**WARD 8**                    **COUNCILLOR BILL SMITH** updated Council on his recent activities, which include:  
Committee of the Whole

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

**WARD 2**                    **REEVE DALE GERVAIS** updated Council on his recent activities, which include:  
Greenview Multiplex Tour with Sturgeon Lake Cree Nation & Town of Valleyview  
Strategic Planning Session - Philip J Currie  
Greenview Staff Christmas Party  
Committee of the Whole  
Policy Review Committee Meeting  
Greenview Staff Luncheon  
Tri Municipal Industrial Partnership Meeting

**#10**  
**CORRESPONDENCE**        **10.0 CORRESPONDENCE**

MOTION: 18.01.28. Moved by: COUNCILLOR SHAWN ACTON  
That Council accept the correspondence for information, as presented.  
CARRIED

Reeve Gervais recessed the meeting at 2:55 p.m.  
Reeve Gervais reconvened the meeting at 3:11 p.m.

**#11 IN CAMERA**            **11.0 IN CAMERA**

MOTION: 18.01.29. Moved by: COUNCILLOR ROXIE RUTT  
That the meeting go to In-Camera, at 3:12 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

MOTION: 18.01.30. Moved by: DEPUTY REEVE TOM BURTON  
That, in compliance with Section 197(2) of the Municipal Government Act, this  
meeting come Out of Camera at 3:30 p.m.  
CARRIED



**12.0 ADJOURNMENT**

#12  
ADJOURNMENT

MOTION: 18.01.31. Moved by: COUNCILLOR DALE SMITH  
That this meeting adjourn at 3:30 p.m.

CARRIED

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CHIEF ADMINISTRATIVE OFFICER

---

REEVE

UNADOPTED



# REQUEST FOR DECISION

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SUBJECT: **Fox Creek – Highway 43 Realignment Presentation**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 22, 2018 CAO: MH MANAGER: KK  
DEPARTMENT: ECONOMIC DEVELOPMENT GM: DM PRESENTER:  
STRATEGIC PLAN: Development

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION:** That Council accept for information the presentation from Castleglenn Consultants with respect to the potential highway re-alignment and overpass development on Highway 43 at Fox Creek.

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## BACKGROUND/PROPOSAL:

In spring 2017 Greenview Administrations received a request from Castleglenn Consultants Inc.; who are contracted by Ministry of Alberta Transportation to develop a plan for the identification of intersection upgrades in the Fox Creek area. The request was for a committee member to be provided to assisting the provision of information to the project as required. Administration was able to assisting in providing requested information while ensuring interests of the MD were conveyed.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the potential highway re-alignment and overpass development on Highway 43 at Fox Creek.
- 

## 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.

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## FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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## STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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**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.

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**ATTACHMENT(S):**

- Highway 43 Functional Planning Study

# ***Municipal District of Greenview - Council Presentation***

***Monday, January 22<sup>nd</sup>, 2018***

## ***Topic: Highway 43 Functional Planning Study***

**Presenter:** Mr. Arthur Gordon, Consultant Project Manager – Castleglenn Consultants Inc.

**Topic:** Highway 43 Fox Creek Functional Planning Study

**Study Sponsor:** Alberta Transportation, Mr. Danny Jung, Infrastructure Manager, Peace River

**Study Area:** The study area extends from west of Bigstone Road to east of Highway 947.

**Study Objectives:** The objective of the study is to confirm the ultimate grade-separated freeway interchange requirements in term of location, configuration and staging as well as to address current safety and access concerns along the Highway 43 corridor.

**Study Goals:** Produce a functional plan that will:

- address existing highway operations within the study area;
- identify issues, constraints and solutions to accommodate future community development;
- identify infrastructure improvements including intersection upgrades, new service roads, local road enhancements and the ultimate freeway designation which involves planning for a future interchange;
- recommend an access management strategy for each stage of improvements; and
- identify the required property to implement the recommended improvements.

**The Study Consultant Team:** Castleglenn, AECOM (Bridge Planning), Altus Geomatics (Environmental), Golder Assoc. (Hydrology), Thurber Eng. (Geo-Technical), ACI Accoustical (Noise), The Archeology Group (Historical) and Bytown Eng. (Value Engineering)

**Study Timeline:** The study was initiated in the late Spring of 2017, is structured in five phases and is forecast to be completed by the end of the Summer, 2018.

**Public Involvement:** The project team will engage with the Town, MD and local stakeholders such as landowners, business owners, interest groups and the public to develop the plan and evaluate the options..

### **Upcoming Planning Study Events: Focus Group No. 1 and Public Open House No. 1**

A **focus group session** with representation from the Fox Creek Chamber of Commerce, the Fox Creek Operators Group, property owners of lands and businesses along Highway Avenue and large employers (eg. Millar Western) has been arranged for Tuesday, January 23<sup>rd</sup>, 2018 at 1 pm to discuss the study, options and identify concerns and planning issues.

A **public open house** has been arranged for Thursday, January 25<sup>th</sup> at 5-to-8pm with a presentation at 6p.m at the Fox Creek Community Hall to provide an opportunity to meet and share information with residents, businesses and property owners. Materials will also be posted online following the public open house. Advertising of Public Open House was included in Town of Fox Creek utility bills and posted on the Town's web site.

**Presentation Material:** DRAFT presentation material for the POH is attached.



## PUBLIC OPEN HOUSE:

# Highway 43 – Fox Creek Functional Planning Study



**Date:** Thursday, January 25<sup>th</sup>, 2018

**Time:** 5:00 pm to 8:00 pm

**Place:** Fox Creek Community Hall

200 1<sup>st</sup> Street, Fox Creek, Alberta  
TOH 1P0



# Study Area

- The Highway 43 corridor forms part of the North-South and CANAMEX Trade Corridors and serves as the major highway connecting northern and central Alberta and linking greater Edmonton to Grande Prairie through the Peace Country;
- The study area covers approximately 20 km of the existing twinned Highway 43 corridor between Highway 947 to a point north of the Town of Fox Creek (West of Bigstone Road).
- Highway 43 is designated as a Level 1 Freeway; and
- Highway 43 is intended to serve the Fox Creek community (approx. 2,000 population). The Town has numerous service industry businesses that cater to travelers and workers supporting the oil, gas & trucking industries.



# Public Involvement

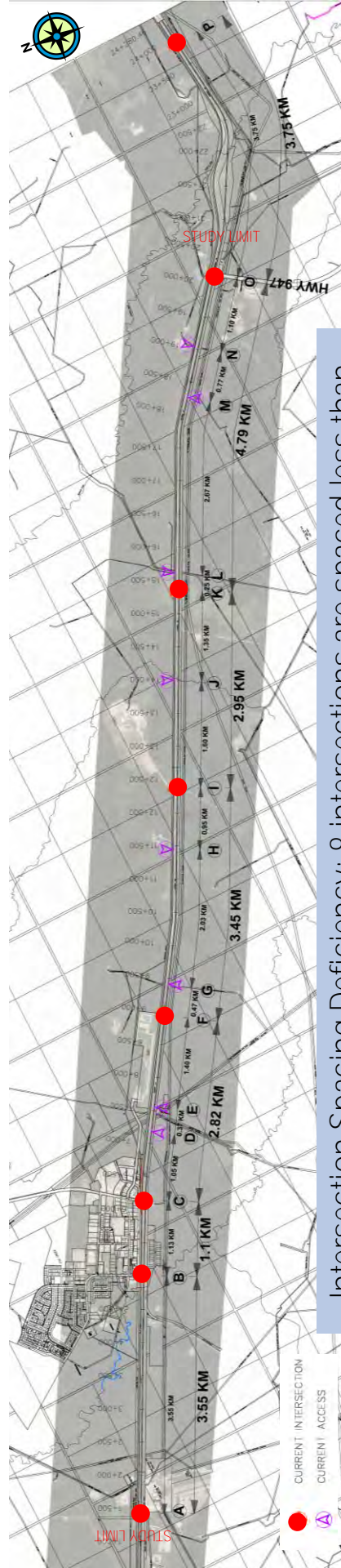
- The Public Involvement Process will be integrated with the technical phases of the study with the objective of informing all land owners, residents and business owners that are directly impacted by the proposed infrastructure of the requirements necessary to achieve the “ultimate” design standard that has been mandated by the Province.
- Advertising of Public Open House was included in Town of Fox Creek utility bills and posted on the Town’s web site.
- Focus Group established to provide local input into study.





# Existing Intersection Spacing

Name	Type	Km	Center Line to Center Line Spacing (m)	Type of Access	Distance b/w Accesses on the NB (m)	Distance b/w Accesses on the SB (m)
A (Bigstone)	Intersection	1+450	37.9	Auxiliary Ramps	3550	3550
B (Kaybob)	Intersection	5+000	38.6	Auxiliary Ramps	1130	1130
C (3 <sup>rd</sup> Street)	Intersection	6+130	54	Auxiliary Ramps	1050	1050
D	Access - Southbound	7+180		Direct Access	2820	370
E	Access - Southbound	7+550		Direct Access		
F	Intersection (A T Int. with Acce. To the North)	8+950	53.8	Short Taper (~40m)	2500	1870
G	Access - Southbound	9+420		Direct Access		
H	Access - Northbound	11+450		Direct Access	950	2980
I (Millar Western)	Intersection	12+400	53.9	Exit Ramp on Northbound, others, Direct Access	1600	2950
J	Access - Northbound	14+000		Direct Access	1350	
K	Intersection	15+350	53.5	Direct Access	250	2920
L	Access - Northbound	15+600		Direct Access		
M	Access - Southbound	18+2470		Direct Access	3440	1870
N	Access - Northbound	19+040		Direct Access	1100	
O (Highway 947)	Intersection	20+140	54	Auxiliary Ramps	3720	3720
P	Intersection	23+860	51.6	Short Taper (~40m)		



Intersection Spacing Deficiency: 8 intersections are spaced less than the required Design Standard of 1.6km

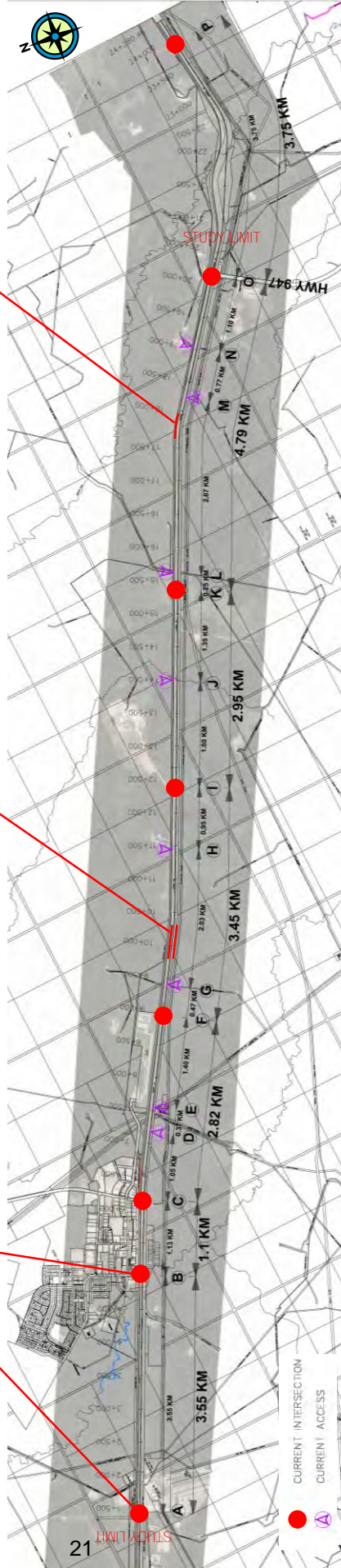


# Minor Geometric Deficiencies

Centreline-to-Centreline Median Separation:  
Two locations where 38m spacing exists  
New Design Standards in vicinity of Intersections  
require 55m.

Grade Deficiency:  
Existing is 5.8%  
New Design Standards require 3.0%.

Horizontal Curve Deficiency:  
Existing is 880m  
New Design Standards require 950m.



Minor Geometric Deficiencies have been identified



The map displays the Highway 947 corridor with four circular diagrams (1, 2, 3, 4) showing traffic volume data at various intersections. The diagrams include directional flow arrows and volume numbers in parentheses. A red dot on the highway is labeled "7,000 vpd along the corridor". A compass rose is in the top left corner.

**Diagram 1: Intersection of Highway 947 and Bigstone Road**

Direction	Volume
Northbound (Left Lane)	1 (3)
Northbound (Middle Lane)	241 (288)
Northbound (Right Lane)	60 (32)
Southbound (Left Lane)	8 (21)
Southbound (Middle Lane)	322 (277)
Southbound (Right Lane)	25 (15)
Eastbound (Left Lane)	5 (5)
Eastbound (Middle Lane)	302 (333)
Eastbound (Right Lane)	379 (356)
Westbound (Left Lane)	249 (321)
Westbound (Middle Lane)	350 (292)

**Diagram 2: Intersection of Highway 947 and Kaybob Drive**

Direction	Volume
Northbound (Left Lane)	35 (27)
Northbound (Middle Lane)	222 (250)
Northbound (Right Lane)	11 (2)
Southbound (Left Lane)	17 (34)
Southbound (Middle Lane)	20 (24)
Southbound (Right Lane)	5 (2)
Eastbound (Left Lane)	149 (169)
Eastbound (Middle Lane)	140 (133)
Eastbound (Right Lane)	45 (48)
Westbound (Left Lane)	20 (4)
Westbound (Middle Lane)	75 (81)
Westbound (Right Lane)	94 (118)
Westbound (Far Right Lane)	279 (238)
Westbound (Far Far Right Lane)	6 (0)
Northbound (Far Right Lane)	268 (279)
Northbound (Far Far Right Lane)	341 (320)

**Diagram 3: Intersection of Highway 947 and 3rd Street East**

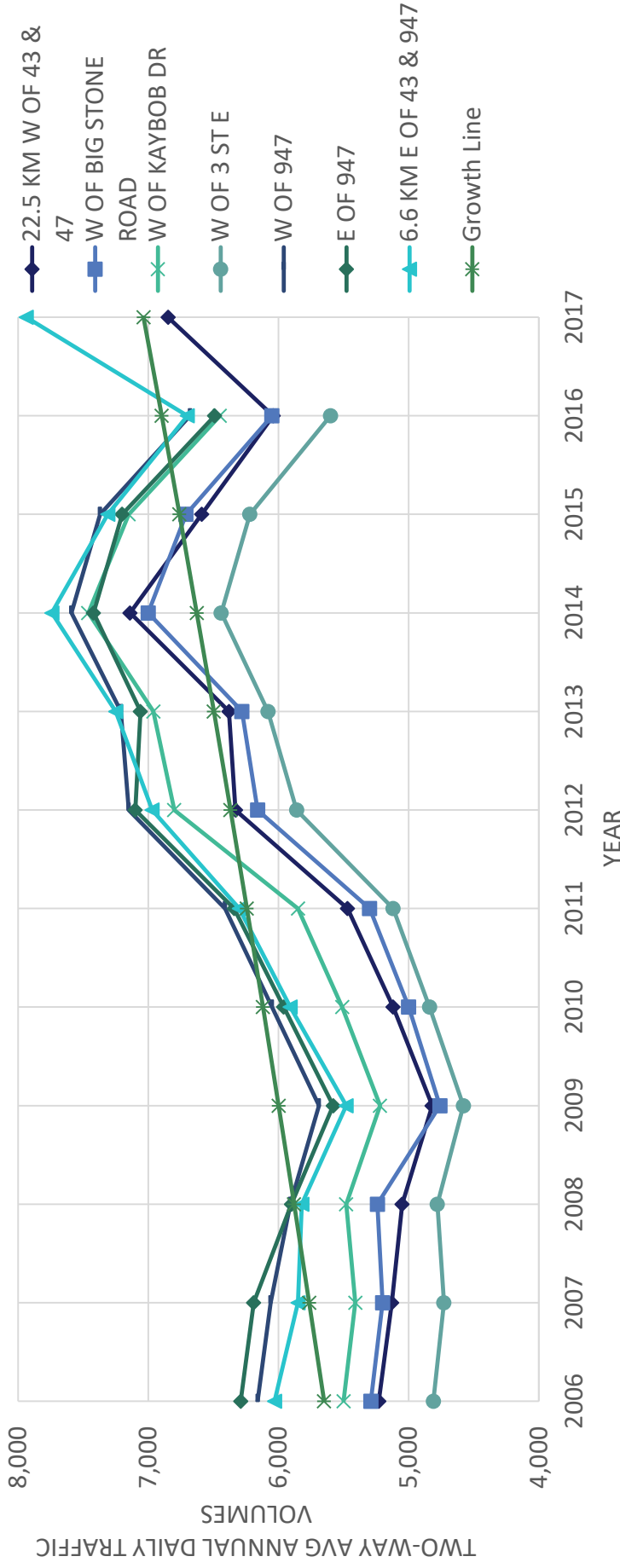
Direction	Volume
Northbound (Left Lane)	88 (64)
Northbound (Middle Lane)	254 (271)
Northbound (Right Lane)	70 (55)
Southbound (Left Lane)	0 (0)
Southbound (Middle Lane)	18 (8)
Southbound (Right Lane)	323 (312)
Eastbound (Left Lane)	288 (279)
Eastbound (Middle Lane)	341 (320)
Eastbound (Right Lane)	343 (335)
Westbound (Left Lane)	363 (367)

**Diagram 4: Intersection of Highway 947 and Millar Western Forest Products**

Direction	Volume
Northbound (Left Lane)	313 (305)
Northbound (Middle Lane)	20 (22)
Northbound (Right Lane)	30 (30)
Southbound (Left Lane)	377 (353)
Southbound (Middle Lane)	16 (14)
Southbound (Right Lane)	393 (367)
Eastbound (Left Lane)	343 (335)
Eastbound (Middle Lane)	331 (308)
Eastbound (Right Lane)	367 (375)
Westbound (Left Lane)	50 (52)
Westbound (Middle Lane)	34 (17)



# Historical Traffic Growth (2007 to 2017\*)

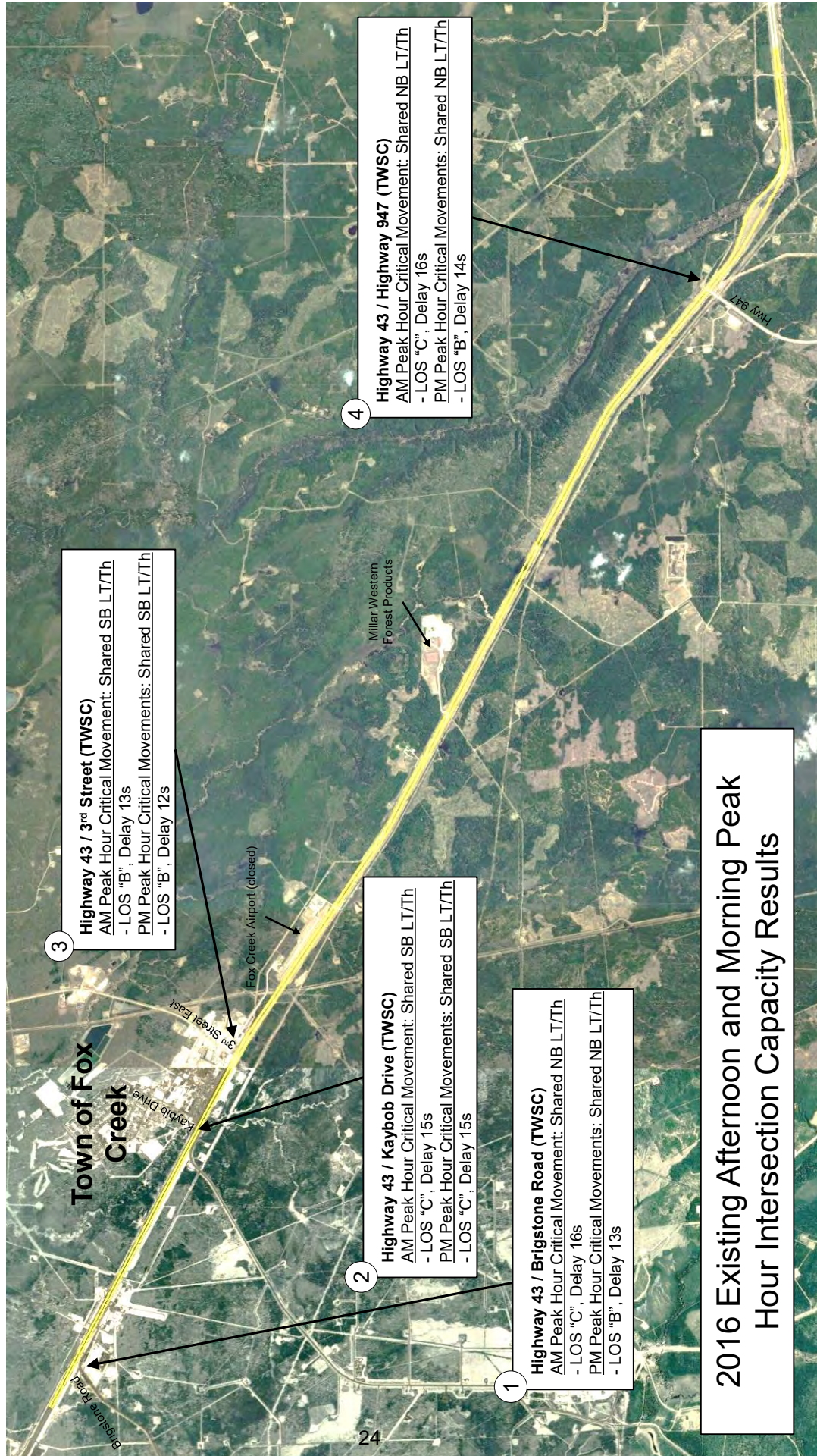


An analysis of historical annual traffic along Highway 43 indicates:

- -1.0% average year-over-year growth over the last five years; and
- 1.5% average year-over-year growth over the last decade.
- As of 2014 5-to-10% decline.

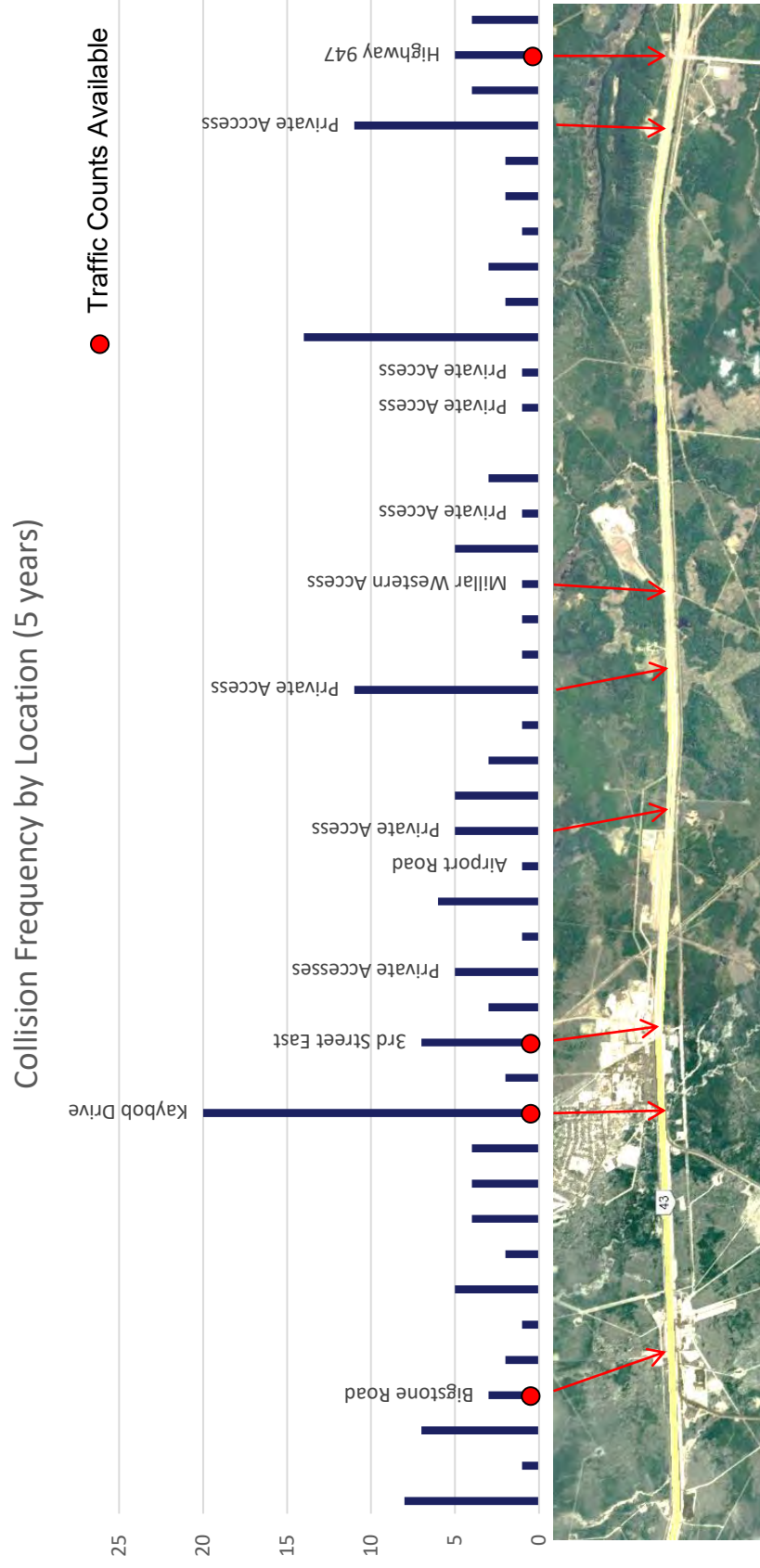


# Existing Intersection Capacity Analysis



# 9. Collision Analysis

- Collision information has been obtained from AT (2010 to 2014 inclusive).
- Collision data was also requested from the Town and MD, however no information has been provided to date.



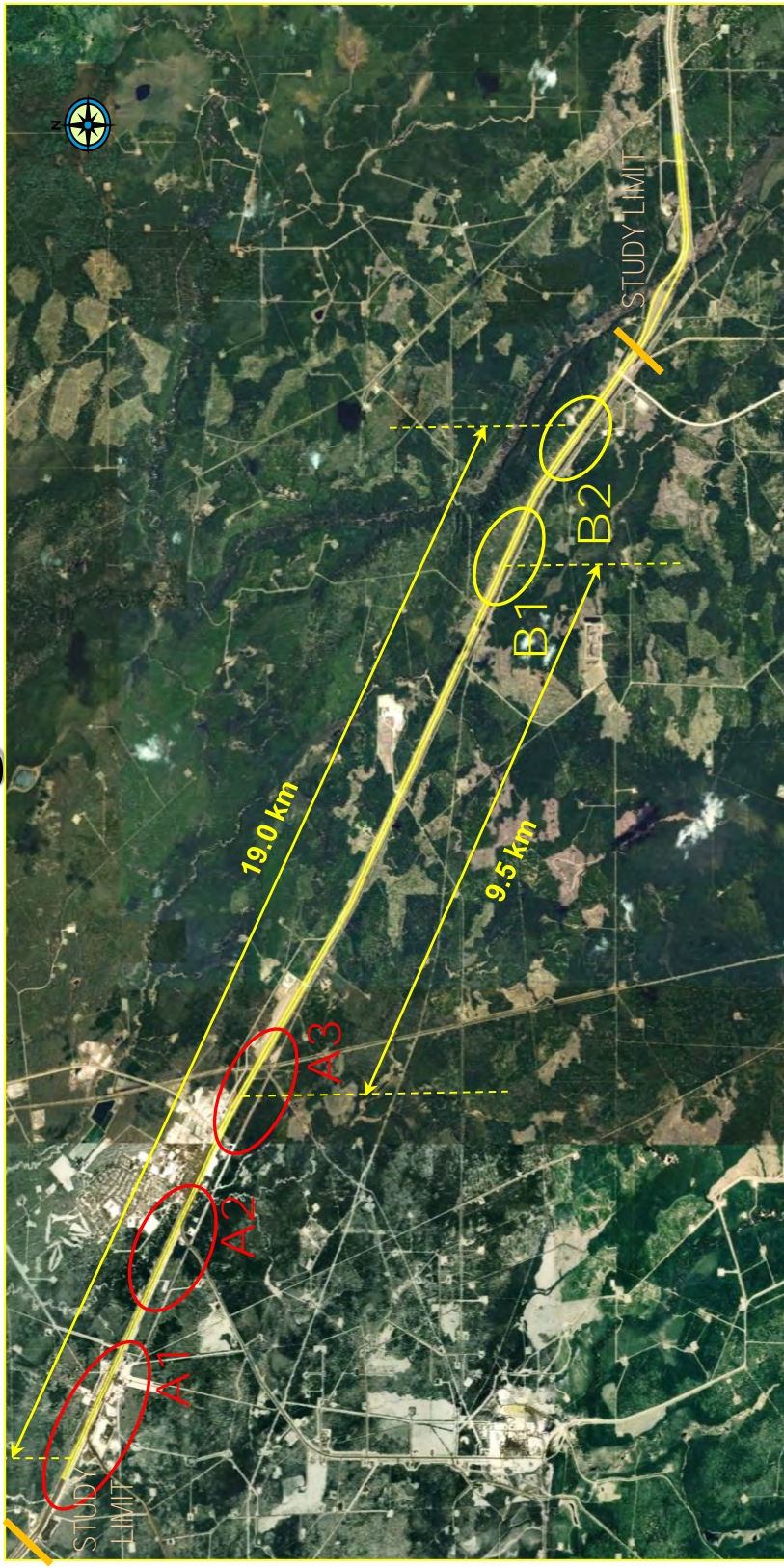


# Impacted Utility Companies

- According to Alberta-One-Call records, the proposed Infrastructure could impact existing utilities owned by the following Utility Companies:

1. Alberta Supernet;
2. Alliance Pipeline Ltd;
3. Apache Canada Ltd;
4. Atco Electric;
5. Atco Gas;
6. Atco Pipelines;
7. Athabasca Oil Corporation;
8. Axia Connect Ltd;
9. Bell West Inc;
10. Bellatrix Exploration Ltd;
11. Canadian Natural Resources;
12. Fortis Alberta;
13. Murphy Oil Company Ltd;
14. N7 Energy Ltd;
15. Pembina Pipeline Corporation;
16. Penn West Petroleum Ltd;
17. Persona Communications;
18. Rohl Geomatics Inc;
19. Secure Energy Services;
20. SemCams ULC;
21. Shell Canada Energy;
22. Sinopec Daylight Energy Ltd;
23. Telus;
24. Tervita Corporation;
25. Town of Fox Creek;
26. Transcanada;
27. Trilogy Energy Corporation;
28. TRL Gas Corporation Ltd; and
29. XTO Energy Canada.

# Alternative Interchange sites

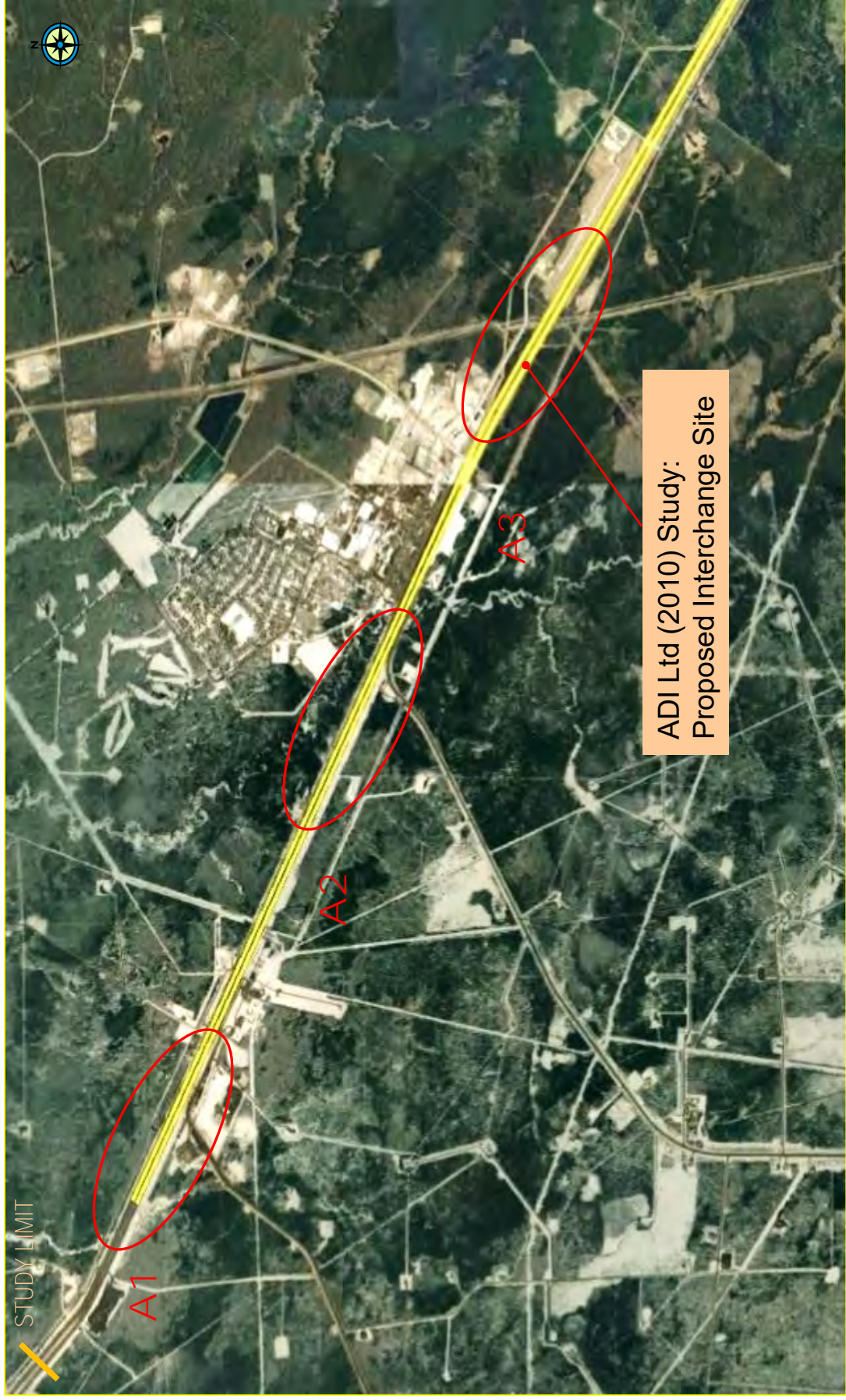


*“For rural areas the intensity of development and the local road system determines spacing requirements for interchanges on freeways. A desirable spacing of 8-to-16 kilometers is a rough guideline.”*

Best Practices for Planning and Design of Freeway Facilities – Alberta Transportation

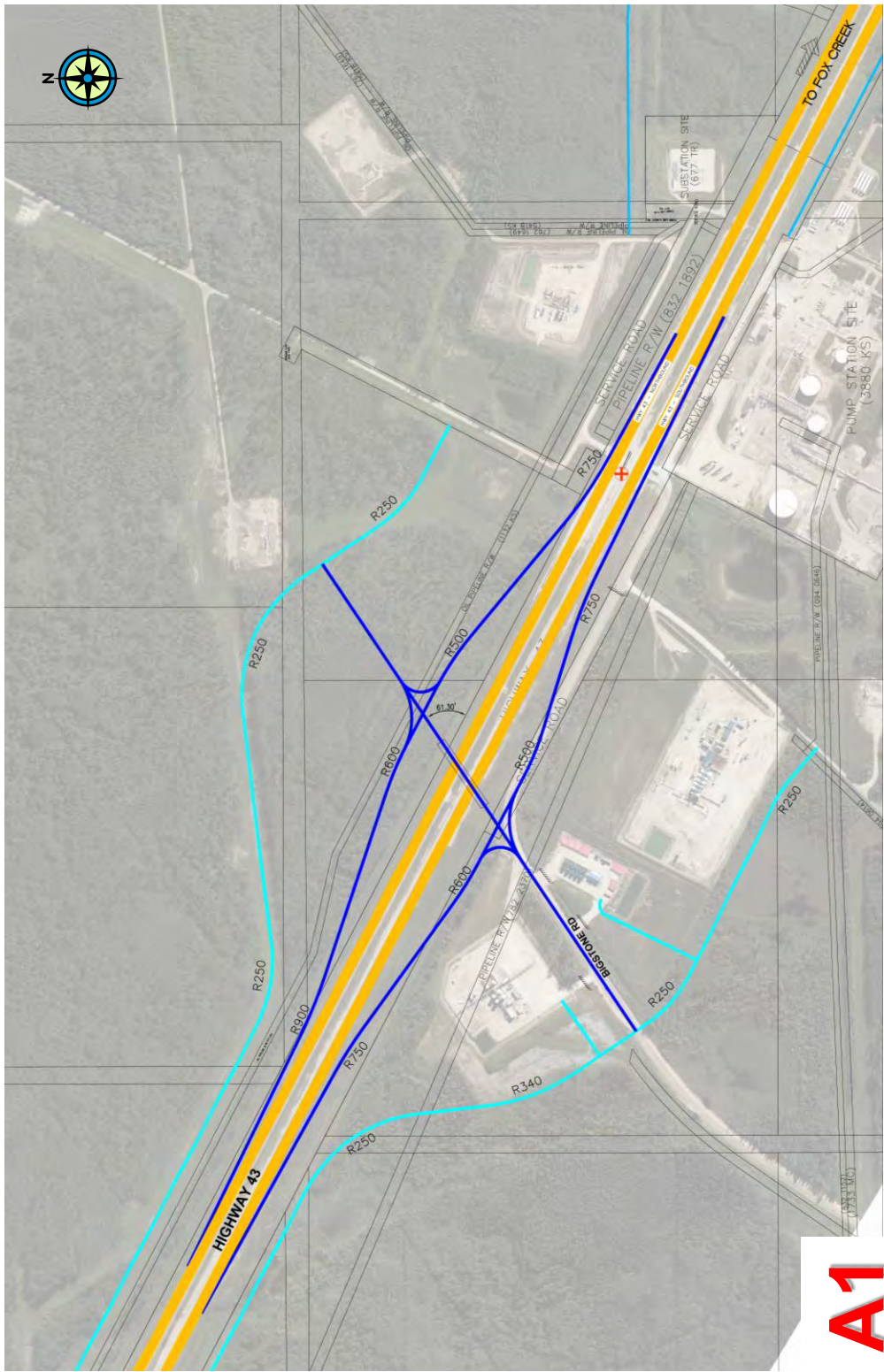


# Possible Fox Creek Interchange Sites

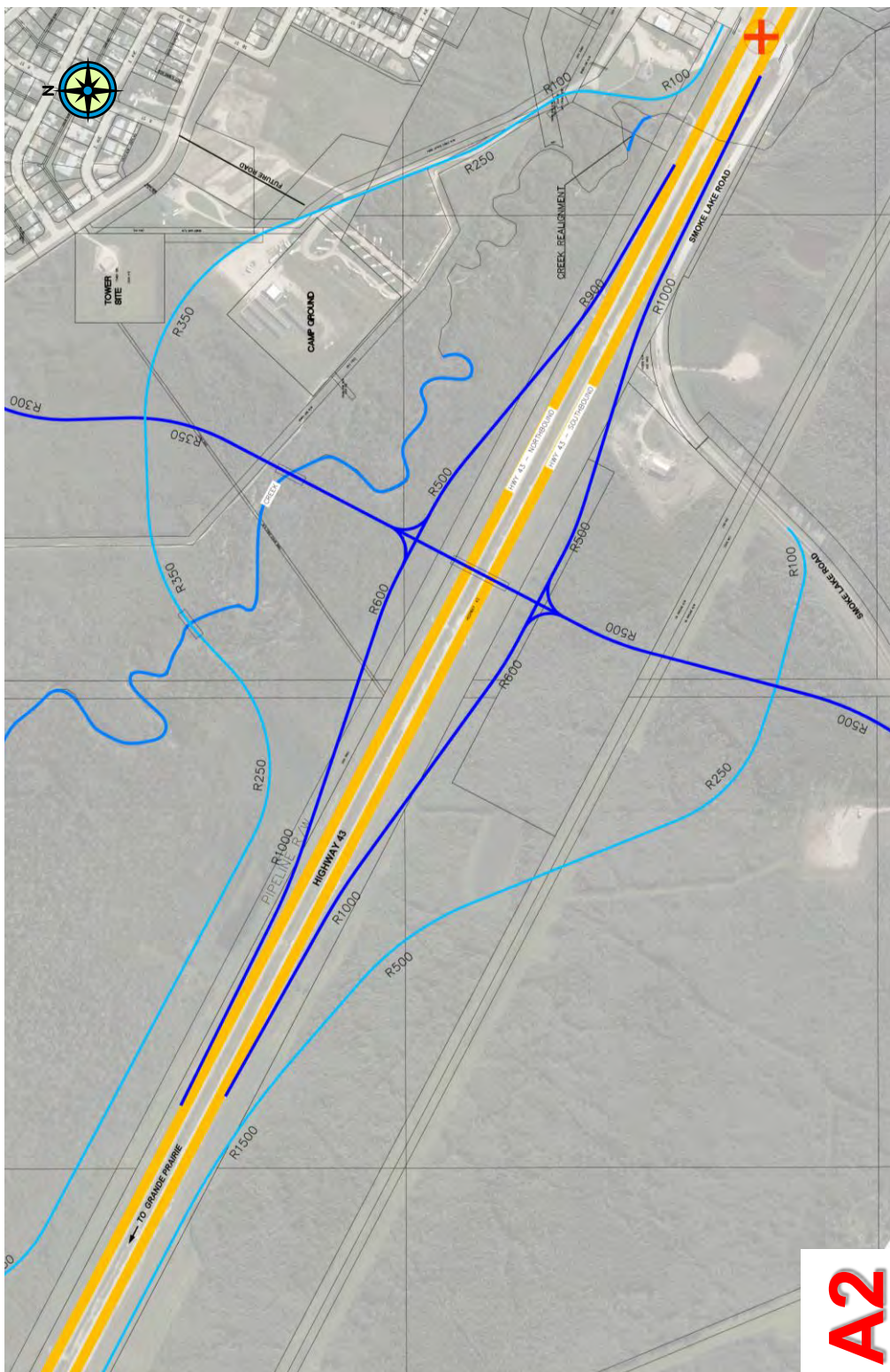




# Interchange Option at Bigstone Road

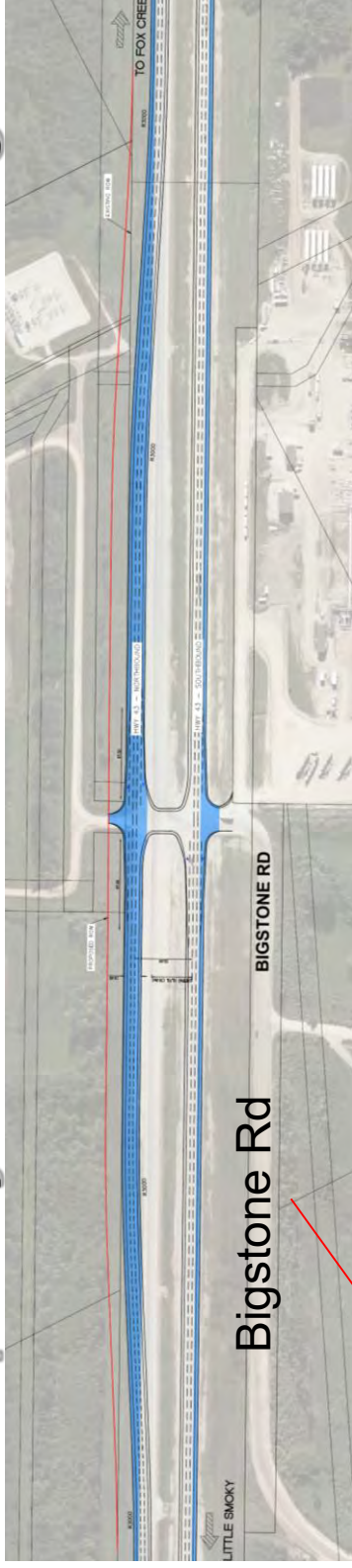


# Interchange Option North of Kaybob Drive

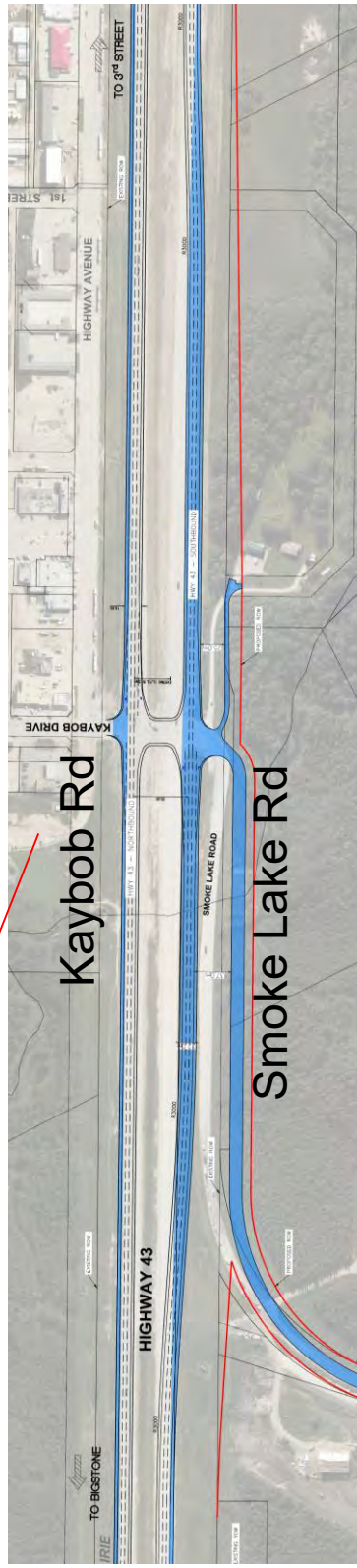
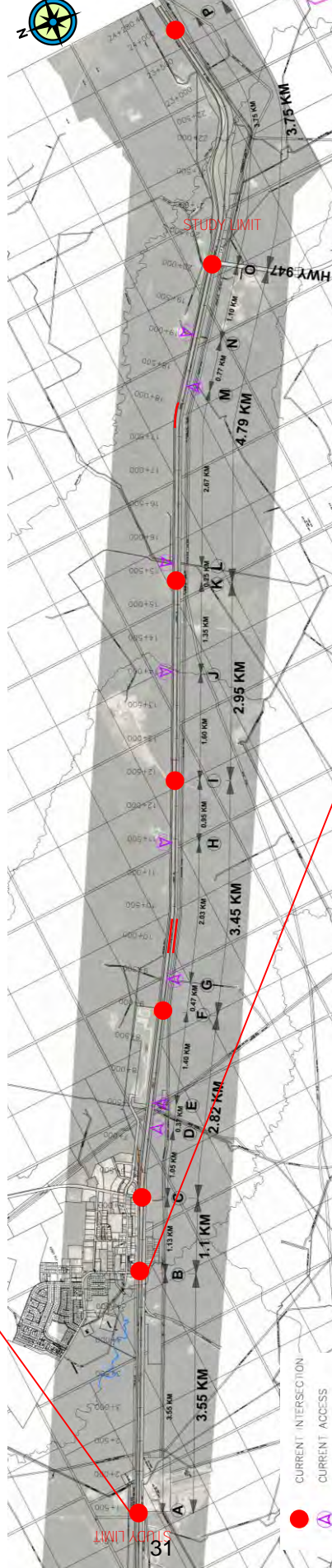




# Temporary Intersection Modification being Considered

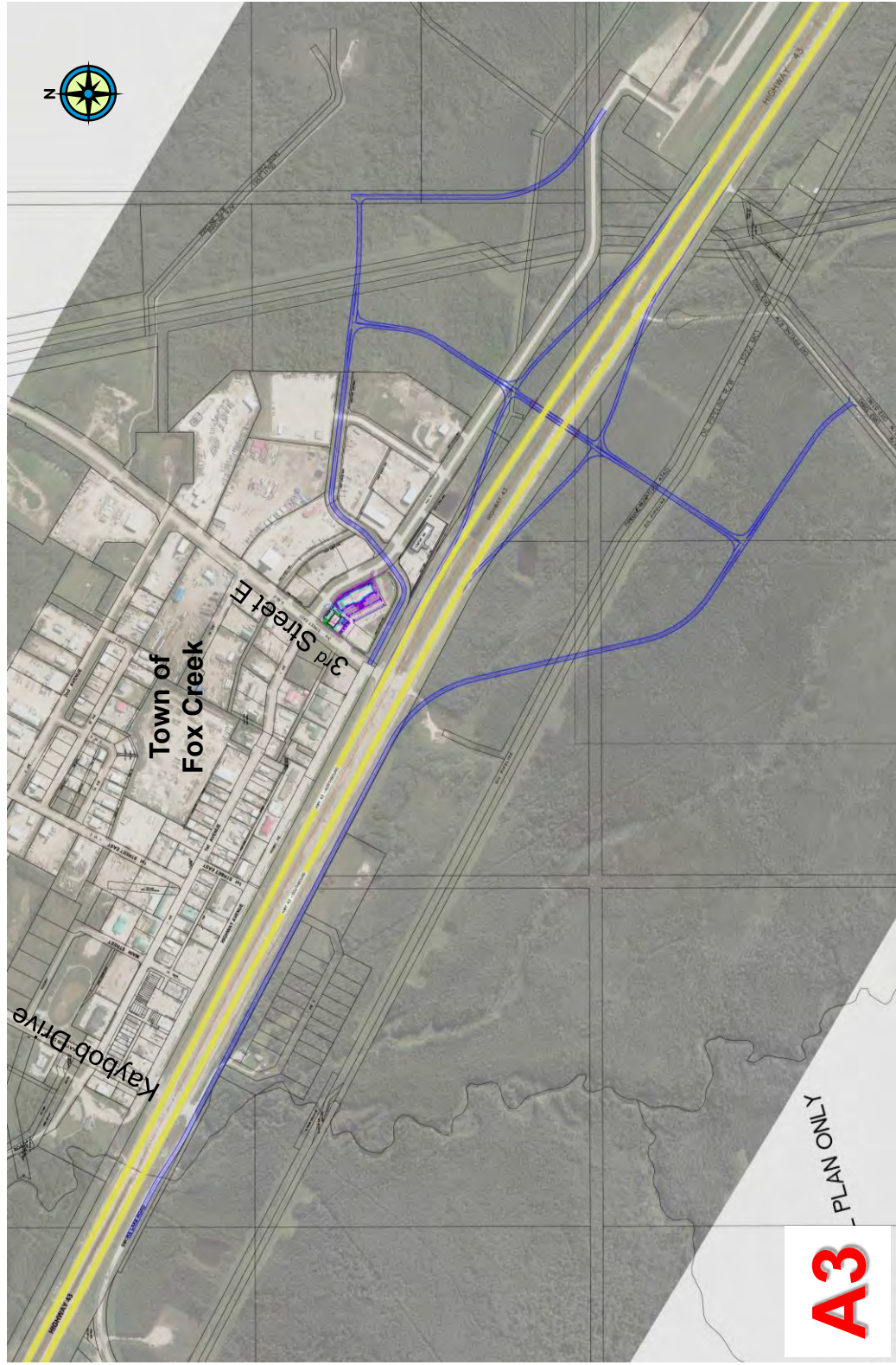


WIDENING OF HWY 43  
PROPOSED ROW



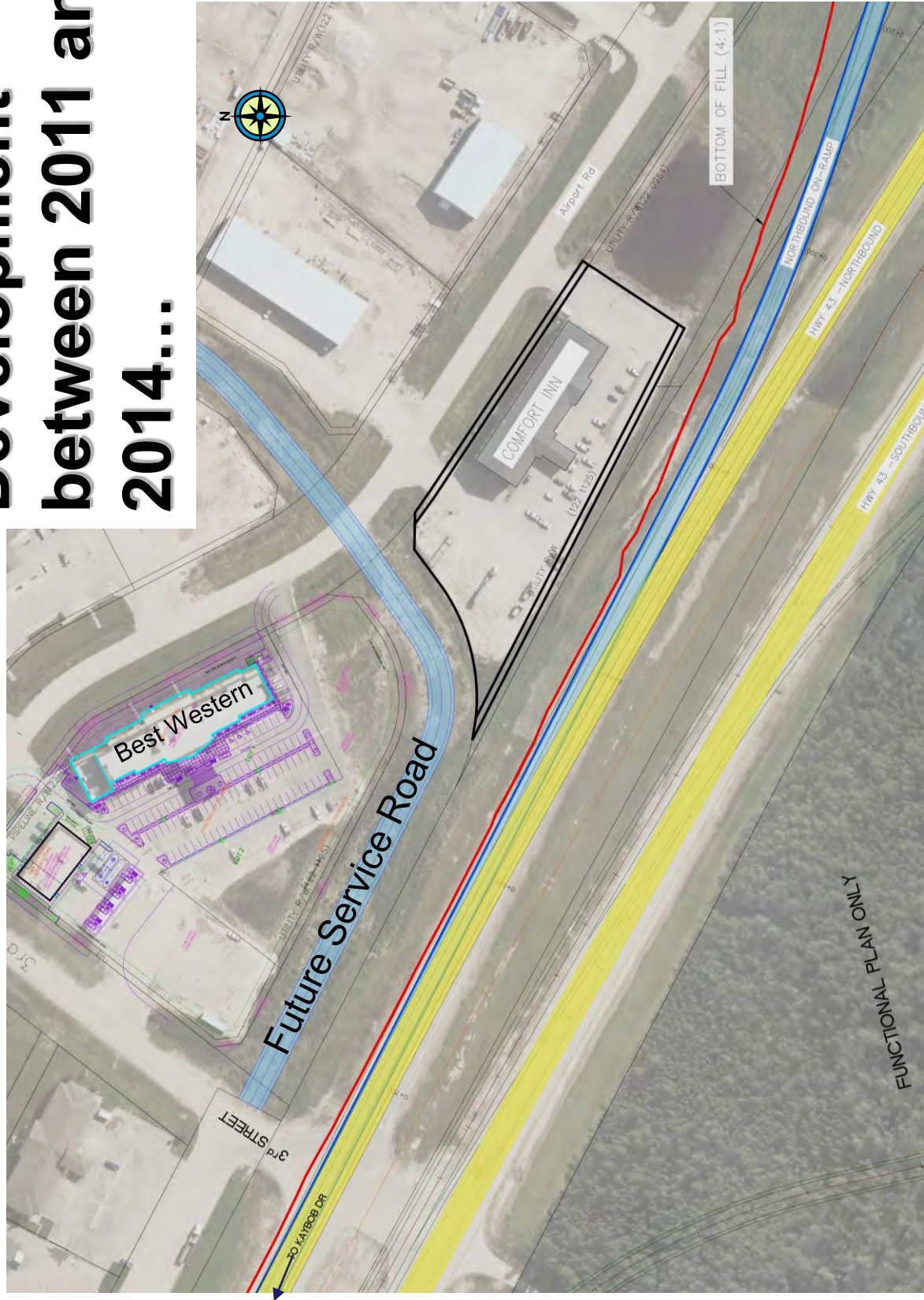


# ADI Ltd (2010) Study: Proposed Interchange



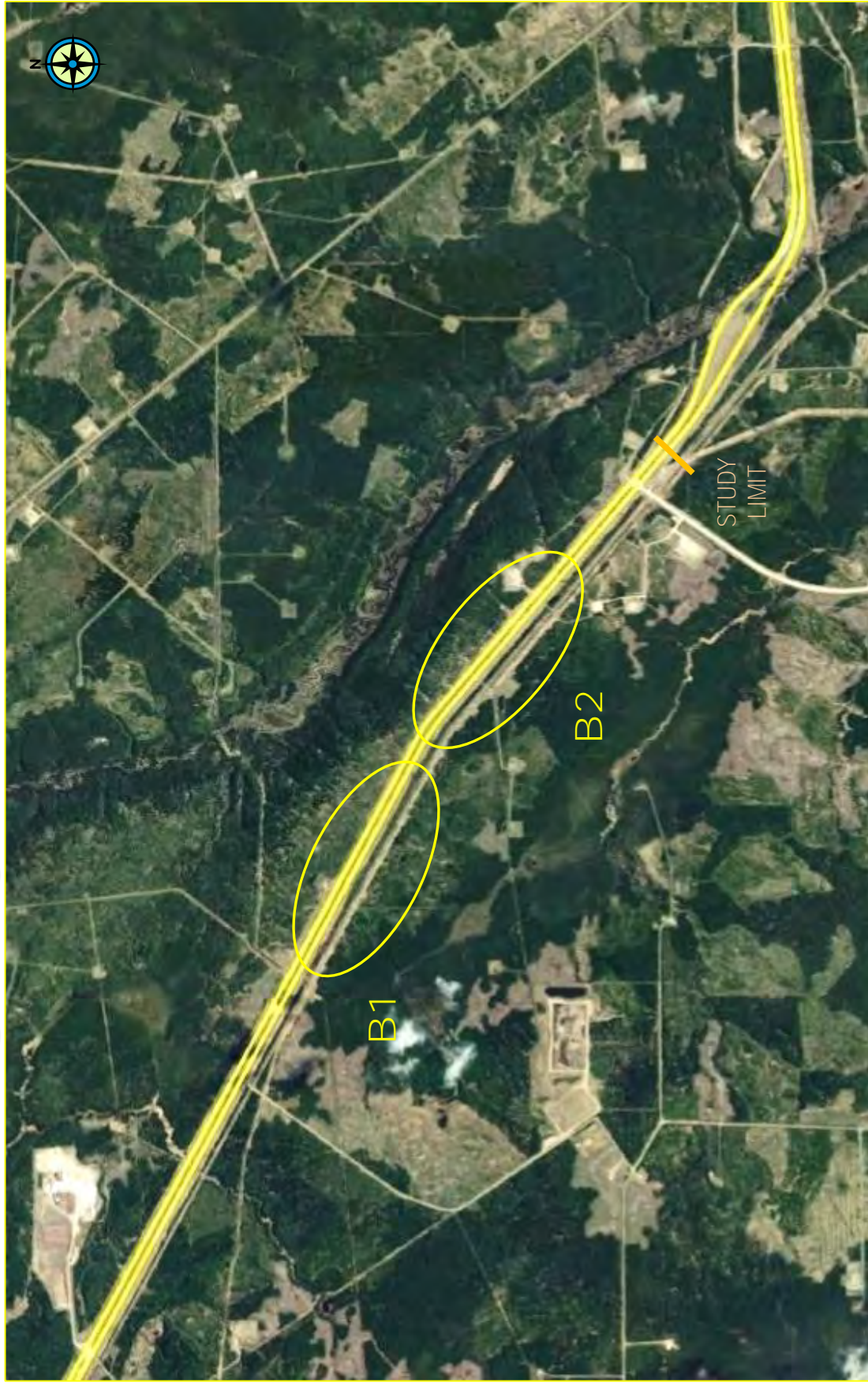


# Development between 2011 and 2014...



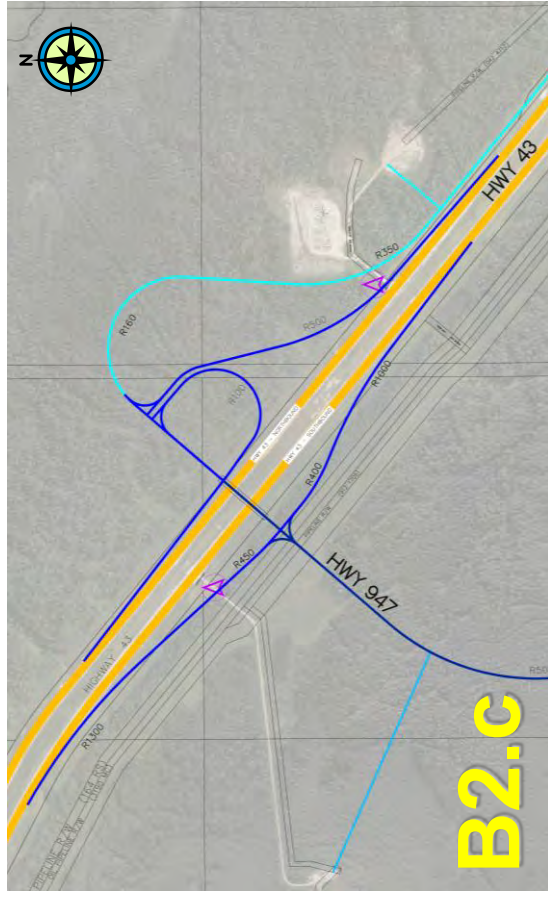
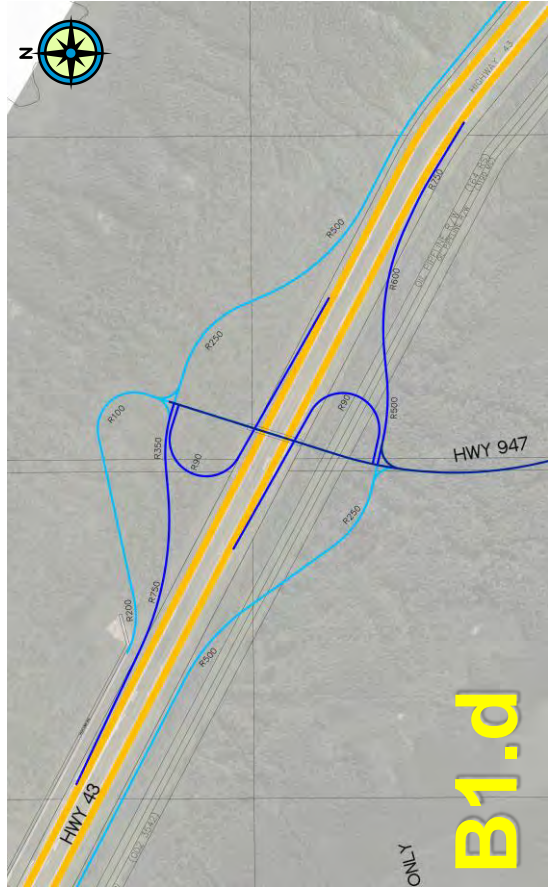
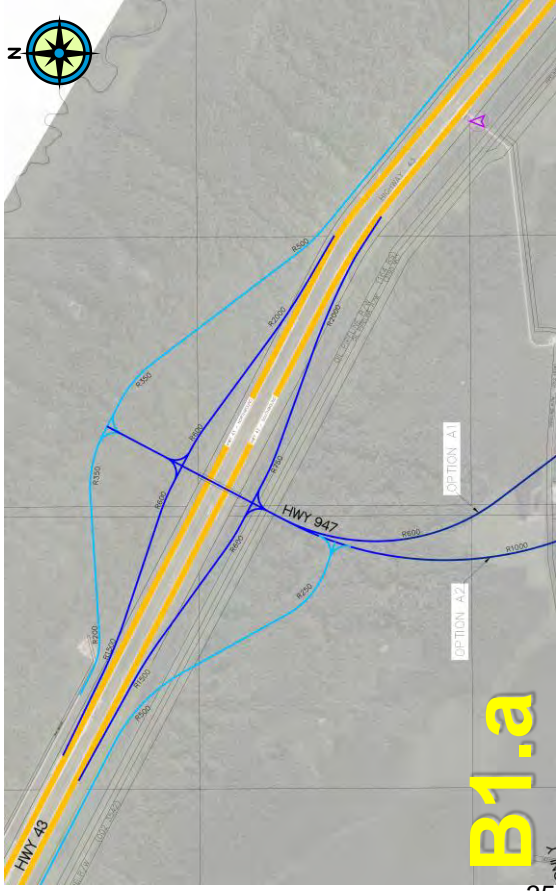


# Possible Highway 947 Interchange Sites





# Single Line Highway 947 Options



# Where Do We Go from Here?

- Complete documentation of existing conditions including environment, historical, geotechnical and utilities;
- Compile a list of public opinion and land owner issues in relation to the proposed improvements;
- Complete traffic forecast analysis:
  - Forecast Traffic Analysis on the Base Network;
  - Forecast Traffic Analysis on Ultimate Highway 43 interchange concepts; and
  - Detail Highway 43 Staging Plans.
- Formalize ultimate design solution and staging plans.





# REQUEST FOR DECISION

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SUBJECT: **Mountain Metis Nation Association**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 22, 2018  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council accept the presentation from the Mountain Metis Nation Association regarding their Youth Connections grant application for information, as presented.**

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## BACKGROUND/PROPOSAL:

The Mountain Metis Nation Association submitted a grant application requesting \$40,000.00 annual operating funds for Youth Connections. Youth Connections was formerly called the Homework Connection Program. The objectives: youth participants will directly benefit as the main stakeholders of the project, youth will develop a stronger sense of belonging and will be supported to fair better with the local school system, gain self-esteem building, leadership training, career planning - resume writing activities, post-secondary information, bursary application support and develop indigenous culture awareness.

Council abstained from approving the grant request until the Mountain Metis Nation Association could come forward as a delegation.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will have the knowledge to make the decision to approve or deny the grant application from the Mountain Metis Nation Association.

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## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

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## ALTERNATIVES CONSIDERED:

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

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Administration will inform the Mountain Metis Nation Association of Council's decision.

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**ATTACHMENT(S):**

- Grant Application



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524 -  
4307

## GRANT APPLICATION

### Organization Information:

Name of Organization: Mountain Métis Nation Association (Formerly known as: Métis Nation of Albert Association Local Council #1994 of Grande Cache)

Address of Organization: P.O. Box 1468, #3300 Pine Plaza, Grande Cache, AB, T0E 0Y0

Contact Name and Phone Number: Al Findlay, (780) 827-2002

Position of Contact Person: President

### Purpose of organization:

The purpose of the Mountain Métis Nation Association (MMNA) is to enhance the cultural, social and economic wellbeing of our community. Our mandate is to establish partnerships with other government agencies and industry to fulfill our objectives.

Due to community isolation factors, economic circumstance and limited community resources, a critical need for community youth program development was identified by the local RCMP, schools and other community helping agencies who reported increased court appearances, high truancy rates and on-going concerns of alcohol and drug abuse issues relating to community youth.

In response to some of these concerns the MMNA developed Youth Connections in 2000 (Note: the program was renamed in June 2016 and was formerly known as the Grande Cache Homework Connection Program), and partnered with local schools and agencies to enhance Grande Cache community youth development by providing the following free programs and services to all youth residing in Grande Cache and the surrounding Cooperatives and Enterprises:

- ✓ In school and after school tutorial services for youth requiring extra support and encouragement.
- ✓ After school programming providing youth access to computers, libraries, recreational activities, homework help, and job and employment skills development.
- ✓ Assistance with post-secondary planning and funding applications.
- ✓ Friday afternoon programming for short school days such as cultural activities, workshops, and life and career skills development.
- ✓ Extra-curricular activities that include swimming, skating, floor hockey, baseball, craft making, holiday events, and much more.



- ✓ Transportation support.
- ✓ Annual summer camps.

#### Participants Impacted:

Year after year there is estimated 60-80 unique youth that participate in the Youth Connections program activities, a majority of which are Indigenous youth who reside or originate from the Cooperatives and Enterprises in the MD of Greenview No. 61 surrounding Grande Cache.

Program statistics were gathered in July 2017 and provided 680 participants signed into program activities for each participating day from September 21, 2016 – June 19, 2017, 91% of which have self-identified as Indigenous. In the 2015-2016 program year which operated from September 2015 to August 2016, 1511 youth signatures were collected by signing in to daily program activities, 91% of which have self-identified as Indigenous. In the 2014-2015 program year which operated from December 2014 to August 2015, 870 youth signatures were collected by signing in to daily program activities, 86% of which have self-identified as Indigenous.

In comparison to previous years, program participant attendance may appear low, however this is because limited programming was only able to be offered from September 2016 to the end of January 2017 due to limited funds. Once all funds were expended the program was suspended from February 2017 to mid-April 2017, which also resulted in a temporary layoff of staff. When more funds were received, a new coordinator was recruited as the previous coordinator found employment elsewhere during the temporary layoff, and the program began operating again at the end of April 2017.

#### Impact on Participants:

Youth Connections would like to note the following programs that have been successfully provided to community youth free of cost within the past fifteen years:

- After School Program – every year we provide after school homework help, snacks, and recreational activities to youth in 3 partner schools to support their learning, social belonging, and connection within their community.
- Community Youth and Government Engagement activities and workshops - operated Youth Leadership Training Programs.
- Career and Employment Development Training programs: job search and readiness training, interview skill building, resume writing, First Aid Certification. Attended Youth Career conferences in Edmonton and Grande Prairie. Reviewed programs offered at NorQuest, SAIT, the U of A and the GPRC.
- Provide ongoing youth support services for achievement - assist youth to apply for scholastic, employment training, recreational opportunities, and special awards and bursaries. In 2017, 3 youth were nominated for awards from the Spirit Seekers Conference in Grande Prairie by Youth Connections staff and 2 of the 3 youth

received awards, one of which also received a bursary. Many program youth have given back to the project and community by volunteering for youth community leadership activities and programs.

- Cultural Awareness Programs: The Métis Local Council developed the “Long Road Home” – Educational Documentary Film. Please see: <http://www.youtube.com/watch?v=Bm2gcGoH9iM> . The film production company noted below, trip organizers and youth received standing ovations at the 2011 Dreamspeakers Film Festival. Youth have also been taken to the 2016 Spirit Seekers Conference, the 2016 Poundmakers Powwow, and the 2017 Indspire Youth Conference in Ottawa.

The MMNA has been noted as leader within the community and Province in developing youth programs and in providing community events to the benefit of Grande Cache. Youth Connections has been noted as a crucial project for Grande Cache youth by Government and Community Partnership Organizations. The impact of Youth Connections to our community's youth has been uplifting for them and provides everlasting affects that positively influences their sense of identity, their citizenship, their desire to pursue education, and their resilience and ability to seek community supports. This program is significant in our community because when Indigenous youth do not have positive, healthy, accessible and barrier-free programs to access that embraces them culturally they have greater difficulties developing healthy and positive lifestyles due to economic, geographic, and intergenerational factors that are unique to them.

#### Community Supports:

Year after year we continue to develop and strengthen our partnerships with other organizations. A list of this past year's supporters are as follows:

Organization	Contact Information	Role
<b>Mountain Metis Nation Association</b> <b>P.O. Box 1468</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Al Findlay, President Ph: 780-827-2002 Fx: 780-827-2005	Governing authority / host organization: administers and oversees program development and operations. Provides rental space for Youth Connections special event and workshop activities at the Métis Centre and Hide-A-Way Camp. Promotes the project to government, industry, businesses, and the community.
<b>Grande Cache Community High School (Grades 9-12)</b> <b>P.O. Box 599</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Jacqueline Mines, Principal Stephen Bock, Vice Principal Heidi Kongsrud, Academic Counsellor Ph: 780-827-3502 Fx: 780-827-3112	Teachers identify and refer students in need of tutorial support for program worker(s) to assist during and after school. The school provides use of the school facility, keeps registration forms available in the school office, and



		provides daily program announcements.
<b>Summitview School (Grades 4-8)</b> <b>P.O. Box 480</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	John Hammer, Principal Kerry Aiken, Vice-Principal Tina Munroe, Grade 6 Teacher Renee Fehr, FNMI Liaison Ph: 780-827-3820 Fx: 780-827-2523	Teachers identify and refer students in need of tutorial support for program worker(s) to assist after school. The school provides use of the school facility, keeps registration forms available in the school office, and provides daily program announcements. The FNMI Liaison works closely with the Youth Connections to assist youth.
<b>Susa Creek School (Grades K-8)</b> <b>P.O. Box 150</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Taras Danco, Principal Joanne D'Lugos, Grades 5-8 Teacher Tammy Smith, Secretary Ph: 780-827-3366 Fx: 780-827-2712	Teachers identify and refer students in need of tutorial support for program worker(s) to assist during and after school. The school provides use of the school facility, keeps registration forms available in the school office, and provides daily program announcements.
<b>The Learning Connection (Outreach 9-12)</b> <b>3206 Pine Plaza Mall</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Linda Rowbatham, Principal Jane Labelle, Secretary Ph: 780-827-5228 Fx: 780-827-5166	Administrative and teaching staff refer students to the project. Students are invited to attend workshops, special events and after school programming at the High School.
<b>Hinton Friendship Centre</b> <b>Mamowichitowin Program – Grande Cache</b> <b>Pen Pal Program – Grande Cache</b> <b>131 Market Street</b> <b>Hinton, AB</b>	Trish St. Aubin, Family Therapist & Pen Pal Program Coordinator Ph: 780-827-3435 Fx: 780-865-2879	Works in partnership with Susa Creek School (located at Susa Creek Indigenous Cooperative) and Summitview School (located in the town of Grande Cache) to bring together youth in their peer groups, in an effort to build friendships, connection and respect before they all enter high school together in a Pen Pal Program. Youth Connections assist with these activities and may operate the Pen Pal Program in the future.
<b>Aseniwuche Winewak Nation of</b>	Jaeda Feddema, Youth Culture	Partners with the project to provide

<b>Canada</b> <b>P.O. Box 1808</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Coordinator Ph: 780-827-3324, 780-827-5510 Fx: 780-827-4788	cultural activities to support community youth in participation of activities such as Powwow dancing, Metis dancing, and traditional clothing fashion shows. Coordinates activities with the project to ensure youth are supported to attend all activities and may transport youth to Youth Connections activities.
<b>Grande Cache Coal Corporation</b> <b>P.O. Box 8000</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Scott Stensrud, General Manager Ph: 780-827-4646 Fx: 780-827-4637	Supported the project by donating laptops for program use in 2016. Also, had professional staff provide a mining careers presentation in 2015.
<b>AADAC</b> <b>702 Pine Plaza</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Darlene D., Addictions Counsellor Ph: 780-827-3430 Fx: 780-827-7313	Supported the project by providing presentations about addictions awareness and prevention to the youth.
<b>Careers Next Generation</b> <b>#204 – 10470 – 176 Street</b> <b>Edmonton, AB</b> <b>T5S 1L3</b>	Alex Gordon, Indigenous Program Team Lead Ph: 780-930-2505 Fx: 780-446-8196	Supported the program by providing an Indigenous career pathways presentation to the youth that provided information about post-secondary options and trade programs.
<b>Fitz Studio</b> <b>1800 Pine Plaza</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Chantal Sirois, Zumba Instructor Ph: 780-501-1459	Supports the project by providing free Zumba classes to the youth.
<b>Alberta Works, Northwest Region</b> <b>Operations &amp; Partnerships Branch</b> <b>Suite 3001, 3<sup>rd</sup> Floor Provincial Building, 10320 – 99<sup>th</sup> Street</b> <b>Grande Prairie, AB</b> <b>T8V 6J4</b>	Winona Lafreniere, Indigenous Partnerships Coordinator Ph: 780-833-4755 Fx: 780-538-6256	Supports Youth Connections by volunteering personal time to host traditional herb gathering and medical salves and infusion presentations to youth.
<b>Grande Cache Recreation Centre</b> <b>P.O. Box 300</b> <b>10450 Hoppe Avenue</b> <b>Grande Cache, AB</b>	Amber Hennig, Assistant Manager of Community Services - Programs Ph: 780-827-2446 Fx: 780-827-3850	Supports program youth by offering them recreation passes through the Indigenous Assistance Program.

<b>T0E 0Y0</b>		
<b>Lisa Shepherd, Metis Artisan</b> <b>P.O. Box 21063</b> <b>Maple Ridge, BC</b> <b>V2X 1P7</b>	Lisa Shepherd, Owner Ph: 604-466-4916	Travelled to Grande Cache to provide a weekend Metis dancing workshop, connected with the Program Coordinator to assist with continued dancing at no cost, provided a discount rate to provide Metis dancing and Metis beading lessons for the 2016 Youth Summer Camp. Lisa is always willing to travel to Grande Cache for future youth programming.
<b>Traditional Paths Society</b> <b>Grande Prairie, AB</b>	Walter White, Drummer Ph: 780-897-9255	Travelled to Grande Cache July 2016 to provide Powwow Teachings to the youth and demonstrate Powwow dancing. The Traditional Paths Society offers support to Youth Connections cultural programming.
<b>Praxis Consulting</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Sharon Bambrick, Owner Ph: 780-501-5060	Provides Learners License workshops to the youth to prepare for their Learners License exams.
<b>Michel's Super A Foods</b> <b>3100 Pine Plaza</b> <b>Grande Cache, AB</b> <b>T0E 0Y0</b>	Michel Belanger Ph: 780-827-2434	Provides discounted rates for program snacks and food.
<b>Chalet Foods</b> <b>1302 Shoppers Mall</b> <b>Grande Cache, AB</b> <b>T0e 0Y0</b>	Duane Didow, Store Manager Ph: 780-827-3825	Provided discounted rates for youth Christmas gifts and slush certificates.
<b>Honorary Volunteers</b>	Chantal Sirois	Volunteers that assist with program activities, extra transportation, and supervision of activities.

Organization Type:

What act are you registered under? Non-Profit

Society

Registration No. 506192293

## Grant Information:



Total Amount Requested: \$65,000.00 (annually)

Proposed Project: Youth Connections

Start and End Date: The Mountain Metis Nation Association is requesting to receive annual funding to continue this community program year after year. Funds received would be used from January 01 to December 31 each year in accordance with our budget.

Target Population: The target population of the project are youth ages 9 – 18 with a focus on Indigenous youth.

The MMNA is submitting this application to apply for annual funding to continue operation of our Youth Connections Program to fulfill the following program objectives:

### **Project Objectives**

#### **1. Youth participants will directly benefit as the main stakeholders of the project.**

##### Activities:

- Youth will be informed that the project has been developed for their benefit and ownership.
- Youth will be informed about the roles and responsibilities of organizers, program staff, funders, contributors and participants.
- Participants will be informed about funding, criteria and the 2018 activities calendar at the beginning of each month. Youth will be facilitated to plan and provide input regarding project operations within each partnership school, for Metis Centre Friday afternoon workshops/presentations and for recreational, cultural and social activities on a daily to monthly basis.
- ✓ Expected Results: Youth Participants will comment on program evaluation sheets that they feel they have ownership of the Program.
- ✓ Performance indicators: Youth participation will increase as noted on daily sign in sheets.

#### **2. Youth will develop a stronger sense of belonging and will be supported to fair better within the local school system.**

##### Activities:

- Program Workers will support youth to succeed in the local school system by providing tutorial support to youth who are deemed at high risk in failing or dropping out of school.
- Program Workers will provide mentorship to youth during after school programming with use of the school facility (class space, computer labs and the library). This programming will occur after school within the programs partnered schools from Monday to Thursday.
- Program youth will receive assistance and information about setting educational goals, good work habits, work priorities, organizing materials, exam writing, and overall planning and succeeding

within the school system.

- ✓ Expected Results: Youth Participants will comment on program evaluation forms that they feel they have developed a stronger sense of belonging and are supported in achieving higher grades within the local school system.
- ✓ Performance indicators: Youth participation in programming will increase as noted on daily sign in sheets. Youth will hand in completed assignments and achieve passing grades. Program staff will note youth successes and be notified by school teaching staff.

**3. Youth will gain self-esteem building, leadership training, career planning – resume writing activities and post-secondary information and bursary application support.**

Activities: Program workers will develop and provide workshops and activities to operate during Friday afternoons when school is done for the week. Programming may include the following activities to operate on Friday afternoons.

- Program kickoff with staff and organizational introduction/meet and greet.
  - Personal Portfolio creation to include an autobiography, goal planning, skill determination (identify positive personal attributes), highlighting of accomplishments, career research, letters of recommendation, cover letter writing, and resume writing (can be done using computers at schools during after school program).
  - Employment Readiness and Career Planning: local community professionals will be invited into the program to share their background education and training experience. Presenters will include workers from all levels and backgrounds from within the community. The majority of presenters will be requested to provide presentations on a volunteer basis.
  - Facilitate youth to plan and develop volunteer activities to benefit the community and to add to personal skills and abilities list.
  - Review Indigenous oriented youth employment and educational scholarship/ bursary programs.
  - Provide one-to-one support for post-secondary and scholarship/bursary applications.
- 
- ✓ Expected Results: Youth will gain self-esteem building, leadership training, career planning – resume writing activities and post-secondary information and bursary application support. Youth will have completed personal portfolios.
  - ✓ Performance indicators: Youth will complete program assessment and workshop/presentation evaluation sheets for each component of activities noted above. Youth attendance will maintain a high level of participation regarding youth who register to attend the program as noted on program registration forms and daily attendance sign in sheets.

**4. Develop Indigenous Cultural Awareness of the historical contributions of Indigenous peoples from the**



**area and Province from past to present.**

Activities: Program workers will develop and provide workshops and activities to operate during Friday afternoons when school is done for the week that will include:

- Learning about the formation of the Jasper National Park and the Indigenous families from Jasper who moved to Grande Cache after formation of the Park.
  - Provide Indigenous arts and crafts projects as developed with youth (moccasin making, beading, jewelry making, bannock baking, etc.).
  - Supporting local Indigenous youth participate in traditional song and dance.
- 
- ✓ Expected Results: Youth will develop Indigenous Cultural Awareness of the historical contributions of Indigenous peoples from the area and Province from past to present.
  - ✓ Performance indicators: Youth will provide program assessment and workshop presentation evaluation sheets for each component of activities noted above. Youth attendance will maintain a high level of participation regarding youth who register to attend the program as noted on program registration forms and daily attendance sign in sheets.

The total planned costs to operate Youth Connections for the 2018 program year are set within the attached “Operating” Application Budget and are available to be viewed monthly within the attached Youth Connections Proposed Annual Budget.

Should funds be granted the program will continue to benefit our community's youth by providing the services as listed in the “Purpose of Organization” section and continue to form community partnerships and promote the program within the local schools with in-school announcements, information letters and registration forms to maintain program attendance. The program will also continue to be promoted within the community with use of posters, letters, forms and our Youth Connections Facebook page: [www.facebook.com/mmna.youth/](http://www.facebook.com/mmna.youth/)

**Additional Information:**

Have you previously applied for grant from the M. D. of Greenview?

Yes

List the last two grants your organization has received from the M.D. of Greenview

1. Amount \$61,650.00 Year 2017

Purpose: Youth Connections Program

2. Amount \$13,100 Year 2017

Purpose: Canada 150 Festival

Have you provided the M.D. of Greenview with a final completion report for grant funds received?

Not for the MMNA Youth Connections program.

If no, why has the report not been filed?

The MD of Greenview No. 16 funded the Youth Connections program for the 2016-2017 program year, however due to funds being received at the beginning of March 2017, funds were requested and approved to be used to the end of December 2017. A final report outlining how the funds were used will be submitted within 90 days following this extension.

Have you applied for grant funds from sources **other** than the M.D. of Greenview?

No.

Have you received grant funds from sources **other** than the M.D. of Greenview?

Not for the 2018 Youth Connections program year.

If yes; who, purpose and amount?

Have you performed any **other** fund raising projects? If yes; what and how much was raised?

No, not at this time.

Please see FORM A as attached.



**YOUTH CONNECTIONS  
MOUNTAIN METIS NATION ASSOCIATION  
PROPOSED ANNUAL BUDGET**

	January	February	March	April	May	June	July	August	September	October	November	December	Annual Budget
<b>STAFF EXPENSES</b>													
Program Coordinator (30 hrs/wk)	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	-	-	2,400.00	2,400.00	2,400.00	2,400.00	24,000.00
Youth Programmer (20 hrs/wk)	1,440.00	1,440.00	1,440.00	1,440.00	1,440.00	1,440.00	-	-	1,440.00	1,440.00	1,440.00	1,440.00	14,400.00
MERC (VP, CPP, EI)	585.00	585.00	585.00	585.00	585.00	585.00	-	-	585.00	585.00	585.00	585.00	5,850.00
<b>Total Staff Expenses</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>-</b>	<b>-</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>4,425.00</b>	<b>44,250.00</b>
<b>OPERATING EXPENSES</b>													
Administrative Supplies	100.00	100.00	100.00	100.00	100.00	100.00	-	-	100.00	100.00	100.00	100.00	1,000.00
Cultural Activities	100.00	100.00	100.00	100.00	100.00	100.00	-	-	100.00	100.00	100.00	100.00	1,000.00
Evaluation/Audit	-	-	-	-	-	-	-	-	1,500.00	-	-	-	1,500.00
Learners License	-	-	1,000.00	1,000.00	-	-	-	-	-	-	-	-	2,000.00
Month Ends Events	75.00	75.00	75.00	75.00	75.00	75.00	-	-	75.00	75.00	75.00	75.00	750.00
Program Supplies	50.00	50.00	50.00	50.00	50.00	50.00	-	-	50.00	50.00	50.00	50.00	500.00
Rent/Utilities	300.00	300.00	300.00	300.00	300.00	300.00	-	-	300.00	300.00	300.00	300.00	3,000.00
Social Hospitality	500.00	500.00	500.00	500.00	500.00	500.00	-	-	500.00	500.00	500.00	500.00	5,000.00
Staff Training	100.00	100.00	100.00	100.00	100.00	100.00	-	-	100.00	100.00	100.00	100.00	1,000.00
Travel	400.00	400.00	400.00	400.00	400.00	400.00	-	-	400.00	400.00	400.00	400.00	4,000.00
<b>Total Operating Expenses</b>	<b>1,625.00</b>	<b>1,625.00</b>	<b>2,625.00</b>	<b>2,625.00</b>	<b>1,625.00</b>	<b>1,625.00</b>	<b>-</b>	<b>-</b>	<b>3,125.00</b>	<b>1,625.00</b>	<b>1,625.00</b>	<b>1,625.00</b>	<b>19,750.00</b>
<b>TOTAL EXPENDITURES</b>	<b>6,050.00</b>	<b>6,050.00</b>	<b>7,050.00</b>	<b>7,050.00</b>	<b>6,050.00</b>	<b>6,050.00</b>	<b>-</b>	<b>-</b>	<b>7,550.00</b>	<b>6,050.00</b>	<b>6,050.00</b>	<b>6,050.00</b>	<b>64,000.00</b>





APPLICATION FOR GRANT  
 FORM A - OPERATING

REVENUE		Previous Year Actual 2016- 2017 *To the End of June 2017	Current Year Estimates 2018	Next Year Proposal 2019
1	Fees	0.00	0.00	0.00
2	Memberships	0.00	0.00	0.00
3	Other Income:			
3a	2015-16 Balance Forward	970.01	0.00	0.00
3b	Source/CRA Adjustments	12.14	0.00	0.00
4	Grants:			
4a	Alberta Culture & Tourism CIP Grant	13,000.00	0.00	0.00
4b	Grande Yellowhead School Division Grant	10,000.00	0.00	0.00
4c	MD of Greenview No. 61 Community Grants	61,650.00	65,000.00	65,000.00
4d	MD of Greenview No. 61 FCSS (Summer Camp)	16,000.00	15,000.00	15,000.00
4e	Shell Canada Grant	2,500.00		
5	Donations:			
5a	Black Tiger Fuels Donation	800.00	0.00	0.00
5c	TransCanada Donation	5,000.00	0.00	
6	Interest Earned	17.25	0.00	0.00
7	Miscellaneous Income	0.00	0.00	0.00
	<b>TOTAL REVENUE</b>	<b>109,949.40</b>	<b>64,000.00</b>	<b>64,000.00</b>
EXPENSES				
8	<b>Honorariums/Wages/Benefits</b>			
8a	Program Coordinator/Program Support	16,630.25	24,000.00	24,000.00
8b	Community Youth Leader/Youth Programmer	7,355.38	14,400.00	14,400.00
8c	<b>Total Salaries:</b>	<b>23,985.63</b>	<b>38,400.00</b>	<b>38,400.00</b>
8f	MERC (Vacation Pay, CPP, EI)	2,117.61	5,850.00	5,850.00
8g	<b>Total MERC &amp; Salaries</b>	<b>26,103.24</b>	<b>44,250.00</b>	<b>44,250.00</b>
	Travel Expenses	5,050.22	4,000.00	4,000.00
	Professional Development	500.00	1,000.00	1,000.00
	Conferences	0.00	0.00	0.00
	Cleaning & Maintenance	0.00	0.00	0.00
	Licensing Fees	0.00	0.00	0.00
	Office Supplies	1,198.18	1,000.00	1,000.00
	Utilities (phone, power, etc.)	0.00	0.00	0.00
	Rent (10 months at \$300/mo.)	3,000.00	3,000.00	3,000.00
	Bank/Accounting Charges	0.00	1,500.00	1,500.00
	Advertising	0.00	0.00	0.00

	Miscellaneous: Social/Hospitality	3,157.85	5,000.00	5,000.00
	Miscellaneous: Program Supplies	198.71	500.00	500.00
	Miscellaneous: Cultural Activities	0.00	1,000.00	1,000.00
	Miscellaneous: Learners License (Workshops, exams, licenses)	0.00	2,000.00	2,000.00
	Miscellaneous: Month End Events	494.45	750.00	750.00
	Miscellaneous: Summer Camp	0.00	0.00	0.00
	Capital Purchases (please list)	0.00	0.00	0.00
	<b>TOTAL EXPENSES</b>	<b>39,702.65</b>	<b>64,000.00</b>	<b>64,000.00</b>
	(add up lines 8g to 20)			
	<b>NET BALANCE</b> (subtract Total Expenses from Total Revenue)	<b>-70,246.75</b>	<b>0.00</b>	<b>0.00</b>

Cash on Hand \$ 0.00  
 Current Account Balance \$ 0.00  
 Savings Account Balance \$ 0.00  
 Accounts Recievable: \$ 0.00  
 Inventory \$ 0.00  
 Buildings \$ 0.00  
 Furniture/Fixtures \$ 0.00  
 Land \$ 0.00  
 Equipment \$ 0.00

Operating Loans \$ 0.00  
 Other Loans \$ 0.00  
 Accounts Payable \$ 0.00

Note: The 2016-2017 Actuals is only accounted to the end of June 30, 2017, the costs including the 2017 Summer Camp is not accounted for yet.





**YOUTH CONNECTIONS**  
Mountain Metis Nation Association

**STATEMENT OF REVENUE AND EXPENSES**  
FOR THE MONTH ENDED JUNE 30, 2017  
(UNAUDITED)

Fiscal Year September 01 - August 31


**Revenue**

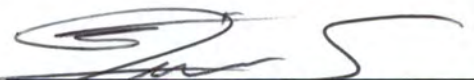
2015-16 Balance Forward	\$	970.01
Alberta Culture & Tourism CIP Grant		13,000.00
Bank Interest		17.25
Black Tiger Fuels Donation		800.00
Grande Yellowhead School Division		10,000.00
MD of Greenview No. 16 Community Grants Program		61,650.00
MD of Greenview No. 16 FCSS Grant		16,000.00
Shell Canada Grant		2,500.00
Source Adjustments		12.14
TransCanada Donation		5,000.00
<b>Total Revenue</b>	<b>\$</b>	<b>109,949.40</b>

**Expenses**

Administrative Fee	\$	-
Administrative Supplies		1,198.18
Cultural Activities		-
Employer Expense		-
Evaluation/Audit		-
Learners License		-
Month End Events		494.45
Program Supplies		198.71
Rent/Utilities - Hall		3,000.00
Social/Hospitality		3,157.85
Staff Training		500.00
Summer Camp		-
Travel		5,050.22
Wages (Including MERC)		26,103.24
<b>Total Expenses</b>		<b>39,702.65</b>
<b>Net Income</b>	<b>\$</b>	<b>70,246.75</b>

  
Name of Authorized Representative

  
Name of Authorized Representative

  
Signature of Authorized Representative

  
Signature of Authorized Representative



# REQUEST FOR DECISION

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SUBJECT:	<b>Bylaw 18 - 788 - 2018 Operating Credit - Borrowing Bylaw</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 22, 2018	CAO: MH	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	GM: RO	PRESENTER: RO
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

### **Provincial (cite) – MGA**

- Section 251 (1)** A municipality may only make a borrowing if the borrowing is authorized by a borrowing bylaw.
- (2)** A borrowing bylaw must set out (a) the amount of money to be borrowed and, in general terms, the purpose for which the money is borrowed;
- (b) the maximum rate of interest, the term and the terms of repayment of the borrowing;
- (c) the source or sources of money to be used to pay the principal and interest owing under the borrowing.

- Section 256 (1)** This section applies to a borrowing made for the purpose of financing operating expenditures.
- (2)** The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.
- (3)** A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

### **Council Bylaw/Policy (cite) – Bylaw 16-764**

---

## RECOMMENDED ACTION:

**MOTION: That Council moves Third and Final Reading of Bylaw 18-788 – 2018 Operating Line of Credit Borrowing Bylaw.**

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## BACKGROUND/PROPOSAL:

At the January 8<sup>th</sup> Regular Council Meeting, Council passed first and second readings of Bylaw 18-788. Before a bylaw can take effect, Council must pass a third reading of the bylaw, as such, Bylaw 18-788 is before Council today for third reading.

Administration is requesting approval from Council to renew the Alberta Treasury Branch (“ATB”) borrowing agreement. The agreement gives permission to Administration to borrow up to FIVE MILLION DOLLARS (\$5,000,000.00). Greenview must have a borrowing bylaw in place to access an “Operating Line of Credit”.

While Greenview’s Administration had access to the \$5M for operating, the Operating Line of Credit has only been used to cover the monthly charges against Greenview’s ATB – MasterCard Account for over ten (10) years.

ATB requires that the Operating Line of Credit must be reviewed and renewed annually. Administration has been in discussion with ATB hoping to extend this agreement for up to three (3) years.

To ensure that Administration has the proper authority to use this line of credit, Administration is requesting that Council please proceed with all three readings at the January 8<sup>th</sup> meeting.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council approving this bylaw is to ensure that Greenview’s Operating Line of Credit and MasterCard expenditures continues without interruption.
2. Due to the borrowing bylaw being for a period of less than three years, the requirement for a public hearing is waived thus Council may proceed with Second and Third Readings of the bylaw.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may table Bylaw 18-788 for further discussion or information.

**Alternative #2:** Council may refuse to give First reading to Bylaw 18-788. This is not recommended by Administration, due to the fact that this decision would indeed cancel Greenview’s ability to use the corporate credit cards.

---

**FINANCIAL IMPLICATION:**

There are no financial implications.

---

**STAFFING IMPLICATION:**

There are no perceived staffing implications.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

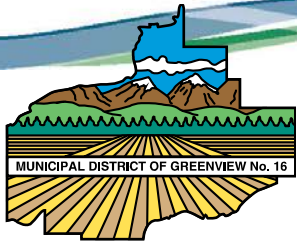
Following Council's approval of the Bylaw Administration will proceed with making arrangement with ATB to present the loan documents to the CAO and Reeve for signing on behalf of Greenview.

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**ATTACHMENT(S):**

- Copy of Bylaw 16-764 (Repeal)
- Copy of Proposed Bylaw 18-788 (Proposed)






## **BYLAW NO. 18-788 of the Municipal District of Greenview No. 16**

### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta,**

**Whereas**, the Council of the Municipal District of Greenview No. 16 (hereinafter called the “Corporation”) in the Province of Alberta considers it necessary to borrow certain sums of money for the purpose of current expenditures of the Corporation for its financial year commencing January 2018.

**Therefore**, pursuant to the provision of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation borrow from Alberta Treasury Branches (hereinafter called “ATB”) up to the principal sum of FIVE MILLION DOLLARS (\$5,000,000.00), repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each every month.
2. The Chief Elected Official and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - a. to apply to ATB for the aforementioned loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to the ATB;
  - b. as security for any money borrowed from ATB
    - i. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - ii. to give or furnish ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
    - iii. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish ATB the security or securities required by it.
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are taxes, reserves, grants, etc.

- 
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
  5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
  6. Bylaw No. 16-764 is hereby repealed.
  7. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 8th day of January, A.D., 2018.

Read a second time this 8th day of January, A.D., 2018.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_, A.D., 2018.

---

REEVE

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CHIEF ADMINISTRATIVE OFFICER



## BYLAW NO. 16-764 of the Municipal District of Greenview No. 16

### A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta,

**Whereas**, the Council of the Municipal District of Greenview No. 16 (hereinafter called the "Corporation") in the Province of Alberta considers it necessary to borrow certain sums of money for the purpose of current expenditures of the Corporation for its financial years commencing January 2016.

**Therefore**, pursuant to the provision of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

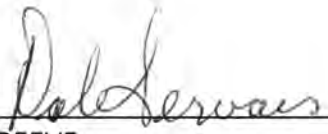
1. The Corporation borrow from Alberta Treasury Branches (hereinafter called "ATB") up to the principal sum of FIVE MILLION DOLLARS (\$5,000,000.00), repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each every month.
2. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - a. to apply to ATB for the aforementioned loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to the ATB;
  - b. as security for any money borrowed from ATB
    - i. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - ii. to give or furnish ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
    - iii. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish ATB the security or securities required by it.
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are taxes, reserves, grants, etc.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.

5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. Bylaw No. 15-749 is hereby repealed.
7. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 10<sup>th</sup> day of May, A.D., 2016.

Read a second time this 10<sup>th</sup> day of May, A.D., 2016.

Read a third time and passed this 24<sup>th</sup> day of May, A.D., 2016.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER





# REQUEST FOR DECISION

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SUBJECT: **Land Use Bylaw 17-779**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 22, 2018  
DEPARTMENT: PLANNING & DEVELOPMENT  
STRATEGIC PLAN: Development

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, RSA 2000, M-26 Sections 636 – 644.

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council give Second Reading to the Land Use Bylaw 17-779.**

**MOTION: That Council give Third Reading to the Land Use Bylaw 17-779.**

---

## BACKGROUND/PROPOSAL:

Greenview retained Urban Systems on August 25, 2015 as a consultant to complete a review of Greenview's Land Use Bylaw 2017. Greenview's existing Land Use Bylaw was adopted in 2003, and had been amended periodically since its adoption.

The review of the existing Bylaw started with public workshops and open houses, as well as sessions involving Council and the Citizen's Panel that focused on identifying ways to address new challenges related to subdivision, development and land use. As a result of those sessions, the following goals emerged and have been incorporated into the draft Bylaw:

- Provide a "user-friendly" document that is easy to use
- Increase clarity and certainty for landowners
- Provide redefined, comprehensive land use districts
- Provide clear, easy to find information
- Provide fairness and procedural clarification
- Respond to new land use and development trends
- Clarify requirements and expectations
- Provide clear, easy to find mapping

Public engagement continues to play a role throughout the Land Use Bylaw process, with Greenview staff attending several community events to allow citizens to comment on the proposed changes to the Bylaw.

Various drafts of the Land Use Bylaw were submitted to Greenview for comment and following reviews by staff, the Citizen Panel reviewed the draft Bylaw and completed their report for Council. Some of the key proposals in the Bylaw are:

- Addition of Second Agricultural District to accommodate less extensive agricultural uses
- Addition of Light Industrial District to address different types of industrial uses
- Addition of Recreational Accommodation use to accommodate future recreational development such as part time occupancy dwellings
- Addition of the Institutional District to accommodate and ensure land is available for both Municipal and Private institutional Uses
- More permitted (and less discretionary) uses allowed in each district
- Regulations regarding secondary suites and additional dwellings on lots
- Mapping changes to reflect the appropriate zoning for the various properties to align with the districts

Following First Reading that was given on June 27, 2017 and a Public Hearing was held on August 22, 2017. An additional Open House was held at the Sturgeon Heights Hall on November 27, 2017 following the comments heard at the Public Hearing that could be dealt with in this Land Use Bylaw. Matters relating to the Sturgeon Lake Area Structure Plan would be dealt with separately in the 2018 review of that document.

Council reviewed the Bylaw at the Committee of the Whole Meeting on December 18, 2017, with the following proposed changes from Administration:

- Change Conservation Country Residential (CCR) district and updated the purpose to Country Residential Three (CR-3) to better reflect the development intent of that district
- Set a maximum number of recreational vehicles for non-commercial use be allowed on private properties without a development permit, and that the maximum number of recreational vehicles be determined by land use district, parcel size and whether or not a parcel is noted within the Sturgeon Lake Area Structure Plan.
- Revised definition for 'Accommodation, Clustered Leisure'
- New use and definition for 'Craft Brewery and Distillery'
- Added regulations for Campgrounds
- Minor grammar and vocabulary revisions

In addition, sections on complete development permit applications and complete subdivision applications was added as per amendments to the *Municipal Government Act*.

Additional advertising took place on Greenview's Website, Daily Herald Tribune and the local radio stations, Big Country XX FM 93.1 and Q99 from December 22, 2017 to January 9, 2018 requesting input on our Draft Land Use Bylaw. Comments received are attached as Schedule A.

Administration is confident that the revisions to the Land Use Bylaw have responded to the majority of the comments received by the ratepayers and is recommending that Council give Second and Third Readings to the Bylaw.

---

#### BENEFITS OF THE RECOMMENDED ACTION:

1. To complete the Land Use Bylaw adoption process and to ensure the Bylaw is finalized.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative table the Land Use Bylaw for further discussion and revisions.

---

FINANCIAL IMPLICATION:

The related costs to finalize the Land Use Bylaw have been provided in the Planning and Development Budget.

**Direct Costs:** Estimated amount of \$110,000.

**Ongoing / Future Costs:** In approximately 10 (ten) years there will be additional costs associated with the review of the Land Use Bylaw.

---

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**

Consult

**PUBLIC PARTICIPATION GOAL**

Consult - To obtain public feedback on analysis, alternatives and/or decisions.

**PROMISE TO THE PUBLIC**

Consult - We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

---

FOLLOW UP ACTIONS:

Administration will update the website with the adopted Land Use Bylaw.

---

ATTACHMENT(S):

- Schedule 'A' – Comments Received after Committee of the Whole Meeting on December 18, 2017
- Schedule 'B' – Land Use Bylaw
- Schedule 'C' – Bylaw 17-779

## SCHEDULE 'A'

**From:** [Bill Edgerton](#)  
**To:** [Leona Dixon](#); [Sally Rosson](#)  
**Subject:** Re: Revisions to Land Use Bylaw  
**Date:** December-28-17 1:16:38 PM

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Thank you for the update.

I like the change from CCR to CR3.

This is certainly a big change from previous presentations. I do have some concerns, these are the ones that come to mind at this time.

- Allowing RV's based on lot size seems like a good idea. However I firmly believe that any landuse - RV's included, need to be subject to the Development Permit process. This process presumably allows for orderly development in a fair and consistent manner, and should theoretically prevent anything detrimental taking place in any neighbourhood. This would mean that RV lots HAVE to follow the same process as for a Residential lot, and deal with their Sewage in a responsible manner, for example, something I doubt is happening at the current time.

- RVs as a primary use needs to be Discretionary. The primary reason that Planning & Development exists is to ensure the peaceful and orderly development of the land. I know that if someone bought the land next to me and proceeded to move in a bunch of RVer's and potential weekend warriors I might want to have a say on that. When land is purchased in a residential area, it needs to be understood that Residential use is the PRIMARY use, and that any other use is secondary and subject to detailed review and stringent requirements.

- Precedents are going to be set. Now we have 4 RV's on a lot, what's next - Duplexes, Fourplexes, apartments?

- Lots that will have RV's as a primary use **need** to have consent from neighbouring properties within the area that would reasonably be affected by the extra traffic, dust, noise and other nuisance. In some cases that might mean the whole subdivision, so be it.

- Allowing RV's on Residential properties as a Primary use will have the added effect (in my opinion) of diminishing the importance of our community once again with the MD. As a community that lives here year round we have a vested interest in the improvement of such. This would include such things as roads, services, maintenance, recreation, etc. If we are going to be seen as a "seasonal" community forever, I don't foresee any improvements ever happening. Right now we consider a visit by the grader to be a huge improvement.

- Guidelines need to be clear and concise as to what is and what is NOT allowed with respect to RV use on Residential lots in a Residential area. Sheds, decks, attached structures, etc.

- RV use on residential lots is and has become a problem because of the lack of available campsites in proximity to the lake. In my mind the SLASP and it's arbitrary restrictions on density are the root cause. Allowing RV use on Residential lots in whatever format will NOT solve this issue by any means. Planning documents that are set in stone and tie the hands of both staff and council will always result in situations that become unworkable in short order. I think this is a perfect example of that outcome.



Thanks again for the update. I may have some further comments on this, but for now, this is all I have.

Please advise on any further updates, along with any schedule for this to be considered by council.

Cheers

Bill Edgerton.

On Wed, Dec 20, 2017 at 9:04 AM, Leona Dixon <[Leona.Dixon@mdgreenview.ab.ca](mailto:Leona.Dixon@mdgreenview.ab.ca)> wrote:

We would like your input on revisions made to our Draft Land Use Bylaw subsequent to our meeting at the Sturgeon Heights Hall. Please forward questions and comments prior to January 10, 2018. Please note that our offices are closed after December 22, reopening January 2<sup>nd</sup>, 2018 and both Sally and myself are away from the office this afternoon and on December 22<sup>nd</sup>.

---

**Leona Dixon**

Development Officer

Municipal District of Greenview No. 16 | 4806 36 Ave. Box 1079 Valleyview, Alberta  
T0H 3N0

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Thank you.

**From:** [Sarina](#)  
**To:** [Leona Dixon](#)  
**Subject:** Re: NE 13 70 26 Lot # 6  
**Date:** January-04-18 7:01:53 AM

---

Thank you for the information. For what it is worth, we are hopeful that the proposed changes take place then.

Thanks again,  
Tony Liebl

Sent from my iPhone

> On Jan 2, 2018, at 11:47 AM, Leona Dixon <Leona.Dixon@MDGreenview.ab.ca> wrote:  
>  
> Under our current Land Use Bylaw, Swan Lake is zoned CR-2. Also, Swan Lake is located outside the boundaries of the Sturgeon Lake Area Structure Plan.  
>  
> In the most recent revision to our LUB, CCR District was removed and replaced with CR-3 District. Therefore your zoning will change to CR-3, allowing you to have (4) RV units on your lot if it is between 2.5 and 10 acres, which I believe all of the lots there are. Lots between 0.95 ac and 2.5 acre are allowed (3) RV units. The proposal is that a development permit will not be required for the units.  
>  
> Until the bylaw has been passed further changes (ie to the number of units and/or the need for a development permit etc.) could take place. We propose to change the maps once we have a general consensus accepting the CR-3 district.  
>  
> Council will be reviewing the above changes at their January 22, 2017 Council meeting, where second and third reading could possibly be given depending on a number of factors.  
>  
> Please watch our website or contact me after January 22nd for further information and/or changes.  
>  
> Leona  
>  
>  
>  
> -----Original Message-----  
> From: Sarina Liebl [<mailto:sliebl@telus.net>]  
> Sent: December-29-17 4:53 PM  
> To: Leona Dixon <Leona.Dixon@MDGreenview.ab.ca>  
> Subject: RE: NE 13 70 26 Lot # 6  
>  
> Hello Leona,  
>  
> Re: NE 13 70 26 Lot # 6 Block 1 Plan # 1020851  
>  
> I know we talked several times in the fall, as well you talked to Dale Lofstrom (co-owner) of the above property. And it seems between us we have some confusion as to what zone we are currently in. We were not able to make the last open house, and are wondering if you can clarify are we currently CCR to be rezoned CR3 or are we CR2 outside the Sturgeon Lake Area? The maps on the MD website indicate that we are CCR, is that correct?  
>  
> Thank you,  
> Tony Liebl

**From:** [Janice Utz](#)  
**To:** [Leona Dixon](#)  
**Subject:** Revision of land use bylaws  
**Date:** December-30-17 11:15:06 AM

---

December 30, 2017

To Whom it May Concern;

In regards to the revisions in the proposed land use Bylaw by the MD of Greenview this month stating the re zoning of our property 13-70-26-W 5 near Swan Lake Roll 317381 to CR-3

We thank you for listening to the property owners and allowing for limited RV's.

Will we need a permit for these RV's. (We have 2) If so, will we be advised by letter when this is necessary so we can use our property next summer?

Thank You,

Janice Utz  
[Janiceutz7@gmail.com](mailto:Janiceutz7@gmail.com)



**From:** [Anna](#)  
**To:** [Leona Dixon](#)  
**Subject:** Re: Revisions to Land Use Bylaw  
**Date:** December-21-17 10:31:04 AM

---

Hi Leona

Thanks for the information. This looks like good news. Can you tell me where we would fit. We are CR2 I believe but it has never been passed through the board. We would like to have animals so not sure what the process is to have us rezoned. We were ag prior to subdividing as you and I discussed this past summer. That was one of the things we wanted to talk to you about when we meet.

But for now if you could tell me which one we fall under so we know where we fit on the new proposal that would be great.

Wishing you and your family a very Merry Christmas and all the best in 2018.

Anna Hamilton

Sent from my iPhone

On Dec 20, 2017, at 9:04 AM, Leona Dixon <[Leona.Dixon@MDGreenview.ab.ca](mailto:Leona.Dixon@MDGreenview.ab.ca)> wrote:

We would like your input on revisions made to our Draft Land Use Bylaw subsequent to our meeting at the Sturgeon Heights Hall. Please forward questions and comments prior to January 10, 2018. Please note that our offices are closed after December 22, reopening January 2<sup>nd</sup>, 2018 and both Sally and myself are away from the office this afternoon and on December 22<sup>nd</sup>.

---

## Leona Dixon

Development Officer

Municipal District of Greenview No. 16 | 4806 36 Ave. Box 1079 Valleyview, Alberta  
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Thank you.

<LUB Open House Summary & THanks.docx>

## **Regan Hill**

(Raymond, Ed, Gerry, Armand, Norman)

I would like to tell you a little story that starts back in 1991. We went camping at a family reunion near Sturgeon Lake.

We had a fantastic time and five family members decided to pool their funds together and purchase an acreage on a hill about half a mile from the lake. In 1991 this became reality; we set up a camping spot for our families to gather during the camping season. We called it Regan Hill which came about from each first initial of the original owner's first name.

This land was all treed we worked together over many years to slowly add things to enhance our camping experience, it took a couple of years but a log cabin was built for gathering in during the colder or rainy days. As our Memere (that is French for grandma) grew older and found it harder to stay in her camper a cabin was built for her to stay in. As the years progressed some family members left behind camping memories and a legacy for their children, grandchildren, and great grandchildren to enjoy after their life here on earth had ended!

This is 2017- 26 years later, five generations for my branch of the family tree alone have and are enjoying the camping heritage that has and is being passed down to our children. Today we have 9.48 acres 2 cabins, multiple storage units, and during the camping season about 11 campers, which consist of strictly the owners and their children. We do not rent or lease any stalls, but we do have guests that come and go the odd weekend. I am fearful that your new bylaw will prevent our family and perhaps others in the MD of Greenview from continuing this heritage that we hold dear to our hearts.

Our situation is perhaps unique I do not think that it is the intent of this Council to prevent families like ours to exist within the boundaries of the MD of Greenview but in order to ensure that our family can continue to camp and fulfill our Heritage and Culture for generations to come. I need to know is there or will there be a grandfather clause that allows us at Regan Hill to continue status quo on into the future?

December 21, 2017

Reeve Dale Gervais and Council:

We attended the public open house on November 27, 2017 regarding the draft land use bylaw, we were told at that meeting that discretionary usage for our land would be looked at. However after receiving an email yesterday then speaking with Leona Dixon I do not believe the discretionary use was discussed about our property NW 28-70-24-W5 zoned agricultural.

I will attach a copy of our family story which started in 1991 about the acreage history (a copy was provided at the open house) I will highlight some of the history for your understanding.

Five family members purchased land in 1991, trees were cleared and camping started that August. For the past 26 years 5 generations of our family branch alone have camped on this land, we do not rent or lease any stalls but we do have guests that come and go the odd weekend. This camping area that we call Regan Hill has created a Heritage for our family to enjoy and a culture to grow future generations of memories.

We are asking/pleading Council for a discretionary clause that allows us to be grandfathered into the land use bylaw for our current and future family members to keep the Heritage and Culture that has been created for them.

Until this year we were never told that we could not use our land for camping on even when we sold part of our acreage to the MD to expand the roadway in 2009.

Does 26 years of history Heritage/Culture not constitute a discretionary grandfather clause?

Again we are pleading/begging Council to consider our request and help us keep our heritage. We are willing to meet with Council, but are not available between December 30-January 18. (As 22 family members that camp together every summer are celebrating a 40<sup>th</sup> Anniversary out of country)

Respectfully yours,

Gerald & Myrna Lanctot

Cc: Dale Smith, Leona Dixon



## OUR CONCERNS REGARDING LAND USE BYLAW NO. 17-779, 2017

S1/2 5-71-24-W5M

- Regarding proposed rezoning CR1 On SW 5, and proposed rezoning CR2 on SE 5.
  - From the LUB map it appears that the farmstead rezoning to CR1 on the SW corner of SW5 is already subdivided, and the CR2 rezoning on SE5 is also subdivided.
  - Until a parcel is actually subdivided and titled, it should have a different appearance and designation on the LUB map. Looking at it now, there is no farmstead for SW5 A-1. Does that mean that there should be another residence to go with the A-1 land?
  - The majority of SW 5 and all of SE 5 are still **A-1, with only “proposed”** rezoning, which may never take place.
- 
- When does an A-1 subdivision become CR-1? Does the rezoning on existing **acreages just “happen” at the discretion of the M.D.?**
  - We were told that the 1<sup>st</sup> parcel out was A-1. Our daughter just had her acreage rezoned to CR-1 this past summer. It was assumed, by us, that all the parcels in the area were being rezoned (wrongly), and that it would do no good to appeal. It was not until we saw the LUB map that we see that most of the acreages are still A-1. We were also told that if more than 1 parcel was subdivided out of a quarter then they would be reclassified as CR-1. This does not seem to be taking place, in all areas. Should not SE 6 be all CR-1 or A-2? NE 35 has 2 parcels - one A-1, one CR1. SW 25 – all parcels are A-1.
  - When does A-1 become A-2? Some parcels, between 20 to 79 acres, are shown as A-1, while others are A-2. If a landowner were to apply to subdivide a larger parcel out as A-2, would it not be classified as A-2, whether or not, it was the first parcel out? Should not all parcels over 20 acres be designated as A-2?

Why such regulations and restrictions on fencing requirements on CR-1? Most of the acreages are zoned A-1 and have no restrictions, so why must there be restrictions on CR-1 land? The A-1 land adjoining, and across the road, is allowed wire fence, but not CR-1 land? When an A-1 acreage is rezoned to CR-1, their wire fence has to be removed and replaced with something else?

- The results of the questionnaire stated that only approximately 80% of the public were aware of the public meetings or the LUB changes. If this is the case, why will there not be another public meeting (with questions and answers) held before the LUB goes to final print?

Please present our questions and concerns to the Council at their January 22, 2018, meeting.

Thank you,

Adolph and Shirley Weiss

January 5, 2018

Sally Rosson, Leona Dixon, Mike Haugen, M.D. of Greenview #16

Re: Land Use Bylaw Amendment

Please have this letter placed on the record related to the proposed Land Use Bylaw changes.

I do appreciate the opportunity to comment and hope that others who have concerns do so as well.

For ease of reading (hopefully), I have divided my comments into a couple of components.

Initially, in general:

- 1) The change from the "Recreational" to "Residential" as CR3 in the Sturgeon Lake area along with the wording of the intent is positive. It recognizes the area as residential in nature and that the M.D. still encourages use and proper growth in the lake areas.
- 2) Based on the limited changes from CR2 to CR3 in these areas, I am not sure of the rationale for the change though. It appears that the modifications could have easily been made in the CR2 designation without creating another one.
- 3) While the issue of environmental protection has been modified in the proposed change, hopefully this is not a change in the intent. While I felt that the residential component was being singled out for responsibility in the previous version, I do feel that the protection of the lakes is important and hope that the M.D. will address adverse flows into the lake with residents (through sewage containment), industrial and commercial users (through oil, fuel, and other contaminants retention) to agricultural users spreading herbicides, fertilizers, and animal waste throughout the drainage basins.

- 4) I know the M.D. is planning to reopen the Sturgeon Lake Area Structure Plan (SLASP) for review in the immediate future. I would certainly encourage ALL the various M.D. groups, including the MPC, to consider this carefully as changes to this document could impact the future discussions and potentially preclude important changes to the ASP. That would not be beneficial. Some holistic thought at this point could prevent obstacles later.

Specifically:

- 1) The issue of Recreational Vehicles on residential lots is still problematic. While the changes will certainly help those who wish to use lots as de facto campsites, this does not reflect the “residential” part of Country Residential.
- 2) The temporary use of residential lots for multiple RVs is not my issue. Having an RV or even two for family use on a residential lot is not my concern. Confirming that the permanent placement of multiple RVs in residential areas without having ANY residential buildings or intent is a concern. This, to my mind, is allowing for the formation of campsites without any regulatory framework for sewage treatment, for visual appearance, or for participation by neighbors in any approval process. Should this be the M.D. direction, why could there not be a permitting process that would allow for neighbor comments? If the improvements are to be “permanent”, why not have an application process? Also, if the improvements were considered “permanent” and the facilities that would compliment or facilitate them are also fixed, why would the M.D. not follow their existing processes that would allow for inspections, ongoing checks, and additions to assessments?
- 3) I continue to believe that there is a workable middle ground related to this issue and that, with the appropriate approach, something that works for the affected communities can be determined.

In summary, I believe that the current RV issue is really a symptom and not the disease so to speak. The issue is a shortage of camping spots in the lake areas. The injection of campers into residential neighborhoods does not seem to be the appropriate treatment for these symptoms. Changes to the development process (SLASP, etc.) to allow for the expansion of existing camp sites or the construction of new ones with utilities, sewage treatment, access infrastructure, and proper amenities will address the needs of campers and protect the integrity of the residential component.

The updated version is certainly an improvement over the previous iteration and I thank the M.D. for going through the effort. I continue to believe in the process and think that with continued ratepayer participation, there are changes that can be made to insure that the interests of the community are being met.



I look forward to the next version, to being advised when the document will go to Council, and to participating in the review of the SLASP. The public participation that has come about as a result of this initiative has been exceptional and clearly shows that there is interest in the steps that our municipal government is taking in our neighborhoods. I fully expect this to continue.

Thank you again for the chance to participate in the process,

Jim Uhl, #103, The Narrows (780-518-7606, [juhl@telus.net](mailto:juhl@telus.net))

**From:** Leona Dixon  
**Sent:** December-21-17 1:58 PM  
**To:** 'earl langene' <earllangenecker@gmail.com>  
**Cc:** Sally Rosson <Sally@mdgreenview.ab.ca>; Lindsey Lemieux <Lindsey.Lemieux@MDGreenview.ab.ca>; Price Leurebourg <Price.Leurebourg@MDGreenview.ab.ca>  
**Subject:** RE: Revisions to Land Use Bylaw

Earl,

Yes to the single family dwelling and two RV units on lots smaller than 0.95 acres. 'Dwelling Unit Leisure' was removed but under the revised Accommodation, Clustered Leisure, as a Discretionary Use, a cabin may be considered by MPC on a site specific basis (also depending on maximum lot coverage of 40%, etc.). '**ACCOMMODATION, CLUSTERED LEISURE** mean a resort facility or recreation area accommodation units with a maximum of four detached cabins or detached units intended for short-stay use on a private, seasonal basis and lacking certain components, conveniences or utilities commonly available as part of a year-round residence'. An RV would not qualify under Accommodation, Clustered Leisure.

RV'S are allowed without a permanent residence as per the table – and subject to the clauses below. Also, a permit cannot be issued for Accessory Building(s) as per Section 4.2.1(b) of the Land Use Bylaw.

The CR-3 district includes the Swan Lake and any other environmentally sensitive areas in the proximity of lakes and rivers would require CR-3 zoning to allow future subdivision in those areas.

Leona

**From:** earl langene [<mailto:earllangenecker@gmail.com>]  
**Sent:** December-21-17 8:15 AM  
**To:** Leona Dixon <[Leona.Dixon@MDGreenview.ab.ca](mailto:Leona.Dixon@MDGreenview.ab.ca)>  
**Cc:** Jim Uhl <[Juhl@telus.net](mailto:Juhl@telus.net)>; Bill Edgerton <[billedgehiw@gmail.com](mailto:billedgehiw@gmail.com)>  
**Subject:** Re: Revisions to Land Use Bylaw

Question:

: I could have a residential home a cabin and a permanent rv.site on a  
cr2 under .95 acre within the sturgeon Lake area.  
: do I need to build a residential home at all  
: the cr3 district is it for all other areas deemed environmental sensitive  
ie: Swan Lake  
Thanks Earl Langenecker

On Dec 20, 2017 9:04 AM, "Leona Dixon" <[Leona.Dixon@mdgreenview.ab.ca](mailto:Leona.Dixon@mdgreenview.ab.ca)> wrote:

We would like your input on revisions made to our Draft Land Use Bylaw subsequent to our meeting at the Sturgeon Heights Hall. Please forward questions and comments prior to January 10, 2018. Please note that our offices are closed after December 22, reopening January 2<sup>nd</sup>, 2018 and both Sally and myself are away from the office this afternoon and on December 22<sup>nd</sup>.

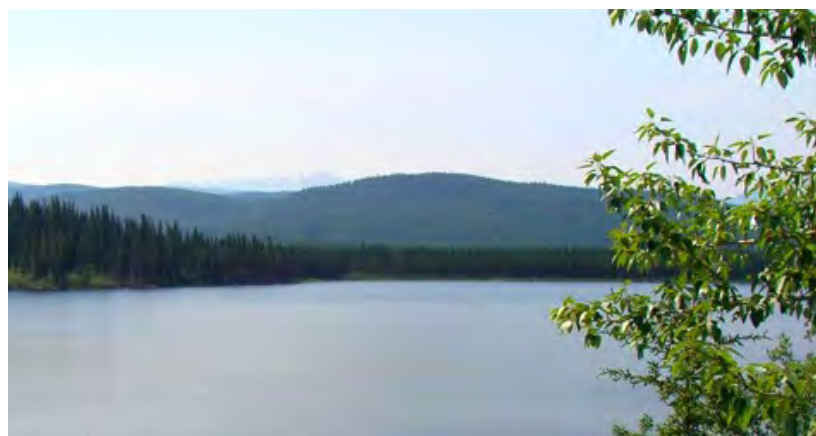


## Municipal District of Greenview No. 16

DRAFT

Land Use Bylaw

No. 17-779, 2018



WHEREAS Council wishes to repeal Bylaw No. 03-396, 2003, “Municipal District of Greenview No. 16 Land Use Bylaw”, as amended, and wishes to adopt a new land use bylaw pursuant to Section 692 of the *Municipal Government Act*.

AND WHEREAS Council has held a Public Hearing pursuant to Section 230 of the *Municipal Government Act*.

NOW THEREFORE Council of the Municipal District of Greenview No. 16, in open meeting, hereby enacts as follows:

1. This Bylaw may be cited as the “Municipal District of Greenview No. 16, Bylaw No. 17-779, 2018”.
2. The following schedules attached hereto are hereby made part of this Bylaw and adopted as the land use bylaw for the Municipal District of Greenview No. 16:
  - a) Schedule A (Land Use Bylaw Text)
  - b) Schedule B (Land Use Bylaw Maps)
3. If any section, subsection, sentence, clause, phrase or map in this bylaw is for any reason held to be invalid by the decision of any court or competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder.
4. The “Land Use Bylaw No. 17-779, 2018” is hereby adopted as the “Land Use Bylaw of the Municipal District of Greenview No. 16”. This Bylaw shall come into force and effect upon the date of final passing.

Read for a first time the 27 day of June, 2017

Read for a second time the \_\_\_\_\_ day of \_\_\_\_\_, 2017

Read for the third time and  
passed on the \_\_\_\_\_ day of \_\_\_\_\_, 2017

“Original Signed by Reeve”

“Original Signed by Chief Administrative Officer”



[illegible]

## **SCHEDULE A**

### **Land Use Bylaw**

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## **1.0 GENERAL**

### **1.1 Purpose**

- 1.1.1 The purpose of this Bylaw is to regulate the use and development of land and buildings within the Municipal District of Greenview No. 16 (hereafter called “Greenview”).

### **1.2 Application of Bylaw**

- 1.2.1 Unless otherwise specified in this Bylaw or provincial legislation, the provisions of this Bylaw apply to all land and buildings within Greenview.

### **1.3 Units of Measurement**

- 1.3.1 The standard of measurement used in this Bylaw is metric, and any reference to imperial measure is for convenience. Where measurements are stated in both metric and imperial units, and for any reason clarification is sought, the metric unit shall apply.

### **1.4 Reference Material**

- 1.4.1 Materials found in brackets within this Bylaw are for reference only and do not form part of the bylaw.

### **1.5 Applicable Regulations**

- 1.5.1 This Bylaw sets out the minimum regulations applicable to a situation.
- 1.5.2 Where this Bylaw sets out two or more regulations that could apply to a situation, the most stringent regulation shall apply.

### **1.6 Compliance with Other Legislation**

- 1.6.1 Compliance with this Bylaw does not exempt a person from complying with the requirements of any federal, provincial or municipal legislation and any easement, covenant, agreement or contract affecting development.

### **1.7 Severability**

- 1.7.1 If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion must be severed and the decision that it is invalid shall not affect the validity of the remaining portion of this Bylaw.

## **2 ADMINISTRATION**

### **2.1 Development and Subdivision Authority**

- 2.1.1 The position of the Development Authority is established in accordance with appropriate sections of the *Municipal Government Act*.
- 2.1.2 The Development Authority for Greenview shall perform duties in accordance with the *Municipal Government Act*, the Subdivision and Development Regulation and the Development Authority Bylaw.
- 2.1.3 For administration of this Bylaw, Council hereby delegate responsibility to:
  - a) Any Greenview employee designated as the Development Authority; or,
  - b) Any other person specifically delegated in writing as having the authority to make a decision on development permit applications.
- 2.1.4 The position of Subdivision Authority is established in accordance with appropriate sections of the *Municipal Government Act*.
- 2.1.5 The Municipal Planning Commission (MPC) of Greenview shall act as the Development Authority for those uses listed in land use Districts as Discretionary Uses.
- 2.1.6 The Development Authority of Greenview shall act as the Development Authority for those uses listed in land use Districts as Permitted Uses.
- 2.1.7 Any person applying for a development permit or affected by an order may appeal to the appropriate appeal body.

### **2.2 Land Use Bylaw Amendment Applications**

- 2.2.1 An application to amend this Land Use Bylaw may be made in writing to Greenview by:
  - a) The owner of a parcel or site; or,
  - b) The agent for the owner of a parcel or site.
- 2.2.2 The application shall be made on a form prescribed by Greenview, which shall be completed and accompanied by all required information, in accordance with Greenview's policies and procedures in this Bylaw.
- 2.2.3 A completed application shall require the following:
  - a) A non-refundable processing fee as identified in Greenview's Schedule of Fees Bylaw;
  - b) A copy of the Certificate of Title for the lands affected;
  - c) Owner authorization and, where applicable, an applicant signature;
  - d) A written statement to describe and justify the proposal;

- e) A map with dimensions indicating the affected site, and its relationship to existing land uses within a 804.0 m (2640 ft.) radius of the boundaries of the site;
  - f) Advertising fees, if applicable;
  - g) Any additional reports, drawings or studies that may be required, in order to prepare, evaluate and make a recommendation concerning the proposed amendment, including but not limited to: effects on land use, traffic, the environment, underground and above ground utilities such as telephone, cable, hydro, water, sewer, and other municipal services and facilities; and,
  - h) Such additional information as the Development Authority may require.
- 2.2.4 The Development Authority may refuse to process a bylaw amendment application if:
- a) Information required for a completed application is not provided;
  - b) The quality of the information provided is inadequate to properly evaluate the application;
  - c) The Development Authority determines that the application does not conform to an applicable Statutory Plan – in this case the applicant may be required to submit a complete application, fee and required plans to amend the applicable Statutory Plan prior to an application to amend this Bylaw being considered as complete; or,
  - d) The Development Authority determines that an Area Structure Plan is required in accordance with the Municipal Development Plan or Greenview policy – in this case, the applicant may be required to submit an Area Structure Plan prepared in accordance with Greenview policy prior to considering the application to amend this Bylaw as complete.
- 2.2.5 Once an application is considered complete, the application shall be processed and an investigation and analysis of the potential effects and impacts of the proposal will be undertaken.
- 2.2.6 Upon receipt of a complete application, and in accordance with the *Municipal Government Act*, Municipal Development Plan, this Bylaw and other Greenview policies and procedures, the application:
- a) Shall be referred to the Greenview administration for drafting a proposed Land Use Bylaw Amendment; and
  - b) Shall be referred to Council for first reading and to establish a date for a public hearing to be held prior to second reading.
- 2.2.7 The Development Authority may refer an amendment application to any agency in order to receive comment and advice.
- a) The Development Authority will give written notice of the application to the assessed owner(s) of the parcel and any adjacent landowners;
  - b) Where the affected land is within 3.2 km (2.0 miles) of a municipal boundary, the adjacent municipality will be notified of the proposed amendment; and,

- c) Where the Development Authority determines that additional parcels may be affected by an application to amend this Bylaw, notices of the Public Hearing shall be mailed to the owner(s) of those parcels.
- 2.2.8 For an application to amend this Bylaw, a Notice of a Public Hearing shall be made in accordance with the *Municipal Government Act* and shall be published once a week for two consecutive weeks in at least one local newspaper circulating in Greenview. This notice will appear no less than (5) five business days before the date of the public hearing. This notice shall contain:
- a) The legal description of the land;
  - b) The purpose of the proposed amending bylaw;
  - c) The one or more places where a copy of the proposed amending bylaw may be inspected by the public during regular office hours;
  - d) The one or more dates, places, and times that Council will hold a public hearing on the proposed amending bylaw;
  - e) A map showing the location of any subject parcel to which the amendment application may apply; and,
  - f) An outline of the procedures to be followed by anyone wishing to file a petition in respect of the public hearing.
- 2.2.9 Where the Development Authority determines that additional parcels may be affected by an application to amend this Bylaw, notices of the Public Hearing shall be mailed to the owner(s) of those parcels.
- 2.2.10 Council, after considering any representations made at the Public Hearing, may:
- a) Pass the proposed amendment;
  - b) Make such changes as it considers necessary to the proposed amendment, if any, and proceed to pass the proposed amendment; or,
  - c) Defeat the proposed amendment.
- 2.2.11 Council, on its own initiative, may proceed to undertake an amendment to this Bylaw.
- 2.2.12 When an amendment application has been refused pursuant to this Bylaw, the submission of another application for an amendment on the same parcel of land for the same or similar use shall not be accepted until (6) six months after the date of refusal.



### **3 DEVELOPMENT PERMITS**

#### **3.1 Control of Development**

- 3.1.1 Land, buildings, structures or signs in Greenview may only be developed or used in conformity with the uses in the applicable Land Use District and all the regulations in this Bylaw except for legal non-conforming buildings, uses or as approved by the Development Authority or the Subdivision and Development Appeal Board (SDAB).
- 3.1.2 No development or portion thereof shall be located on or over municipal lands, municipal road rights-of-way or municipal easements without the prior written consent of Greenview, which consent Greenview is not obligated to provide.
- 3.1.3 A person is responsible for complying with the requirements of other Greenview bylaws, policies, easements, covenants, conservation agreements, development agreements, or provincial or federal statutes or regulations.

#### **3.2 Permits Required**

- 3.2.1 Except when development permit are not required, no person shall commence, or carry on, or cause to allow to be carried on, any development or use unless a development permit has first been issued pursuant to this Bylaw, and the development or use is in accordance with the terms and conditions of the permit.

#### **3.3 Permits Not Required**

- 3.3.1 The following developments and uses shall not require a development permit provided they conform to all provisions of this Bylaw:
  - a) Those uses or developments exempted by provincial or federal legislation;
  - b) The completion of a building which was lawfully under construction at the date of the adoption of this Bylaw, provided that the building is completed in accordance with the terms of any permit granted in respect of it and subject to the conditions to which such permit was granted;
  - c) Utility services underground or in registered rights-of-way;
  - d) The temporary use of a building, in connection with a federal, provincial or municipal election, referendum or census;
  - e) Works of maintenance or repair to any building, provided that such works do not include structural alterations or renovations over 50% of the value of the building above its foundation;
  - f) Internal alterations, external maintenance, or repair to any building provided that the use, intensity, height, or gross floor area of the building does not change;

- g) The construction and maintenance of gates, fences, walls or other means of enclosure less than 1.8 m (5.9 ft.) in height;
- h) A temporary building, the sole purpose of which is incidental to the erection or alteration of a permanent building, for which a development permit has been issued provided it is removed within thirty (30) days of project completion;
- i) Farm buildings for agricultural use on parcels in land use districts A-1 and A-2.
  - i. Development permit are required for dwelling units and related accessory buildings, as well as specific agricultural operations as defined in this Bylaw.
- j) Accessory buildings which have a floor area of no greater than 15.0 m<sup>2</sup> (161.5 ft<sup>2</sup>);
- k) Any signage for which approval from Alberta Transportation is required;
- l) On-site landscaping;
- m) Non-enclosed Decks which are less than 1.0 m (3.3 ft.) from ground level;
- n) Fences for the following purposes do not require a development permit:
  - i. Livestock wind break fences less than or equal to 3.6 m (11.8 ft.) in height;
  - ii. Livestock confinement fences less than or equal to 3.6 m (11.8 ft.) in height;
  - iii. Fences for sports related purposes less than or equal to 4.0 m (13.1 ft.) in height; and,
- o) One temporary on-site sign not exceeding 1.0 m<sup>2</sup> (10.8 ft<sup>2</sup>) in area or 1.5 m (4.9 ft.) in height and intended for:
  - i. Advertising the sale or lease of a dwelling unit or property;
  - ii. Identifying a construction or demolition project for which a development permit has been issued; or,
  - iii. Identifying a political or charitable campaign.
- p) One permanent on-site sign intended for use as:
  - i. A commemorative plaque of a non-advertising nature; or,
  - ii. The identification of a farm residence or the advertising of farm products.
- q) Accessory to residential uses:

- i. Minor development not exceeding 2.0 m (6.6 ft.) in height, where there is an existing dwelling unit. This includes, but is not limited to a barbeque, composting bin, garbage enclosure, lawn sculpture, privacy screen or bird feeder;
  - ii. Pergola;
  - iii. Satellite dish;
  - iv. Unenclosed steps, landings or stairs (at grade);
  - v. Sun shelters over a deck or a patio;
  - vi. Air conditioning unit;
  - vii. Solar collectors attached to a building;
  - viii. Light standard or flagpole when located on a parcel containing a single detached dwelling unit;
  - ix. Decorative pond or water feature less than 0.6 m (2.0 ft.) in depth
  - x. Private play structures; or
  - xi. Seasonal holiday decorations.
- r) Demolition of a building or structure;
- s) A change of tenancy within an existing premise in a Commercial or Industrial District where:
  - i. The Development Authority is satisfied that the existing development permit is valid, current and the approval conditions are being fulfilled; and,
  - ii. The change in use is from a permitted or discretionary use to a permitted use within the applicable District.
- t) Clock towers, monuments, sculptures or federal, provincial or municipal flags and their support structures, as well as other similar aesthetic enhancements;
- u) A Wind Energy Conversion System, Minor where mounted to a roof or attached to an accessory building in accordance with the following provisions:
  - i. One Wind Energy Conversion System, Minor per parcel;
  - ii. The total height shall not project 3.0 m (9.8 ft.) beyond the top of the roofline of building or exceed the maximum height regulation of the applicable District; and,

- iii. No nuisance shall extend beyond the property boundary.
- v) Shipping containers used for temporary storage for no longer than six (6) months during a renovation or moving process, provided it complies with this Bylaw;
- w) Shipping containers in A-1 and A-2 Districts;
- x) Temporary/transient sales which are located on a parcel within a Commercial District where there is a principal building. This includes but is not limited to food product sales, Christmas tree sales, flower sales, or windshield repair; and,
- y) Work camps established for oil and gas drilling rigs.

### 3.4 Development Permit Application

3.4.1 An application for a development permit may be made in writing to Greenview by:

- a) The owner of a parcel or site; or,
- b) The agent for the owner of a parcel or site.

3.4.2 The application shall be made on a form prescribed by Greenview, which shall be completed and accompanied by all required information, in accordance with Greenview policies and procedures in this Bylaw.

3.4.3 A completed application shall require the following (where applicable):

- a) A non-refundable processing fee as identified in Greenview's Schedule of Fees Bylaw;
- b) A copy of the Certificate of Title for the lands affected;
- c) Owner authorization and, where applicable, an applicant signature;
- d) A dimensioned site plan showing:
  - i. Legal description of subject property and all abutting properties;
  - ii. Front, rear and side yards, if any;
  - iii. Any provisions for off-street loading, parking and access;
  - iv. Identification of all right-of-ways and easements within and abutting the subject property;
  - v. Identification of all abutting roads, highways and frontage roads, and any existing and/or proposed access to the site;
  - vi. Location of all existing and proposed services;
  - vii. Identification of all drainage courses and/or proposed storm drainage plans;
  - viii. Landscape plan in accordance to section 4.19;
  - ix. The extent of existing treed areas and an indication of which trees are proposed for removal; and



- x. North arrow, scale and date of drawing.
- e) A dimensioned floor plan and elevations;
- f) A written statement to describe and justify the proposal;
- g) For a new building larger than 47 m<sup>2</sup> (500 ft<sup>2</sup>) or an alteration to an existing building that will result in a building larger than 47 m<sup>2</sup> (500 ft<sup>2</sup>), confirmation in writing from the Alberta Energy Regulator (AER) of the location or absence of any abandoned wells within the parcel, unless such information was previously provided one year prior to the application date;
- h) The estimated commencement and completion dates;
- i) The estimated cost of the project or contract price;
- j) A non-refundable processing fee as set from time to time by resolution of Council;
- k) Any additional reports, drawings or studies that may be required, in order to prepare, evaluate and make a recommendation concerning the proposed development, including but not limited to: effects on land use, traffic, the environment, underground and above ground utilities such as telephone, cable, hydro, water, sewer, and other municipal services and facilities; and,
- l) Such additional information as the Development Authority may require.

### **3.5 Complete Development Permit Application**

- 3.5.1 The Development Authority shall, within twenty (20) days after the receipt of an application for a development permit, determine whether the application is complete. This time period may be extended by an agreement in writing between the applicant and the Development Authority.
- 3.5.2 An application is complete if, in the opinion of the Development Authority, the application contains the documents and other information necessary to review the application.
- 3.5.3 If the Development Authority determines that the application is complete, the Development Authority shall, prior to the expiry of the twenty (20) day review period or extended review period, issue to the applicant a written acknowledgment that the application is complete, indicating:
  - a) The date the application was received and deemed complete;
  - b) Confirmation the Development Authority will begin processing the application; and
  - c) The date the forty (40) days to process the application expires.
- 3.5.4 If the Development Authority determines that the application is incomplete, the Development Authority shall, prior to the expiry of the twenty (20) day review period or extended review period, issue to the applicant a written notice, indicating:
  - a) The application is deemed incomplete;
  - b) A detailed list of the outstanding documents and/or information required by the Development Authority in order for the application to be deemed complete;

- c) The date which the required outstanding documents and/or information must be submitted to the Development Authority, as either set out in the notice, or as agreed upon by the applicant and the Development Authority.

3.5.5 If the Development Authority determines that the information and documents required by the Development Authority pursuant to s. 3.5.4 are complete, the Development Authority shall, within the time prescribed by the Development Authority or as agreed upon by the applicant and the Development Authority, issue to the applicant an acknowledgment in writing that the application is complete, indicating:

- a) The date the application was received and deemed complete;
- b) Confirmation the Development Authority will begin processing the application; and
- c) The date the forty (40) days to process the application expires.

3.5.6 If the applicant fails to submit all the outstanding information and documents required by the Development Authority pursuant to s. 3.5.4 on or before the date prescribed by the Development Authority or as agreed upon by the applicant and the Development Authority, the application is deemed to be refused.

3.5.7 If an application is deemed to be refused under this s. 3.5, the Development Authority shall issue to the applicant a notice in writing that the application has been refused and the reason for the refusal.

3.5.8 Notwithstanding the Development Authority has issued an acknowledgment that the application is complete, the Development Authority may, in the course of reviewing the application, request additional information or documentation from the applicant that the Development Authority considers necessary to review the application.

3.5.9 If the Development Authority does not make a determination as to completeness of an application within twenty (20) days, or within an alternative timeframe agreed upon between the applicant and the Development Authority, the application is deemed complete.

### **3.6 Development Permit Processing**

3.6.1 Once an application is considered complete, the application shall be processed and an investigation and analysis of the potential effects and impacts of the proposal will be undertaken.

3.6.2 Upon receipt of a complete application, the Development Authority may refer the application to:

- a) Other Greenview departments for review and comments; and,
- b) Any agency in order to receive comment and advice.

### **3.7 Development Authority Discretion**

3.7.1 If a proposed use of land or a building is not listed as a "Permitted Use" or "Discretionary Use" in the Bylaw, the Development Authority has the discretion to determine that the proposed use is similar in character and purpose to a use listed under that land use District and may issue a development permit for the proposed use as a Discretionary Use.

3.7.2 In making a decision on an application for a use listed under the “Permitted Uses” column in a land use District, the Development Authority shall:

- a) Approve, with or without conditions, a development permit application where the proposed development conforms with this Bylaw; or,
- b) Refuse a development permit application if the proposed development does not conform to this Bylaw.

3.7.3 In making a decision on a development permit application for a use listed as a “Discretionary Use” in the subject land use District, the Development Authority:

- a) Approve the application with or without conditions, either permanently or for a limited period of time; or,
- b) Refuse a development permit application if the proposed development does not conform to this Bylaw.

### 3.8 Variances

3.8.1 The Development Authority may issue a development permit granting a variance of a requirement of this Bylaw provided the proposed development would not, in the opinion of the Development Authority

- a) Unduly interfere with the amenities of the neighbourhood; and,
- b) Materially interfere with or affect the use, enjoyment or value of neighbouring properties.

3.8.2 In the case of permitted uses, should an appropriate case be made, the Development Authority may allow a variance not exceeding 10% to any regulations.

3.8.3 The Development Authority shall specify in its approval records the type and extent of any variance granted in a development permit approval.

### 3.9 Conditions

3.9.1 The Development Authority shall require that as a condition of issuing a development permit, the applicant enter into a Development Agreement with Greenview in accordance with the *Act* to:

- a) Construct or pay for the construction of a road required to provide access to the development;
- b) Install or pay for the installation of public utilities, other than telecommunications systems or works, that are necessary to serve the development;
- c) Pay for an off-site levy or development levy imposed by bylaw; and,
- d) Any other requirement the Development Authority deems necessary.

3.9.2 Greenview may register a caveat pursuant to the provisions of the *Act* and the *Land Titles Act* in respect of an agreement between the applicant and Greenview against the Certificate of Title for the land that is the subject of the development. The caveat shall be discharged when the agreement has been complied with.

### **3.10 Notifications**

- 3.10.1 A development permit for a Permitted Use without a variance is considered to have been issued on the Notice of Decision Date. All other development permits are considered to have been issued when notice is first published in a newspaper as per the requirements of this Bylaw. All development permits come into effect twenty-one (21) days after the date of issuance unless appealed. Where an appeal has been filed with the SDAB, no development shall be commenced pursuant to the development permit until all appeals are finally determined and the issuance of the development permit has been upheld

### **3.11 Appeals**

- 3.11.1 The Subdivision and Development Appeal Board (SDAB) shall perform such duties and follow such procedures as specified in the Act and the SDAB Bylaw.
- 3.11.2 If the Development Authority issues a Discretionary Use, development permit, with or without conditions, or a Permitted Use development permit with a variance, the decision may be appealed to the SDAB by the applicant by serving the prescribed form of appeal with reasons for the appeal on the SDAB Secretary within twenty-one (21) days from the Notice of Decision Date as per the MGA and by an affected party by serving the prescribed form of appeal with reasons for the appeal on the SDAB Secretary within twenty-one (21) days from the date when notice is first published in a newspaper as per the requirements of this Bylaw.
- 3.11.3 When an Appeal Notice has been served on the SDAB Secretary with respect to a decision to approve an application for a development permit, the development permit shall not be effective until:
- a) The decision on the development permit has been sustained by the SDAB; or,
  - b) The Secretary has received written notification from the appellant that the appeal has been withdrawn.
- 3.11.4 If the decision to approve a development permit application is reversed by the SDAB, the development permit shall be null and void.
- 3.11.5 No appeal may be made respecting the issuance of a development permit for a Permitted Use unless the provisions of this Bylaw were relaxed, varied or misinterpreted.
- 3.11.1 Applications for permission to appeal the decision of the SDAB shall be made to the Alberta Court of Appeal in accordance with MGA on a question of law or jurisdiction within thirty (30) days of the SDAB decision.
- 3.11.2 The SDAB shall give its decision in writing together with reasons for the decision within fifteen (15) days of concluding the hearing.

### **3.12 Enforcement**

- 3.12.1 If a development or use of land or buildings is not in accordance with:



- a) The Act or the Regulations;
- b) A development permit or subdivision approval; or
- c) The Municipal Development Plan, an Intermunicipal Development Plan, an Area Structure Plan, a Conceptual Scheme, the Land Use Bylaw or the Land Use Regulations,

the Development Authority may take such action as specified in this Bylaw and/or in the Municipal Government Act.

3.12.2 Nothing in this Bylaw diminishes or in any way affects the powers of a Development Authority to issue Orders for Compliance or in any way affects any person's rights to appeal a Development Authority's Order.

3.12.3 Penalties for offences under this Bylaw shall be:

- a) A specified penalty of \$250.00 for a first offence;
- b) A specified penalty of \$2,000.00 for a second offence and;
- c) A specified penalty of \$5,000.00 for each subsequent offence.

3.12.4 Any person who contravenes any provision of this Bylaw by doing any act or thing which the person is prohibited from doing or by failing to do any act or thing the person is required to do is guilty of an offence and is liable on Summary Conviction to a fine not exceeding \$10,000.00 and in default of payment of any fine imposed to a period of imprisonment not exceeding six months.

3.12.5 Nothing in this Bylaw diminishes or in any way affects the powers of a Development Authority to issue Orders for Compliance or in any way affects any person's rights to appeal a Development Authority's Order.

3.12.6 Nothing in this Bylaw diminishes or in any way affects the rights of Greenview pursuant to the Municipal Government Act, or at common law to seek an entry order, order for compliance, injunction or any other order to obtain compliance with this Bylaw.

3.12.7 The levying and payment of any fine or the imprisonment for any period provided in this Bylaw does not relieve a person from the necessity of paying any fees, charges or costs for which that person is liable under the provisions of this Bylaw, any other Bylaw or other enactment.

### **3.13 Development permit Lapses**

3.13.1 A development permit lapses and ceases to be valid if the development is not substantially commenced within twelve (12) months from the date of issuing the permit or within such extended period not exceeding three (3) months that may be approved by the Development Authority.

3.13.2 Construction of the external components of development should be completed within twenty-four (24) months of construction commencement. Any development without the external components complete shall request an extension from the Development Authority.

**3.14 Notification of Permit Approval or Refusal of a Discretionary Use**

3.14.1 When a Discretionary Use - development permit application is approved, the Development Authority shall:

- a) Publish a notice in the local newspaper identifying the location and indicating the applicant's name, legal description of the property for which the application has been made, the nature of the approval, and the decision of the Development Authority;
- b) Mail a notice of decision to the applicant or his/her agent;
- c) At the discretion of the Development Authority, notify any adjacent property owners or occupants and any other parties deemed affected; and,
- d) At the discretion of the Development Authority, additional methods of notification may be used.

3.14.2 When a Discretionary Use - development permit application is refused, the Development Authority shall mail a Notice of Decision to the applicant or his/her agent stating the reasons for the refusal.

3.14.3 For the purposes of this Bylaw, the decision of the Development Authority is deemed to have been given on the date of issue on the Notice of Decision.

3.14.4 When a development permit application has been refused pursuant to this Bylaw or ultimately after appeal, the Development Authority shall not accept the submission of another application for a development permit on the same parcel of land for the same or similar use until six (6) months after the date of refusal.

3.14.5 If, in the opinion of the Development Authority, satisfactory arrangements have not been made by a developer for the supply of water, electrical power, sewage, or access, and the development is located in a hamlet or intended for use by the general public, the Development Authority shall refuse to issue a development permit.

**3.15 Notification of Permit Approval or Refusal of a Permitted Use**

3.15.1 When a Permitted Use - development permit application is approved, the Development Authority shall:

- a) Mail a notice of decision to the applicant or his/her agent.

3.15.2 If, in the opinion of the Development Authority, satisfactory arrangements have not been made by a developer for the supply of water, electrical power, sewage, or access, and the development is located in a hamlet or intended for use by the general public, the Development Authority shall refuse to issue a development permit.

3.15.3 When a Permitted Use - development permit application is refused, as it does not conform to the Bylaw, the Development Authority shall;

- a) Mail a notice of decision to the applicant or his/her agent, stating reasons for the refusal.

3.15.4 When a development permit application has been refused pursuant to this Bylaw or ultimately after appeal, the Development Authority shall not accept the submission of another application for a development permit on the same parcel of land for the same or similar use until six (6) months after the date of refusal.

## 4 SUBDIVISIONS

### 4.1 Complete Subdivision Application

- 4.1.1 The Subdivision Authority shall, within twenty (20) days after the receipt of an application for a subdivision, determine whether the application is complete. This time period may be extended by an agreement in writing between the applicant and the Subdivision Authority.
- 4.1.2 An application is complete if, in the opinion of the Subdivision Authority, the application contains the documents and other information necessary to review the application.
- 4.1.3 If the Subdivision Authority determines that the application is complete, the Subdivision Authority shall, prior to the expiry of the twenty (20) day review period or extended review period, issue to the applicant a written acknowledgment that the application is complete, indicating:
- a) The date the application was received and deemed complete;
  - b) Confirmation the Subdivision Authority will begin processing the application; and
  - c) The date the sixty (60) days to process the application expires.
- 4.1.4 If the Subdivision Authority determines that the application is incomplete, the Subdivision Authority shall, prior to the expiry of the twenty (20) day review period or extended review period, issue a written notice to the applicant, indicating:
- a) The application is incomplete;
  - b) A detailed list of the outstanding documents and/or information required by the Subdivision Authority in order for the application to be deemed complete;
  - c) The date which the required outstanding documents and/or information must be submitted to the Subdivision Authority, as either set out in the notice, or as agreed upon between the applicant and the Subdivision Authority.
- 4.1.5 If the Subdivision Authority determines that the information and documents required by the Subdivision Authority pursuant to s. 4.1.4 are complete, the Subdivision Authority shall, within the time prescribed by the Subdivision Authority or as agreed upon by the applicant and the Subdivision Authority, issue to the applicant an acknowledgment in writing that the application is complete, indicating:
- a) The date the application was received and deemed complete;
  - b) Confirmation that the Subdivision Authority will begin processing the application; and
  - c) The date the sixty (60) days to process the application expires.
- 4.1.6 If the applicant fails to submit all the outstanding information and documents on or before the date prescribed by the Subdivision Authority or as agreed upon by the applicant and the Subdivision Authority, the application is deemed to be refused.

- 4.1.7 If an application is deemed to be refused, the Subdivision Authority shall issue to the applicant a notice in writing that the application has been refused. A decision of a Subdivision Authority shall state:
- a) Whether an appeal lies to a Subdivision and Development Appeal Board or to the Municipal Government Board; and
  - b) The reasons for the refusal.
- 4.1.8 Despite the Subdivision Authority having issued an acknowledgment that the application is complete, in the course of reviewing the application, the Subdivision Authority may request additional information or documentation from the applicant that the Subdivision Authority considers necessary to review the application.
- 4.1.9 If the Subdivision Authority does not make a determination as to completeness of an application within twenty (20) days, or within the alternative timeframe agreed upon between the applicant and the Subdivision Authority, the application is deemed complete.



## 5 GENERAL REGULATIONS

### 5.1 Applicability

- 5.1.1 Except as otherwise stated in this Bylaw, this section applies to all Districts established under this Bylaw.

### 5.2 Non-Conforming Parcels

- 5.2.1 A parcel on the official records on file at the Land Title Office in Alberta on or before the day on which this Bylaw or a land use amendment bylaw comes into force that does not adhere to the parcel area and width requirements will be considered a legal non-conforming parcel and will be granted the uses as identified in this Bylaw.
- 5.2.2 Lawful non-conforming uses and buildings are subject to the provisions of the *Municipal Government Act*.

### 5.3 Non-Conforming Uses and Buildings

- 5.3.1 If a development permit has been issued on or before the day on which this Bylaw or a land use amendment bylaw comes into force, and the Bylaw or a land use amendment bylaw would make the development in respect of which the permit was issued a non-conforming use or non-conforming building, the development permit continues in effect in spite of the coming into force of this Bylaw or a land use amendment bylaw.
- 5.3.2 A non-conforming use of land or a non-conforming use of a building may be continued, but if that use is discontinued for a period of six (6) consecutive months or more, any future use of the land or building shall conform to the provisions of this Bylaw.
- 5.3.3 A non-conforming use of part of a building may be extended throughout the building, but the building, whether or not it is a non-conforming building, shall not be enlarged or added to and no structural alterations shall be made to or in it.
- 5.3.4 A non-conforming use of part of a parcel shall not be extended or transferred in whole or in part to any other part of the parcel and no additional buildings shall be erected on the parcel while the non-conforming use continues.
- 5.3.5 A non-conforming building may continue to be used, but the building shall not be enlarged, added to, rebuilt or structurally altered, except:
- a) To make it a conforming building; and,
  - b) For the routine maintenance of the building if the Development Authority considers it necessary.
- 5.3.6 If a non-conforming building is damaged or destroyed or to be renovated to the extent of more than 75% of the value of the building above its foundation, the building shall not be repaired or rebuilt except in accordance with this Bylaw.

- 5.3.7 The land use or the use of a building is not affected by a change of ownership or tenancy of the land or building.

#### **5.4 Utility Structures**

- 5.4.1 Public utility facilities for the transmission of water, sewage, electrical power, telephone, natural gas, cable television, fiber optics and other similar services (but not including sewage treatment plants or electrical substations) are permitted in all Districts and individual parcels, as the facilities are exempt from minimum parcel size requirements.

#### **5.5 Location and Siting**

- 5.5.1 No principal building shall be located in any required front, side or rear yard setback.
- 5.5.2 No accessory building or detached suite shall be located in any required front, side or rear yard setback, except as provided in the "Setback Exceptions" section of this Bylaw.

#### **5.6 Height Exceptions**

- 5.6.1 The maximum height regulations of this Bylaw do not apply to the following:

- a) Chimney stacks;
- b) Church spires;
- c) Cranes;
- d) Domes or cupolas;
- e) Elevator housings;
- f) Flagpoles;
- g) Floodlights;
- h) Grain elevators;
- i) Hose and fire alarm towers;
- j) Heating, Ventilation and Air Conditioning (HVAC) units;
- k) Masts and aerals;
- l) Roof stairway entrances;
- m) Skylights;
- n) Stadiums (including bleachers);
- o) Transmission towers;
- p) Utility poles;
- q) Warning devices;
- r) Water towers; and,
- s) Wind turbines.

- 5.6.2 In the Hamlet Residential and Hamlet Commercial Districts, the roofline of the attached garage or carport may not exceed the maximum height of the rest of the principal building.

## **5.7 Uses Permitted in Any District**

- 5.7.1 Except where specifically excluded, the following uses, buildings and structures are permitted in every District:

- a) Uses, buildings and structures which are accessory to a principal permitted use, building or structure on the same parcel;
- b) Underground telecommunication lines and cables, and telephone exchange buildings;
- c) Pipelines, telecommunication towers and wires, traffic control devices, clock towers and underground utility systems, except that transmission towers are not permitted within 150.0 m (492.1 ft.) of any residential Districts or school sites;
- d) Parks, playgrounds and playing fields, hiking and bicycling paths, horse riding trails and ecological reserves;
- e) Transportation rights-of-way established by a government or Crown corporation.

## **5.8 Prohibited Uses**

- 5.8.1 The following uses are prohibited in every District:

- a) The disposal of hazardous or toxic waste; and,
- b) The occupancy of any recreational vehicle, or other vehicle as a permanent residence, unless otherwise allowed in this Bylaw.

## **5.9 Number of Dwelling Units**

- 5.9.1 In considering if an additional dwelling unit will be permitted on a parcel of land, the Development Authority must be satisfied that:

- a) A suitable building site exists, preferably in the same yard as the first or principal residence;
- b) Suitable access can be provided;
- c) Suitable services can be provided;
- d) The development will be compatible with existing and planned land uses in the vicinity; and,
- e) Other applicable provisions in the Land Use Bylaw and other Greenview bylaws can be met.

## **5.10 Temporary Residence during Construction**

- 5.10.1 The Development Authority may issue a Discretionary development permit for a dwelling unit, manufactured home or recreational vehicle as a temporary residence in a District in which a dwelling unit is a permitted use, providing that:

- a) A development permit has been issued for a dwelling unit;

- b) An extension of the development permit shall not be issued unless the framing of the dwelling unit is complete and that construction has been proceeding with reasonable diligence during the term of the permit; and,
- c) The development permit contains a condition that requires the dwelling unit, manufactured home or recreational vehicle to be removed from the parcel within thirty (30) days of the first residential occupancy of the dwelling unit.

#### **5.11 Setbacks from Adjacent Roadways**

5.11.1 All buildings and structures in any land use district must be setback from the parcel line of the adjacent roadway as follows:

- a) Provincial highway: 40.0 m (134.5 ft.)
- b) Internal subdivision road: 7.5 m (24.6 ft.)
- c) Service road: 7.5 m (24.6 ft.)
- d) All other roads: 40.0 m (134.5 ft.)
- e) Undeveloped road allowance 40.0 m (134.5 ft.)

5.11.2 The setback from all Provincial highways and all other roads will be measured from the right of way boundary.

#### **5.12 Setback Exceptions**

5.12.1 The front, side and rear yard setback regulations of this Bylaw do not apply to the following:

- a) Steps, eaves and gutters;
- b) Cornices, sills, belt courses, bay windows, pop outs, chimneys or other similar features, provided such projections do not project more than 1.0 m (3.3 ft.) into a required front, side, or rear yard provided that the foundation or supports do not also project;
- c) Non-enclosed or open patios, sun decks or terraces, provided that such projections do not exceed 35% of the width of a required front, side or rear yard;
- d) Balconies and sun shades, provided that such projections do not exceed 40% of the width of a required front, side or rear yard;
- e) Fences, which must be located a minimum setback of 0.3 m (1 ft.) from the nearest parcel line of the roadway right-of-way;
- f) Trees or other planting adjacent to a municipal road for a shelterbelt, hedge or similar purpose, which must be located a minimum setback of 8.0 m (26.2 ft.) from the nearest parcel line of the road right-of-way;
- g) Uncovered swimming pools, provided they are:
  - i. Not constructed, sited or placed within a front yard in any residential parcel less than 2.0 ha (5.0 ac) in size;
  - ii. At least 3.0 m (9.8 ft.) from any side or rear yard parcel line; and,

- iii. Located within a fenced yard or surrounded by a fence.
- h) Covered swimming pools, provided they are:
  - i. Not constructed, sited or placed within a front yard in a Hamlet Residential district;
  - ii. At least 3.0 m (9.8 ft.) from any side or rear yard parcel line;
  - iii. Located within a fenced yard or surrounded by a fence; and,
  - iv. Constructed so that the roof or ridge of the pool cover is not in excess of 4.0 m (13.1 ft.) above grade.
- i) Public art;
- j) Community information boards owned and operated by a government; and,
- k) Underground structures may be sited in any portion of a parcel provided that the top surface of such structure shall at no point extended above the average finished ground elevation.

### **5.13 Parcel Area and Width**

5.13.1 Except as otherwise permitted in this Bylaw, no parcel will be reduced in area, either by the conveyance or alienation of any portion thereof or otherwise, so that any of the provisions and regulations of this Bylaw are not complied with.

5.13.2 Minimum parcel size regulations do not apply where parcel lines are relocated to facilitate an existing development, provided that:

- a) No additional parcels are created; and,
- b) All parcels are contiguous.

5.13.3 The minimum parcel size required by this Bylaw may be reduced by a maximum of 10% if part of the proposed parcel is required for the purpose of widening an existing highway or right of way.

5.13.4 The minimum parcel size required by this Bylaw may be reduced by a maximum of 10% under the following conditions:

- a) The minimum parcel width set out in this Bylaw, or set by the Development Authority, is attained;
- b) The minimum parcel area needs to be reduced in order to allow the length of the parcel to be reduced; or,
- c) The reduction in minimum parcel size (and resulting reduction in required length) is required in order to allow a subdivision to fit within an extension of the standard grid of streets in Greenview.



**5.14 Site Elevation/Grade**

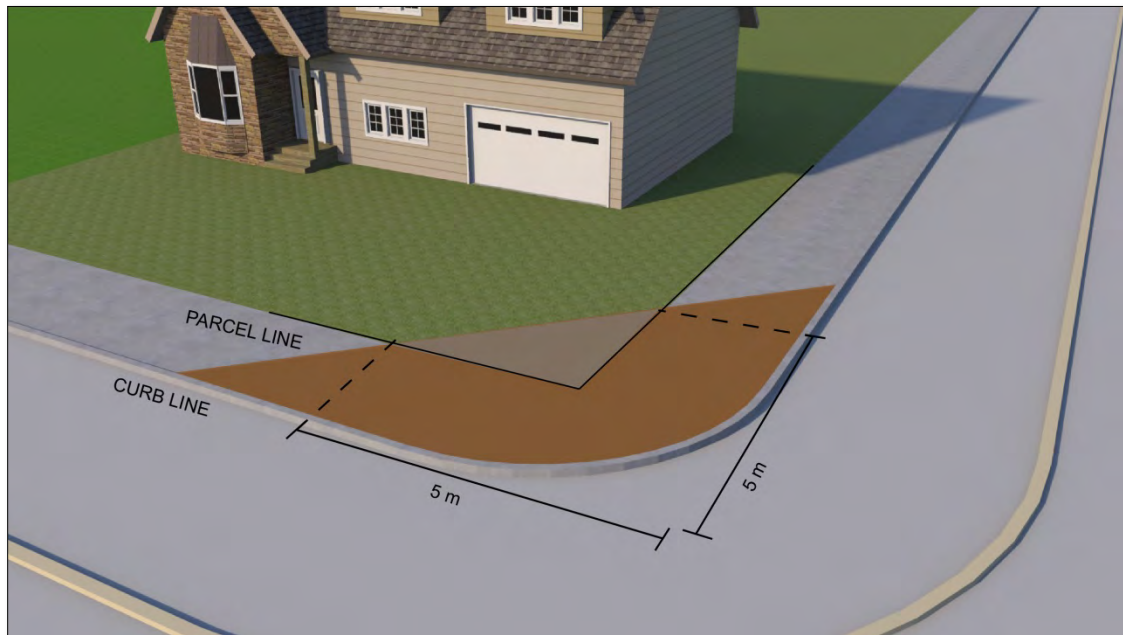
- 5.14.1 Each newly developed parcel in a hamlet or multi-parcel subdivision shall be graded so storm water does not drain onto adjoining property.
- 5.14.2 The Development Authority may specify an elevation at which any new development is to be constructed in order to facilitate proper site drainage and connection to any existing or proposed sewer system.

**5.15 Access to a Parcel of Land**

- 5.15.1 The Development Authority, in consultation with the appropriate departments, may determine the most suitable access and egress point(s) onto a municipal road with regard to any application for development and/or subdivision.
- 5.15.2 As a condition of subdivision or development approval, the Development and Subdivision Authorities may require the construction of new approaches, upgrading to existing approaches and/or the removal of approaches to achieve desired access management objectives. Where required, the cost of the adjustments to approaches shall be the responsibility of the applicant.
- 5.15.3 Prior to issuance of a development permit, any parcel within Greenview must have legal or physical access to a municipal road or provincial highway.
- 5.15.4 Any access location and/or ditch/curb crossing from a municipal road onto a parcel of land may, at the discretion of Greenview, require the approval of Greenview.

**5.16 Corner Parcels**

- 5.16.1 On a corner parcel in any HR District, no landscaping, screening, building or structure will be planted or erected to a height greater than 1.0 m (3.0 ft.) above the established grade of the municipal road within the shaded area (sight triangle) formed by the curb lines 5.0 m (16.4 ft.) from the point of intersection of the curb lines and joining perpendicular to the parcel lines and joining the parcel lines, as illustrated in Figure 4-1.

**Figure 4-1: Illustration of Corner Parcel Sight Triangle****5.17 Conversion of Building Use**

5.17.1 Buildings may be converted, altered or remodeled for another use, provided the converted building conforms to all of the provisions and regulations prescribed for the District in which it is located, as well as any applicable provisions and regulations of the Alberta Building Code and Greenview bylaws.

**5.18 Fences and Shelterbelts**

5.18.1 The height of a fence shall be measured as the vertical distance from the average finished ground level at the base of the fence to the highest point of the fence.

5.18.2 Barbed wire will be restricted in CR-1 District to side and rear yard parcel lines.

5.18.3 No barbed wire, single strand or high tensile wire fences are allowed in CR-2 and HR Districts.

5.18.4 Fences along interior and rear yard parcel lines (where not adjacent to a highway) in residential Districts shall not exceed a height of 2.0 m (6.6 ft.).

5.18.5 Fences in the front yard in the CR-1, CR-2, CR-3 and HR Districts shall not exceed a height of 1.2 m (3.9 ft.).

5.18.6 Fences on the exterior yard parcel line of a residential parcel may not exceed a height of 2.0 m (6.6 ft.).

5.18.7 A fence located in an industrial or commercial District shall have a maximum height of 2.5 m (8.2 ft.) on any side or rear yard.

5.18.8 Open mesh and chain link fences erected for a cemetery, public works or utility, Industrial District, public playground, park or school must not exceed a height of 3.0 m (9.8 ft.).

5.18.9 At the intersections of local roads and highways, no fence, hedge, shelterbelt or other planting or growth shall unduly restrict the vision of approaching traffic.

#### 5.19 Landscaping and Screening

5.19.1 The Development Authority may require that a Landscaping Plan be provided in conjunction with, and addressed as part of, any development permit in industrial and commercial districts except for an agricultural operation. The intent of site landscaping is to contribute to a reasonable standard of appearance for developments from the initial placement of landscaping through to its mature state, provide a positive overall image for Greenview, and encourage good environmental stewardship.

5.19.2 The following standards of landscaping shall be required for all multi-parcel residential developments, and all commercial and industrial developments, including all parts of the parcels not covered by buildings, driveways, parking, storage and display areas (except in A-1 and A-2 where landscaping is only required on land disturbed for the purposes of constructing a dwelling):

- a) Grade the site as required to direct storm water off site, without altering its effect on adjacent land;
- b) Retain in their natural state:
  - i. Bogs, fens, marshes, swamps, and shallow open water wetlands;
  - ii. Unstable land;
  - iii. Land subject to flooding by a 1:100 year flood;
  - iv. Land with a natural gradient of 15% or greater; and,
  - v. A strip of land not less than 15.0 m (49.2 ft.) in width along any river, stream, creek or lake, such distance to be measured from the top of the bank unless the Development Authority considers a lesser distance to be sufficient.
- c) Conserve existing trees and shrubs to the maximum extent possible;
- d) Provide additional separation, or buffering, between adjacent land uses;
- e) The use of site furniture, site lighting and surface treatments to enhance the appearance of a proposed development;
- f) Enhance the site by planting of additional trees and shrubs:
  - i. A minimum overall density of 1 tree per 40.0 m<sup>2</sup> (430.56 ft.<sup>2</sup>) of the required setback area;
  - ii. A minimum overall density of 4 shrubs per 100.0 m<sup>2</sup> (1076.39 ft.<sup>2</sup>) of the required setback areas;
  - iii. A minimum height of 1,800 mm (70.87 in.) for coniferous trees;

- iv. A minimum caliper width of 60 mm (2.36 in.) measured at 450 mm (17.72 in.) from ground level;
  - v. A minimum height of 450 mm (17.72 in.) for deciduous shrubs; and,
  - vi. A minimum height/spread of 450 mm (17.72 in.) for coniferous shrubs.
- g) All parts of a parcel not covered by buildings, driveways, parking areas, pedestrian circulation facilities, storage and display areas and not part of a minimum required landscaped area shall be seeded to grass, sodded, cultivated as a garden, xeriscaped or left with its undisturbed natural grass and vegetative cover.
- 5.19.3 The Development Authority may restrict the area or portion of the parcel to be hard-surfaced. Hard landscaping shall not exceed 25% of the total parcel area.
- 5.19.4 Any landscaping or screening required by a development permit shall be carried out within 1 year of the issuance of the Alberta Building Code - occupancy permit (Alberta Safety Codes Authority).
- 5.19.5 The Development Authority may require screening to be provided in order to visually separate uses that detract from the surrounding area or are incompatible with adjacent uses. Special attention shall be given to proposals, which, in the opinion of the Development Authority detract from the natural landscape or the view of the travelling public. Such screening shall be of a quality and dimension satisfactory to the Development Authority.
- 5.19.6 When considering a development permit application, the Development Authority may impose conditions requiring the use and maintenance of landscaping, berms, fencing, vegetation or other screening of a location, length, thickness, type, height and extent that is considered necessary to buffer the proposed development from adjacent or neighbouring land uses.
- 5.19.7 Additional landscaping to that proposed in a Landscaping Plan may be required, if in the opinion of the Development Authority:
- a) There is a likelihood that the proposed development will generate undesirable impacts on surrounding sites, such as appearance, excessive noise, light, odours, traffic, litter, or dust; or,
  - b) There is a likelihood that undesirable impacts may be generated on the site, and cause conflicts with other businesses within the development.
- 5.19.8 Unless covered by the provisions of a Development Agreement, any landscaping area between the parcel line and the existing curb must be incorporated into the landscape plan and shall be landscaped concurrently with the development.
- 5.19.9 The owner of a property, or his/her successor or assignees, shall be responsible for landscaping and proper maintenance. If the required landscaping does not survive two (2) growing seasons, the applicant/owner must replace it with a similar type of species and with a similar caliper width or height.

5.19.10 As a condition of a development permit, the applicant may be required to provide security in the form of cash or a letter of credit, the value of which shall be equal to the estimated cost of the required landscaping/planting to ensure that such landscaping/planting is completed with reasonable diligence. If the required landscaping/planting is not completed in accordance with this Bylaw and the development permit within one (1) growing season after the completion of the development, then the security shall be available to the Municipal District of Greenview for its use to complete the required landscaping/planting as per this Bylaw and the development permit.

## **5.20 Objects Restricted in Residential Areas**

5.20.1 In the CR-2, CR-3, HR, and MHP Districts, no person shall:

- a) Travel upon any internal subdivision roads with any commercial vehicle at or in excess of 50% gross vehicle weight;
- b) Keep accumulated quantities of metal, wood or other materials which are visible from the front yard or internal subdivision road; or,
- c) Keep any material or objects, which, by their nature, may be offensive due to odors, emissions, or potential for runoff or contamination of the subject property or adjacent properties.

## **5.21 Relocation of Buildings**

5.21.1 Any person desiring to move or relocate a building greater than 15.0 m<sup>2</sup> (161.5 ft<sup>2</sup>) onto or within a parcel of land shall first apply for a development permit.

5.21.2 The Development Authority may determine the character and appearance of a building to be moved or relocated by means of recent photographs, drawings or other illustrative information required from the applicant or from an inspection of the building and site or both.

5.21.3 In considering an application to move a building onto a parcel of land or relocate a building within a parcel of land, the Development Authority may circulate the application to, property owners adjacent to the subject parcel.

5.21.4 The Development Authority may require certain alterations, repairs or maintenance of the building and preparation of the proposed site be carried out as conditions pursuant to issuing a development permit to move or relocate a building.

5.21.5 When a development permit is to be granted for the relocation of a building, not including a manufactured home or accessory building, the Development Authority may require the applicant to provide:

- a) A performance bond in an amount determined by the Development Authority as security to ensure completion of any renovations set out as a condition of the permit approval; and,
- b) An engineer's certificate to confirm the building is structurally sound.



## 5.22 Accessory Buildings, Structures and Uses

5.22.1 Accessory buildings and structures are permitted in all Districts provided they comply with the following regulations:

- a) An accessory building or structure must not be used as a Dwelling Unit, Accessory dwelling or sleeping unit, unless permitted as a suite or accessory dwelling unit;
- b) Accessory buildings, structures and uses are not permitted on any parcel unless the principal building to which the building, structure or use is accessory has been erected or will be erected simultaneously;
- c) Where an accessory building or structure is attached to the principal building, it will be considered part of the principal building and must comply in all respects with the requirements of this Bylaw applicable to principal buildings;
- d) When located in a multi-parcel subdivision on a parcel of less than 0.4 ha (1.0 ac), an accessory building or structure shall not be higher than the permitted height of the principal building;
- e) An accessory building or structure should not be located in the front yard;
- f) On a corner parcel in all Districts, an accessory building or structure must meet the same exterior side parcel line setbacks as the principal building on the parcel;
- g) Where an accessory building or structure is not attached to the principal building, the accessory building or structure must be setback a minimum of 1.5 m (4.9 ft.) from the principal building;
- h) An accessory building shall not be located closer than 1.5 m (4.9 ft.) to another accessory building;
- i) Where a building or structure is attached to the principal building by a roof, an open or enclosed structure above grade, or passageway connecting the buildings, it is part of the principal building;
- j) In any Hamlet District, the accessory building or structure must not exceed the size of the principal building;
- k) Accessory buildings and structures shall not be constructed over an easement or utility right-of-way;
- l) A boathouse shall be located no closer than 6.0 m (19.7 ft.) from the boundary of the parcel which is coterminous with or is closest to the legal top of bank, unless otherwise approved by the Development Authority; and,
- m) Fabric covered structures larger than 12.0 m<sup>2</sup> (130 ft<sup>2</sup>) are considered an accessory building on any parcel of land and shall be a discretionary use.

## 5.23 Suites

5.23.1 Where permitted within a District, suites (attached and detached) must comply with the following regulations:

- a) Unless otherwise stated, a maximum of one (1) attached suite and one (1) detached suite is permitted as an accessory use to a single detached dwelling unit;
- b) Suites shall be accessory and subordinate to the principal single detached dwelling unit on the same parcel;
- c) A suite may be allowed within a single detached dwelling unit, within a building other than the principal dwelling unit, or as a detached suite;
- d) A suite must be serviced from the utilities servicing the principal single detached dwelling unit, and shall not be serviced independently;
- e) The principal single detached dwelling unit on the parcel containing the suite must be occupied by the owner of the principal single detached dwelling unit, with the exception of a caretaker residence;
- f) Suites must meet Alberta Building Code requirements;
- g) In Hamlet Districts, one (1) additional on-site parking space must be provided for the suite, in addition to any parking requirements for the single detached dwelling unit;
- h) A suite is not permitted in conjunction with the keeping of boarders or the operation of a bed and breakfast;
- i) The maximum allowable habitable floor area of a suite shall be determined based on all stories, including basements but excluding the garage area and common areas of egress:
  - i. 110.0 m<sup>2</sup> (1184.0 ft<sup>2</sup>) with a maximum of two (2) bedrooms for an attached suite;
  - ii. 110.0 m<sup>2</sup> (1184.0 ft<sup>2</sup>) with a maximum of two (2) bedrooms for a detached suite; or,
  - iii. 45% of the gross floor area of the principal single detached dwelling unit, whichever is less.
- j) A detached suite must:
  - i. Be constructed on a permanent foundation;
  - ii. Not exceed 5.5 m (18.0 ft.) in height; and
  - iii. Not contain a basement.
- k) An attached suite must:
  - i. Be considered part of the total building area; and,
  - ii. Not exceed 45% of the gross floor area of the single detached dwelling unit.

## 5.24 Home Occupations

5.24.1 Where permitted within a District, home occupations (minor and major) must comply with the following regulations:

- a) Home occupations must be clearly incidental and secondary to the use of the dwelling unit for residential purposes;
- b) Must not produce extensive noise between the hours of 10 p.m. and 7 a.m. in any residential district;
- c) No offensive noise, vibration, smoke, dust, odour, heat, glare, electrical or radio disturbance detectable beyond the property boundary shall be produced by the business, at all times, the privacy and enjoyment of adjacent residences and land shall be preserved and the amenities of the neighbourhood preserved;
- d) Must not impact the privacy and enjoyment of adjacent residences;
- e) A home occupation shall not result in traffic that exceeds the equivalent of five (5) full time employees, visitors, or customers per day;
- f) Lighting shall be designed, installed and operated in such a manner so as not to cause a disturbance to adjacent lands and/or interfere with safe movement of traffic on nearby roads.

5.24.2 Where permitted within a District, Home Occupations (Minor) must comply with the following regulations:

- a) Must be carried out solely within a dwelling unit or within one accessory building;
- b) Must not result in any exterior alterations that are not consistent with the residential character of the buildings and property;
- c) No more than two (2) people residing in the principal dwelling unit shall be permitted to work on-location in the Home Occupation, Minor;
- d) Must not produce any offensive noise, vibration, traffic, smoke, dust, odour, glare, heat or electrical interference with the residential nature of the area;
- e) Will involve no external storage of materials, containers or finished products;
- f) Is not permitted to use materials or processes that produce flammable or explosive vapours or gases; and
- g) Home occupations (minor) involving community care for children, as regulated by the *Family Day Home Standards*, shall not accommodate more than six children.

5.24.3 Where permitted within a District, Home Occupations (Major) must comply with the following regulations:

- a) Must only be conducted within the principal dwelling unit and within up to one accessory building;
- b) Outside storage shall not exceed 10% of the parcel size or 1.0 ha (2.5 ac) whichever is less.
- c) Finished display products shall be located in a specified area as determined by the Development Authority.
- d) Any outdoor storage associated with the home occupation shall be adequately screened from neighbouring parcels and highways; and,
- e) Must have a minimum parcel size of 1.2 ha (3.0 ac).
- f) A Home Occupation, Major shall not include:
  - i. Wrecking yards; and/or,
  - ii. Sand and gravel processing.

## 5.25 Bed and Breakfasts

5.25.1 Where permitted within a District, a bed and breakfast operation must comply with the following regulations:

- a) A bed and breakfast must clearly be secondary or incidental to the use of the dwelling unit for residential purposes;
- b) A bed and breakfast must be conducted wholly within a single detached dwelling unit;
- c) The principal single detached dwelling unit on the parcel containing the bed and breakfast must be occupied by the owner of the principal single detached dwelling unit;
- d) The maximum number of guest rooms permitted in a bed and breakfast will be eight (8);
- e) One (1) additional off-street parking space must be provided for each bedroom used for bed and breakfast accommodation, in addition to any off-street parking requirements for the single detached dwelling unit;
- f) The maximum length of stay for any guest may not exceed thirty (30) consecutive days.

## 5.26 Manufactured Homes

5.26.1 All manufactured homes shall be of sound construction and appearance to the satisfaction of the Development Authority.

5.26.2 Every manufactured home within Greenview must be placed on a permanent foundation and meet Alberta Building Code (Alberta Safety Codes Authority).

5.26.3 If a manufactured home has been damaged or structurally altered, the manufactured home must be certified as safe by an accredited structural engineer.

- 5.26.4 Any renovations or additions to a manufactured home in a residential district that are set out as conditions of the approval of a development permit must be completed within one (1) year of the issuance of the development permit.
- 5.26.5 Skirting must be installed within ninety (90) days from the date which the manufactured home is placed on the foundation.
- 5.26.6 The towing hitch and wheels must be removed within thirty (30) days from the date that the manufactured home is placed on the foundation.
- 5.26.7 All manufactured homes shall be serviced by a water supply, sewage system, and utilities to the satisfaction of the Development Authority.

## 5.27 Environmental Standards

- 5.27.1 Stripping of vegetation or grading may require an erosion and sediment control plan and be done in a manner which will minimize soil erosion by ensuring the extent of the disturbed area and the duration of its exposure is minimized.
- 5.27.2 All developments must be designed to ensure the storm water runoff to adjacent lands or watercourses does not exceed pre-development flows.
- 5.27.3 Developments shall not adversely affect groundwater resources, or disturb natural drainage patterns or watercourses, unless such measures are necessary to serve a proposed development and receive approval from Alberta Environment.

## 5.28 Slope Stability

- 5.28.1 The distances set out in Table 4-1 from a steep slope are the required setback from the Municipal Top of Bank as illustrated in Figure 4.2.

**Table 4-1: Depth of Slope Setback Requirements**

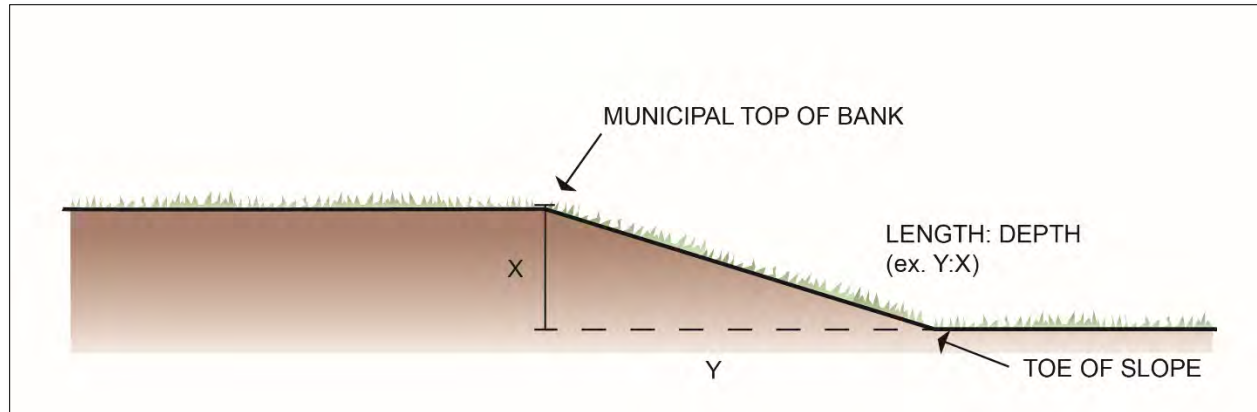
Depth of slope	Setback Requirement
Less than 7.5 m (24.6 ft.)	15.0 m (49.8 ft.)
Between 7.5 m (24.6 ft.) and 15.0 m (49.2 ft.)	23.0 m (75.5 ft.)
Between 15.0 m (49.2 ft.) and 30.0 m (98.4 ft.)	46.0 m (150.9 ft.)
More than 30.0 m (98.4 ft.)	61.0 m (200.1 ft.)

- 5.28.2 If it can be demonstrated (via the submission of a slope stability assessment) that the proposed development will not be placed at undue risk, the Development Authority may relax the suggested setback requirements at their discretion.



- 5.28.3 For slopes with a smooth and uninterrupted grade, the depth will be considered to be the vertical distance from the valley crest to the toe of the slope, as shown in Figure 4-2.

**Figure 4-2: Slope Depth**



- 5.28.4 For slopes which fall in a series of benches, the depth of the bank will be considered as the vertical distance between the valley crest to the toe of the slope of the next adjacent bench.

## 5.29 Site Reclamation

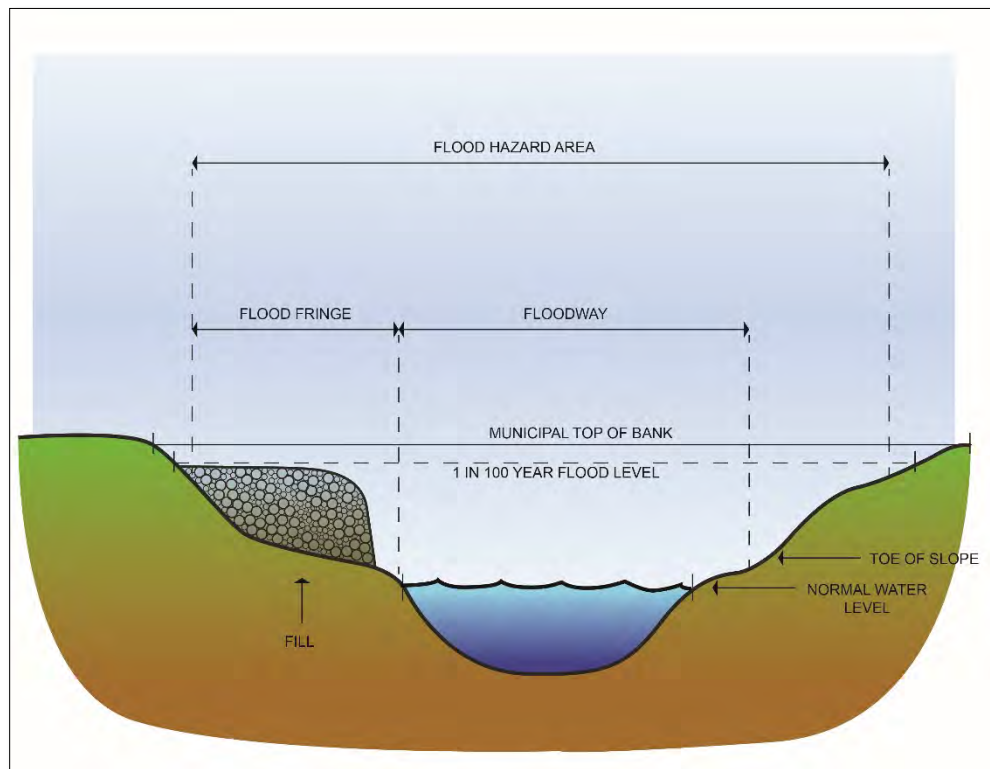
- 5.29.1 Site reclamation shall be in accordance with the *Alberta Environmental Protection and Enhancement Act*, provincial Codes of Practice (e.g., for pits), the *Water Act*, and Conservation and Reclamation regulations, and any other regulatory requirements which may be applicable.
- 5.29.2 Reclamation of specified land shall ensure that the specified land shall be returned to an equivalent land capability that allows for the developments of uses compatible with adjacent land uses.
- 5.29.3 Reclamation plans shall be required at the development permit stage if the development authority deems site contamination a likely long term outcome and these plans shall include current and final land use (following reclamation).

## 5.30 Soil Remediation

- 5.30.1 Soil remediation may be required on parcel of land as a condition of subdivision or development approval where an environmental site assessment has established the presence of site contamination.
- 5.30.2 Remediation may include, but is not limited to, source removal, physical removal of contaminated groundwater and/or soil, natural attenuation, degradation by microorganisms or neutralization with chemicals that react with the contaminants to form benign substances.
- 5.30.3 The applicant, owner or the owner's representative, shall provide a certificate giving final approval of site remediation, by the appropriate registered professional in the Province of Alberta, prior to subdivision or development to the satisfaction of the Development Authority.

### 5.31 Riparian Protection Area

- 5.31.1 The riparian protection area shall be measured from the municipal top of bank, as determined by a qualified environmental professional or professional land surveyor, with a minimum setback of 20.0 m (65.6 ft.).
- 5.31.2 Where an applicant disputes Greenview's determination of the riparian protection area, an applicant may apply for a development permit and submit a report prepared by a qualified professional, to Greenview's satisfaction.
- 5.31.3 If a development setback is required under other section(s) of the Land Use Bylaw that results in setback greater than the riparian protection area, that greater setback shall prevail.
- 5.31.4 No development shall take place in the floodway as shown in Figure 4-3, except for the following uses:
- a) Agriculture, Extensive that does not include buildings, structures or any obstruction in the floodway;
  - b) Roads, bridges, flood and erosion infrastructure as part of public works, services and utilities carried out on behalf of the Federal, Provincial or Municipal Authorities on land that is publicly owned or controlled;
  - c) Pathways that are constructed level with the existing natural grades;
  - d) Recreational uses provided there are no buildings, structures or any obstruction in the floodway; and,
  - e) Replacement of an existing building not involving the construction or placement of fill material below the 1:100 year design flood. Replacement or new basements are not included in this provision.

**Figure 4-3: Illustration of Flood Hazard Area**

5.31.5 Subdivision is prohibited on parcels completely within the floodway.

5.31.6 Development within the flood fringe (see Figure 4-3) shall:

- a) Demonstrate that floor level (including the construction system of the floor) is above the 1:100 year flood design. A qualified professional Engineer accredited by the Associate of Professional Engineers and Geoscientists of Alberta (APEGA) shall provide a detailed site survey and cross section drawings in support of the application;
- b) Have no basements;
- c) Be flood-proofed. New mechanical, electrical services and equipment shall be designed and installed a minimum of 0.6 m (1.6 ft.) above the 1:100 year design flood. New or replacement private sewer systems shall be designed and installed to be flood-proofed; and
- d) Shall not place fill materials within the 1:100 year flood are without obtaining prior provincial approvals.

5.31.7 Notwithstanding any other provision in this Land Use Bylaw, all development within the flood fringe is discretionary.

### 5.32 Riparian Protection Regulations – Compliances & Variance

5.32.1 Any development which either has a issued development permit or was exempt from requiring a development permit pursuant to the Land Use Bylaw in place at the time of construction may be deemed to be in compliance with the provisions of this Section and shall not be considered as a non-conforming use or building.

5.32.2 Where land is situated adjacent to or includes the banks of any watercourse, and where the slope of the bank adjacent to any watercourse is in excess of 15%, no building or other structure shall be permitted where the height of the bank is:

- a) Less than 6.0 m (19.7 ft.), within 12.0 m (39.4 ft.) from the top of the bank;
- b) Between 6.0 m (19.7 ft.) and 23.0 m (75.5 ft.), within a distance that is two times the height of bank, from the top of the bank; or,
- c) Greater than 23.0 m (75.5 ft.), within 46.0 m (150.9 ft.) from the top of the bank.

### 5.33 Kennels

5.33.1 A kennel shall not unduly interfere with the use and enjoyment of adjacent properties.

5.33.2 Unless a development permit has been issued for a kennel, the keeping of dogs is permitted in all land use districts, provided the number of dogs does not exceed the following:

- a) Two (2) dogs over six month of age in HR, CR-2 and CR-3 land use districts;
- b) Six (6) dogs over six months of age in all other land use districts
- c) Greater than six (6) working dogs may be kept on a parcel 32.0 ha (79.0 ac) or greater if a development permit has been issued. In considering an application for working dogs the Development Authority may consider the following:
  - i. The number of working dogs requested;
  - ii. The size and scale of the livestock operation; and,
  - iii. Any additional information the Development Authority deems relevant.
- d) In granting a development permit for a kennel, conditions of approval shall:
  - i. Limit the term of the permit to a period not exceeding three (3) years;
  - ii. Require that all dogs be kept indoors from 10:00 p.m. and 7:00 a.m.; and,
  - iii. Require that any outside runs be enclosed with fences a minimum of 1.8 m (5.9 ft.) in height.

5.33.3 All buildings, enclosures and/or outdoor exercise areas associated with an approved kennel shall comply with the following regulations:

- a) No building or outdoor exercise area shall be located within 300.0 m (984.2 ft.) of any dwelling unit located on an adjacent parcel;

- b) Where applicable, all facilities, including buildings and outdoor exercise areas, shall be located behind the principal building;
- c) All facilities, including buildings and outdoor exercise areas, shall be screened from any existing dwelling units on an adjacent parcel;
- d) Exercise areas for animals shall be enclosed to the satisfaction of the Development Authority; and,
- e) Any animals placed within a quarantine area shall be located a minimum of 500.0 m (1640.4 ft.) of any dwelling unit located on an adjacent parcel.

#### **5.34 Bee Keeping**

5.34.1 Where permitted within a land use district, every person keeping bees and the owner of any parcel of land on which bees are kept must comply with the following regulations:

- a) Provide adequate water to prevent the bees from seeking water from other sources, such as neighbourhood swimming pools, birdbaths, ponds or other bodies of water;
- b) Take all reasonable measures to prevent swarming and aggressive behaviour by the bees;
- c) If the bees swarm or show signs of aggressive behaviour, ensure that the bees are re-queened;
- d) No more than two (2) colonies of bees are permitted on a parcel having an area less than 1,100.0 m<sup>2</sup> (11,840.3 ft<sup>2</sup>.);
- e) No more than one (1) colony of bees are permitted on a parcel having an area of less than 600.0 m<sup>2</sup> (6,458.4 ft<sup>2</sup>.);
- f) A beehive is not permitted within 6.5 m (21.3 ft.) of any parcel line except when:
  - i. The hive is situated 2.5 m (8.2 ft.) or more above the adjacent ground level; or
  - ii. The hive is situated less than 2.0 m (6.5 ft.) above adjacent ground level and behind a solid fence or hedge 2.0 m (6.5 ft.) or more in height running parallel to any parcel line and extending at least 6.0 m (19.7 ft.) beyond the hive in both directions.

5.34.2 A valid permit must be obtained through the Development Authority to operate a bee keeping operation.

5.34.3 Beekeeping must be for personal use only and products produced from beekeeping shall not be sold in any commercial manner.

#### **5.35 Backyard Hen Enclosures**

5.35.1 Where permitted within a land use district, a backyard hen enclosure must, unless otherwise indicated, comply with the following regulations:

- a) Backyard hen enclosures must be clearly incidental and secondary to the use of the dwelling unit for residential purposes, and must be conducted by a resident of the parcel;
- b) A maximum of six (6) hens per site may be kept for personal egg consumption;



- c) Backyard hen enclosures must be located in a backyard and the dwelling unit must be between the backyard hen enclosure and the front parcel line;
  - d) A backyard hen enclosure must only use a pen and a coop as defined by this bylaw;
  - e) The maximum size of a coop is 8.0 m<sup>2</sup> (86.1 ft<sup>2</sup>) in floor area and 2.5 m (8.2 ft.) in height;
  - f) The coop and the pen must be placed at least 2.5 m (8.2 ft.) from the exterior side parcel line, the interior side parcel line and the rear parcel line.
- 5.35.2 Backyard hen enclosures are for personal use only and products produced from backyard hen enclosures shall not be sold in any commercial manner.

### **5.36 Shipping Containers**

- 5.36.1 The use of shipping containers on any parcel within Greenview shall require a development permit, with the exception of parcels in A-1 and A-2.
- 5.36.2 Depending on the use of the shipping container, a Building Permit may also be required.
- 5.36.3 Shipping containers shall be sited in accordance with individual District regulations for height, siting and setbacks of buildings and structures.
- 5.36.4 Shipping containers may only be stacked to a maximum of two (2) containers high and subject to the prior issuance of a Building Permit.
- 5.36.5 Shipping containers, as accessory buildings, should be free of advertising and should be painted a uniform colour.
- 5.36.6 Shipping containers must not occupy any required off-street parking spaces.
- 5.36.7 Shipping containers must not occupy any areas that are required for open space or landscaping.
- 5.36.8 Shipping containers must not be located on any street, sidewalk or trail, or in any location that blocks or interferes with vehicular and pedestrian movement.

### **5.37 Work Camps - General**

- 5.37.1 A development permit for a work camp shall only be valid for a period of one (1) year from its date of issuance, at which time an application may be made for a continuance of the use.
- 5.37.2 All work camps or project-oriented work camps shall conform to the following:
- a) Consist of portable and mobile accommodation units or trailers, with or without kitchen facilities;
  - b) Only work camp staff may be housed on a full-time, ongoing, or permanent basis;
  - c) Have siting of and setbacks from accommodations to the satisfaction of the Development Authority and to take into account adjacent land uses and operations.

5.37.3 Reclamation of work camp sites must be to a standard satisfactory to Greenview. The following standards shall apply to the reclamation of any type of work camp:

- a) All garbage, building materials and equipment must be removed from the site; and
- b) The site must be adequately leveled and re-contoured; and,
- c) The developers of a work camp site will be responsible for weed control on the site for the duration of the location of the camp and for as long a period as any weed infestation, attributable to the operator, remains uncontrolled; and,
- d) All disturbed areas must be seeded with a minimum of Certified #1 seed. Applicants are required to submit a Purity Analysis to the Agricultural Fieldman for Greenview. The Purity Analysis will be checked for the presence of undesirable weed species. This measure will help prevent future weed control problems on the site.

#### 5.37.4 Work Camps

- a) These types of work camps are intended as a permanent, ongoing operation and shall conform to the following:
  - i. May operate as third-party rental accommodations to house workers on a temporary, part-time, or shift-by-shift basis.

#### 5.37.5 Work Camps - Project Oriented

- a) These types of work camps include construction camps or work camps that are not designed to be on the site permanently. A project-oriented work camp shall:
  - i. Be occupied by employees, staff or personnel directly related to or employed by the project for which the work camp was constructed;
  - ii. Not be used as third-party rental accommodations; and,
  - iii. Require temporary development permits that shall not to be issued for a period greater than twelve (12) month duration, unless a new application for a development permit is made.

### 5.38 Recreational Vehicles

5.38.1 The year-round placement of recreational vehicles for non-commercial use on a parcel in the Agriculture One, Agriculture Two, Country Residential One, Country Residential Two, Country Residential Three, and Hamlet Residential Districts may be allowed without a development permit and are subject to the maximum recreation vehicle limit as defined in Table 4.2.

5.38.2 Habitation or use of a recreational vehicle exceeding the number allowed in Table 4.2 is not permitted to be used or located on a parcel for a period of time longer than fourteen (14) days a year.

5.38.3 A recreational vehicle cannot be placed outside the setbacks identified in Section 4.11, Setbacks from Adjacent Roads, and shall meet all other required setback regulations for the district.

- 5.38.4 A recreational vehicle may not be augmented by an attached canopy, deck, lean-to or any other attached accessory building. Detached accessory buildings over 15.0 m<sup>2</sup> (161.5 ft<sup>2</sup>) require a development permit.
- 5.38.5 Sewage and wastewater systems, including holding tanks and onsite treatment are subject to approval from an agency authorized by the Alberta Safety Codes Authority.
- 5.38.6 Utility hookups are subject to approval from an agency authorized by the Alberta Safety Codes Authority.

**Table 4-2: Recreational Vehicle Regulations**

Land Use District	Parcel Size	Maximum Number of Recreational Vehicles
Agriculture One (A-1) District	Between 64.7 ha (160.00 ac) and 32. ha (79.1 ac)	5
Agriculture One (A-1) District	Between 32 ha (79.1 ac) and 8.1 ha (20 ac)	4
Agriculture One (A-1) District	Less than 8.1 ha (20 ac)	3
Agriculture Two (A-2) District	Between 32 ha (79.1 ac) and 8.1 ha (20 ac)	4
Country Residential One (CR-1) District <i>outside the Sturgeon Lake Area Structure Plan</i>	Between 8.1 ha (20 ac) and 1.2 ha (3 ac)	1
Country Residential One (CR-1) District <i>inside the Sturgeon Lake Area Structure Plan</i>	Between 8.1 ha (20 ac) and 1.0 ha (2.5 ac)	3
Country Residential Two (CR-2) District <i>outside the Sturgeon Lake Area Structure Plan</i>	Between 2.0 ha (5 ac) and 1.0 ha (2.5 ac)	1
Country Residential Two (CR-2) District <i>inside the Sturgeon Lake Area Structure Plan</i>	Between 1.0 ha (2.5 ac) and 0.39 ha (0.95 ac)	3
Country Residential Two (CR-2) District <i>inside the Sturgeon Lake Area Structure Plan</i>	Less than 0.39 ha (0.95 ac)	2
Country Residential Three (CR-3) District	Between 4.04 ha (10 ac) and 1.0 ha (2.5 ac)	4
Country Residential Three (CR-3) District	Between 1.0 ha (2.5 ac) and 0.39 ha (0.95 ac)	3
Country Residential Three (CR-3) District	Less than 0.39 ha (0.95 ac)	2
Hamlet Residential (HR) District	Greater than 465.0 m <sup>2</sup> (5,005.2 ft <sup>2</sup> )	1

### 5.39 Campgrounds

- 5.39.1 When considering an application for development of a campground whether consisting of campsites or recreational lots, the Development Authority shall have regard for the suitability of the site based on its physical attributes, accessibility, surrounding land uses and environmental sensitivity.

5.39.2 An application for a campground shall include a detailed plan showing natural contours and vegetation, vehicle and pedestrian circulation systems, common areas, utilities, buildings, service areas and proposed campsites to the satisfaction of the Development Authority

5.39.3 The addition or rearrangement of campsites, the construction or moving of buildings, the material change in use of portions of land, or the filling or clearing of land shall require a new development permit, and the developer shall submit, for approval, an amended plan incorporating the changes.

#### 5.40 Signage

##### 5.40.1 General

- a) The quality, aesthetic character, materials and finishing of sign construction shall be to the satisfaction of the Development Authority.
- b) All signs shall be kept in good repair and maintained in a manner satisfactory to the Development Authority.
- c) Off-site directional signage may be allowed on private property, where in the case of major agricultural, commercial or industrial developments, in the opinion of the Development Authority, volumes of vehicular and pedestrian traffic frequenting such developments may warrant such signage.

##### 5.40.2 Permanent Signage

- a) A permanent sign is a sign that:
  - i. Exceeds 1.0 m<sup>2</sup> (10.8 ft<sup>2</sup>) in area;
  - ii. Exceeds 1.5 m (4.9 ft.) in height;
  - iii. Is not for a Federal, Municipal or Provincial election; and,
  - iv. Is displayed for more than 21 consecutive days.
- b) An on-site sign that is displayed for less than twenty-one (21) consecutive days does not exceed 1.0 m<sup>2</sup> (10.8 ft<sup>2</sup>) in area or 1.5 m (4.9 ft.) in height and is intended for:
  - i. Advertising the sale or lease of a dwelling unit or property;
  - ii. Identifying a construction or demolition project which a development has been issued; or,
  - iii. Identifying a charitable campaign.
  - iv. shall be considered a temporary sign and subject to the regulations in Section 4.11, Setbacks from Adjacent Roads.
- c) A permanent sign shall not be erected on land or affixed to any building or structure within 300.0 m (984.2 ft.) of a highway or within 800.0 m (2,624.7 ft.) of the intersection of a highway and public road unless approval is obtained from Alberta Transportation pursuant to the Public Highway Development Act;
- d) A permanent sign shall not be erected on land or affixed to any building or structure in any area of Greenview that is outside the setbacks identified in Section 4.11, Setbacks from

Adjacent Roads, unless a development permit approved by the Development Authority has been issued for the permanent sign;

- e) A development permit application for one or more permanent signs shall not be approved if, in the opinion of the Development Authority, the sign would:
  - i. Unduly interfere with the amenities of the area;
  - ii. Be located within a right-of-way owned by Greenview;
  - iii. Materially interfere with or affect the use, enjoyment or value of neighbouring properties; or,
  - iv. Create a safety hazard to adjacent properties or to members of the travelling public by way if impairing sight lines.
- f) Permanent signage on private property shall be limited to two (2) permanent signs per parcel;
- g) Permanent signage on private property shall not advertise a business, activity or event that is not located on the parcel of land on which the sign is located;
- h) Permanent signage shall;
  - i. Have maximum dimensions of 1.3 m (4.3 ft.) in length and 2.5 m (8.2 ft.) in width;
  - ii. Be constructed using 2.0 mm (0.1 in) high tensile flat aluminum, 19.00 mm (0.75 in) high density plywood or 38.0 mm (1.5 in) solid wood;
  - iii. Have a finish consisting of high density reflective finish or equivalent, with die cut lettering or silk screen lettering;
  - iv. Have a minimum letter size of 10.0 cm (3.9 in), all upper case and uniform letter style; and,
  - v. Conform to all regulations of the land use District in which the sign is located.

#### 5.40.3 Temporary Signage

- a) A temporary sign shall not be:
  - i. Greater than 1.0 m<sup>2</sup> (10.8 ft<sup>2</sup>) in area;
  - ii. Greater than 1.5 m (4.9 ft.) in height;
  - iii. Located on a parcel of land for more than twenty-one (21) days;
  - iv. For the commercial sale of goods or services; and,
  - v. For the advertising of a business, activity or event that is not on the parcel of land on which the sign is located.
- b) A temporary on-site sign intended for the uses identified in Section 4.36.2, Permanent Signage, must be removed no more than seven (7) days following the date any advertised event, project or sale concludes;



- c) Federal, Municipal or Provincial election signs shall not be erected until thirty (30) days before a Municipal election or before the date of election call for a Federal or Provincial election and shall be removed within seventy-two (72) hours of the closing of the polls.

#### 5.40.4 Logo Signage

- a) A logo sign is a sign that:
  - i. Exceeds 1.0 m<sup>2</sup> (10.8 ft<sup>2</sup>) in area;
  - ii. Exceeds 1.5 m (4.9 ft.) in height;
  - iii. Is placed within a highway or municipal road right-of-way; and,
  - iv. Is provided and erected by Greenview to display the logos and/or business names for local businesses or service providers.
- b) A logo sign shall not be erected on land or affixed to any building or structure within 300.0 m (984.3 ft.) of a highway or within 800.0 m (2,624.7 ft.) of the intersection of a highway and public road unless approval is obtained from Alberta Transportation pursuant to the Public Highway Development Act;
- c) A logo sign shall not be erected on land or affixed to any building or structure in any area of Greenview that is outside the setbacks identified in Section 4.36.3, Temporary Signage, unless a development permit approved by the Development Authority has been issued for the permanent sign.

## **6 OFF-STREET PARKING REGULATIONS**

### **6.1 Parking and Storage**

6.1.1 The Development Authority shall require all developments in all Hamlet Commercial, Hamlet Industrial, Hamlet Residential and Country Residential Three Districts to provide off-street parking and loading facilities in accordance with this bylaw, unless otherwise stated.

6.1.2 In the Hamlet Residential District, Country Residential One and Country Residential Two, parking and storage shall be permitted outside of a dwelling unit as follows:

- a) Trucks, commercial vehicles or equipment temporarily required for the ongoing construction, repair and servicing or maintenance of the premises;
- b) Any dismantled or wrecked automobile, truck, recreational vehicle, trailer, or construction equipment for a period of not more than fourteen (14) consecutive days;
- c) One (1) boat or vessel not exceeding a centre line length of 11.0 m (36.1 ft.);
- d) One (1) trailer not exceeding a body length of 8.0 m (26.2 ft.).

6.1.3 In the Country Residential Three District, parking and storage shall be permitted outside of a dwelling unit as follows:

- a) Trucks, commercial vehicles or equipment temporarily required for the ongoing construction, repair and servicing or maintenance of the premises;
- b) Any dismantled or wrecked automobile, truck, recreational vehicle, trailer, or construction equipment for a period of not more than fourteen (14) consecutive days;
- c) Two (2) boats or vessels not exceeding a centre line length of 11.0 m (36.1 ft.);
- d) One (1) trailer not exceeding a body length of 8.0 m (26.2 ft.).

### **6.2 Vehicle Storage**

6.2.1 Except where specifically permitted, no Hamlet Residential, Country Residential One, Country Residential Two or Country Residential Three parcel may be used for:

- a) The keeping of detached parts of motor vehicles or recreational vehicles, unless the parts are completely enclosed in a permanent building;
- b) The storage of derelict, wrecked or dismantled motor vehicles or recreational vehicles for more than fourteen (14) consecutive days; and,
- c) The storing of unlicensed motor vehicles, recreational vehicles or detached parts of such on a vacant lot.

### **6.3 Parking Space Standards**

- 6.3.1 All parking or loading spaces must be graded and drained so as to properly dispose of all surface water and maintain positive drainage to not cause flooding.
- 6.3.2 The Development Authority may require that parking or loading spaces are surfaced with asphalt, concrete or similar pavement, or other hard surface such as interlocking paving stones, so as to provide a surface that is durable and dust free.
- 6.3.3 When a building requires parking or loading spaces, the owner of the building shall provide the required parking and loading spaces at or before the time of occupancy of the building.
- 6.3.4 Entrances and exits to and from all parking spaces must be by means of unobstructed maneuvering aisles. The maneuvering aisles must be not less than 7.0 m (23.0 ft.) wide for right angle parking, and may be reduced to 4.5 m (14.8 ft.) for angle parking up to 45 degrees to the maneuvering aisle.
- 6.3.5 Maneuvering aisles and fire lanes must be a minimum of 7.0 m (23.0 ft.) wide.
- 6.3.6 All parking and loading spaces required by this Bylaw shall be located on the same site as the use requiring them, subject to setback and yard requirements.
- 6.3.7 For parking areas with twenty-five (25) parking spaces or less, parking spaces must be a minimum of:
  - a) 6.0 m (19.7 ft.) in length; and,
  - b) 3.0 m (9.8 ft.) in width.
- 6.3.8 For parking areas with twenty-five (25) parking spaces or more, parking spaces must be a minimum of:
  - a) 5.4 m (17.7 ft.) in length; and,
  - b) 2.7 m (8.9 ft.) in width.
- 6.3.9 Driveway widths for residential front yard parking stalls shall not exceed 40% of the total lot width at the property line, but in no case shall be less than 3.0 m (9.8 ft.) wide.

### **6.4 Parking Spaces for Persons with Disabilities**

- 6.4.1 Where more than twenty (20) parking stalls are required, every off-street parking area must provide 1% of the required stalls, with a minimum of one (1) stall for the use of persons with disabilities. Each stall must be:
  - a) At least 4.0 m (13.1 ft.) in width and at least 7.5 m (24.6 ft.) in length;
  - b) Located as close as possible to a main accessible building entrance; and,
  - c) Clearly identified for the exclusive use of persons with disabilities.

## 6.5 Parking Regulations

- 6.5.1 The required number of off-street parking spaces for motor vehicles for any use is calculated according to Table 5-1 in which Column I classifies the types of uses and Column II sets out the number of required off-street parking spaces that are to be provided.
- 6.5.2 In respect of a use permitted under this bylaw which is not specifically referred to in Column I of Table 5-1, the required number of off-street parking spaces is calculated on the basis of the requirements for a similar use that is listed in the table, or at the discretion of the Development Authority.
- 6.5.3 For the purpose of computing the required number of off-street parking spaces, any fraction shall be rounded up to the nearest whole number.
- 6.5.4 Where more than one use is located on a parcel the required number of off-street parking spaces shall be the sum total of the requirements for each use.
- 6.5.5 Where more than one use is located in a building, the required number of off-street parking spaces may recognize the mixed use and determine the number of spaces required based on the various portions of the building dedicated to each use.
- 6.5.6 Unless otherwise provided for in this Bylaw, the minimum number of off-street parking spaces that shall be required within Hamlets is as outlined in Table 5-1.

**Table 5-1: Off-Street Parking Regulations**

Use of a Building or Parcel	Minimum Number of Required Off-Street Parking Spaces
a) Bed and breakfast	1 space per bedroom available for rent, in addition to the spaces required for the dwelling unit, single detached
b) Commercial recreational facilities	1 space per 20.0 m <sup>2</sup> (215.3 ft <sup>2</sup> ) gross leasable area
c) Dwelling Unit, Single Detached	2 spaces per unit
d) Campground and Campsites	1 space per recreational vehicle stall
e) Dwelling Unit multiple	2 spaces per unit for 4 or fewer units 1.5 per unit for 5 or more units
f) Hotel and motels	1 space per guest room
g) Industrial	1 per 403 m <sup>2</sup> of gross leasable area
h) Office (Government, Professional, Trade)	2 spaces per 93.0 m <sup>2</sup> (1,001.0 ft <sup>2</sup> )
i) Places of public assembly	1 space per 4 seats
j) Restaurant	1 space per 4 seats
k) Retail uses	4 spaces per 93.0 m <sup>2</sup> (1,001.0 ft <sup>2</sup> )
l) School, elementary and middle	1 space per classroom
m) School, high school	3 spaces per classroom
n) Suites	1 space per suite
o) Warehouse, storage facility	1 space per 93.0 m <sup>2</sup> (1,001.0 ft <sup>2</sup> )
p) All other developments	As required by Development Authority

## 7 ESTABLISHMENT OF DISTRICTS

### 7.1 District Classification

- 7.1.1 For the purpose of this Bylaw, lands within the boundaries of Greenview shall be divided into the Districts identified in Table 6-1.

**Table 6-1: Establishment of Districts**

District Name	District Abbreviation
Agricultural One	A-1
Agricultural Two	A-2
Rural Settlement	RS
Country Residential One	CR-1
Country Residential Two	CR-2
Hamlet Residential	HR
Manufactured Home Park	MHP
Country Residential Three	CR-3
Institutional	INS
Recreational	REC
Hamlet Commercial	HC
Rural Commercial	RC
Hamlet Industrial	HI
Industrial Light	M-1
Industrial General	M-2
Crown Land	CL

### 7.2 Location of Districts

- 7.2.1 The location of each District is established in Schedule B, the land use maps of this Bylaw.

### 7.3 Land Use District

- 7.3.1 Where a land use District boundary shown on Schedule B follows a highway, road right-of-way or watercourse, the centerline of such shall be the land use boundary.
- 7.3.2 Where the land use District boundary does not follow a legally defined line, the land use District boundary shall be determined by scaling from the land use maps.

## 8 LAND USE DISTRICTS

### 8.1 Agricultural One (A-1) District

#### 8.1.1 Purpose

- a) The purpose of this District is to protect and preserve better agricultural lands. The uses allowed in this District are those which may be compatible with extensive agricultural operations, and which minimize the loss of agricultural lands to non-agricultural uses.

#### 8.1.2 Uses

- a) Table 7-1 identifies the permitted and discretionary uses within the A-1 District.

**Table 7-1: A-1 Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Abattoir
2. Agricultural Processing	2.a Airstrip
3. Agriculture, Horticulture	3.a Compressor Station
4. Animal Breeding Establishment	4.a Craft Brewery and Distillery
5. Apiary	5.a Home Occupation, Major
6. Bed and Breakfast	6.a Natural Resource Extraction
7. Boarding and Lodging	7.a Recreation, Outdoor Motorized Vehicle
8. Borrow Pit	8.a Recreation, Outdoor Passive
9. Dugout	9.a Recreational Vehicle Storage
10. Dwelling Unit, Accessory	10.a Solar Collector, Major
11. Dwelling Unit, Manufactured	11.a Utilities, Major
12. Dwelling Unit, Modular	12.a Wind Energy Conversion System, Major
13. Dwelling Unit, Single Detached	13.a Work Camp, Project Oriented
14. Greenhouse	
15. Home Occupation, Minor	
16. Housing Collective, Communal	
17. Kennel, Commercial	
18. Kennel, Hobby	
19. Medical Marijuana Cultivation	
20. Sign	
21. Solar Collector, Minor	
22. Storage, Outdoor	
23. Suite, Attached	
24. Suite, Detached	
25. Wind Energy Conversion System, Minor	

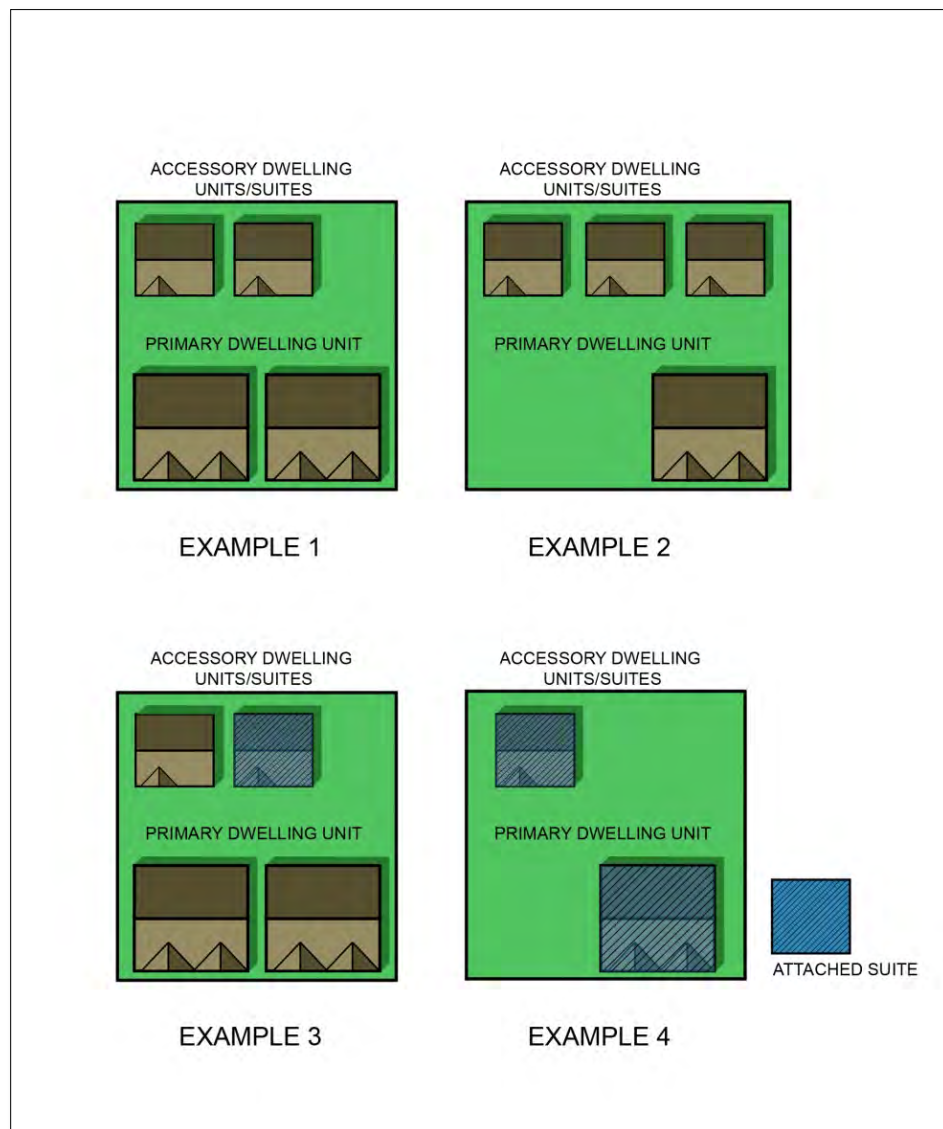


### 8.1.3 Regulations

- a) On a parcel located in an A-1 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-2.

**Table 7-2: A-1 District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 4 dwelling units per parcel, which may include: <ul style="list-style-type: none"> <li>• a maximum of 2 primary dwelling units</li> <li>• a maximum of 3 accessory dwelling units and/or suites</li> </ul>
.2 Minimum parcel size	1.2 ha (3 ac)
.3 Minimum parcel width	185.0 m (607.0 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.6 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.7 Maximum parcel coverage (all buildings)	30 %

**Figure 7-1: Examples of A-1 Dwelling Unit Configurations**

#### 8.1.4 Other Regulations

- a) All applications for confined feeding operations must be submitted to the Natural Resources Conservation Board for review and approval in accordance with the Agricultural Operation Practices Act;
- b) A maximum of 8.1 ha (20 ac) can be subdivided out of a quarter Section of A-1 land;
- c) Work Camp, Project Oriented – Only within 400.00 m (1,312.3 ft.) of highways;
- d) First Parcel Out:            Minimum: 1.2 ha (3 ac)  
   Maximum: 8.1 ha (20 ac)
- e) An application to create two titles based upon a fragmented parcel may be approved notwithstanding the size of parcels to be created on either side of the fragmentation line with the following conditions:
  - i. Minimum parcel sizes and other development considerations must be adhered to;
  - ii. Parcels fragmented by water bodies or ravines would still be subject to environmental reserve evaluation and dedication.
- f) Agricultural parcels that are fragmented will be prorated by the size of the parcel to determine the number and size of parcels that are to qualify for subdivision from each fragmented portion as follows:
  - i. The amount of land that may be subdivided from a fragmented parcel will be directly proportionate to its percentage of the quarter section.

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.2 Agricultural Two (A-2) District

### 8.2.1 Purpose

- a) The purpose of this District is to protect and preserve better agricultural lands on smaller parcels. The uses allowed in this District are those which are compatible with smaller agricultural operations, and are seen to have lower nuisance values.

### 8.2.2 Uses

- a) Table 7-3 identifies the permitted and discretionary uses within the A-2 District.

**Table 7-3: A-2 Permitted and Discretionary Uses**

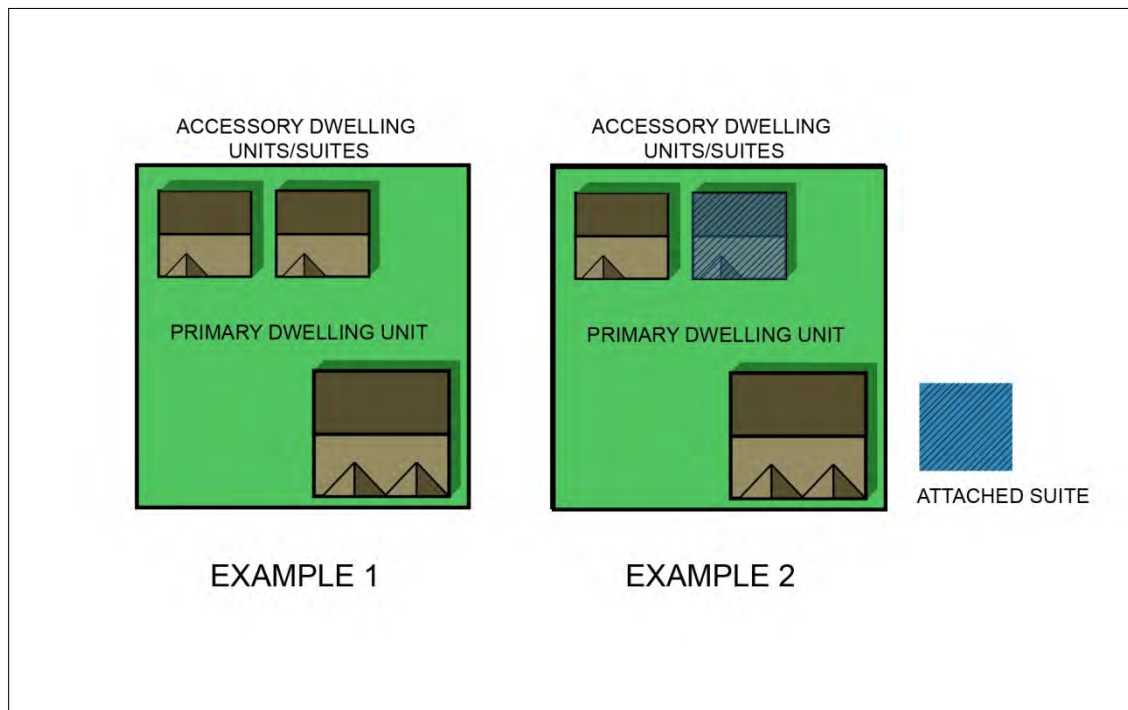
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Agricultural Processing
2. Agriculture, Horticulture	2.a Craft Brewery and Distillery
3. Apiary	3.a Home Occupation, Major
4. Bed and Breakfast	4.a Kennel, Commercial
5. Boarding and Lodging	5.a Recreation, Outdoor Passive
6. Borrow Pit	
7. Dugout	
8. Dwelling Unit, Accessory	
9. Dwelling Unit, Manufactured	
10. Dwelling Unit, Modular	
11. Dwelling Unit, Single Detached	
12. Greenhouse	
13. Home Occupation, Minor	
14. Housing Collective, Communal	
15. Kennel, Hobby	
16. Sign	
17. Solar Collector, Minor	
18. Suite, Attached	
19. Suite, Detached	
20. Wind Energy Conversion System, Minor	

### 8.2.3 Regulations

- a) On a parcel located in this District, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in Table 7-4.

**Table 7-4: A-2 District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 3 dwelling units per parcel, which may include: <ul style="list-style-type: none"> <li>• a maximum of 1 primary dwelling unit</li> <li>• a maximum of 2 accessory dwelling units and/or suites</li> </ul>
.2 Maximum parcel size	32.0 ha (79.1 ac)
.3 Minimum parcel size	8.1 ha (20 ac)
.4 Minimum parcel width	185.0 m (607.0 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.8 Maximum parcel coverage (all buildings)	30 %

**Figure 7-2: Examples of A-2 Dwelling Unit Configurations**

#### 8.2.4 Other Regulations:

- a) All applications for confined feeding operations must be submitted to the Natural Resources Conservation Board for review and approval in accordance with the *Agricultural Operation Practices Act*;
- b) A maximum of 32.0 ha (79.1 ac) can be subdivided out of a quarter Section of land;

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*



### 8.3 Rural Settlement (RS) District

#### 8.3.1 Purpose

- a) The purpose of this District is to provide for the development of lands that create a sustainable community in the rural settlements.

#### 8.3.2 Uses

- a) Table 7-5 below identifies the permitted and discretionary uses within the RS District.

**Table 7-5: RS Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Campground
2. Agricultural Pursuit, Minor	2.a Convenience Store
3. Backyard Hen Enclosure	3.a Greenhouse
4. Bee Keeping	4.a Home Occupation, Major
5. Borrow Pit	5.a Natural Resource Extraction
6. Dugout	6.a Recreation, Indoor
7. Dwelling Unit, Accessory	7.a Recreation, Outdoor Passive
8. Dwelling Unit, Manufactured	8.a Solar Collector, Major
9. Dwelling Unit, Modular	9.a Storage, Outdoor
10. Dwelling Unit, Semi-Detached	10.a Work Camp, Project Oriented
11. Dwelling Unit, Single Detached	
12. Home Occupation, Minor	
13. Housing Collective, Communal	
14. Solar Collector, Minor	
15. Suite, Attached	
16. Suite, Detached	
17. Wind Energy Conversion System, Minor	

#### 8.3.3 Regulations

- a) On a parcel located in the RS District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-6.
- b) Uses listed within the Institutional District (INS) are to be considered Discretionary Uses in the RS District

**Table 7-6: RS District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Minimum parcel size	32.0 ha (79.1 ac)
.2 Minimum parcel width	185.0 m (608.0 ft.)
.3 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.4 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.5 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.6 Maximum parcel coverage (all buildings)	35 %

#### 8.3.4 Additional Requirements

- a) All applications for confined feeding operations must be submitted to the Natural Resources Conservation Board for review and approval in accordance with the *Agricultural Operation Practices Act*.

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.4 Country Residential One (CR-1) District

### 8.4.1 Purpose

- a) The purpose of this District is to accommodate residential development on mid-sized parcels, which include minor agricultural pursuits and allow for the keeping of a limited number of livestock.

### 8.4.2 Uses

- a) Table 7-7 identifies the permitted and discretionary uses within the CR-1 District:

**Table 7-7: CR-1 Permitted and Discretionary Uses**

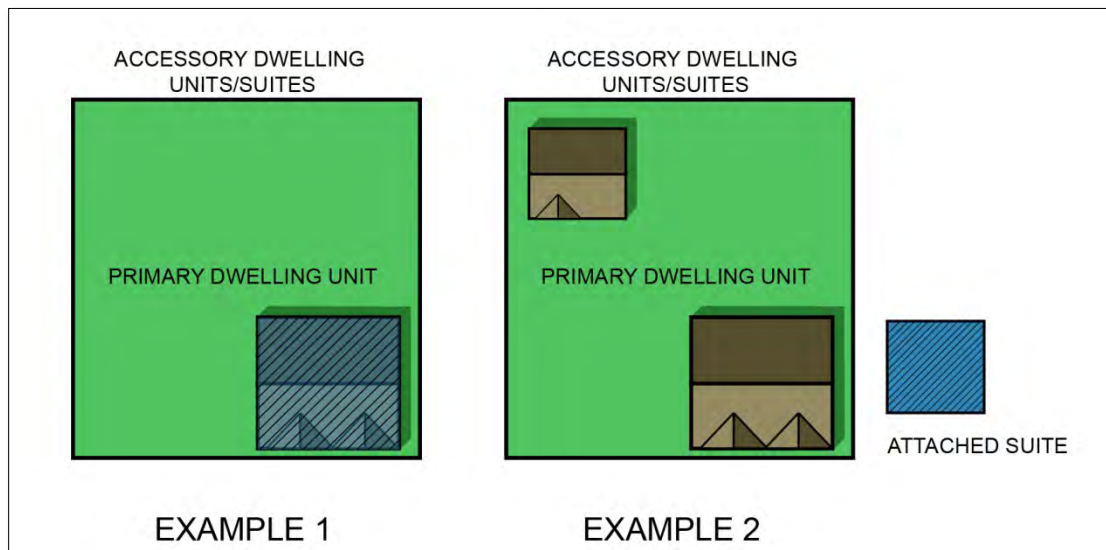
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Dwelling Unit, Manufactured
2. Agricultural Pursuit, Minor	2.a Home Occupations, Major
3. Backyard Hen Enclosure	3.a Sign
4. Bed and Breakfast	
5. Bee Keeping	
6. Boarding and Lodging	
7. Dugout	
8. Dwelling Unit, Modular	
9. Dwelling Unit, Single Detached	
10. Home Occupation, Minor	
11. Kennel, Hobby	
12. Solar Collector, Minor	
13. Suite, Attached	
14. Suite, Detached	
15. Wind Energy Conversion System, Minor	

### 8.4.3 Regulations

- a) On a parcel located in the CR-1 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-8.

**Table 7-8: CR-1 District Regulations**

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 2 dwelling units per parcel, which may include: <ul style="list-style-type: none"> <li>a maximum of 1 primary dwelling units</li> <li>a maximum of 1 suite</li> </ul>
.2 Minimum parcel size	1.2 ha (3.0 ac)
.3 Maximum parcel size	4.0 ha (9.9 ac)
.4 Minimum parcel width	30.0m (98.4 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>Front parcel and exterior side parcel lines</li> <li>Interior side parcel line</li> <li>Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance: 40.0 m (134.5 ft.) 7.5 m (24.6 ft.) 15.0 m (49.2 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>Front parcel and exterior side parcel lines</li> <li>Interior side parcel line</li> <li>Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 5.0 m (16.4 ft.) 5.0 m (16.4 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> <li>Principal building and structures</li> <li>Accessory building</li> </ul>	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.8 Maximum parcel coverage (all buildings)	35 %

**Figure 7-3: Example of CR-1 Dwelling Unit Configuration**

#### 8.4.4 Additional Regulations

- a) For the purpose of this District, on-site servicing includes an approved wastewater disposal system and a piped or on-site water supply;
- b) Design guidelines for multiple parcel country residential development includes:
  - i. The provision of on-site parking; and,
  - ii. As a component of drainage management and as a water supply for fire protection, the provision of dugouts is encouraged where municipal water supplies are not available. The dugouts should be located along main access roads, and should be bermed on all sides adjacent to roadways as a safety precaution.
- c) In this District, no person shall keep any livestock except in conformity with the following:
  - i. Livestock shall be limited to no more than one animal equivalency per ac or part thereof, to a maximum of three animal equivalents to be calculated in accordance with Table 7-9, which is used to determine the appropriate number of livestock.

**Table 7-9: CR-1 Livestock Animal Equivalents**

<b>Type of Livestock</b>	<b># of Animals Equivalent</b>
Dairy (plus calf under 6 months)	1
Beef (plus calf under 6 months)	1
Bison (plus calf under 6 months)	1
Horse (plus foal under 6 months)	1
Sheep/Goats (plus lambs / kids under 6 months)	2
Pigs (plus offspring under 2 months)	2
Fowl	50
Rabbits	30
Exotic livestock animals: Alpacas / Llamas / Ostrich / Emus	2
Others	At the discretion of the Development Authority

- ii. Adequate fencing and/or buffering shall be constructed to the satisfaction of the Development Authority to ensure the on-site confinement of animals and to reduce the impact of noise or visual presence on surrounding properties; and,
- iii. Adequate measures to provide for the disposal of animal wastes shall be provided to the satisfaction of the Development Authority.

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*



## 8.5 Country Residential Two (CR-2) District

### 8.5.1 Purpose

- a) The purpose of this District is to allow for higher-density residential uses on smaller to mid-sized parcels.

### 8.5.2 Uses

- a) Table 7-10 identifies the permitted and discretionary uses within the CR-2 District.

**Table 7-10: CR-2 Permitted and Discretionary Uses**

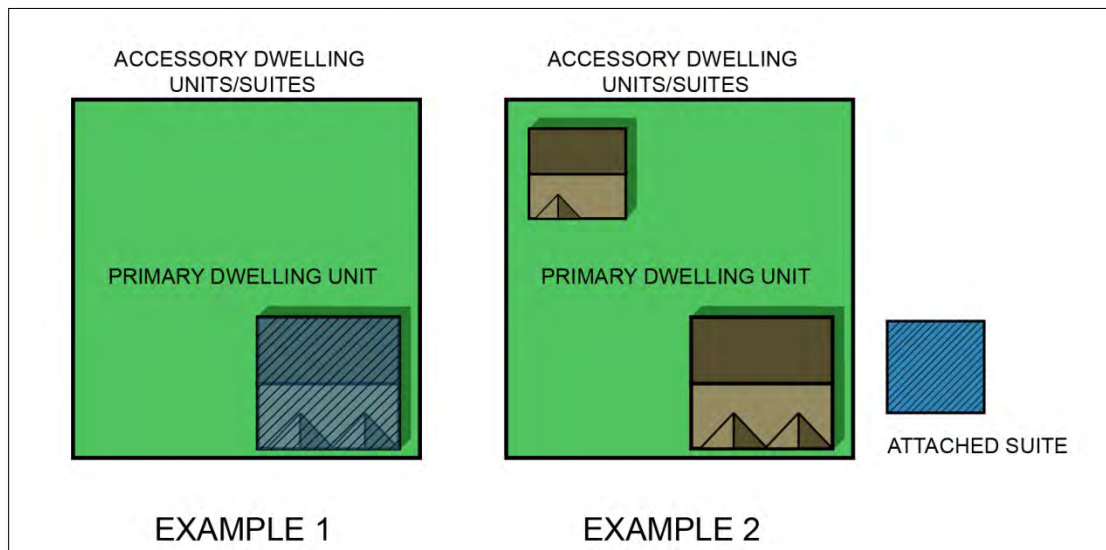
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Dwelling Unit, Manufactured
2. Backyard Hen Enclosure	2.a Kennel, Hobby
3. Bed and Breakfast	
4. Bee Keeping	
5. Boarding and Lodging	
6. Dugout	
7. Dwelling Unit, Modular	
8. Dwelling Unit, Single Detached	
9. Home Occupation, Minor	
10. Solar Collector, Minor	
11. Suite, Attached	
12. Suite, Detached	
13. Wind Energy Conversion System, Minor	

### 8.5.3 Regulations

- a) On a parcel located in a CR-2 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-11.

**Table 7-11: CR-2 District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 2 dwelling units per parcel, which may include: <ul style="list-style-type: none"> <li>• a maximum of 1 primary dwelling units</li> <li>• a maximum of 1 suite</li> </ul>
.2 Minimum parcel size	0.2 ha (0.5 ac)
.3 Maximum parcel size	2.0 ha (5.0 ac)
.4 Minimum parcel width	18 m (59.1 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 5.0 m (16.5 ft.)
.8 Maximum parcel coverage (all buildings)	35 %

**Figure 7-4: Example of CR-2 Dwelling Unit Configurations**

#### 8.5.4 Regulations

- a) For the purpose of this District, municipal servicing includes on-site sewage holding tanks that will be disposed of in a municipal sewage lagoon by pipe or truck hauling, and an acceptable piped or on-site water supply;
  - b) Design guidelines for multiple parcel country residential development includes:
    - i. The provision of on-site parking; and,
    - ii. As a component of drainage management and as a water supply for fire protection, the provision of dugouts is encouraged where municipal water supplies are not available. The dugouts should be located along main access roads, and should be bermed on all sides adjacent to roadways as a safety precaution.
  - c) The keeping of livestock is not permitted in this District.
- \*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.6 Country Residential Three (CR-3) District

### 8.6.1 Purpose

- a) The purpose of this district is to provide for specific areas where multi-lot country residential development may take place in proximity to lakes and rivers while allowing for the development of residential and recreational uses in areas where the provision of municipal and/or community-type services would support such development.

### 8.6.2 Uses

- a) Table 7-12 identifies the permitted and discretionary uses within the CR-3 District.

**Table 7-12: CR-3 Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Accommodation, Clustered Leisure
2. Dwelling Unit, Modular	2.a Backyard Hen Enclosure
3. Dwelling Unit, Single Detached	3.a Bee Keeping
4. Solar Collector, Minor	4.a Dwelling Unit, Manufactured
5. Wind Energy Conversion System, Minor	

### 8.6.3 Regulations

- a) On a parcel located in the CR-3 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-13.

**Table 7-13: CR-3 District Regulations**

<b>Matter to be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 1 dwelling unit per parcel.
.2 Minimum parcel size	0.2 ha (0.5 ac)
.3 Maximum parcel size	4.0 ha (9.9 ac)
.4 Minimum parcel width	18.0 m (59.1 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 8.0 m (26.2 ft.)
.8 Maximum parcel coverage (all buildings)	40 %

#### 8.6.4 Additional Regulations

- a) Additional setbacks for environmental protection may be required at the time of development.

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.7 Hamlet Residential (HR) District

### 8.7.1 Purpose

- a) The purpose of this District is to encourage smaller parcel development and increase density in community cores, where municipal-type water and sewer facilities are provided.

### 8.7.2 Uses

- a) Table 7-14 below identifies the permitted and discretionary uses within the HR District.

**Table 7-14: HR Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Backyard Hen Enclosure
2. Apartment	2.a. Bee Keeping
3. Dwelling Unit, Modular	3.a. Dwelling Unit, Manufactured
4. Dwelling Unit, Multiplex	
5. Dwelling Unit, Semi-Detached	
6. Dwelling Unit, Single Detached	
7. Dwelling Unit, Townhouse	
8. Home Occupation, Minor	
9. Solar Collector, Minor	
10. Suite, Attached	
11. Suite, Detached	
12. Wind Energy Conversion System, Minor	

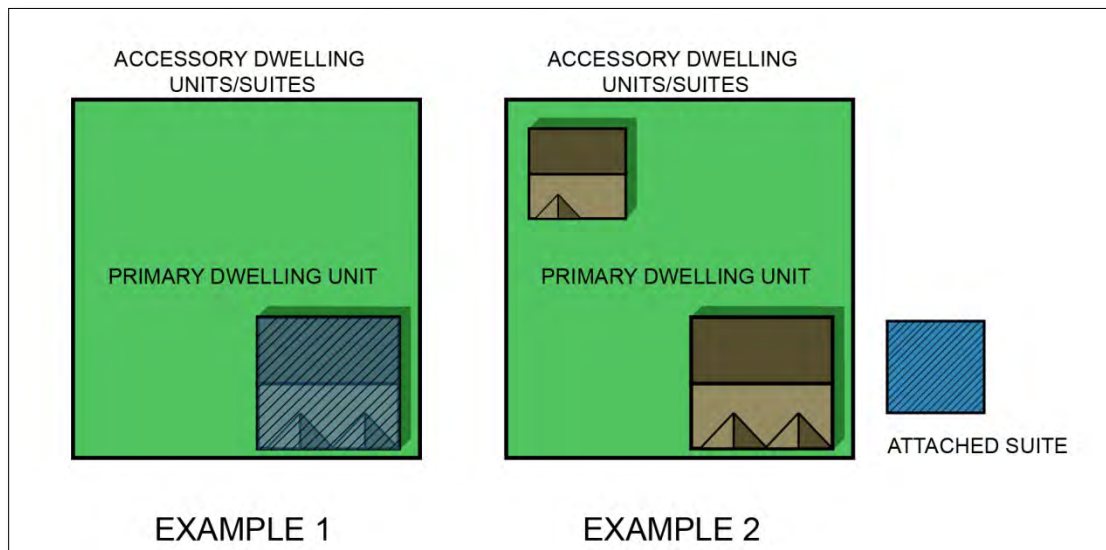
### 8.7.3 Regulations

- a) On a parcel located in the HR District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-15.



**Table 7-15: HR District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 2 dwelling units per parcel, which may include: <ul style="list-style-type: none"> <li>a maximum of 1 primary dwelling units</li> <li>a maximum of 1 suite</li> </ul>
.2 Minimum parcel size <ul style="list-style-type: none"> <li>Unserviced</li> <li>Serviced</li> <li>Municipal Water Only:</li> </ul>	1,860.0 m <sup>2</sup> (20,020.9 ft <sup>2</sup> ) 465.0 m <sup>2</sup> (5,005.2 ft <sup>2</sup> ) 1,395.0 m <sup>2</sup> (15,015.7 ft <sup>2</sup> )
.3 Municipal Sewer Only:	930.0 m <sup>2</sup> (10,010.4 ft <sup>2</sup> )
.4 Maximum parcel size	0.3 ha (0.7 ac)
.5 Minimum parcel width	15.0 m (49.2 ft.)
.6 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>Front parcel and exterior side parcel lines</li> <li>Interior side parcel line</li> <li>Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.7 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>Front parcel and exterior side parcel lines</li> <li>Interior side parcel line</li> <li>Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.8 Maximum building and structure height <ul style="list-style-type: none"> <li>Principal building and structures 4 storeys</li> <li>Principal building and structures 3 storeys</li> <li>All other principal building and structures</li> <li>Accessory building</li> </ul>	16.0 m (52.5 ft.) 14.0 m (45.9 ft.) 10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.9 Maximum parcel coverage (all buildings)	40%

**Figure 7-5: Example of HR Dwelling Unit Configurations**

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.8 Manufactured Home Park (MHP) District

### 8.8.1 Purpose

- a) The purpose of this District is to provide for the development of Manufactured Home Parks on those sites where municipal-type water and sewer facilities are provided.

### 8.8.2 Uses

- a) Table 7-16 identifies the permitted and discretionary uses within the MHP District.

**Table 7-16: MHP Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Backyard Hen Enclosure
2. Convenience Store	2.a. Bee Keeping
3. Dugout	3.a Personal Services Establishment
4. Dwelling Unit, Manufactured	
5. Home Occupation, Minor	
6. Manufactured Home Park Office	
7. Sign	
8. Solar Collector, Minor	
9. Wind Energy Conversion System, Minor	

### 8.8.3 Regulations

- a) On a parcel located in the MHP District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-17.

**Table 7-17: MHP District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 1 dwelling unit per parcel
.2 Minimum parcel size	365 m <sup>2</sup> (3,928.8 ft <sup>2</sup> )
.3 Minimum parcel width	9.7 m (31.8 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line abutting residential</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 1.5 m (4.9 ft.) or 4.5 m (14.8 ft.) from adjacent unit 6.0 m (19.7 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line abutting residential</li> <li>• Interior side parcel line abutting other</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 3.0 m (9.8 ft.) 1.5 m (4.9 ft.) 7.5 m (24.6 ft.)
.6 Maximum building and structure height	10.0 m (32.8 ft.)
.7 Maximum parcel coverage (all buildings)	40 %

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.9 Direct Control (DC) District

### 8.9.1 Purpose

- a) The purpose of this district is to provide for developments that, due to their unique characteristics and/or site conditions, require specific direction unavailable in conventional land use districts. This district is not intended to be used in substitution for any other land use district in this Bylaw that could be used to achieve the same result Uses.

### 8.9.2 Use

- a) Table 7-18 identifies the permitted and discretionary uses within the DC District.

**Table 7-18: DC Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. None	1.a As determined by Council

### 8.9.3 Regulations

- a) The site provisions for developments in this District, including lot area, building setbacks, development density, parking, open space, and building height shall be determined by Council on a site-specific basis.
- b) All developments in this District shall conform to the provisions of any statutory plan that may be in effect in the area.

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.10 Institutional (INS) District

### 8.10.1 Purpose

- a) The purpose of this District is to accommodate lands that are used for, held or otherwise best suited for public and institutional uses, which service the governmental, educational, religious, cultural and recreational needs of the community.

### 8.10.2 Uses

- a) Table 7-19 identifies the permitted and discretionary uses within the INS District.

**Table 7-19: INS Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Solar Collector, Major
2. Borrow Pit	2.a Wind Energy Conversion System, Major
3. Cemetery	
4. Child Care, Facility	
5. Community Facility	
6. Corrections Services	
7. Dugout	
8. Dwelling Unit, Accessory	
9. Educational Services	
10. Government Services	
11. Health Services	
12. Medical Marijuana Dispensary	
13. Place of Worship	
14. Protective Services	
15. Supportive Living Accommodation	
16. Wind Energy Conversion System, Minor	
17. Solar Collector, Minor	
18. Utilities, Major	

### 8.10.3 Regulations

- a) On a parcel located in an INS District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-20.



**Table 7-20: INS District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Minimum parcel size	1.0 ha (2.5 ac)
.2 Maximum parcel size	4.0 ha (9.9 ac)
.3 Minimum parcel width	18.0 m (59.1 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.). 3.0 m (9.8 ft.) 7.5 m (24.6 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 1.5 m (4.9 ft.) 2.0 m (6.6 ft.)
.6 Maximum building and structure height	10.0 m (32.8 ft.)
.7 Maximum parcel coverage (all buildings)	40 %

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.11 Recreational (REC) District

### 8.11.1 Purpose

- a) The purpose of this District is to provide for the development of recreational facilities and uses for use on a temporary basis.

### 8.11.2 Uses

- a) Table 7-21 below identifies the permitted and discretionary uses within the REC District.

**Table 7-21: REC Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Recreation, Outdoor Motorized
2. Accommodation, Clustered Leisure	
3. Borrow Pit	
4. Campground	
5. Campsite	
6. Concession Stand	
7. Dugout	
8. Dwelling Unit, Accessory	
9. Hotel	
10. Marina	
11. Motel	
12. Recreation, Indoor	
13. Recreation, Outdoor Passive	
14. Resort	
15. Sign	
16. Solar Collector, Minor	
17. Wind Energy Conversion System, Minor	

### 8.11.3 Regulations

- a) On a parcel located in the REC District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-22.

**Table 7-22: REC District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Minimum parcel size	1.0 ha (2.5 ac)
.2 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.3 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.4 Maximum building and structure height	10 m
.5 Maximum parcel coverage (all buildings)	40 %

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.12 Hamlet Commercial (HC) District

### 8.12.1 Purpose

- a) The purpose of this District is to provide for a variety of commercial and tourism related developments within hamlets.

### 8.12.2 Uses

- a) Table 7-23 below identifies the permitted and discretionary uses within the HC District.

**Table 7-23: HC Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Craft Brewery and Distillery
2. Animal Care Service, Minor	
3. Auto Sales and/or Service	
4. Building Supply	
5. Bus Depot	
6. Child Care, Facility	
7. Convenience Store	
8. Dwelling Unit, Accessory	
9. Health Services	
10. Hotel	
11. Medical Marijuana Dispensary	
12. Motel	
13. Office, Professional	
14. Personal Service Establishments	
15. Recreation, Indoor	
16. Restaurant	
17. Retail Sales	
18. Service Station	
19. Sign	
20. Solar Collector, Minor	
21. Truck Stop	
22. Vehicle Wash, Light Passenger	
23. Wind Energy Conversion System, Minor	

## 8.12.3 Regulations

- a) On a parcel located in a HC District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-24.

Table 7-24: HC District Regulations

Matter to Be Regulated	Regulation
.1 Minimum parcel size	950.0 m <sup>2</sup> (10,225.7 ft <sup>2</sup> )
.2 Minimum parcel width	15.0 m (49.2 ft.)
.3 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>Front parcel and exterior side parcel lines</li> <li>Interior side parcel line abutting residential</li> <li>Interior side parcel line abutting other uses</li> <li>Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.). 3.0 m (9.8 ft.) 1.5 m (4.9 ft.) 7.5 m (24.6 ft.)
.4 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>Front parcel and exterior side parcel lines</li> <li>Interior side parcel line abutting residential</li> <li>Interior side parcel line abutting other uses</li> <li>Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal Subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 3.0 m (9.8 ft.) 1.5 m (4.9 ft.) 7.5 m (24.6 ft.)
.5 Maximum building and structure height <ul style="list-style-type: none"> <li>Principal building and structures</li> <li>Accessory building</li> </ul>	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.6 Maximum parcel coverage (all buildings)	40 %

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

### 8.13 Rural Commercial (RC) District

#### 8.13.1 Purpose

- a) The purpose of this District is to provide for commercial uses located away from hamlets and rural settlements. Such developments may serve the traveling public or rural residents in the area and accommodate uses that require larger parcel sizes.

#### 8.13.2 Uses

- a) Table 7-25 identifies the permitted and discretionary uses within the RC District.

**Table 7-25: RC Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Bulk Fueling Station
2. Animal Care Service, Minor	2.a Craft Brewery and Distillery
3. Auto Sales and/or Service	
4. Bus Depot	
5. Convenience Store	
6. Dwelling Unit, Accessory	
7. Hotel	
8. Motel	
9. Office, Professional	
10. Office, Trade	
11. Personal Services Establishment	
12. Protective Services	
13. Recreation, Indoor	
14. Recreational Vehicle Storage	
15. Restaurant	
16. Retail Sales	
17. Service Station	
18. Sign	
19. Solar Collector, Minor	
20. Truck Stop	
21. Vehicle Wash, Commercial	
22. Vehicle Wash, Light Passenger	
23. Wind Energy Conversion System, Minor	

#### 8.13.3 Regulations

On a parcel located in an RC District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-26.



**Table 7-26: RC District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 1 dwelling unit per parcel
.2 Minimum parcel size	465 m <sup>2</sup> (5,005.2 ft <sup>2</sup> )
.3 Minimum parcel width	18.0 m (59.1 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 5.0 m (16.4 ft.) 7.0 m (23.0 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.6 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	12.0 m (39.4 ft.) 5.0 m (16.4 ft.)
.7 Maximum parcel coverage (all buildings)	50 %

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.14 Hamlet Industrial (HI) District

### 8.14.1 Purpose

- a) The purpose of this District is to provide for a variety of industrial uses in hamlets, which are compatible with other hamlet Districts on serviced lands.

### 8.14.2 Uses

- a) Table 7-27 identifies the permitted and discretionary uses within the HI District.

**Table 7-27: HI Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Animal Care Service, Major
2. Animal Care Service, Minor	2.a Trucking Operation
3. Auto Body and Paint Shop	3.a Utilities, Major
4. Auto Sales and/or Service	
5. Building Supply	
6. Dwelling Unit, Accessory	
7. Manufacturing Plant, Small Scale	
8. Office, Trade	
9. Recreational Vehicle Storage	
10. Service Station	
11. Sign	
12. Solar Collector, Minor	
13. Storage, Outdoor	
14. Truck Stop	
15. Vehicle Wash, Commercial	
16. Vehicle Wash, Light Passenger	
17. Wind Energy Conversion System, Major	
18. Wind Energy Conversion System, Minor	

### 8.14.3 Regulations

- a) On a parcel located in an HI District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 7-28.

**Table 7-28: HI District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Minimum parcel size	0.2 ha (0.5 ac)
.2 Minimum parcel width	30.0 m (98.4 ft.)
.3 Minimum setback from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.)  3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.4 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.5 Maximum parcel coverage (all buildings)	40 %

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.15 Industrial Light (M-1) District

### 8.15.1 Purpose

- a) The purpose of this District is to provide for light industrial uses that do not produce significant nuisances that project beyond the parcel.

### 8.15.2 Uses

- a) Table 7-29 identifies the permitted and discretionary uses within the M-1 District.

**Table 7-29: M-1 Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Bulk Fueling Station
2. Animal Care Service, Major	2.a Trucking Operation
3. Animal Care Service, Minor	3.a Utilities, Major
4. Auto Body and Paint Shop	
5. Borrow Pit	
6. Dugout	
7. Dwelling Unit, Accessory	
8. Manufacturing Plant, Small Scale	
9. Office, Trade	
10. Sign	
11. Solar Collector, Minor	
12. Storage, Outdoor	
13. Storage, Temporary	
14. Wind Energy Conversion System, Minor	

### 8.15.3 Regulations

- a) On a parcel located in the M-1 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out Table 7-30.

**Table 7-30: M-1 District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 1 accessory dwelling unit per parcel
.2 Minimum parcel size	1.0 ha (2.5 ac)
.3 Maximum parcel size	4.0 ha (9.9 ac)
.4 Minimum parcel width	20.0 m (65.6 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 3.0 m (9.8 ft.) 7.5 m (24.6 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 1.5 m (4.9 ft.) 2.0 m (6.6 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.8 Maximum parcel coverage (all buildings)	40 %

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.16 Industrial General (M-2) District

### 8.16.1 Purpose

- a) The purpose of this District is to provide for industrial uses that require relatively large tracts of unserviced land.

### 8.16.2 Uses

- a) Table 7-31 identifies the permitted and discretionary uses within the M-2 District.

**Table 7-31: M-2 Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Abattoir
2. Agricultural Processing	2.a Landfill, Industrial
3. Animal Care Service, Major	3.a Manufacturing Plant, Large Scale
4. Auction Mart	4.a Medical Marijuana Processing
5. Borrow Pit	5.a Oil and Gas Facility
6. Bulk Fueling Station	6.a Salvage Yard
7. Cartage Terminal	7.a Work Camp
8. Compressor Station	8.a Work Camp, Project Oriented
9. Dugout	9.a Utilities, Major
10. Dwelling Unit, Accessory	
11. Greenhouse	
12. Manufacturing Plant, Small Scale	
13. Natural Resource Processing	
14. Office, Trade	
15. Sign	
16. Solar Collector, Major	
17. Solar Collector, Minor	
18. Storage, Outdoor	
19. Storage, Temporary	
20. Truck Stop	
21. Trucking Operation	
22. Vehicle Wash, Commercial	
23. Wind Energy Conversion System, Major	
24. Wind Energy Conversion System, Minor	

### 8.16.3 Regulations

- a) On a parcel located in an M-2 District, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in Table 7-32.



**Table 7-32: M-2 District Regulations**

<b>Matter to Be Regulated</b>	<b>Regulation</b>
.1 Maximum density	A maximum of 1 accessory dwelling unit per parcel
.2 Minimum parcel size	1.0 ha (2.5 ac)
.3 Maximum parcel size	8.0 ha (19.8 ac)
.4 Minimum parcel width	20.0 m (65.6 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> <li>• Front parcel and exterior side parcel lines</li> <li>• Interior side parcel line</li> <li>• Rear parcel line</li> </ul>	Provincial highway: 40.0 m (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> <li>• Principal building and structures</li> <li>• Accessory building</li> </ul>	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.8 Maximum parcel coverage (all buildings)	40 %

#### 8.16.4 Additional Regulations

- a) Developers in this District may be required to demonstrate an adequate water supply exists to provide for firefighting needs. This may be demonstrated by means of pump tests on wells or through the provision of dugouts or other stored water supplies;
- b) Emergency response plans may be required where the development involves the production, storage, or use of materials that may be hazardous.

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 8.17 Crown Land (CL) District

### 8.17.1 Purpose

- a) The purpose of this District is to provide for a variety of land uses on Crown Lands.

### 8.17.2 Uses

- a) Table 7-33 identifies the permitted and discretionary uses within the CL District.

**Table 7-33: CL Permitted and Discretionary Uses**

Permitted Uses	Discretionary Uses
1. Accessory Building	
2. Agriculture Processing	
3. Borrow Pit	
4. Cartage Terminal	
5. Compressor Station	
6. Dwelling Unit, Accessory	
7. Dugout	
8. Kennel, Commercial	
9. Natural Resource Extraction	
10. Natural Resource Processing	
11. Oil and Gas Facility	
12. Recreation, Outdoor Motorized	
13. Recreation, Outdoor Passive	
14. Sign	
15. Storage, Outdoor	
16. Utilities, Major	
17. Work Camp	
18. Work Camp, Project Oriented	

### 8.17.3 Regulations

- a) On a parcel located in a CL District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations

#### 8.17.4 Additional Regulations

- a) The Development Authority may issue a development permit for proposed developments on Crown Land subject to the appropriate disposition (lease, license, disposition leading to a patent, etc.) being first obtained from the Public Lands Division. Proof of the required disposition must be provided to Greenview;
- b) In instances where privately owned lands are shown on the District Map to be located in this District, those lands shall be considered as part of the A-1 District;
- c) Developments located adjacent to municipal roads must meet the setback requirements as laid out in the General Regulations;
- d) Developments located adjacent to titled land must meet the minimum setback of 15.0 m (49.2 ft.).

\*\*\* See the General Regulations (Section 4.0) for additional regulations and exceptions. \*\*\*

## 9 DEFINITIONS

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### A

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**ABATTOIR** means the use of land or building in which animals are slaughtered and may include the packing, treating, storing and sale of the product.

**ACCESS or APPROACH** means any material within the road right-of-way used for the purpose of entering or exiting any road under the Greenview's or the Province of Alberta's jurisdiction.

**ACCESSORY BUILDING** means a building separate and subordinate to the main structure and is located on the same parcel of land. Typical accessory structures include, but are not limited to: sheds, garages, and similar structures or buildings.

**ACCESSORY USE** means a use or development customarily subordinate to the principal use or building and located on the same parcel.

**ACCOMMODATION, CLUSTERED LEISURE** mean a resort facility or recreation area accommodation units with a maximum of four detached cabins or detached units intended for short-stay use on a private, seasonal basis and lacking certain components, conveniences or utilities commonly available as part of a year-round residence.

**ADDITION** means adding onto an existing building, provided that there are no structural changes to the existing building, no removal of the roof structure, and no removal of the exterior walls, other than that required to provide an opening for access from, and integration of, the existing building to the portion added thereto and there is a common structural connection from the existing building to the addition that includes a foundation, a roof, and is constructed to the minimum standards outlined in the Alberta Building Code.

**ADJACENT** means land that abuts a site and land that would abut if not for a road, lane, walkway, watercourse, utility parcel, pipeline right-of-way, power line, railway, or similar feature.

**AGRICULTURE, HORTICULTURE** means the primary and basic production and processing (i.e. cleaning, sorting, separating, grading or packing) of horticultural products such as vegetables, herbs and orchards, for sale on or off site. Typical uses include berry farms, tree farms, sod farms, plant nurseries and market garden operations.

**AGRICULTURAL PROCESSING** means a small scale value added agricultural operation that includes the use of land or a building for the upgrading of a product for distribution or for sale that is originally produced in an agricultural operation. These minor operations are intended to primarily use agricultural products, which are produced onsite, and minimal offsite impacts are anticipated. Examples include grain elevator, seed cleaning, pelletizing plant, bulk storage tank, livestock holding station, meat processing facilities and similar uses.

**AGRICULTURAL PURSUIT, MINOR** means the rearing of a small number of livestock on a residential parcel.

**AIRSTRIP** means a small privately owned runway from which small aircraft take off for uses subordinate to the primary use of the parcel, for example, crop dusting.

**ALTER OR ALTERATION** means any structural change to a building that results in an increase or decrease in the area or the volume of the building; any change in the area frontage, depth, or width of a lot that affects the required yard, landscaped open space, or parking requirements of this Bylaw. This includes a structural change to a sign or to discontinue or change the principal use of the site or building with a use distinct from the discontinued use.

**ANIMAL BREEDING ESTABLISHMENT** means development used for the breeding, boarding or training of small animals normally considered as household pets. This does not include large animal breeding establishments which fall under typical agricultural uses.

**ANIMAL CARE SERVICE, MAJOR** means development used for the care, treatment, boarding, breeding or training of animals and livestock on-site and includes the supplementary sale of associated products. This use includes veterinary hospitals, animal shelters, boarding and breeding kennels, and facilities for impounding and quarantining animals.

**ANIMAL CARE SERVICE, MINOR** means development for the on-site treatment or grooming of small animals such as household pets, where accommodation is provided off-site and where all care and confinement facilities are enclosed within a building. This use includes off-site treatment of animals or livestock of any size and the supplementary sale of associated products. Examples include pet grooming salons and veterinary offices.

**APARTMENT BUILDING** means a single residential building comprised of three or more dwelling units on a parcel, where each dwelling unit has its principal access from a common entrance or corridor with shared stairways.

**APIARY** means the use of land for the keeping of honey bees for the purpose of commercial honey production.

**APPLICANT** means the registered owner of the land or their representative or agent certified as such.

**AUCTION MART** means those developments specifically intended for the auctioning of goods, equipment, and livestock, including temporary storage of such goods and equipment; and penning of livestock.

**AUTO BODY AND PAINT SHOP** means a use where motor vehicle bodies or other vehicle bodies and metal machines, component or articles may be painted. Does not include auto repair service.

**AUTO SALES AND/OR SERVICE** means an enclosed building within which motor vehicles and parts are displayed for sale, and may include a new or used automobile sales lot, and may also include auto repair services, except for bodywork and painting.

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## B

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**BACKYARD HEN ENCLOSURE** means the use of land for the keeping of domestic hens for egg laying purposes.

**BED AND BREAKFAST** means a private single detached dwelling unit occupied by the owner or operator offering room and providing a breakfast meal.

**BEE KEEPING** means the use of land for the keeping of honey bees for the purpose of non-commercial honey production.

**BOARDING AND LODGING** means a building or portion thereof containing sleeping rooms without cooking facilities, where lodging and/or meals for three or more persons is provided for compensation, but does not include a hotel, motel or bed and breakfast.

**BORROW PIT** refers to an area where material such as soil, gravel or sand has been dug for use at another location for construction.

**BUFFER** refers to a zone between two or more areas ensuring separation, typically put in place to prevent unwanted effects between uses or to protect environmentally valuable areas.

**BUILDING SUPPLY** means the supply of materials that are incorporated into the structure of a building including hardware, lumber, wall paneling, and carpet; but excluding furniture and appliances that are normally removed by the owner upon the sale of a building; and also excluding concrete mix plants and other manufacturing and processing plants.

**BULK FUELING STATION** means any building or land used or intended to be used for the sale of fuels or lubricants to commercial vehicles and industrial equipment, either through the use of keys, cards or service attendants, but will not include a service station.

**BUS DEPOT** means a facility providing for the departure and arrival of passengers and freight carried by bus.

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## C

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**CAMPGROUND** means an area which has been planned and improved to be used and maintained for campers locating tents, recreational vehicles or both, within a defined area.

**CAMPSITE** means a specified area or site within a campground or other recreation area intended for occupancy by tents and recreational vehicles on a short-term basis. This does not include sites or parcels for a manufactured home, manufactured home (singlewide), park model trailer, cabin, motel, hotel, boarding or lodging house, or recreational vehicle storage.



**CARTAGE TERMINAL** means a processing node for freight. It is a building or property used as an origin or destination point for the loading, unloading, distribution, assembling, or transferring of goods or products transported by truck, or which provides containerized freight handling facilities or rail truck services, and where the local pick-up, delivery and transitory storage of goods incidental to the primary function of the motor freight shipment occurs.

**CEMETERY** means land set aside or used for the interment of human remains, which may include full burials, burial of cremated remains, columbaria, crematoria, mausoleums, or scattering gardens.

**CERTIFICATE OF TITLE** means a certificate issued by the Land Titles Office identifying the owner of a particular parcel of land.

**CHILD CARE, FACILITY** means the use of a building or portion thereof for the provision of care, instruction or supervision of more than 10 children by persons other than one related by blood or marriage, for periods not exceeding 24 consecutive hours and includes all day-care centres, early childhood services, nurseries and after-school or baby-sitting programs.

**CHILD CARE, FAMILY DAY HOME** see Home Occupation, Minor.

**COMMUNITY FACILITY** means any facility provided by the municipality or by other group of organization without profit or gain for such special purposes including but not limited to a community meeting room, community centre, drop-in centre, museum, art gallery, art studio or library.

**CONCESSION STAND** means a small store or kiosk where snacks and drinks are sold. Concession stands are typically found near some form of entertainment such as an amusement park, arena or rodeo.

**CONDOMINIUM, BARELAND** means a condominium development containing condominium units that assign ownership to units of land, created specifically through subdivision and registered as a condominium plan in accordance with the *Condominium Property Act*.

**CONDOMINIUM, UNIT** means:

- a) A space that is situated within a building and described as a unit in a condominium plan by reference to floors, walls and ceilings within the building; and,
- b) Land that is situated within a parcel and described as a unit in a condominium plan by reference to boundaries governed by monuments placed pursuant to the provisions of the *Surveys Act* respecting subdivision surveys.

**CONFINED FEEDING OPERATION** means confined feeding operation as defined in provincial legislation.

**CONVENIENCE STORE** means a small retail outlet selling goods and foodstuffs to area residents on a day-to-day basis from business premises.

**CORRECTIONAL SERVICES** means a facility for the purpose of holding or confining, and treating or rehabilitating persons. This includes but is not limited to prisons, jails, remand centres, and correctional facilities.

**COUNCIL** means the Council of the Municipal District of Greenview No. 16.

**CRAFT BREWERY AND DISTILLERY** means an establishment where beer, wine, or alcoholic spirits are produced on-site and are for retail sale. The facility must be appropriately licensed by the Alberta Liquor and Gaming Commission.

**CROWN LAND** means land of the Crown in right of Alberta that includes the bed and shores of all permanent and naturally occurring water bodies and watercourses.

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## D

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**DENSITY** means the ratio of the number of dwelling units to the lot area or, the maximum number of dwelling units per developable hectare.

**DEVELOPMENT** means:

- a) An excavation or stockpile and the creation of them; or,
- b) A building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land; or,
- c) 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,
- d) 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.

**DEVELOPMENT AUTHORITY** is a body that is appointed by council to enact development powers on behalf of the municipality. The Development Authority can include any combination of: a designated Development Officer; the Municipal Planning Commission; or Council.

**DEVELOPMENT PERMIT** means a permit (which may include attachments) issued pursuant to this bylaw authorizing a development or use.

**DUGOUT** means an excavation of land that results in manmade features that entrap water and includes excavations for a water supply. This does not include a lagoon for the purpose of processing wastewater. Anything designed for a depth shallower than 1.0 m (3.3 ft.) may be considered an ornamental pond for landscaping purposes.

**DWELLING UNIT** means a unit designed to be used as a residence and containing sleeping, cooking and sanitary facilities and with an independent entrance, either directly from outside the building or from a common hallway inside the building.

**DWELLING UNIT, ACCESSORY** means a dwelling unit that is secondary to the principal industrial, commercial, institutional or recreational use on the same parcel and is used for the purpose of providing living accommodation for the individual who is primarily responsible for the maintenance and security of the principal use on that parcel.

**DWELLING UNIT, MANUFACTURED** means a residential unit that may be constructed with a heavy transport chassis that allows for the permanent or temporary attachment of a hitch and wheel assembly to enable the relocation of the unit. A mobile home may be a single structure (“single-wide”) or consist of two parts which are put together to comprise a complete dwelling unit (“double-wide”) but it excludes a modular home, travel trailers, recreational vehicle, park model recreational unit or industrial camp trailer.

**DWELLING UNIT, MODULAR** means a prefabricated or factory built frame or shell which comprises of the walls or siding of a single dwelling unit. A modular home has no chassis, running gear or wheels, but units may be stacked side by side or vertically and complete to form a dwelling unit. For the purpose of this Bylaw, a new “Ready to Move” (RTM) home is deemed to be a modular home, but it excludes a manufactured home, recreational vehicle or park model recreational unit.

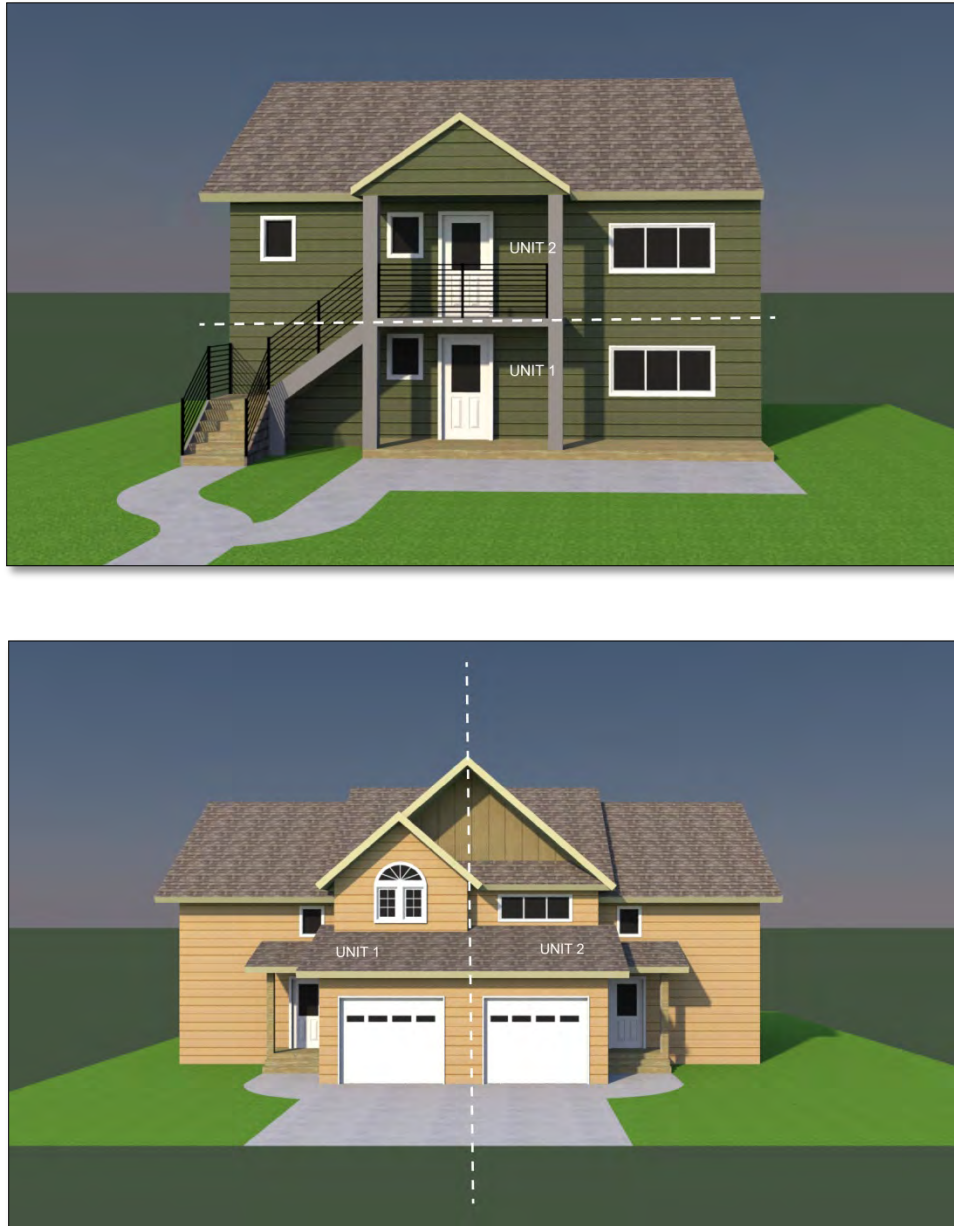
**DWELLING UNIT, MULTIPLEX** means a building containing three or more dwelling units located immediately adjacent to each other and sharing a common wall or with dwelling units placed over the others in whole, or in part and each having a separate entrance to grade and intended as a permanent residence, as shown in Figure 8-1.

**Figure 8-1: Illustration of Dwelling Unit – Multiplex**



**DWELLING UNIT, SEMI-DETACHED** means any building containing two dwelling units, with either one situated above the other, or side-by-side, each of which has an independent entrance either directly from outside the building or through a common vestibule, as shown in Figure 8-2.

**Figure 8-2: Illustration of Dwelling Unit – Semi Detached**



**DWELLING UNIT, SINGLE DETACHED** means a building that contains only one dwelling unit and is completely separated by open space on all sides from any other structure, except its own garage or shed. Where permitted, a single detached dwelling unit may contain an additional dwelling unit in the form of an attached suite.

**DWELLING UNIT, TOWNHOUSE** means a building containing a row of three or more dwelling units, each sharing a common wall extending from the first floor to the roof, at the side only with no dwelling unit being placed over another in whole or in part. Each dwelling unit shall have separate, individual, and direct access to the building at grade, as shown in Figure 8-3.

**Figure 8-3: Illustration of Dwelling Unit – Townhouse**




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**E**

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**EASEMENT** means the right to use public or private land owned by another, generally for use by the public, a corporation or another person or entity.

**EDUCATIONAL SERVICES** means development for instruction and education purposes, involving assembly for education, training or instruction purposes and includes administration offices, dormitory and accessory buildings. Typical facilities would include public and separate schools, private schools or seminaries, community colleges, universities, technical and vocational facilities

**EROSION AND SEDIMENT CONTROL PLAN** is a plan to be prepared by the design consultant and provided to the contractor for implementation to address erosion and sedimentation issues both through temporary measures during construction and permanent measures to address post construction conditions.

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**F**

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**FENCE** means a constructed or installed structure or barrier used to enclose or screen all or part of a parcel or site. As shown in Figure 8-4, fence height is the vertical distance between the natural ground level and the top of the fence at any given point.

**Figure 8-4: Illustration of Fence Height**



**FIRST PARCEL OUT** means the first parcel out of an un-subdivided quarter section, either containing an existing, dwelling unit and associated buildings and related improvements, or with no substantial improvements. It does not encompass a physically severed parcel.

**FLOOD FRINGE** means the portion of the flood hazard area outside of the floodway. Water in the flood fringe is generally shallower and flows more slowly than in the floodway. New development in the flood fringe may be permitted in some communities and should be flood-proofed.

**FLOOD FRINGE AREA** means the flood hazard area is typically divided into floodway and flood fringe zones and may also include areas of overland flow.

**FLOODWAY** means the portion of the flood hazard area where flows are deepest, fastest and most destructive. The floodway typically includes the main channel of a stream and a portion of the adjacent overbank area. New development is discouraged in the floodway.



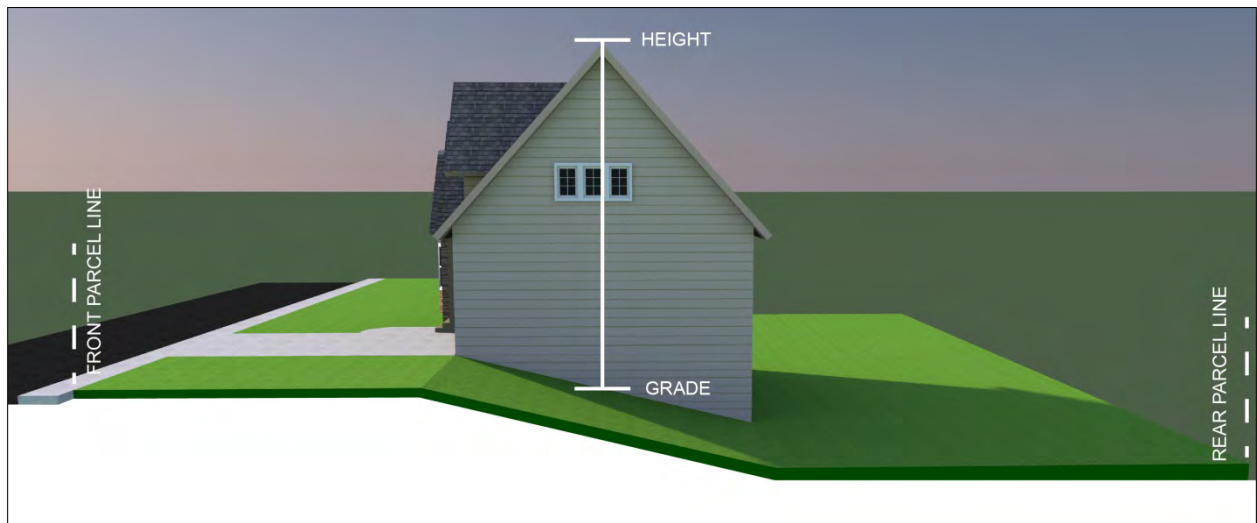
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## G

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**GRADE** means the average elevation of all finished or unfinished ground measured at the exterior perimeter of the building or structure (not including an attached garage). Areas such as vehicle or pedestrian entrances do not need to be considered in determining grade. See Figure 8-5.

**Figure 8-5: Illustration of Grade**



**GOVERNMENT SERVICES** means a premise providing for a crown corporation, municipal, provincial or federal government services directly to the public. This does not include protective and emergency services, detention and correction services, minor utility services, major utility services, and public education.

**GREENHOUSE** means a building specially designed and used for the growing of vegetables, flowers or other plants for transplanting or sale.

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## H

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**HARD LANDSCAPING** means the use of non-vegetative material, other than monolithic concrete, asphalt or gravel, as part of a landscaped area.

**HEALTH SERVICES** means any development used for the provision of a physical or mental health service on an outpatient basis. Services may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative or counselling nature. Typical uses include, but are not limited to hospitals, medical and dental offices, chiropractors, massage therapists, acupuncture clinics, reflexology, health clinics and counselling services.

**HEIGHT** means the maximum vertical distance between grade and the highest point of the building or structure, as shown in Figures 8-5 and 8-6. Fence height is an exception and is not measured from grade.

**Figure 8-6: Illustration of Height**



**HOME OCCUPATION, MAJOR** means a development consisting of the use of part of a dwelling unit, back yard or ancillary building by a permanent resident of the dwelling unit for an occupation, trade, profession, business or craft as a use secondary to the residential use of the parcel of land but which may involve increased traffic above and beyond that which is expected in a traditional residential neighbourhood. Outside storage area shall not exceed 10% of the parcel size or 1 ha (2.5 ac) whichever is less.

**HOME OCCUPATION, MINOR** means a development consisting of the use of part of the primary dwelling unit or ancillary building by a resident of the dwelling unit for an occupation, profession, business or craft as a use secondary to the residential use of the parcel of land and shall be limited to the confines of the residence. Uses in this category include small businesses, or a Group Family Child Care Program as laid out in provincial regulations.

**HOTEL** means an establishment with self-contained sleeping units that provides paid temporary lodging. Rooms have access to an enclosed common interior corridor and may be equipped with individual kitchen facilities. A hotel may include an office for hotel administration and may also include accessory uses such as parking facilities, restaurant or dining room, or public convention facilities and may hold a license for on-site consumption of alcoholic beverages.

**HOUSEHOLD** means:

- a) An individual or two (2) or more persons related by blood, marriage, or adoption sharing one (1) dwelling unit; or,
- b) Not more than five (5) unrelated persons sharing one (1) dwelling unit.

**HOUSING COLLECTIVE, COMMUNAL** means any arrangement of dwelling units as an integral part of an agricultural operation which is operated by an organized and recognized communal group such as a Hutterite Colony.

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**I**

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**INSTITUTIONAL USE** means any facility that houses public or private services, such as government offices, schools or churches.

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**K**

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**KENNEL, COMMERCIAL** means any building, structure, compound, group of pens or cages, or property in which, or where, four or more dogs are kept for any purpose and which must be licensed to operate as a business.

**KENNEL, HOBBY** means a kennel where no more than six dogs over the age of 6 months, are kept on the premises for breeding or showing purposes. The operator of the hobby kennel must reside on the parcel on which the hobby kennel is located.

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**L**

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**LANDFILL, INDUSTRIAL** means a site used for the disposal of non-domestic or industrial solid waste which may not be disposed of at a sanitary landfill and is not intended for use of the public at large. For the purpose of this Bylaw this includes contaminated soil remediation (land farm) operations.

**LANDOWNER** means the person or persons shown as the owner(s) of land on the title registered with the Alberta Land Titles Office.

**LANDSCAPING** means a vegetated area and/or garden, or a combination thereof, which has a mix of:

- a) Soft landscaping consisting of vegetation such as trees, shrubs, hedges, grass and other ground cover; and,
- b) Hard landscaping consisting of non-vegetative materials such as brick, stone, concrete, asphalt, tile and wood.

Landscaping excludes all areas utilized for roadways, driveways, and parking.

**LIVESTOCK** means livestock as defined in provincial legislation.

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## M

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**MANUFACTURED HOME PARK** means a development on a site under single ownership and managed by a park operator. It is designed to accommodate numerous manufactured homes on leased parcels in a community setting.

**MANUFACTURED HOME PARK office** means a facility providing for the administration, management or direction of the manufactured home park and may include supplementary retail convenience sales that specifically service the manufactured home park.

**MANUFACTURING PLANT, LARGE SCALE** means a large industrial facility built for the purpose of manufacturing goods. Manufacturing plants may have multiple buildings depending on the processes involved in creating its product. Manufacturing Plant, Large Scale uses may have some negative effect on the safety, use, amenity and enjoyment of adjacent or nearby sites due to appearance, noise, odour, emission of contaminants, fire or explosive hazards, or the presence of dangerous goods.

**MANUFACTURING PLANT, SMALL SCALE** means an industry engaged in the assembly, processing, manufacture, cleaning, testing, repairing, storage or distribution of various materials into a new product. Manufacturing Plant, Small Scale can be developed on smaller parcels or land and does not produce emissions which are obnoxious or hazardous.

**MARINA** means a facility that extends into or over an inland lake and provides service to the public, or members of a marina for docking, loading or other servicing of recreational watercraft.

**MEDICAL MARIJUANA CULTIVATION** means a facility for the producing and destroying of medical marijuana and must be licensed under the Health Canada Marijuana for Medical Purposes Regulations.

**MEDICAL MARIJUANA DISPENSARY** means a facility for the selling, providing, shipping, delivering, and destroying of medical marijuana and must be licensed under the Health Canada Marijuana for Medical Purposes Regulations.

**MEDICAL MARIJUANA PROCESSING** means a facility for the processing, testing, shipping, and destroying of medical marijuana and must be licensed under the Health Canada Marijuana for Medical Purposes Regulations.

**MOTEL** means providing rooms for temporary sleeping accommodation where each room has direct access to the parking lot and may be equipped with individual kitchen facilities. A motel may include an office for hotel administration.

**MUNICIPAL GOVERNMENT ACT (MGA)** is the legislative framework in which all municipalities and municipal entities across the Province of Alberta operate.

**MUNICIPALITY** means the Municipal District of Greenview No. 16.

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## N

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**NATURAL RESOURCE EXTRACTION** means the extraction of resources from the land, but does not include processing.

**NATURAL RESOURCE PROCESSING** means those uses of land or buildings which are governed by the location of a natural resource and which involve the extraction or on-site processing and/or storage of a natural resource. Resource processing uses include the following:

- a) Cement and concrete batching plants;
- b) Sand and gravel operations; and,
- c) Logging and forestry operations, including sawmills.

**NON-CONFORMING PARCEL** means a parcel on the official records on file at the Land Title Office in Alberta before the adoption date of this bylaw that does not adhere to the parcel area and width requirements. A legal non-conforming parcel will be granted the permitted uses as identified in this bylaw.

**NUISANCE** means anything that in the opinion of the Development Authority may cause adverse effects to the amenities of the neighbourhood or interfere with the normal enjoyment of adjacent land or building. This could include that which creates or is liable to create:

- a) noise, vibration, smoke, dust, odour, heat, electrical interference, glare, light, fumes, fire, explosion, or any other hazard to health or safety; and
- b) unsightly or unsafe storage of goods, salvage, junk, waste or other materials.

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## O

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**OFFICE, PROFESSIONAL** means development to accommodate:

- a) professional, managerial and consulting services; or,
- b) service-related businesses such as travel agents, insurance brokers, real estate agents.

**OFFICE, TRADE** means offices that include trades, contractors, storage for trades, and related industries including, but not limited to, electrical, fabricating, flooring, heating, painting, plumbing, refrigeration, roofing, septic services and ventilation and air conditioning.

**OIL AND GAS FACILITY** means a facility used in extracting and processing oil and gas, including a gas processing plant for the extraction of hydrogen sulphide, natural gas liquids or other substances. Accessory uses may include pre and post processing storage, parking, and administrative offices.

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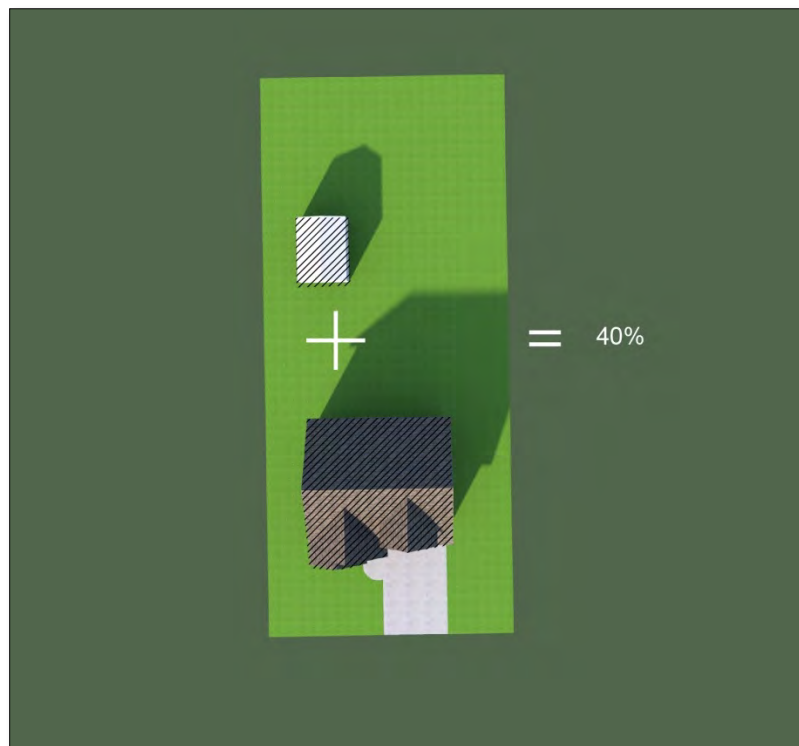
**P**

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**PARCEL** means a piece of land being a Lot, Block, quarter section, legal subdivision, river lot, condominium unit, described lot or other quantifiable piece of Real Property contained within the legal description of a valid Certificate of Title registered at the Alberta Land Titles Office.

**PARCEL COVERAGE** means the sum of the areas of the building footprints of every building or structure on the parcel, as shown in Figure 8-7. Parcel coverage is expressed as a percentage of the parcel area, and in the case of a building or structure with no walls, the building footprint shall be the horizontal area within the drip line of the roof.

**Figure 8-7: Illustration of Parcel Coverage**



**PARCEL, FRAGMENTED** means a portion of a parcel that is physically severed from the balance of a quarter section by a road, railway, water body, watercourse, ravine or similar feature. A Quarter Section containing a physical severance is still wholly on one title for the quarter is still treated as if it were one quarter section unless subdivided.

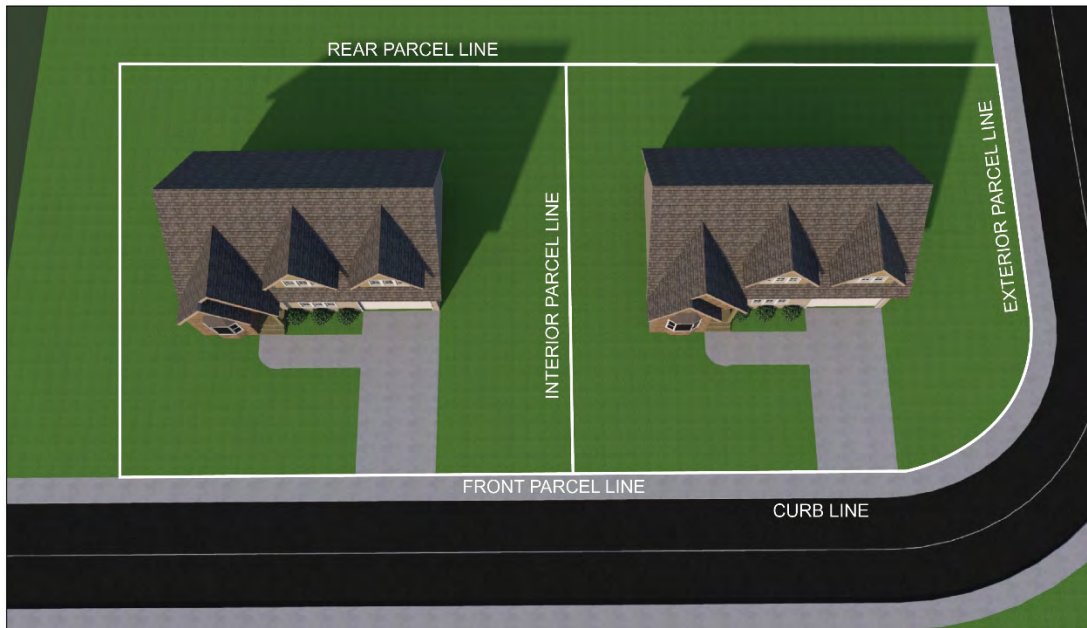
**PARCEL LINE** means the boundary of a parcel as shown in in Figure 8-8:

- a) **Exterior Side Parcel Line** means a side parcel line which abuts a district road on a corner parcel.



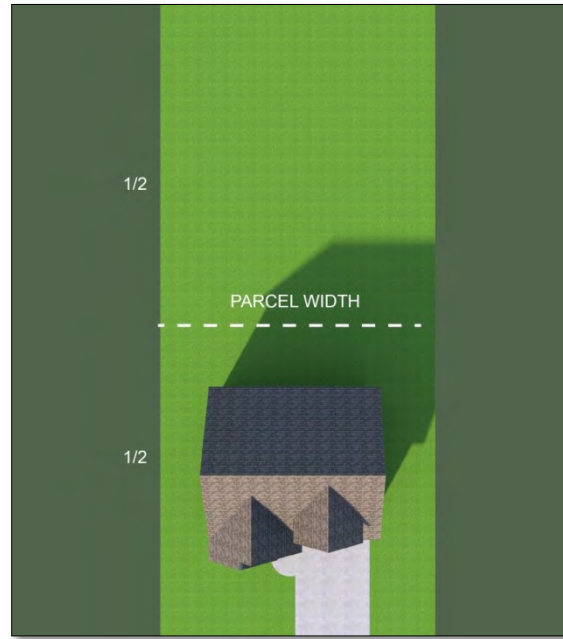
- b) **Front Parcel Line** means any parcel line common to a parcel and one district road. Where a parcel is contiguous to the intersection of two (2) district roads, the front parcel line is the shortest parcel line contiguous to a district road.
- c) **Interior Side Parcel Line** means a parcel boundary between two (2) or more parcels, other than a front or rear parcel line.
- d) **Rear Parcel Line** means the boundary of a parcel which lies the most opposite to and is not connected to the front parcel line.

**Figure 8-8: Illustration of Parcel Lines**



**PARCEL SETBACK** means the distance requirement that a development must be located from a specified parcel line.

**PARCEL WIDTH** means the distance between the side parcel lines at a point midway between the front and rear of the parcel and parallel to the street line as shown in Figure 8-9.

**Figure 8-9: Illustration of Parcel Width**

**PERSONAL SERVICES ESTABLISHMENT** means a development used for the provision of services to an individual which are related to the care and appearance of the body, or the cleaning and repair of personal effects. Typical services include but are not limited to barbershops, hairdressers, beauty salons, tailors, dressmakers, shoe repair shops, dry cleaners, and similar uses, but do not include health services.

**PLACE OF WORSHIP** means the use of a building, or portion thereof, for religious worship. Typical uses include but are not limited to churches, chapels, synagogues, monasteries, temples, and convents. It may also include an accessory dwelling unit for a caretaker, minister or someone of a similar position.

**PRINCIPAL BUILDING OR USE** means the main or primary use of land, buildings or structures which is provided for in the list of permitted uses in the Districts of this Bylaw.

**PROTECTIVE SERVICES** means development which is required for the public protection of persons and property from injury, harm or damage together with the incidental storage of equipment and vehicles. Typical uses include police, ambulance and fire stations, and ancillary training facilities.

**PUBLIC UTILITY** means the right-of-way for one or more of the following:

- a) Telecommunications systems;
- b) Waterworks systems;
- c) Sewage systems;
- d) Heating systems;
- e) Systems for the distribution of gas, whether natural or artificial;
- f) Systems for the distribution of artificial light or electric power;

- g) Water management projects;
- h) Wind energy conversion systems; or,
- i) Solar energy systems.

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## Q

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**QUARTER SECTION** means a titled area containing 64.8 ha (160 ac) more or less, but excluding road widenings.

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## R

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**RECLAMATION PLAN** means a description of the procedures used to return the site to equivalent land capability (this may involve returning the site to conditions and land uses that are similar to the pre-development setting or, in some instances, to an approved alternate land use different than before). It is based on pre-disturbance site assessments of soil, landscape, vegetation, and land use.

**RECREATION, INDOOR** means facilities within an enclosed building for sports, active recreation, performing and cultural arts where patrons are predominantly participants. This includes but is not limited to arenas, athletic clubs, health and fitness clubs, gymnasiums, swimming pools, rifle and pistol ranges, bowling alleys, and racquet clubs. May include necessary uses such as cafeterias, pro-shop and amusement arcades exclusively servicing the users of the facility;

**RECREATION, MOTORIZED VEHICLE** means a facility for vehicular or motorized sports activities or both. This includes but is not limited to motor bikes, snowmobiles, motor vehicle racetracks and boating facilities.

**RECREATION, OUTDOOR PASSIVE** means facilities used for recreational activities, which utilize tracts of land and may require accessory facilities or structures. This includes but is not limited to cross-country ski trails, golf courses and driving ranges, ice rinks, playgrounds, ski hills, sports fields and paintball.

**RECREATIONAL VEHICLE** means an accommodation unit designed to be transported on its own wheels or by other means (including units permanently mounted or otherwise on trucks) designed or constructed in a manner that will permit its use for temporary dwelling accommodation for travel and recreation purposes only, but does not include a manufactured home as defined in this Bylaw.

**RECREATIONAL VEHICLE STORAGE** means a development which provides fenced or indoor, secure, on-site storage of 2 or more recreational vehicles.

**RESORT** means a commercial establishment featuring a range of accommodations, amenities, sports facilities, and other leisure attractions.

**RETAIL SALES** means a building where goods, wares, merchandise, substances, articles or things are offered or kept for sale at retail, including storage of limited quantities of such goods, wares, merchandise, substances, articles or things, sufficient only to service such a store.

**RESTAURANT** means a commercial establishment where food and beverage are sold to the public and may include dine-in, take-out and/or fast-food pick-up. It may include supplementary on or off-premises catering services.

**ROAD, DISTRICT** means a road within Greenview, including the rights-of-way of all or any of the following:

- a) Developed or Undeveloped Road Allowance
- b) A Township road;
- c) A Range road;
- d) An internal subdivision road;
- e) A service road;
- f) A street;
- g) An avenue; and,
- h) A lane.

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## S

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**SALVAGE YARD** means development for purchasing, receiving or transporting of spent materials or substances which may generate a detrimental impact or nuisance beyond the boundaries of the parcel or parcel on which it is situated. It includes a site where dilapidated vehicles, damaged or inoperable or obsolete goods, machinery or equipment, building materials or other scrap metal are stored, dismantled or crushed.

**SCREENING** means the total or partial concealment of a building, equipment, structure or activity by a fence, earth berm, trees, hedge, or established shelterbelt.

**SERVICE STATION** means a premise or the portion thereof used or intended to be used for the servicing and minor repairing of motor vehicles and for the sale of fuel, lubricating oils and minor accessories for motor vehicles.

**SETBACK** means the measured distance from a lot line to a building or structure or any other feature specified by this Bylaw.

**SHIPPING CONTAINER** means a prefabricated shipping or cargo container specifically constructed for the transportation of good by rail, ship or truck.

**SIGN** means an object or device that is intended to promote anything or provide off-site directional information.

**SIGN, DIRECTIONAL** means a sign which regulates or denotes the distance, function and/or direction to various parts of a building, structure, or premises, including parking and traffic areas

**SOLAR COLLECTOR, MAJOR** means the use of land or buildings for the conversion of the sun's rays to thermal, electrical or mechanical energy from a generating unit with a total capacity of greater than 150 kW or greater.

**SOLAR COLLECTOR, MINOR** means the use of land or buildings for the conversion of the sun's rays to thermal, electrical or mechanical energy from a generating unit with a total capacity of less than 150 kW.

**STORAGE, OUTDOOR** means the storing, stockpiling or accumulating of products, goods, equipment, vehicles, or material in an area that is open or exposed to the natural elements. This can include storage of raw materials, truck trailers, partially processed or finished goods, manufactured products, equipment, and recreational vehicles.

**STORAGE, TEMPORARY** means development used exclusively for temporary outside storage of goods and materials where such storage of goods and materials does not involve the erection of permanent structures or the material alteration of the existing state of the land. Typical uses include storage yards for construction vehicles, equipment and materials, pipes, mats or recreation vehicles

**STRUCTURAL ALTERATION** means any change to the roof, foundation or exterior walls of a structure that results in the expansion of the usable floor area of a structure or reduces existing setback distances.

**SUBDIVISION AUTHORITY** is a body that exercises subdivision powers on behalf of the municipality. It is provided for by Council through a bylaw. The Subdivision Authority can include the following members: any or all members of Council, a designated officer, a Municipal Planning Commission, or any other person or organization.

**SUITE, ATTACHED** means a second self-contained living unit within the principal dwelling unit which is an accessory use. An attached suite has cooking, food preparation, sleeping and sanitary facilities.

**SUITE, DETACHED** means a dwelling unit located on the same parcel as the principal dwelling unit, but separate from it. A detached suite has cooking, food preparation, sleeping and sanitary facilities.

**SUPPORTIVE LIVING ACCOMMODATION** means a residential multi-unit building designed to provide long term housing where residents are provided with any combination of meal services, housekeeping services and personal care assistance. Typical uses include seniors' lodges and nursing homes.

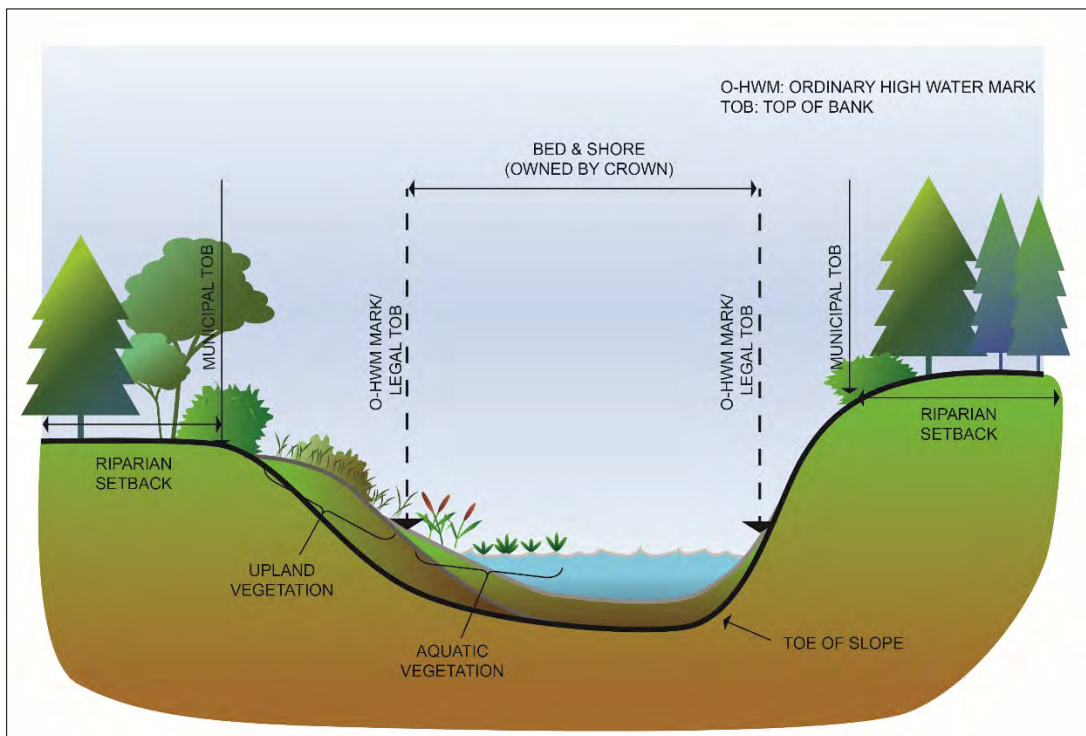
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## T

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**TOP OF BANK, LEGAL** means the points closest to the boundary of the active floodplain of a lake, stream, or other body of water where a break in slope of the land occurs such that the grade beyond the break is flatter than 3 (horizontal) to 1 (vertical) at any point for a minimum of 15 m (49.2 ft.) measured perpendicularly from the break. Where banks are not well defined (e.g. in the case of lakes, wetlands or ponds), the top of the bank is equivalent to the ordinary high water mark or flood hazard area, whichever is greater (see figure 8-10: Illustration of Typical Stream).

**Figure 8-10: Illustration of Typical Stream**



**TOP OF BANK, MUNICIPAL** means the points closest to the boundary of the flood hazard area of a lake, stream, or other body of water (see figure 8-10: Illustration of Typical Stream).

**TRUCK STOP** means the provision of facilities, including a service station and restaurant, for the parking of tractor/trailer units.

**TRUCKING OPERATION** means the use of land, buildings or structures for the purpose of storing, repairing, servicing or loading trucks or transportation trailers. This may include parking for trucks not in use, logistics and administrative offices or service bays.

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## U

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**UTILITIES, MAJOR** means development which is necessary for the local distribution of a public utility but has larger land requirements, and may have impacts on adjacent land uses and includes sanitary landfill sites, waste transfer stations, sewage treatment plants, sewage lagoons, sludge disposal beds, waste recycling plants, maintenance and equipment storage yards, surface reservoirs, water storage tanks, and water treatment plants.

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## V

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**VEHICLE WASH, COMMERCIAL** means a separate facility for washing vehicles that is intended and designed to accommodate vehicles with a licensed gross vehicle weight exceeding 4,500 kg.

**VEHICLE WASH, LIGHT PASSENGER** means a separate facility for washing vehicles that is intended and designed to accommodate cars and light trucks with a licensed gross vehicle weight not exceeding 4,500 kg. A separate light passenger vehicle car wash does not include a vehicle washing facility that forms part of an automobile, truck and recreational vehicle sales and repair facility, or a service station.

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## W

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**WIND ENERGY CONVERSION SYSTEM, MAJOR** means a single turbine, or many turbines with a total capacity of 150 kW or more. This does not include windmills used for the aeration of dugouts.

**WIND ENERGY CONVERSION SYSTEM, MINOR** means a small-scale wind turbine with a total capacity of less than 150 kW. This does not include windmills used for the aeration of dugouts.

**WORK CAMP** means a temporary residential complex used to house workers, usually but not necessarily for a contracting firm or project. A work camp is usually made up of several buildings used to provide sleeping, eating, recreation and other basic living facilities. Buildings are designed to be dismantled and moved from location to location and from time to time, but do not include manufactured homes or recreational vehicles.

**WORK CAMP, PROJECT ORIENTED** means a temporary residential complex used to house workers, for a specific project, on a temporary basis of not more than nine (9) months. A project-oriented work camp is usually made up of a number of buildings used to provide sleeping, eating, recreation and other basic living facilities. Buildings are designed to be dismantled and moved from location to location and from time to time, but do not include manufactured homes or recreational vehicles.



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## Y

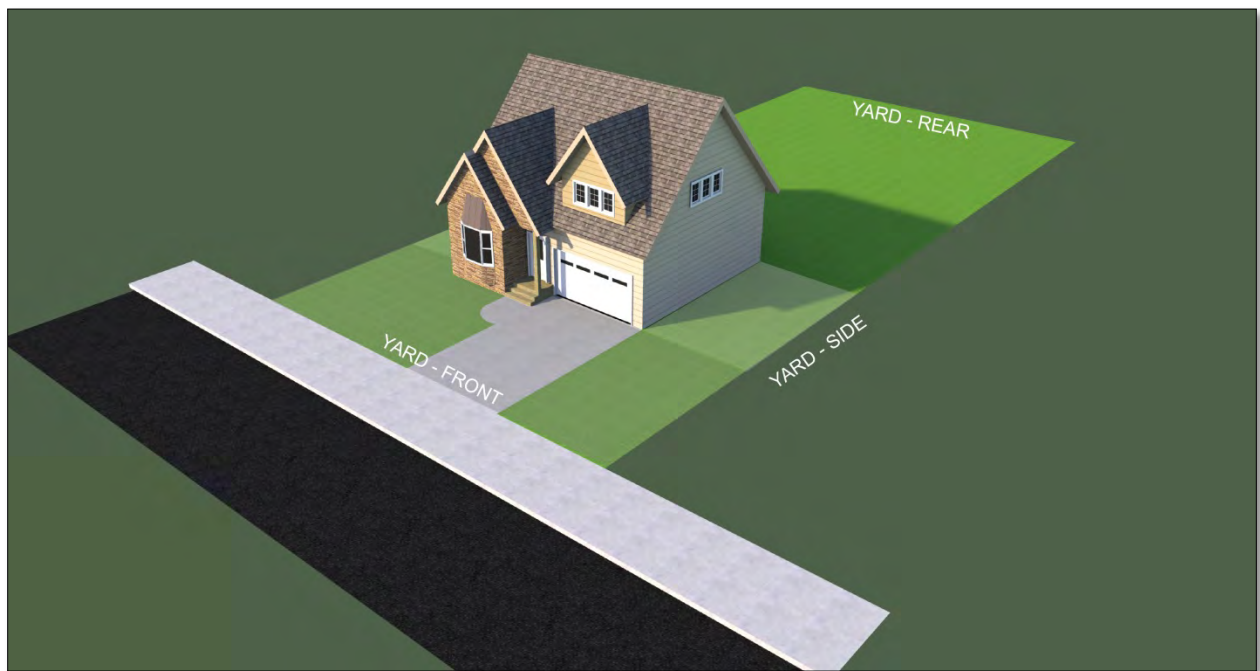
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**YARD, FRONT** means part of a parcel lying between the front parcel line and the front of the principal building and extended across the full width of the parcel, as shown in Figure 8-11.

**YARD, REAR** means part of a parcel lying between the rear parcel line and the rear of the principal building and extended across the full width of the parcel, as shown in Figure 8-11.

**YARD, SIDE** means part of a parcel extending from the front yard to the rear yard and lying between the side parcel line and the closest side of the principal building, as shown in Figure 8-11.

**Figure 8-11: Illustration of Yards**

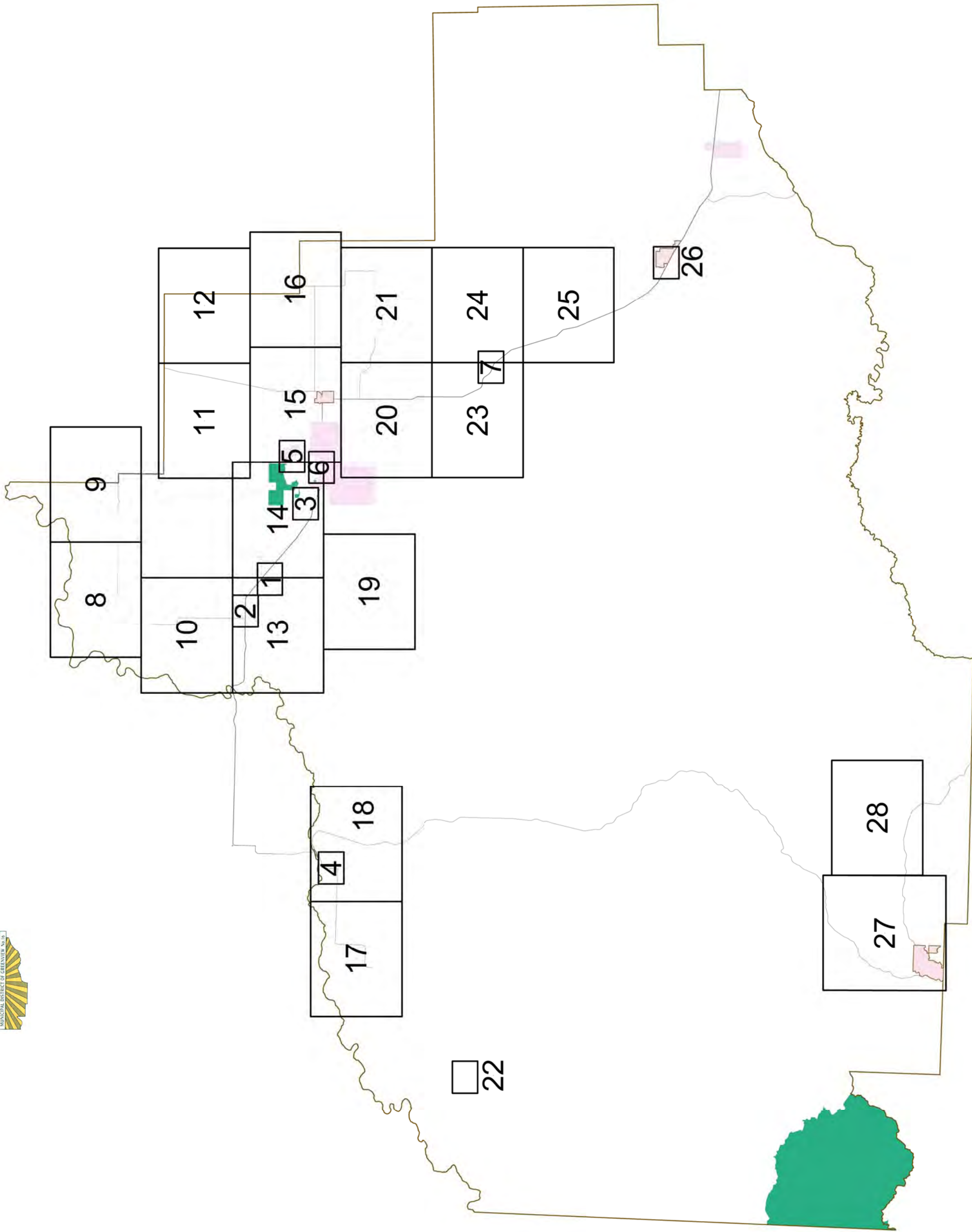


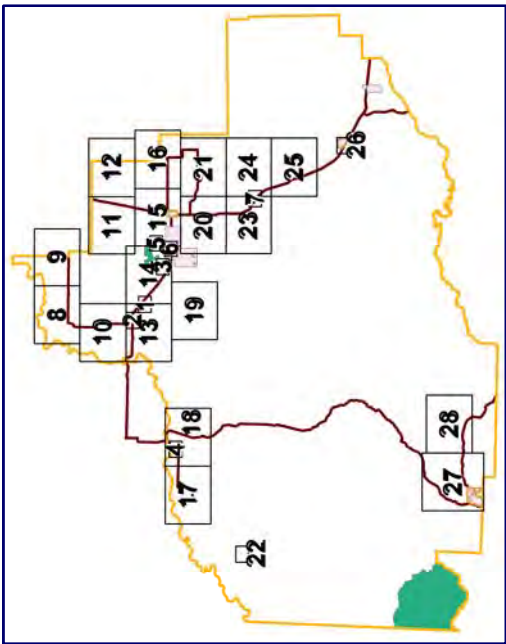
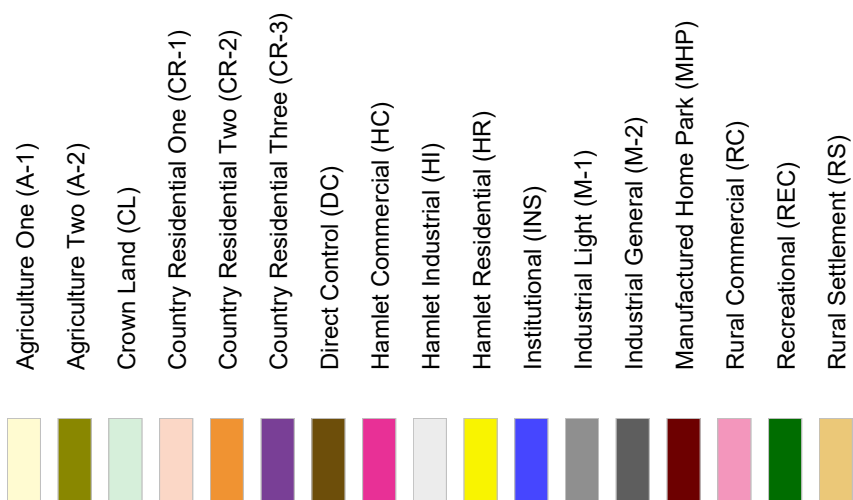
## **SCHEDULE B**

### **Land Use Bylaw**



# Land Use Bylaw - Map Index





PAGE 1

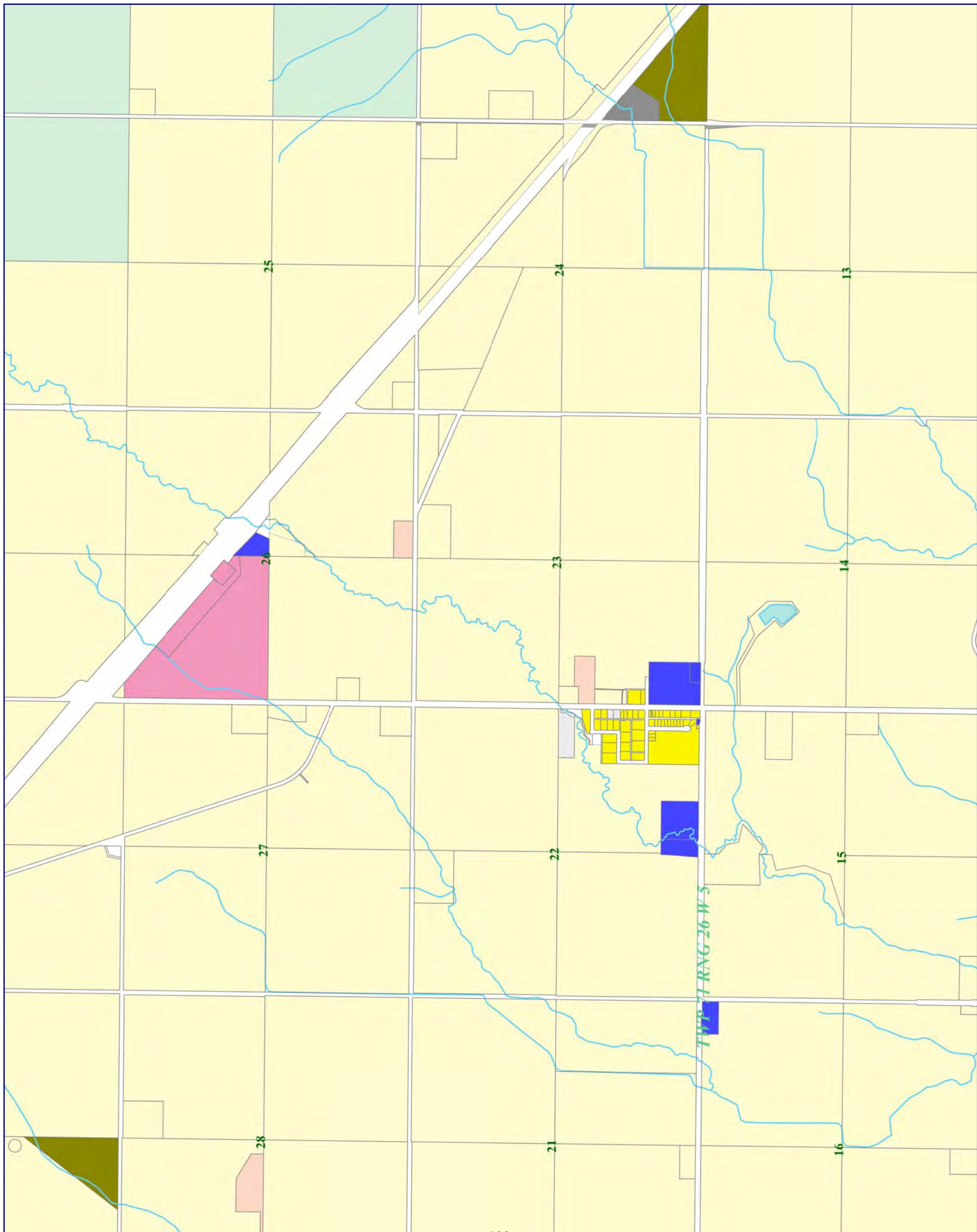
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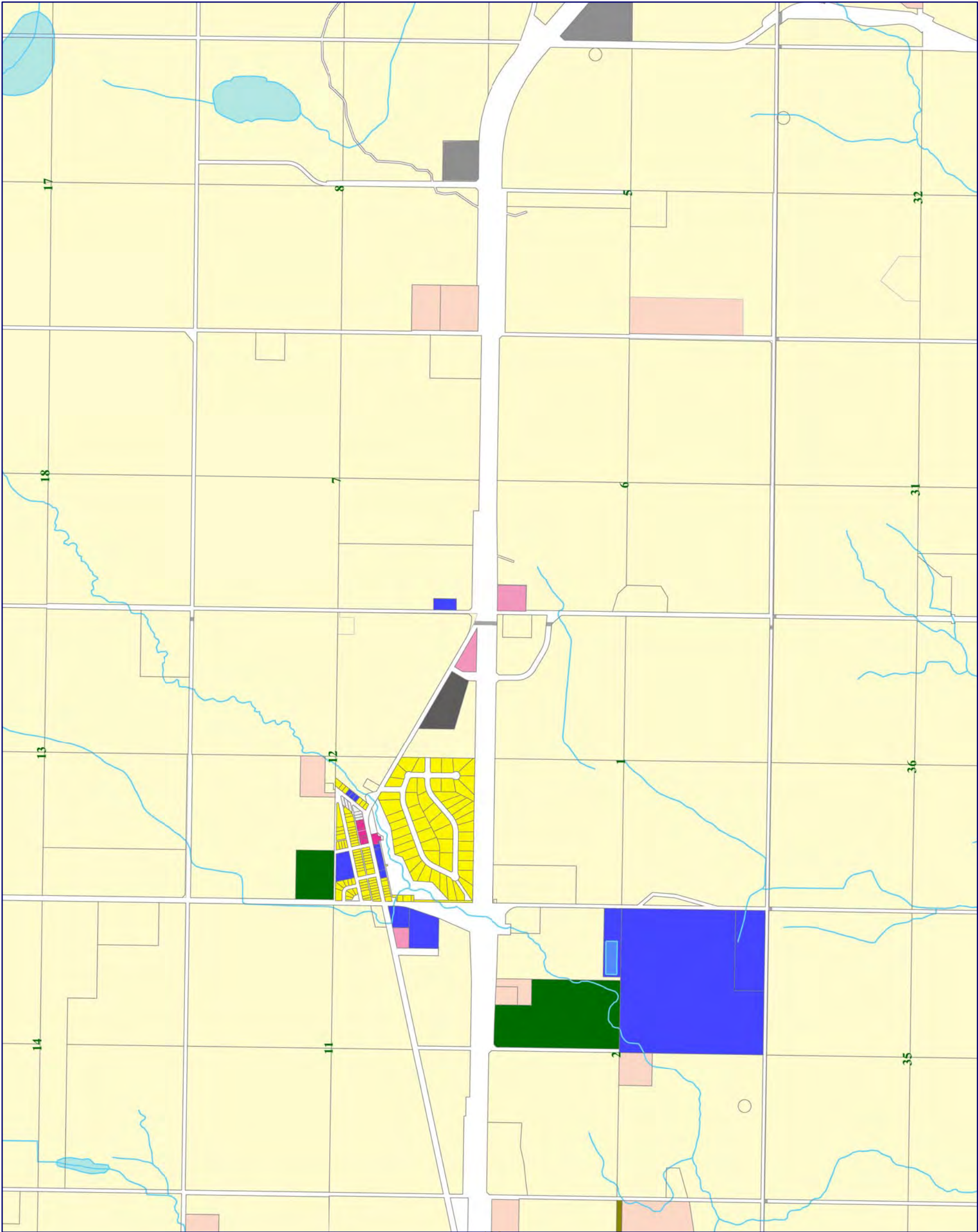
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Compiled from the Rural Cadastral Digital Base March 1, 2016, 1:20,000 Digital Base, and Ownership compiled from municipal tax data, March 1, 2016.

Building/Site/Feature information compiled from municipal assessment data, December 2015.

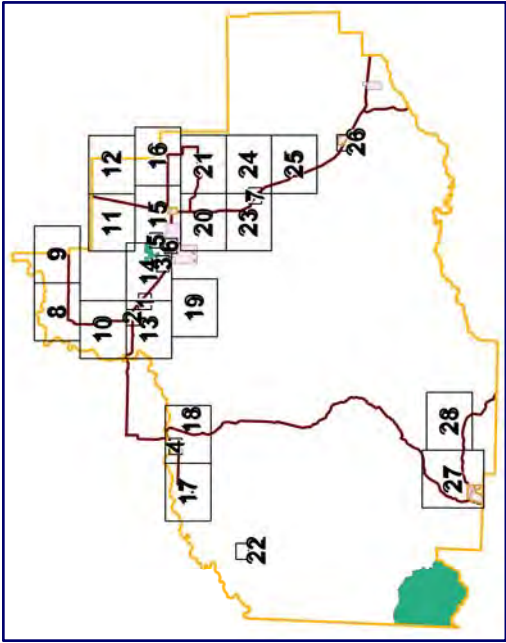




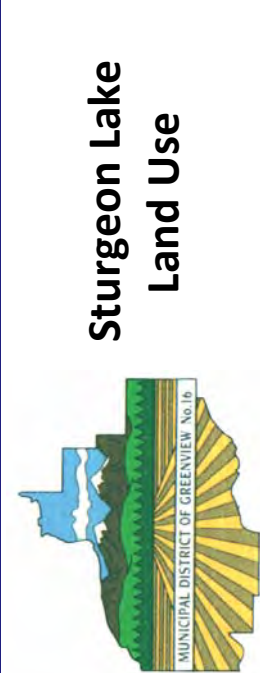
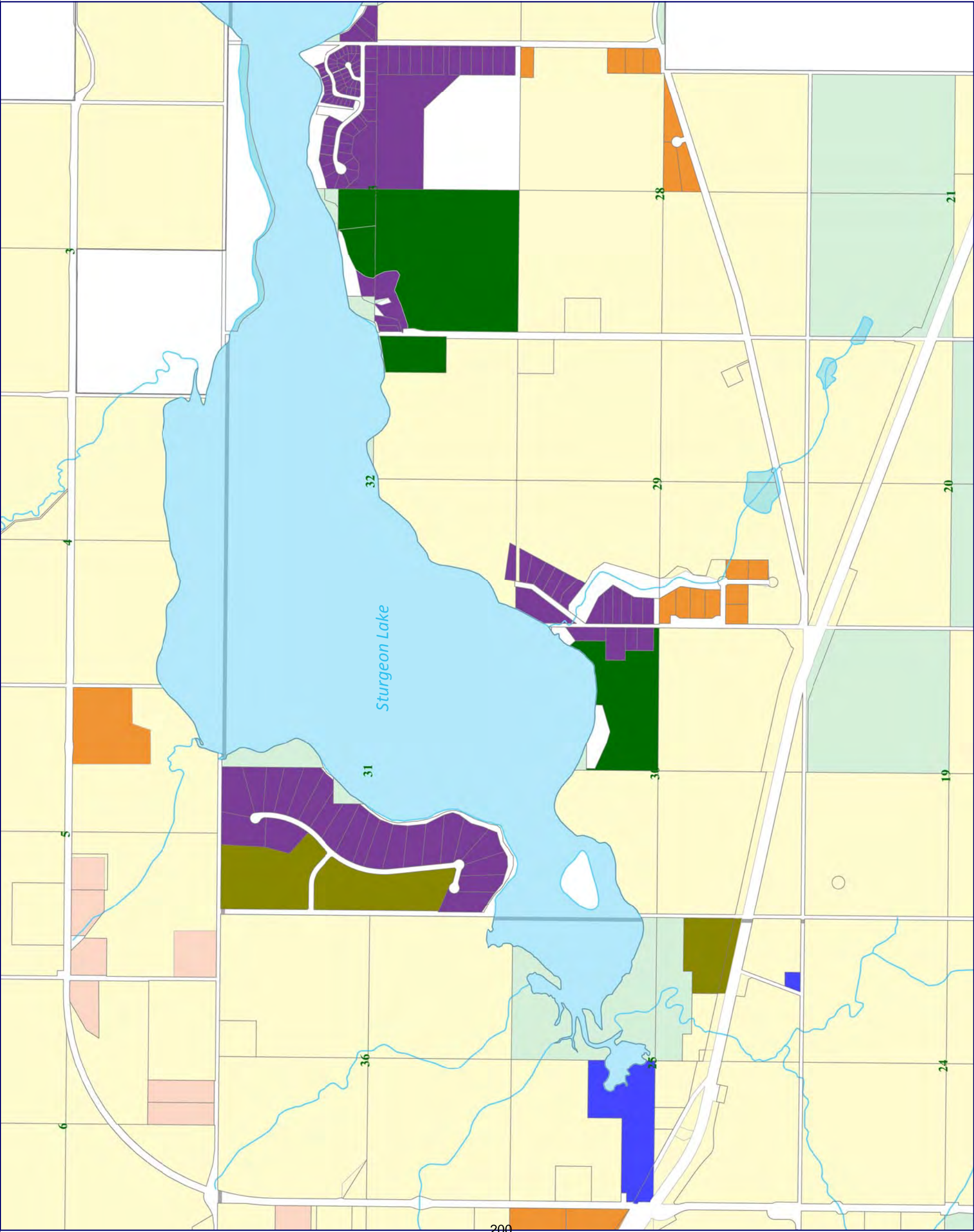


# DeBolt Land Use

- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)

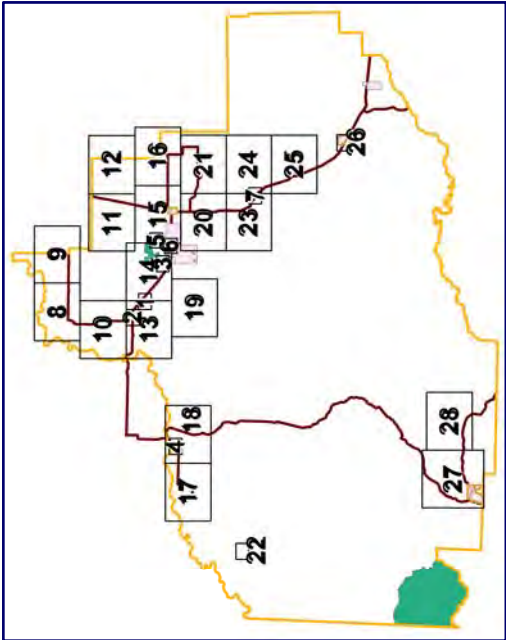




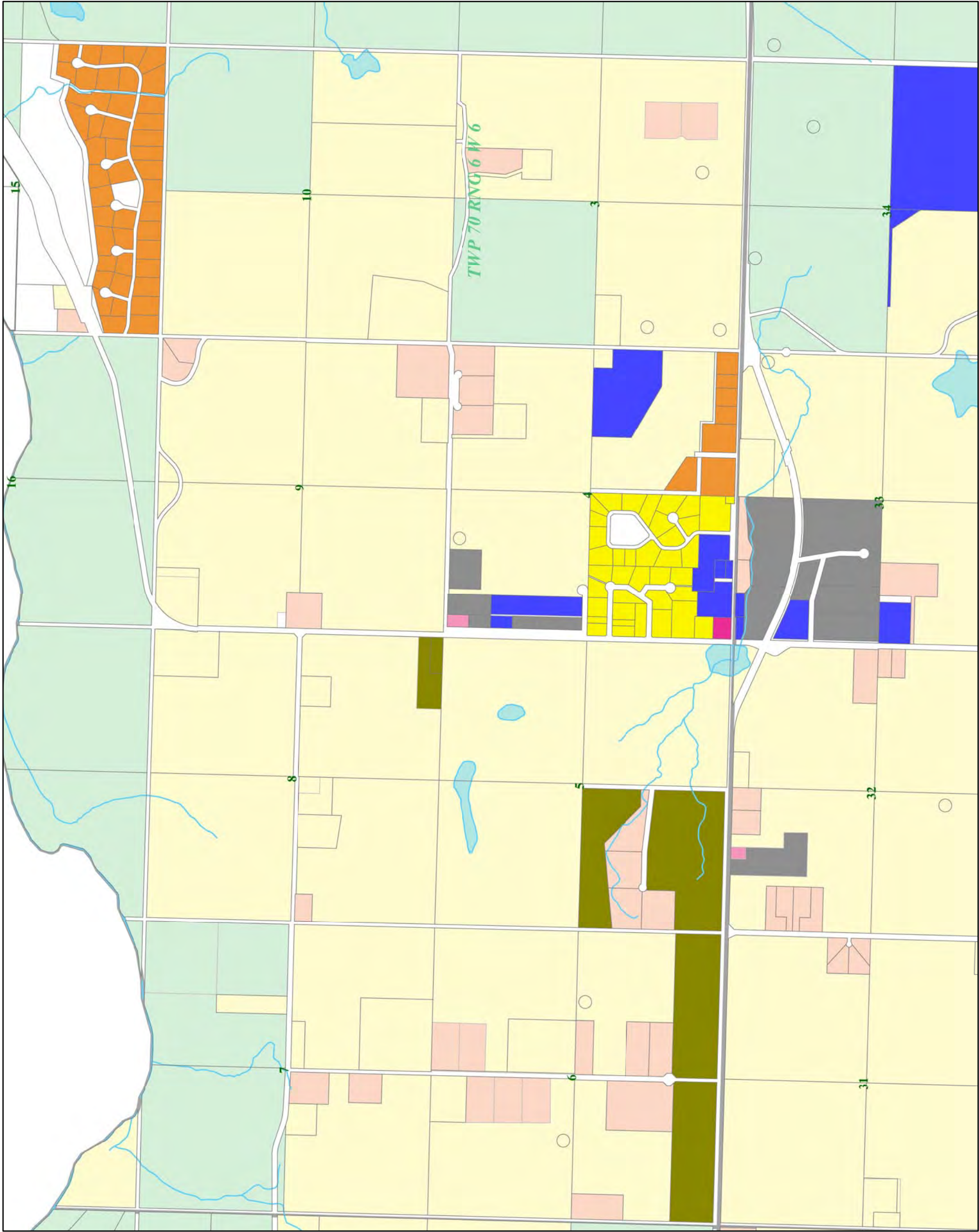


# Sturgeon Lake Land Use

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- Crown Land (CL)
- Country Residential One (CR-1)
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- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
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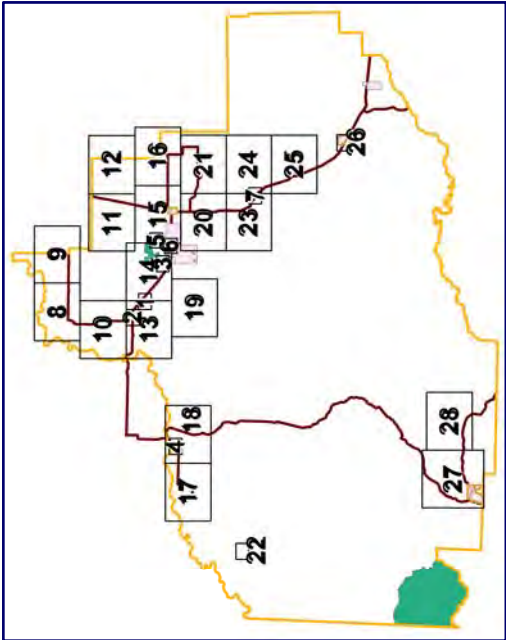






Grovedale  
Land Use

- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
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- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)

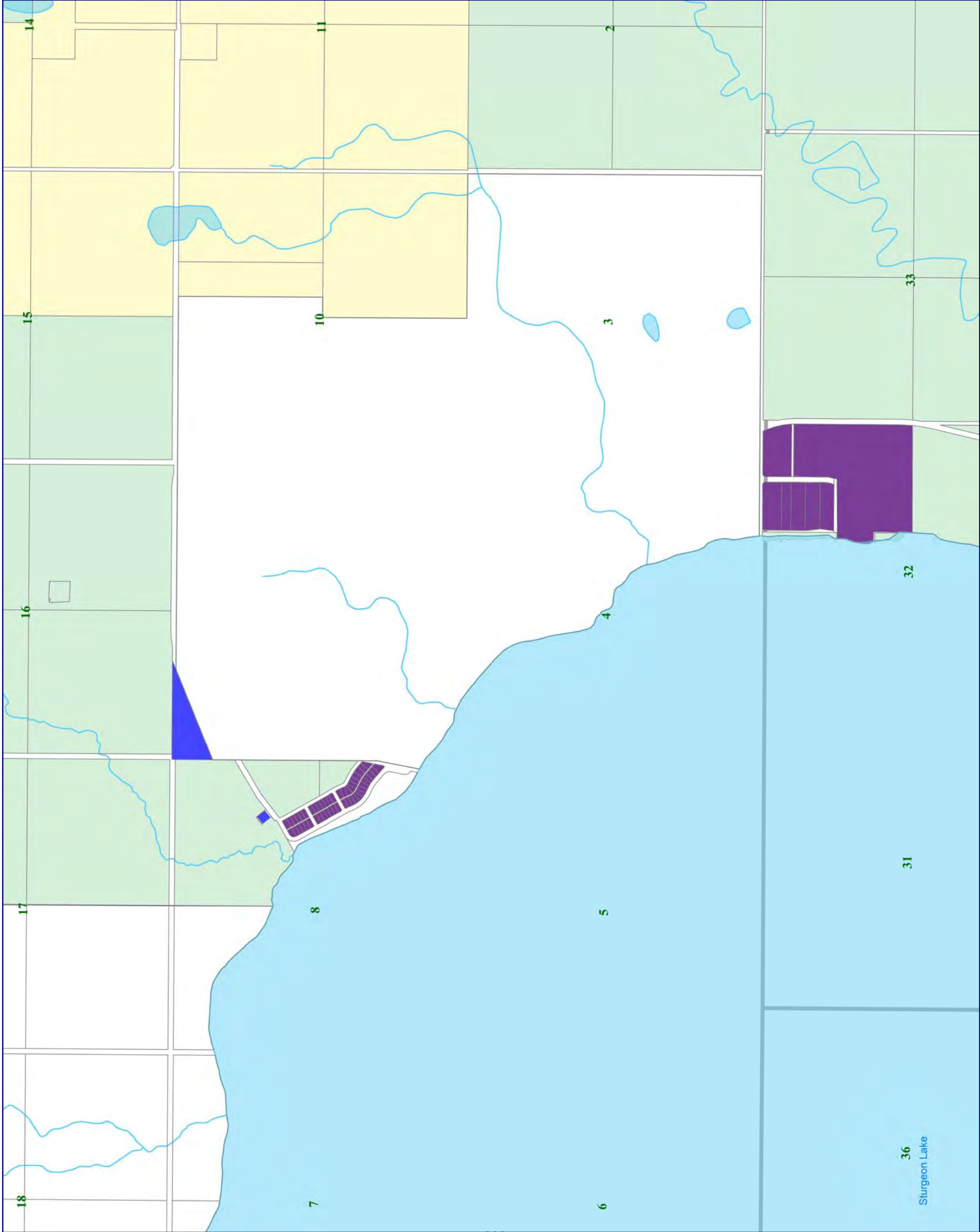


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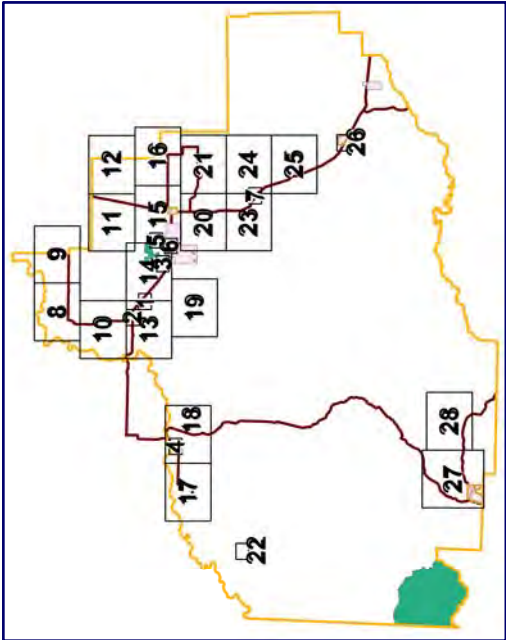


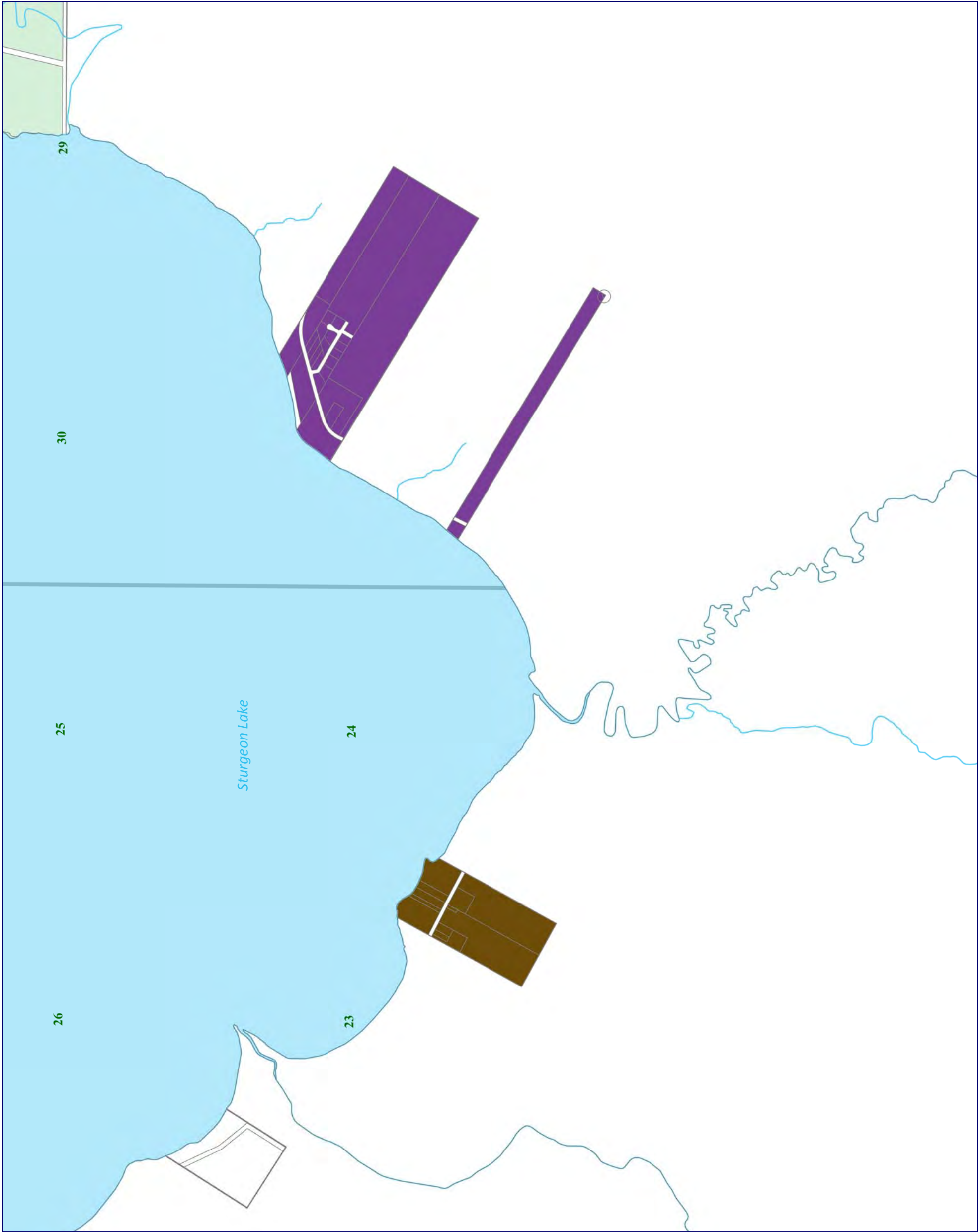


# Sturgeon Lake North

## Land Use

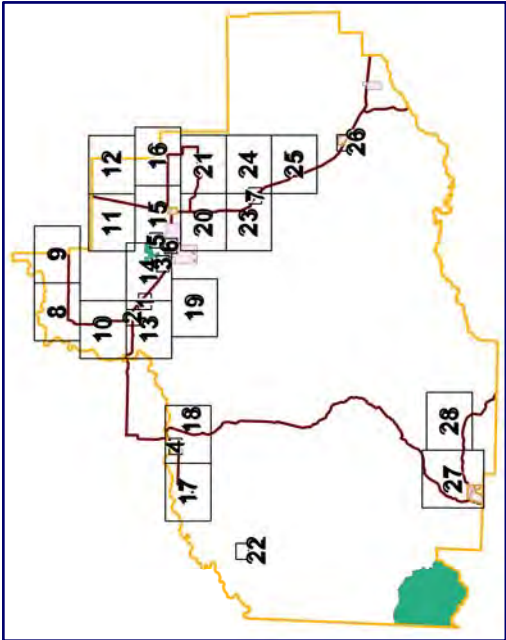
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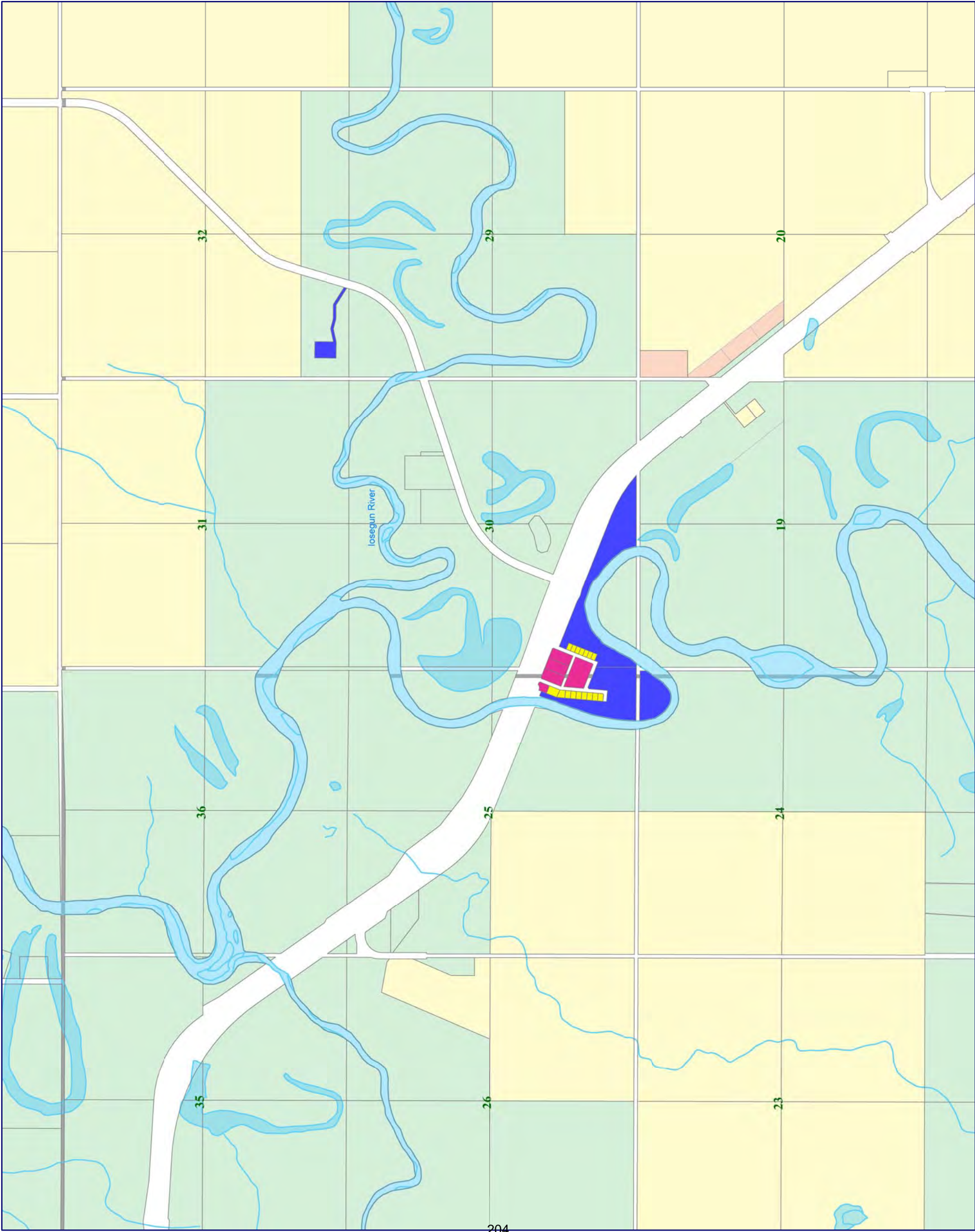


# Sturgeon Lake South Land Use

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- Country Residential One (CR-1)
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- Country Residential Two (CR-3)
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- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
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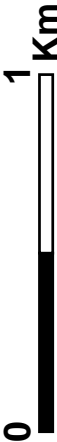
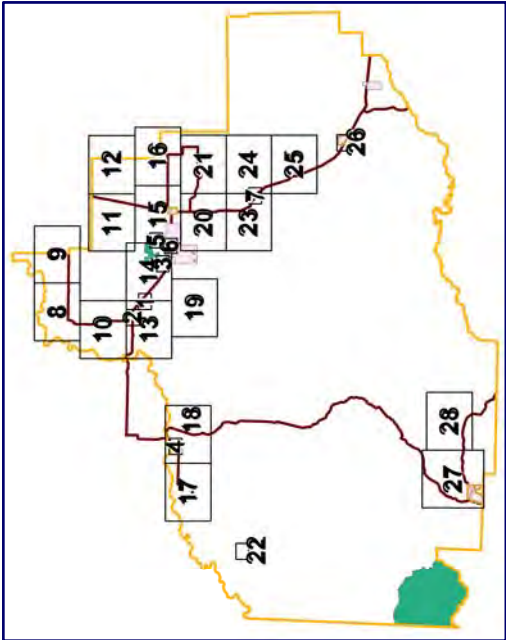




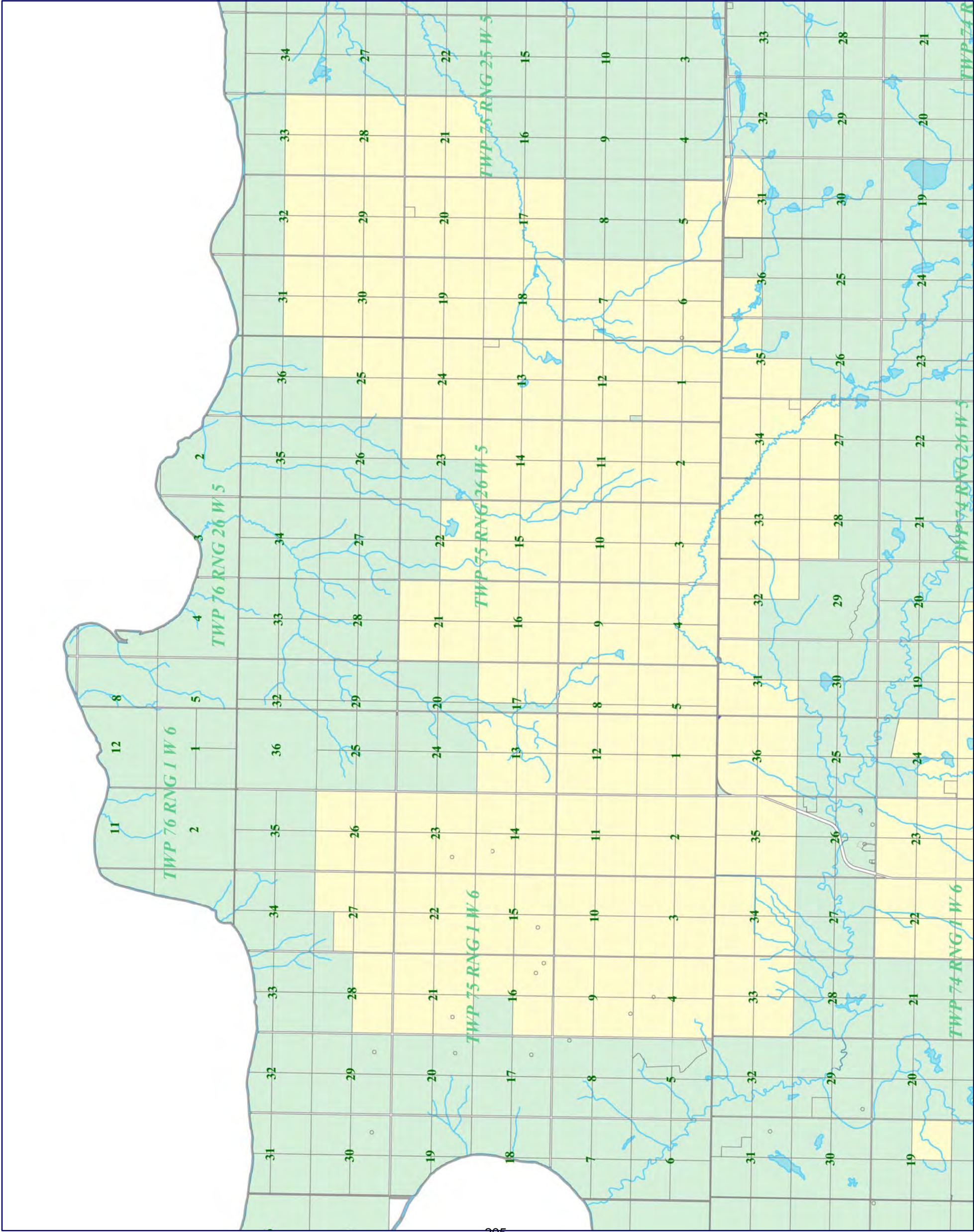


# Little Smoky Land Use

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- Agriculture Two (A-2)
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- Country Residential Three (CR-3)
- Direct Control (DC)
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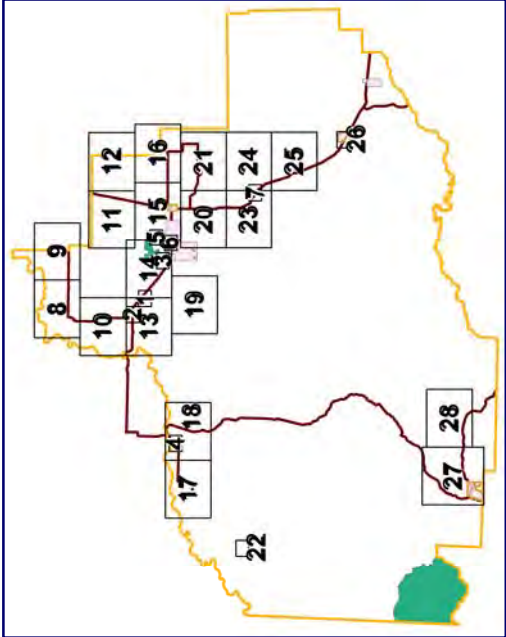




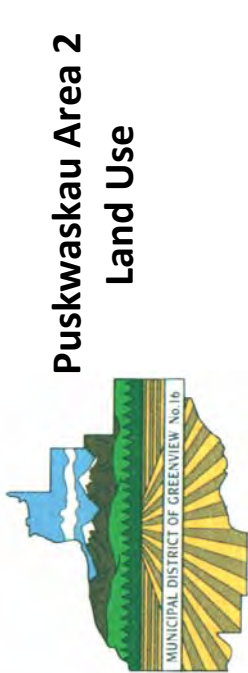
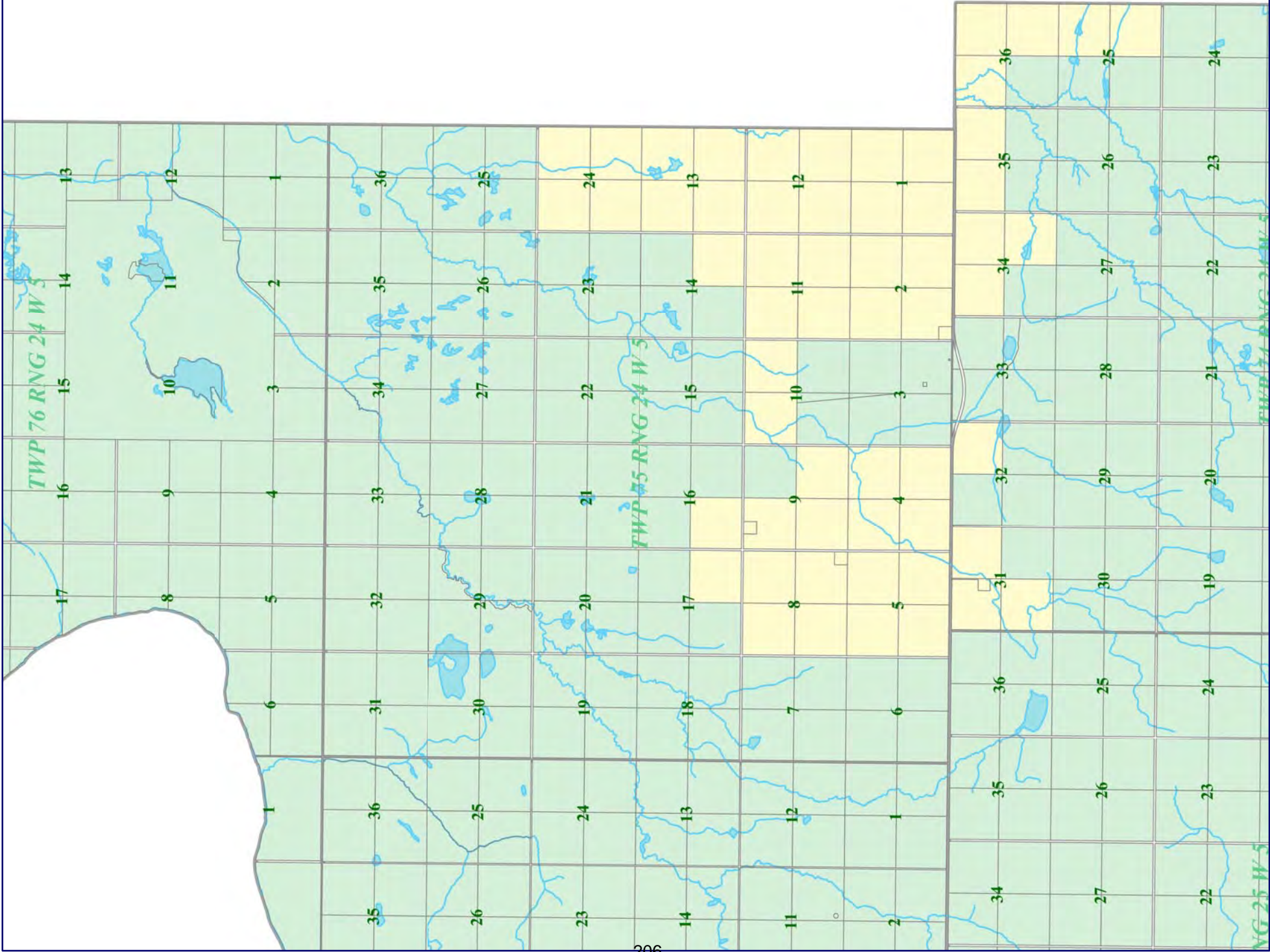
Puskwaskau Area 1  
Land Use



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- Agriculture Two (A-2)
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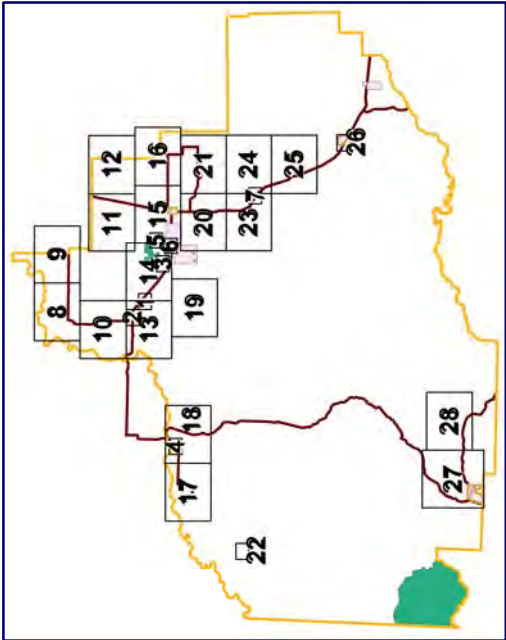




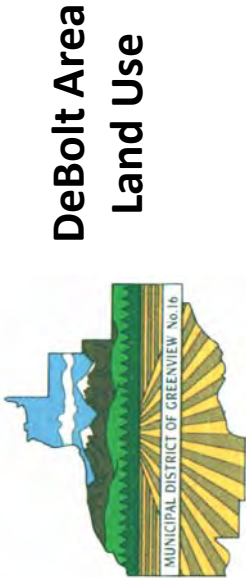
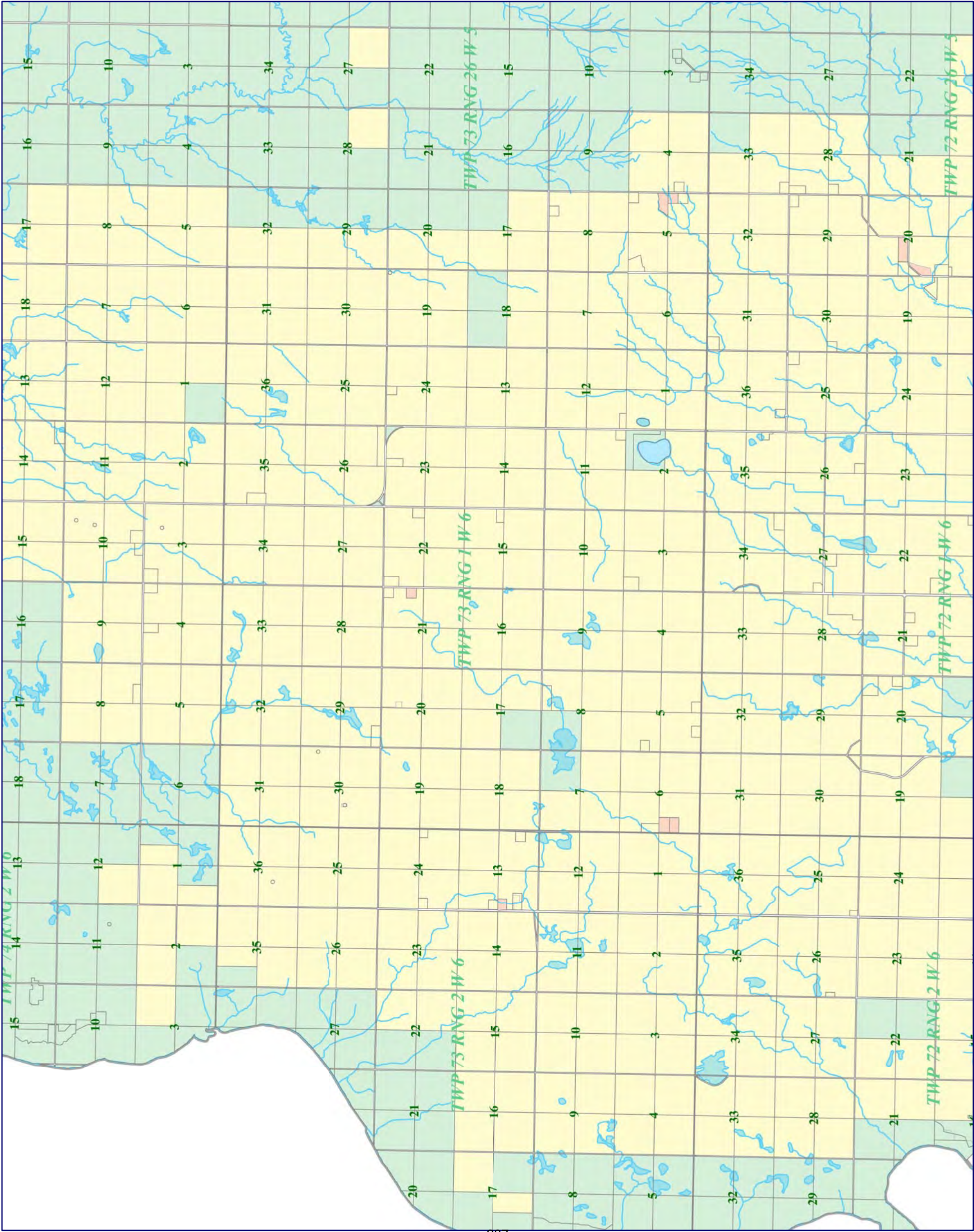


## Puskwaskau Area 2 Land Use

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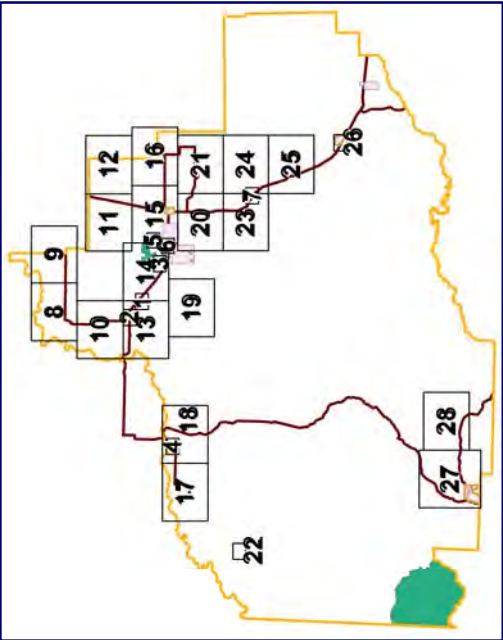




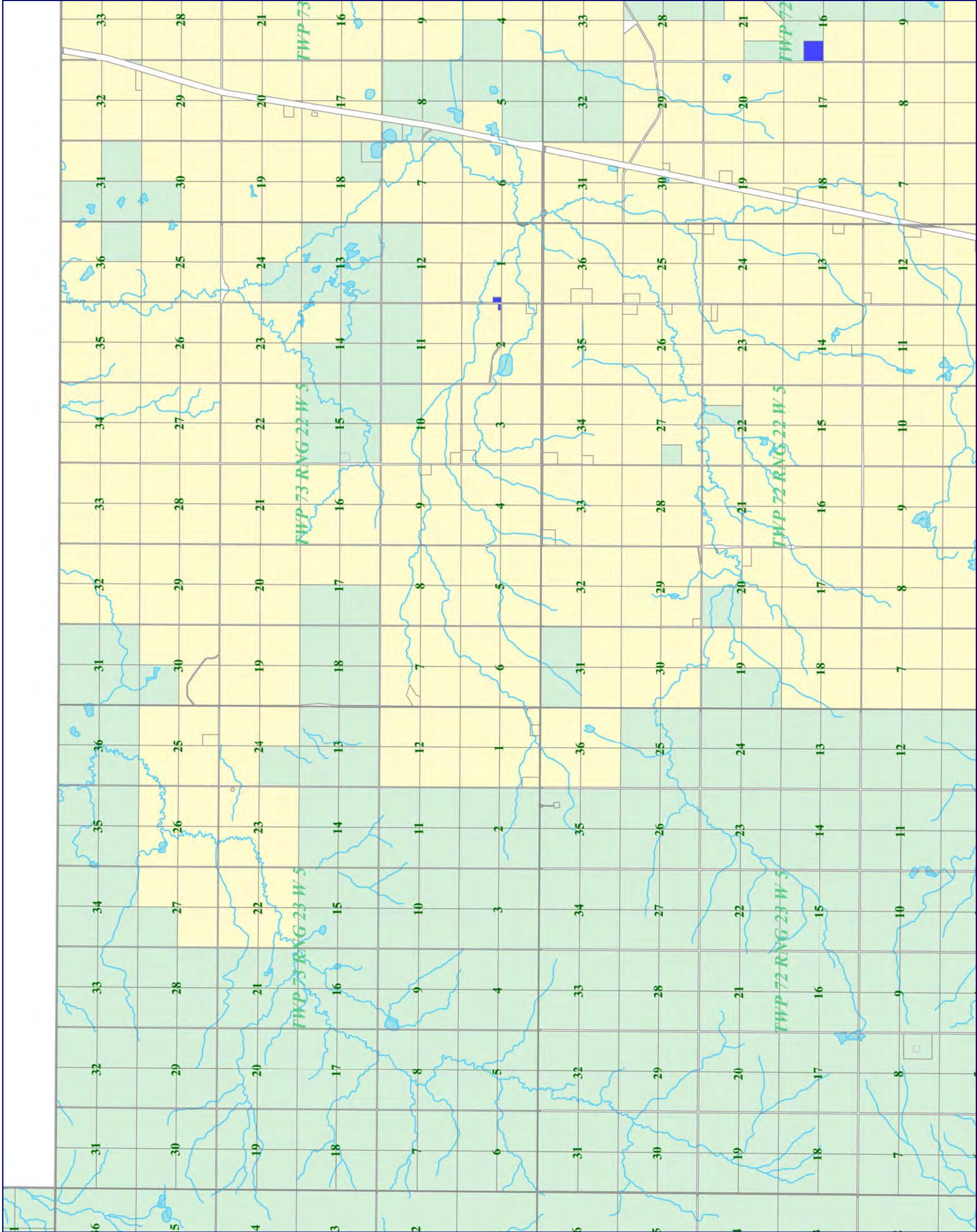


DeBolt Area  
Land Use

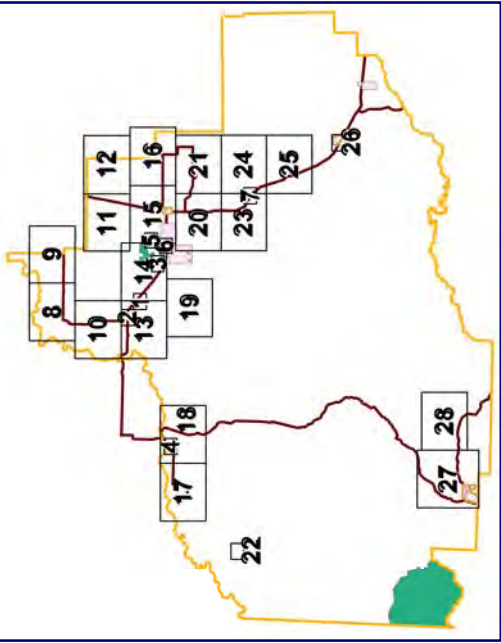
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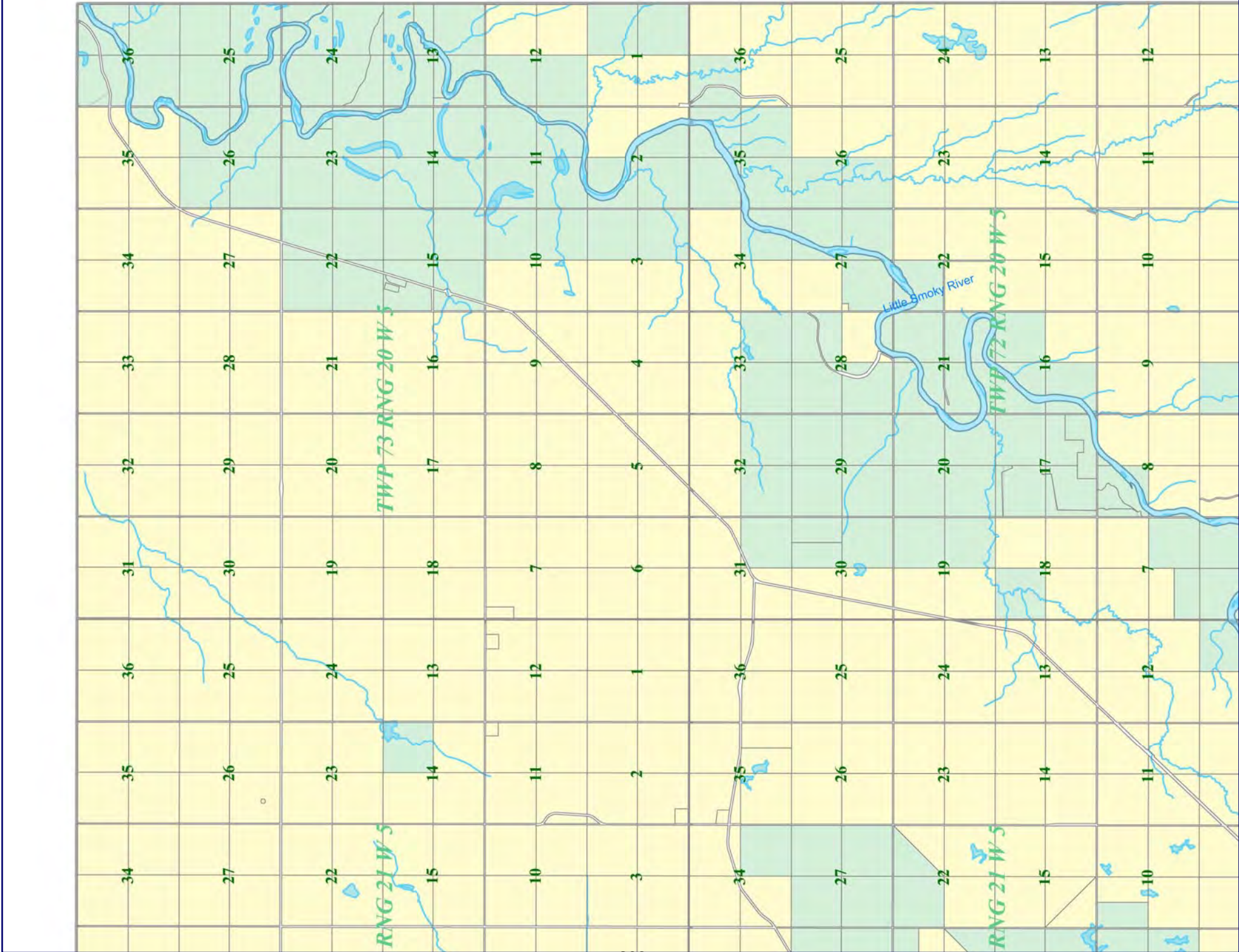




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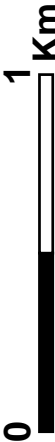
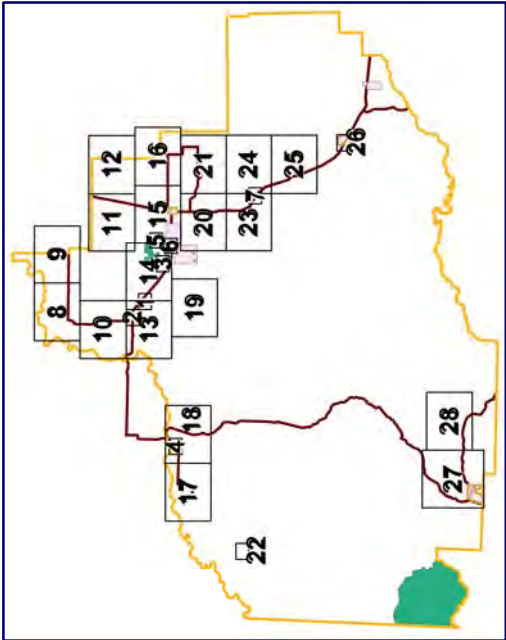




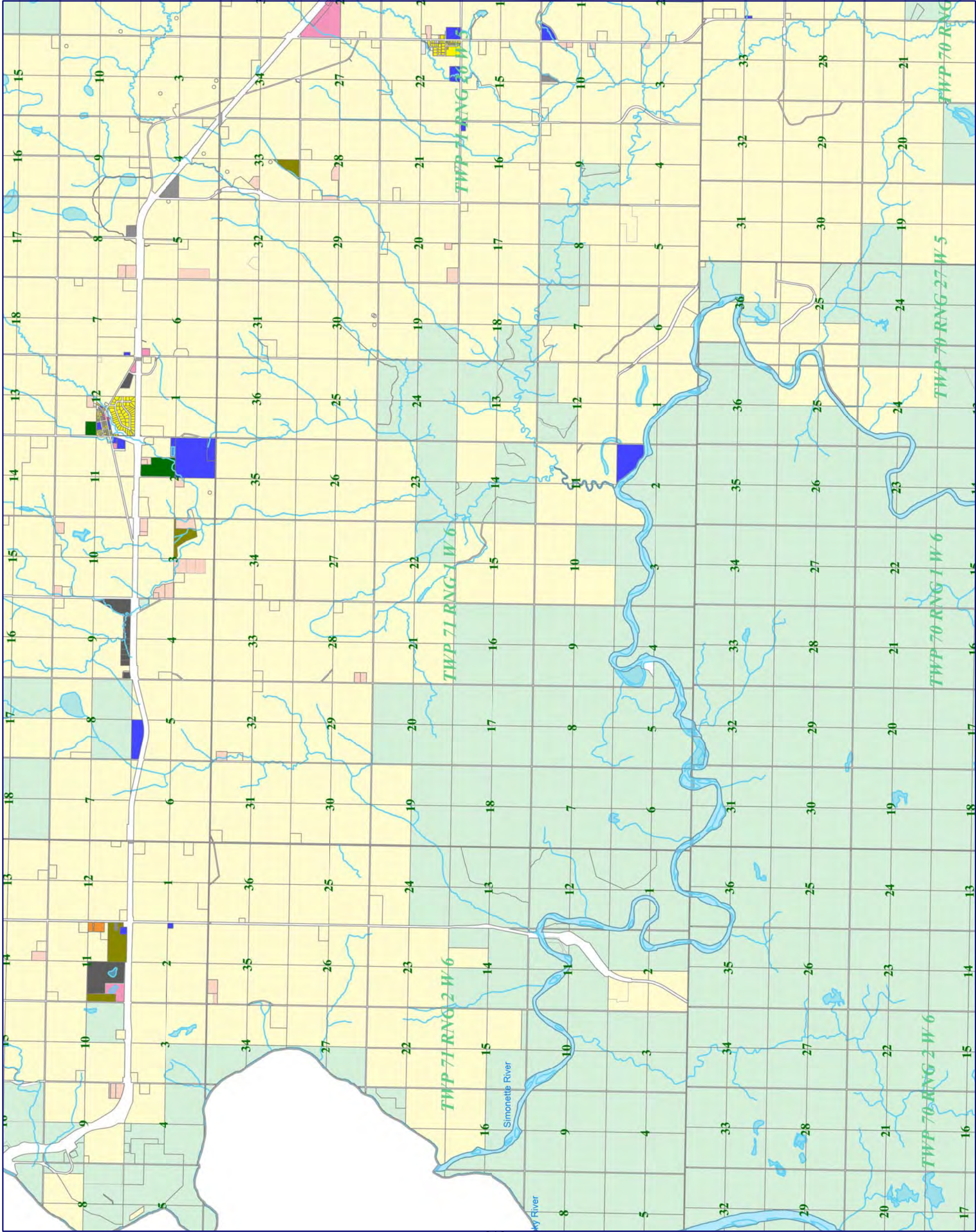


# New Fish Creek Area 2 Land Use

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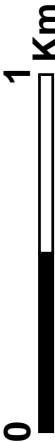
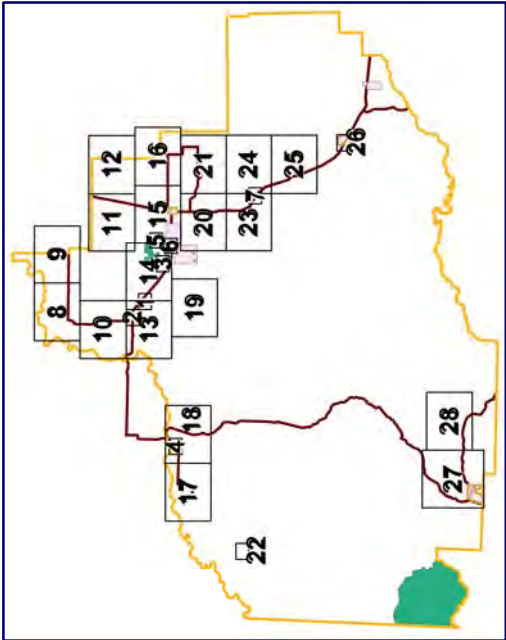




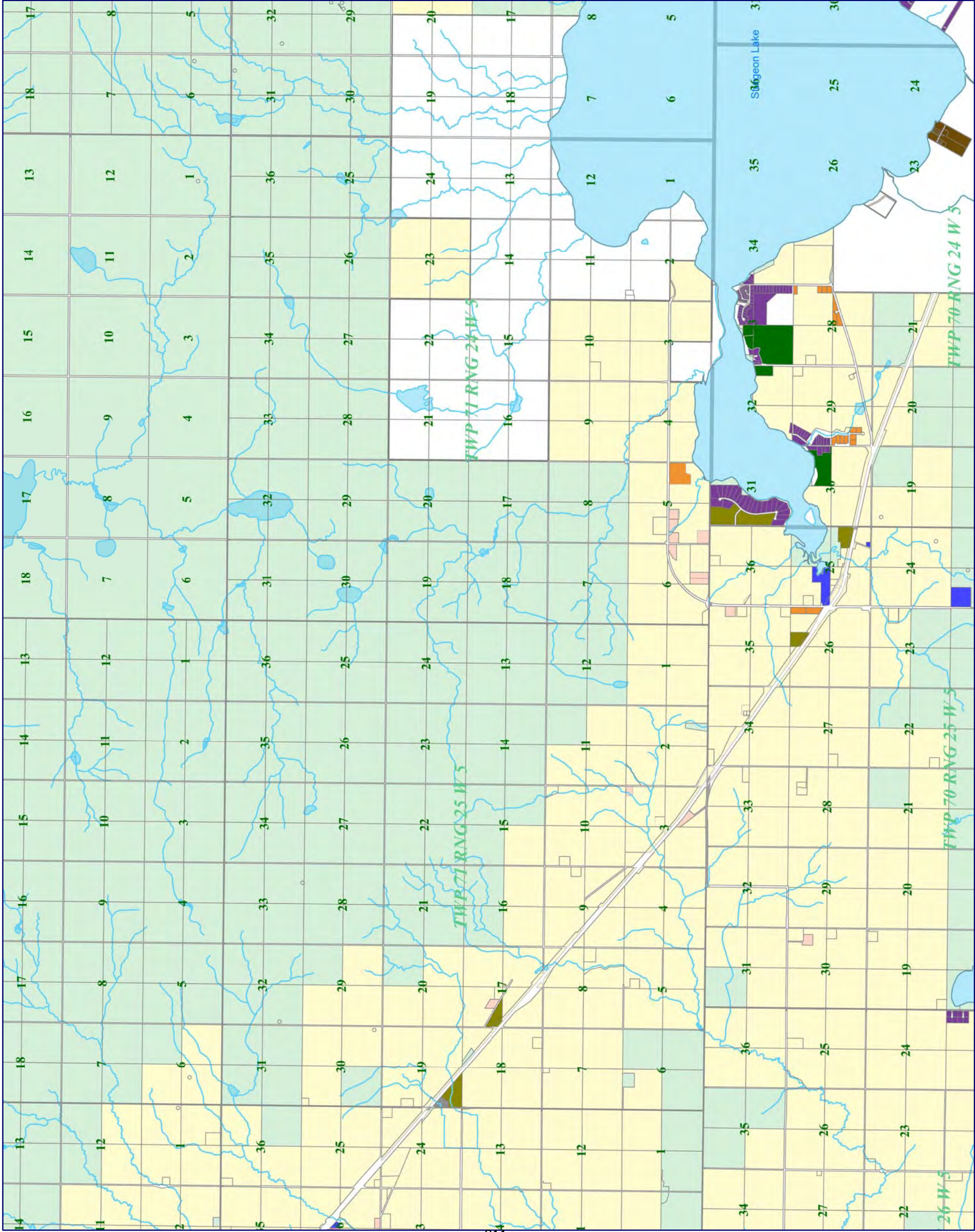


Goodwin Area  
Land Use

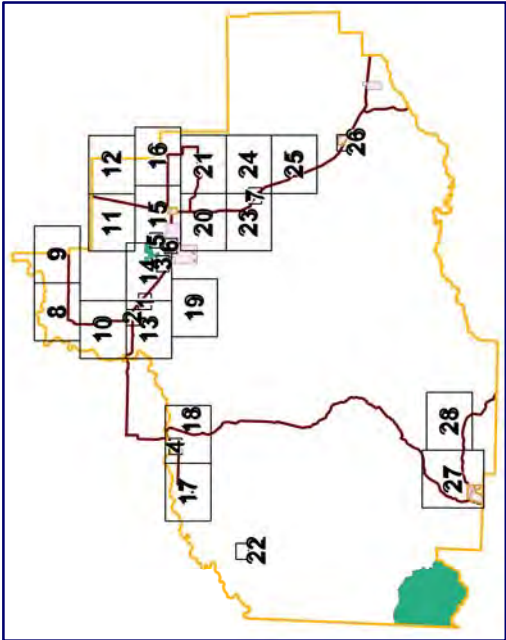
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- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



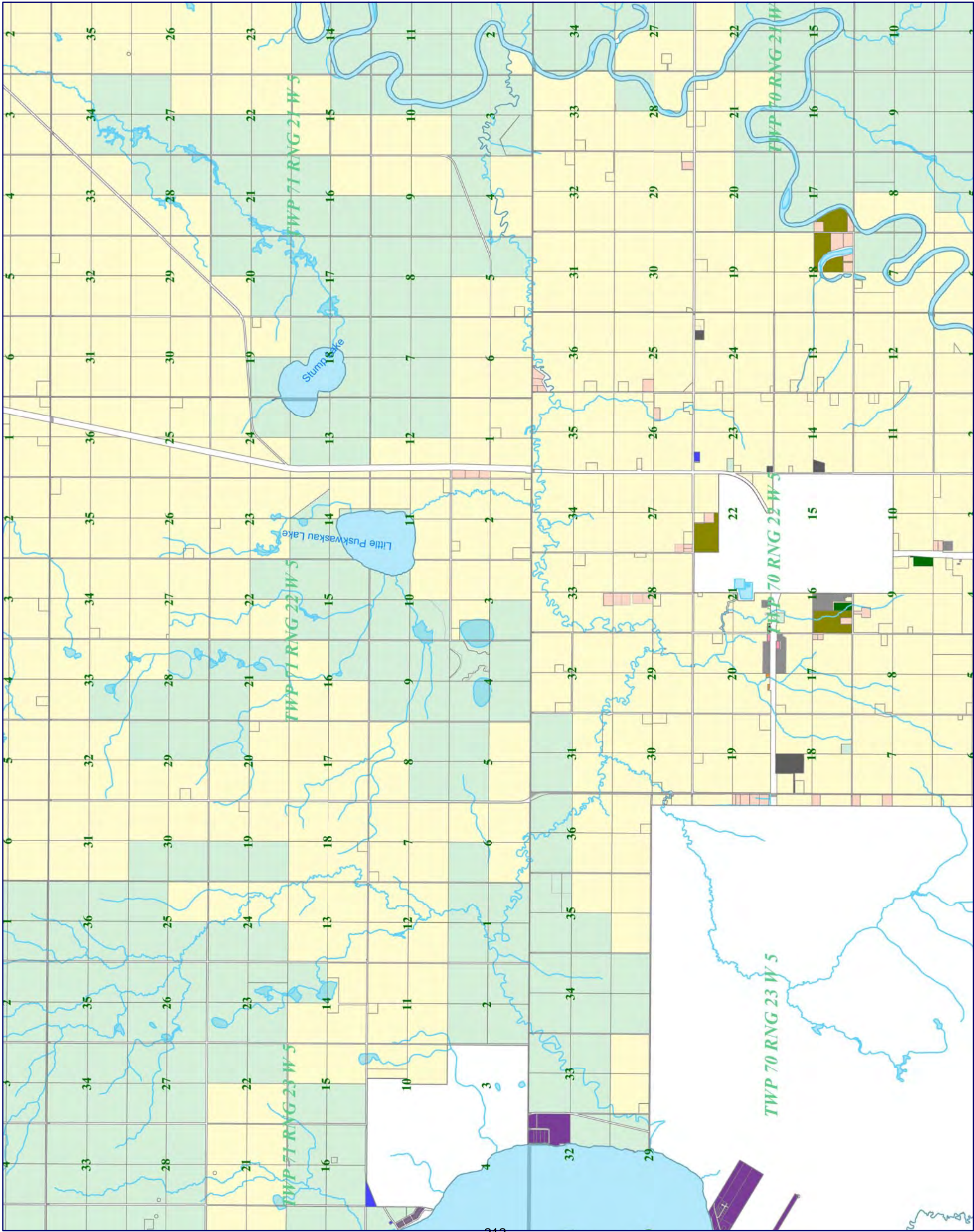




- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
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- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)





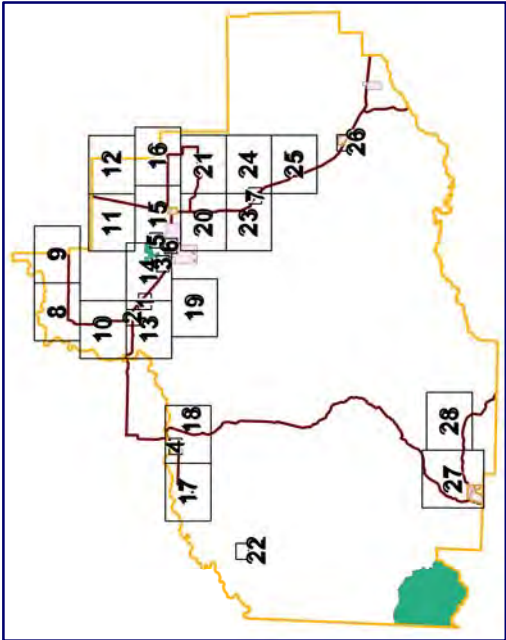


# Valleyview Area 1

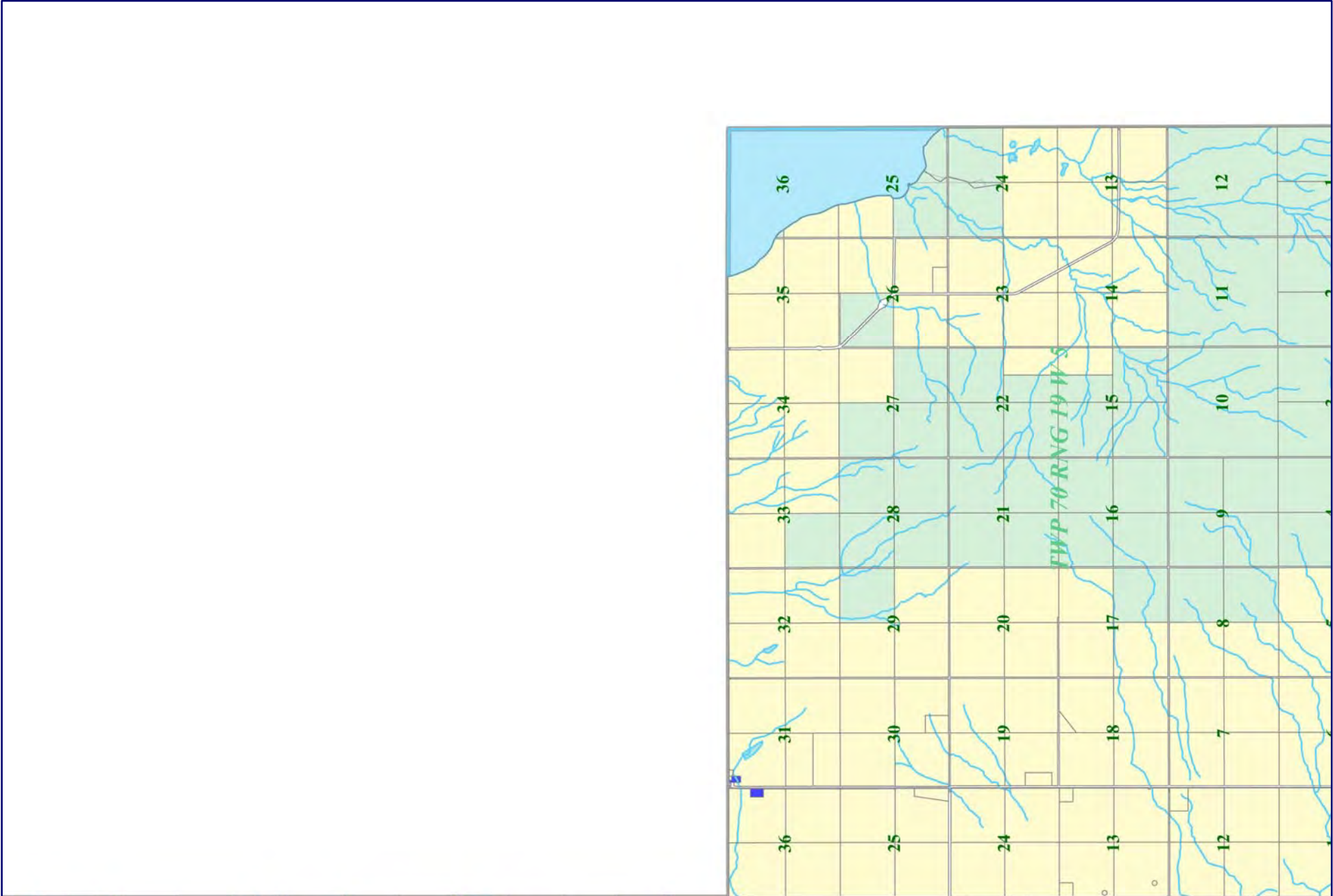
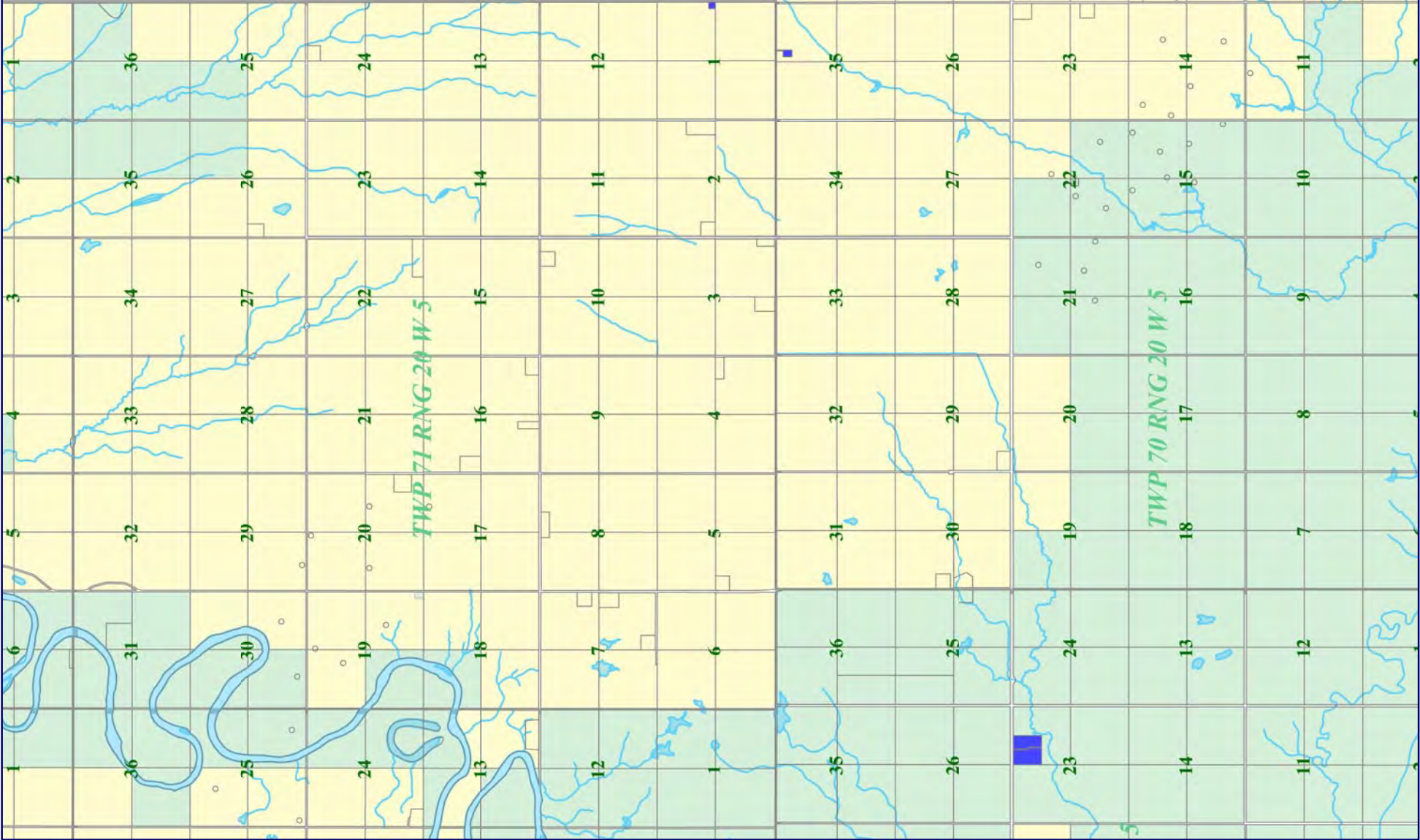
## Land Use



- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



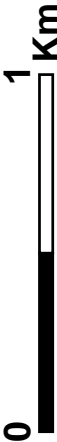




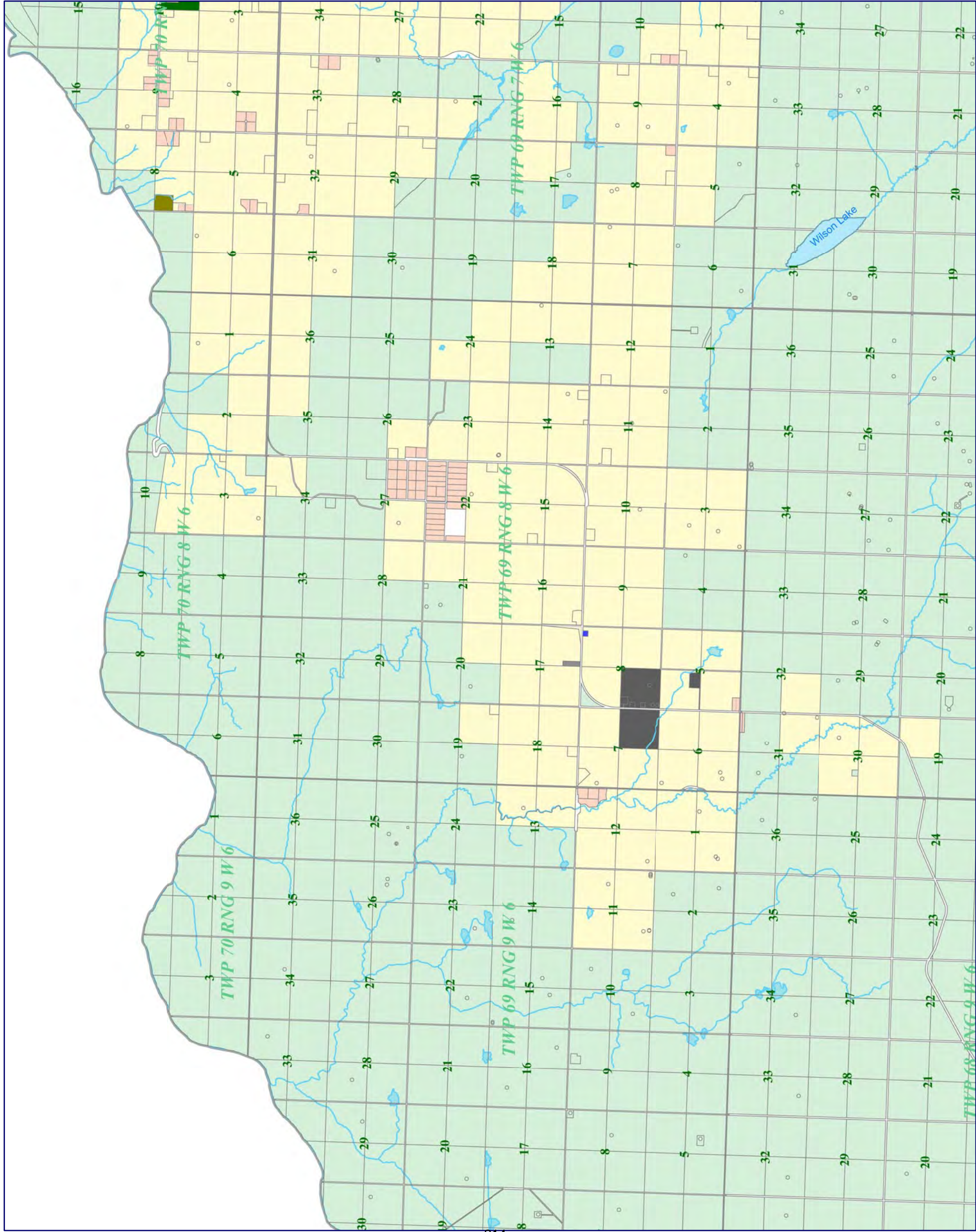
Sunset House Area  
Land Use



- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)

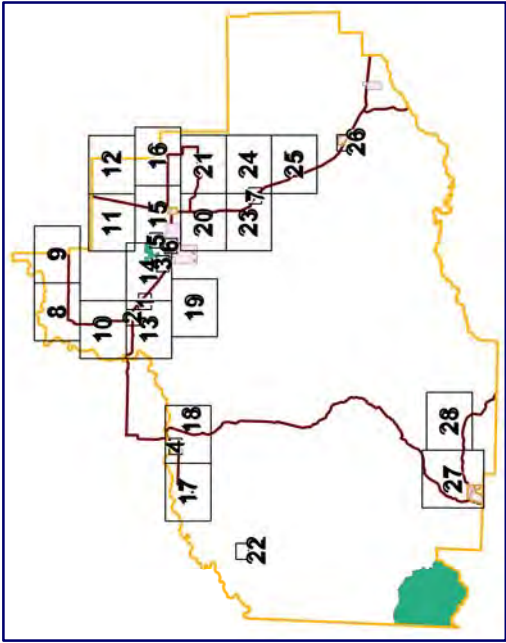




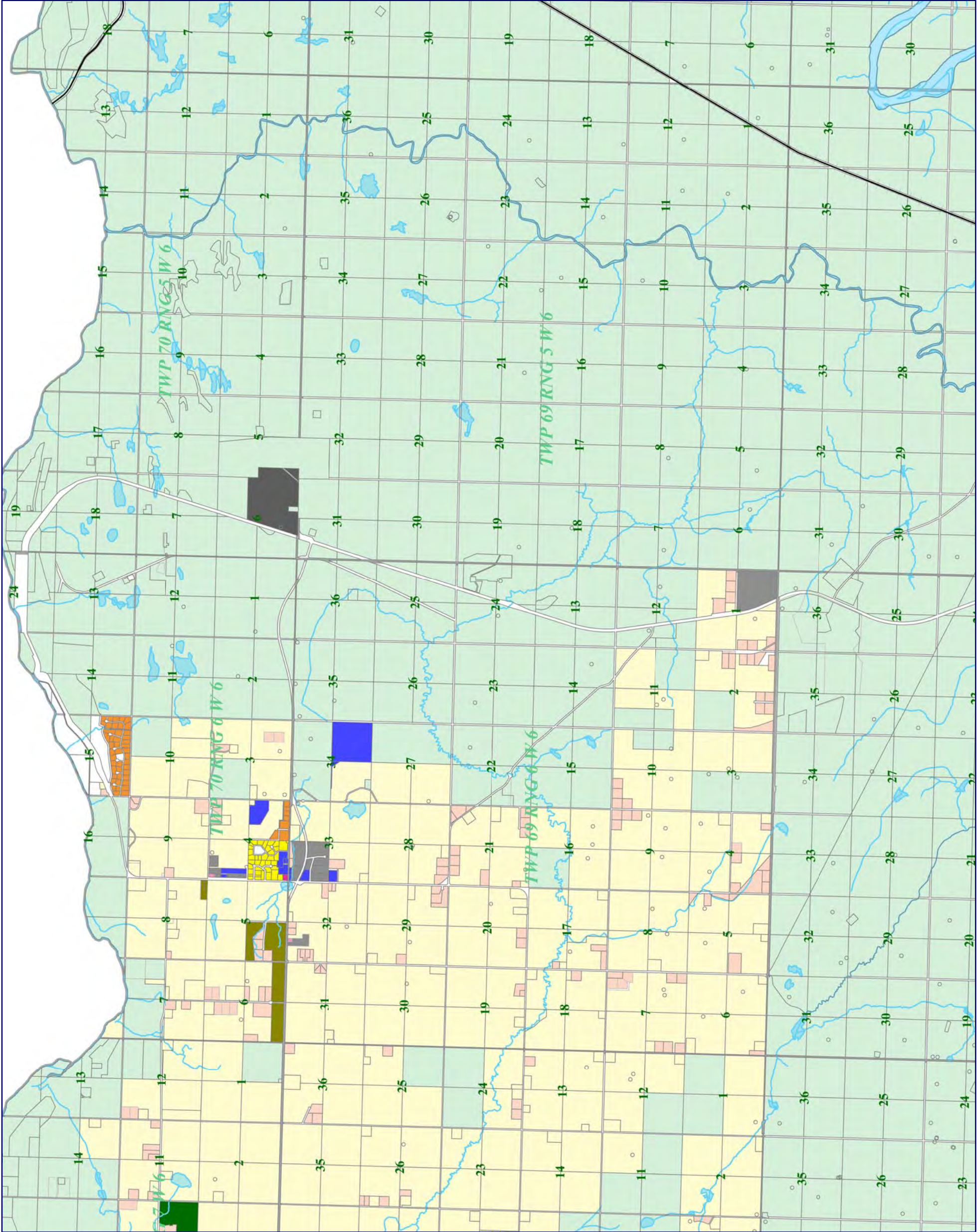


# Wapiti Area Land Use

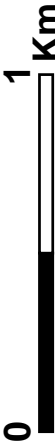
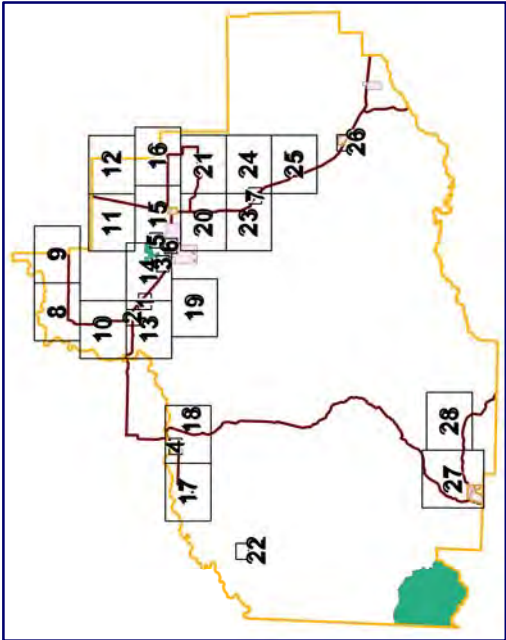
- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



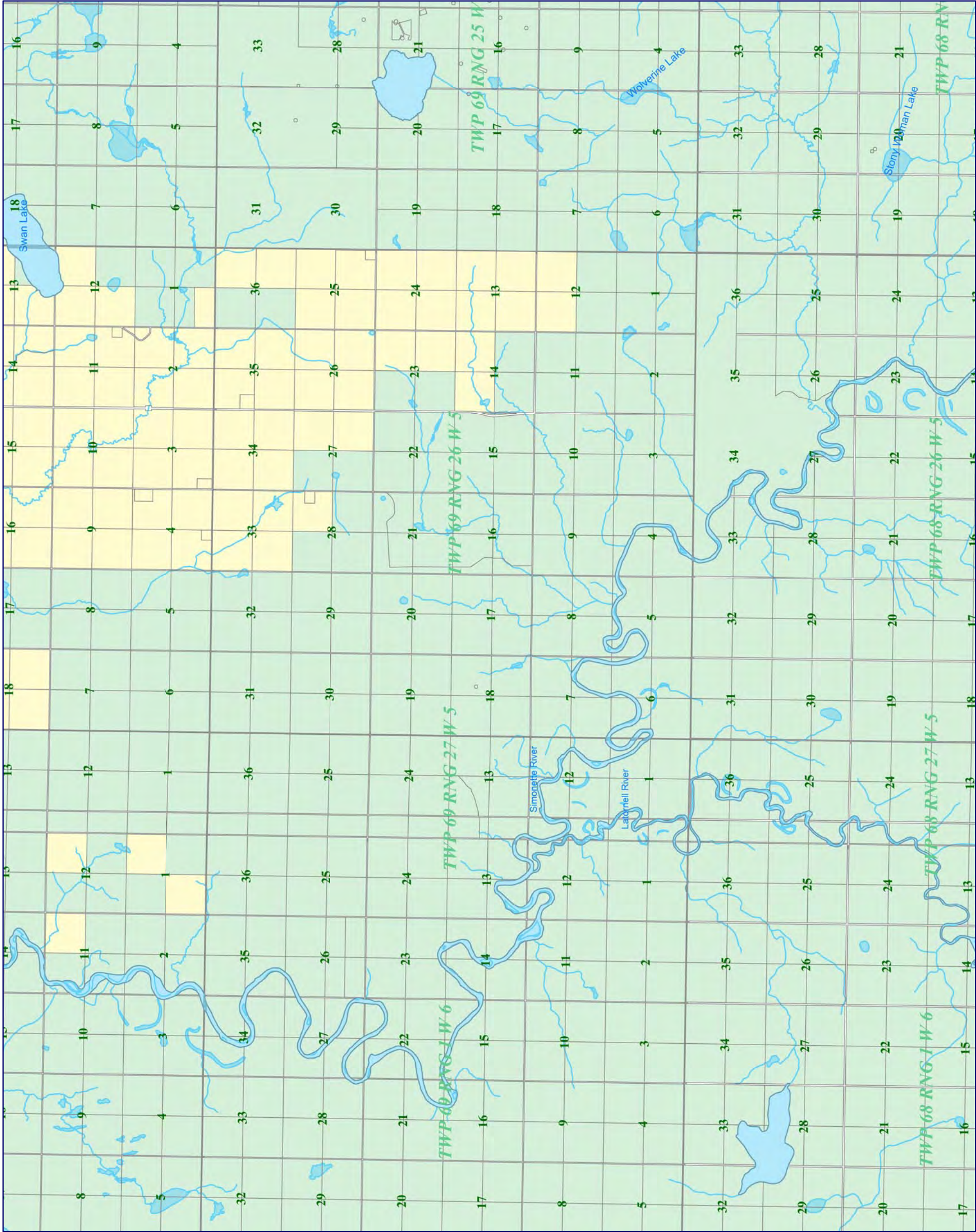




- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)









# Sturgeon Heights

## Area 2

### Land Use

- Agriculture One (A-1)

Agriculture Two (A-2)

Crown Land (CL)

Country Residential One (CR-1)

Country Residential Two (CR-2)

Country Residential Three (CR-3)

Direct Control (DC)

Hamlet Commercial (HC)

Hamlet Industrial (HI)

Hamlet Residential (HR)

Institutional (INS)

Industrial Light (M-1)

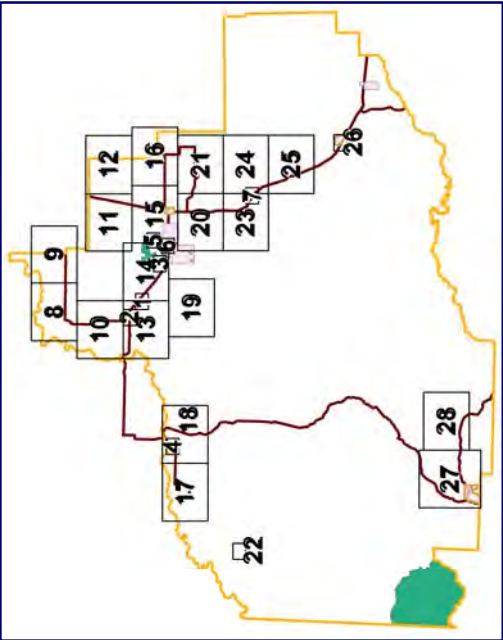
Industrial General (M-2)

Manufactured Home Park (MHP)

Rural Commercial (RC)

Recreational (REC)

Rural Settlement (RS)





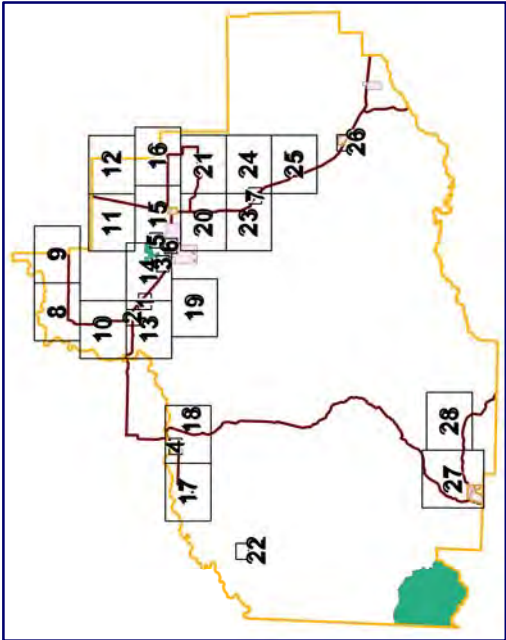


# Vallyview Area 2

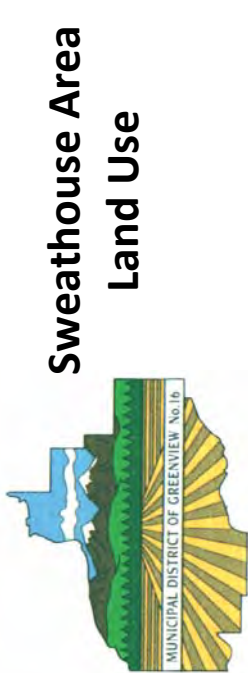
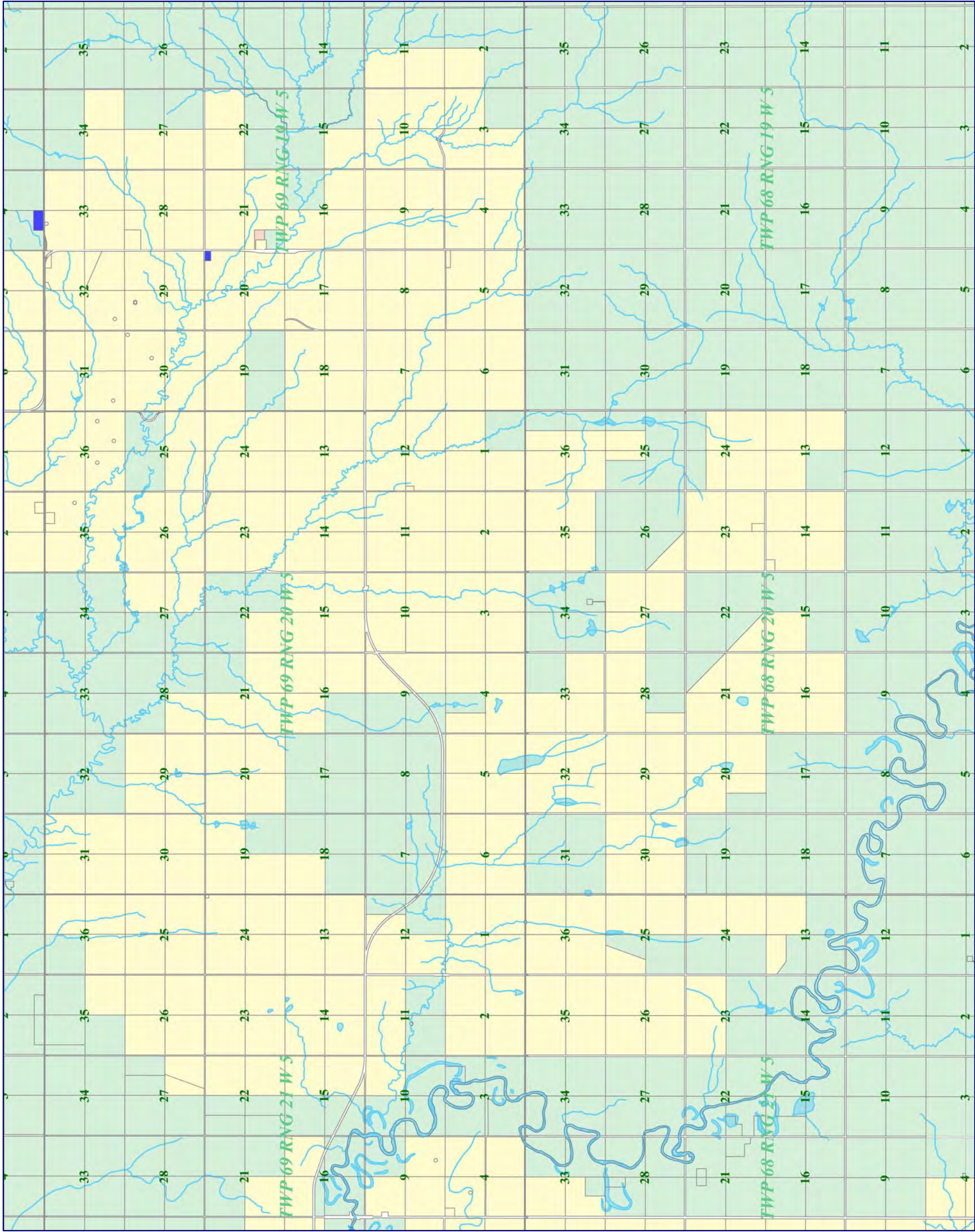
## Land Use



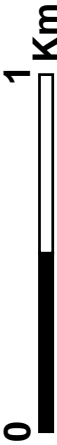
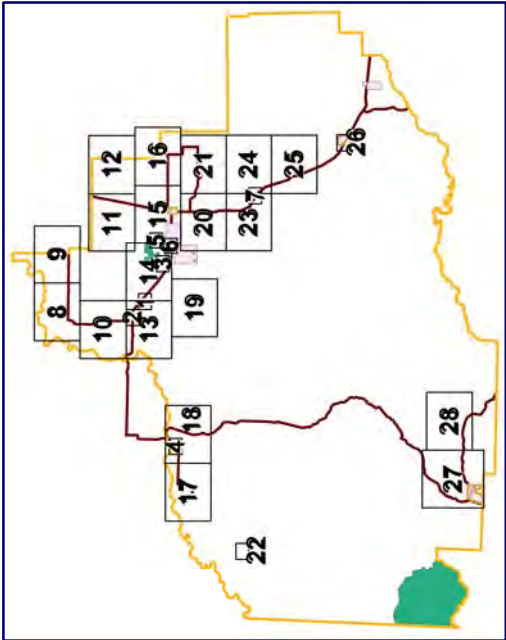
- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



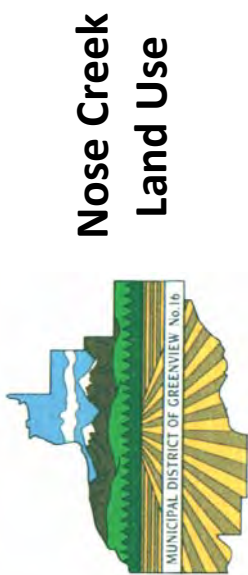




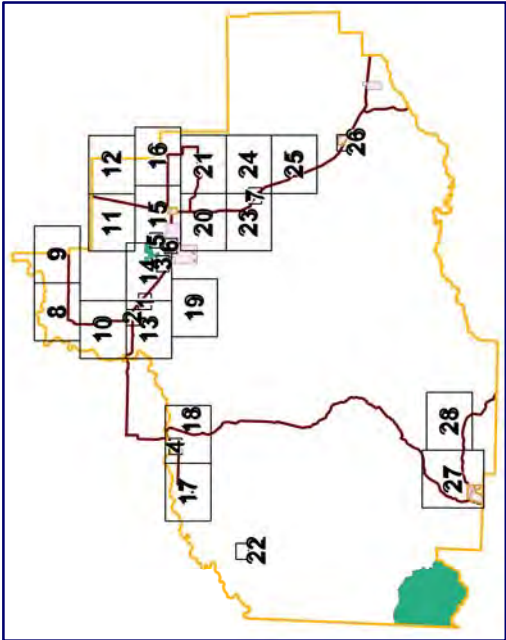
- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



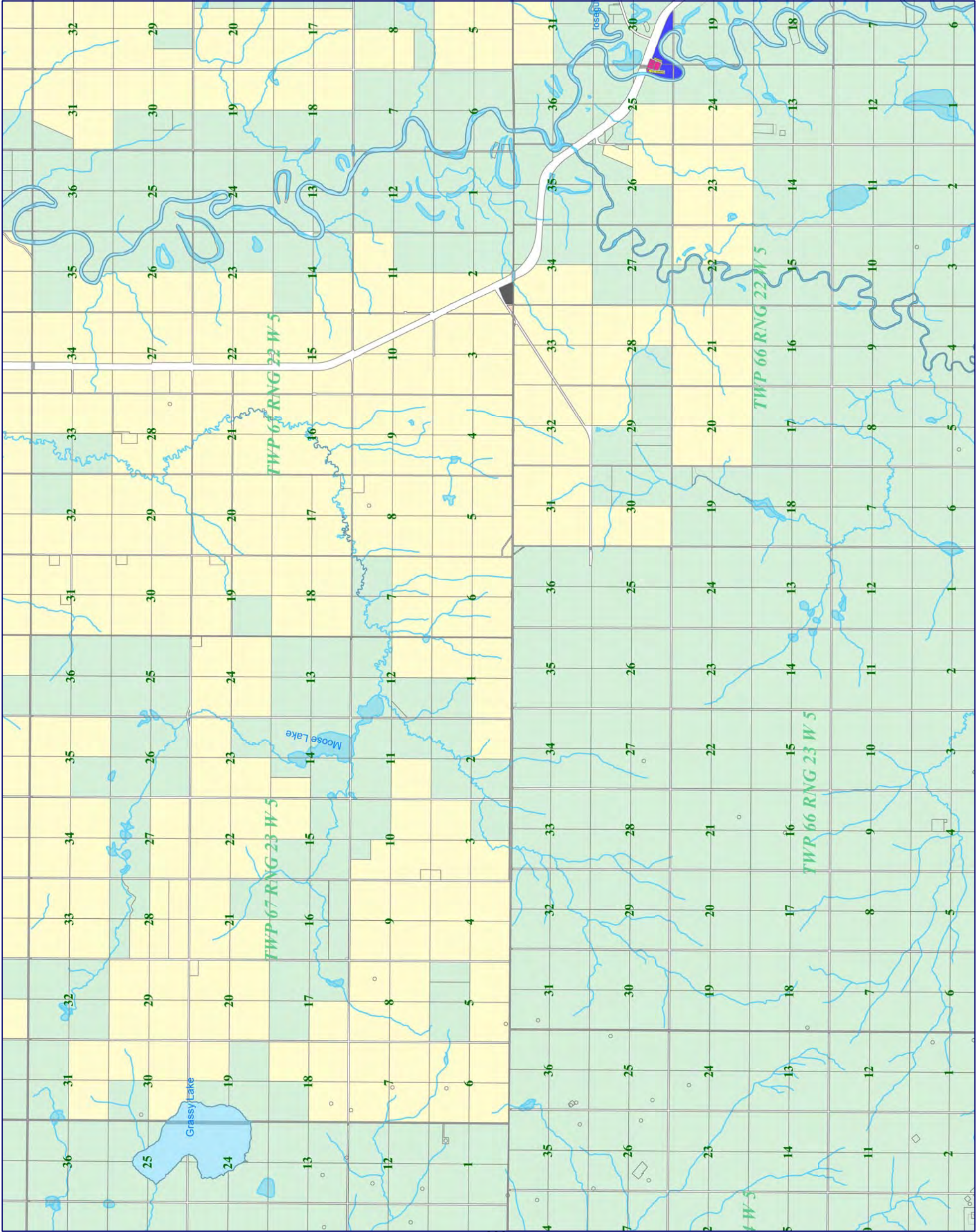




- Agriculture One (A-1)
- Agriculture Two (A-2)
- Country Conservation Residential (CCR)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



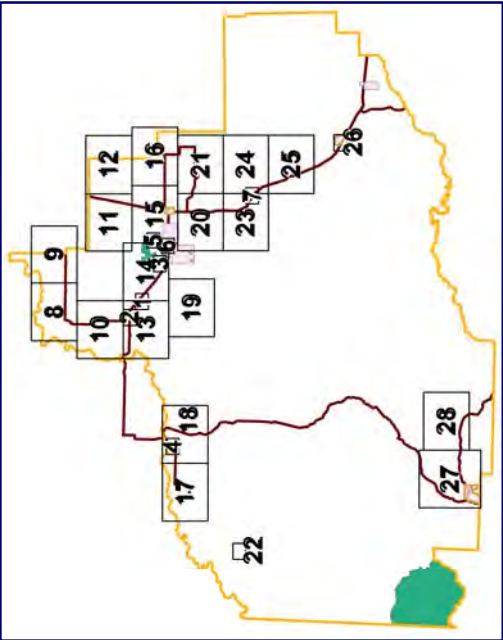




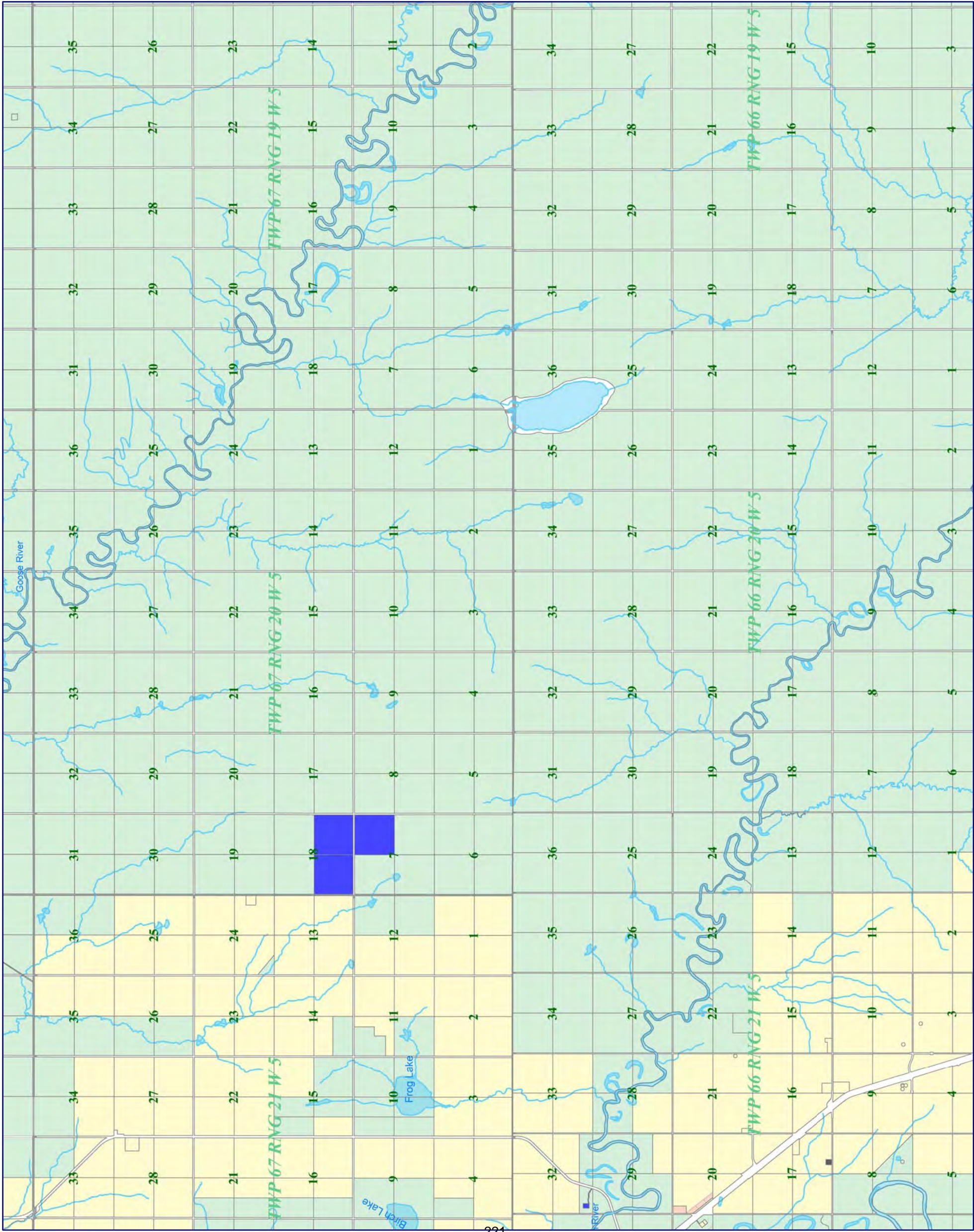
# Little Smoky Area 1

## Land Use

- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



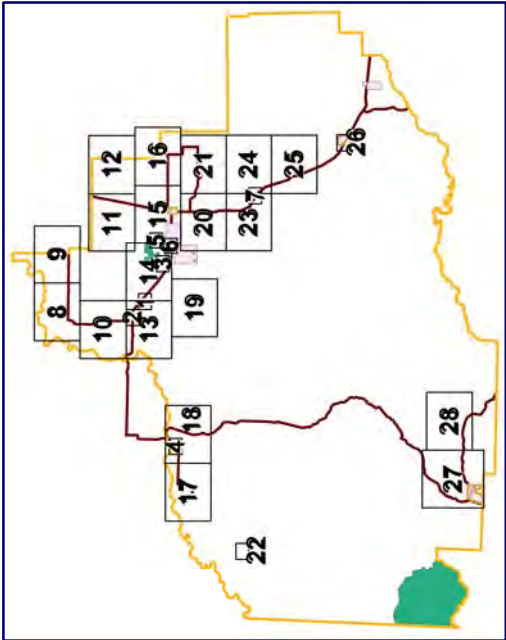




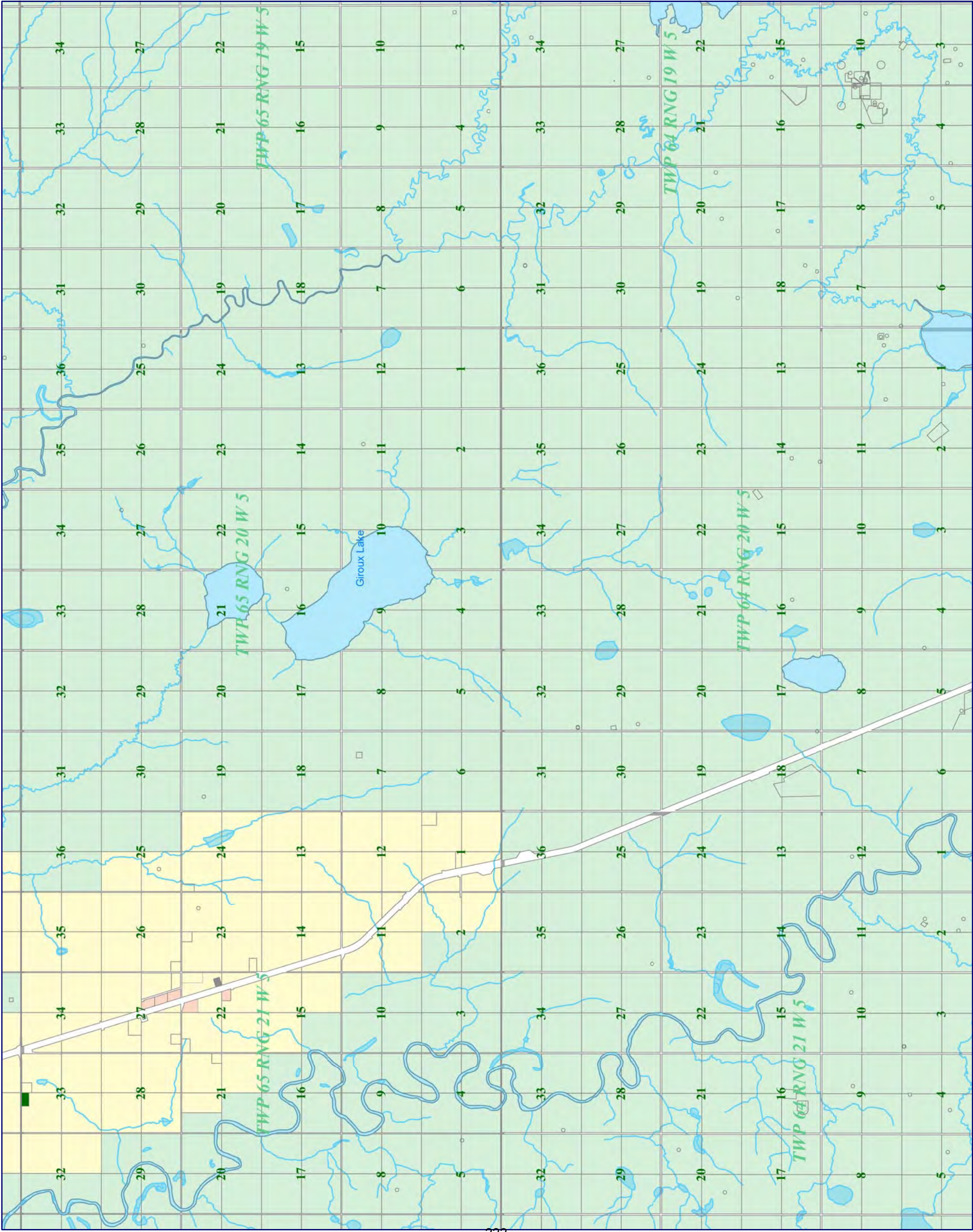
## Little Smoky Area 2 Land Use



- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)

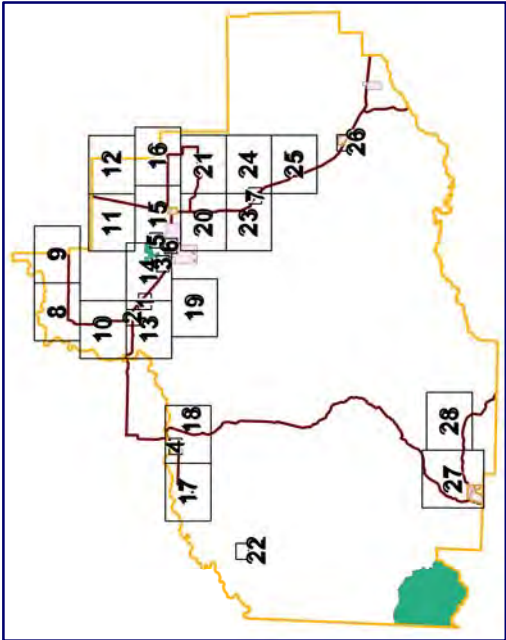




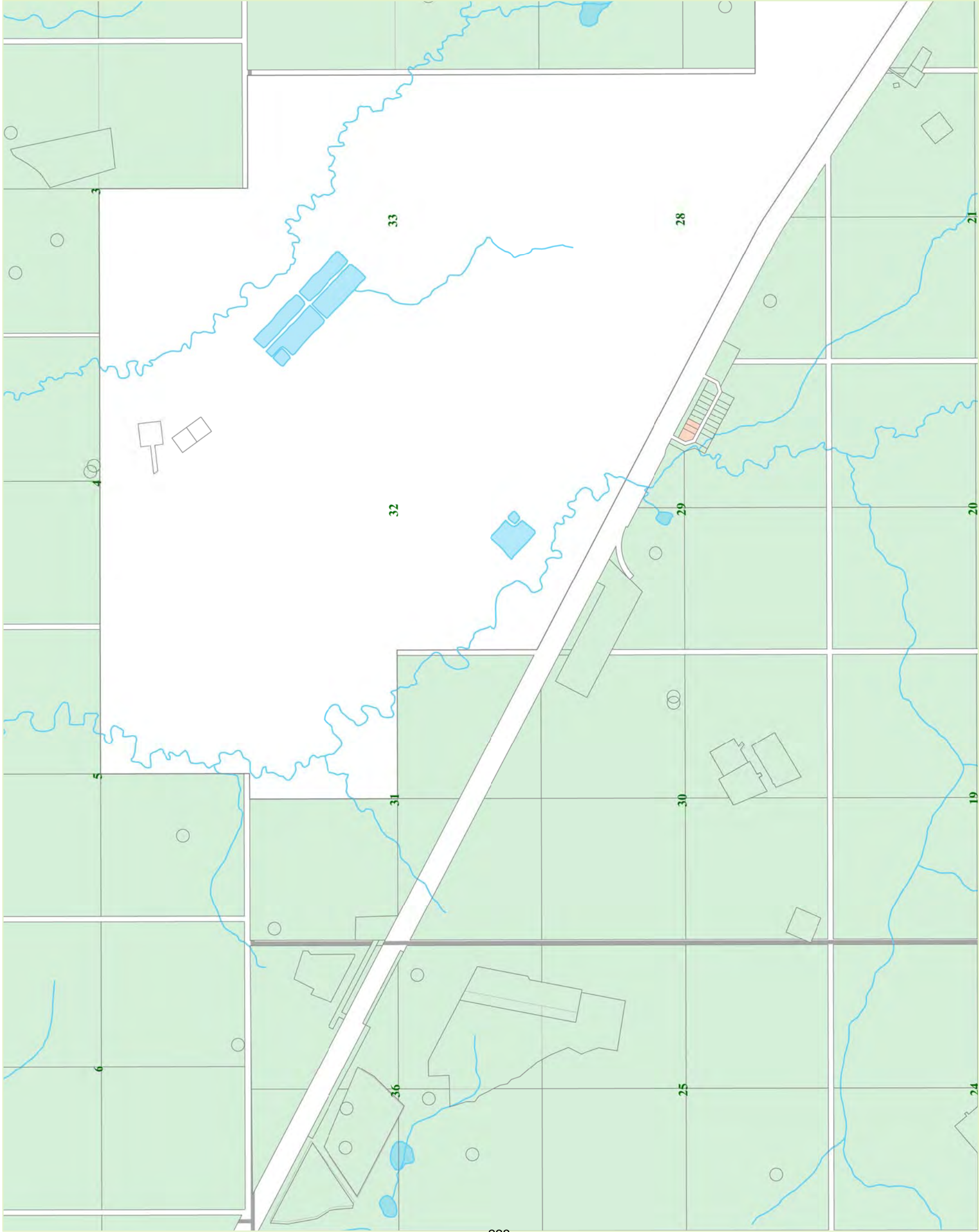


# Little Smoky Area 3 Land Use

- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)

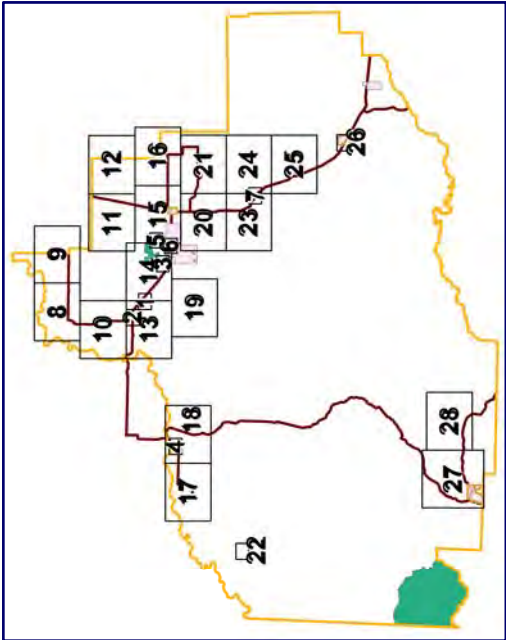




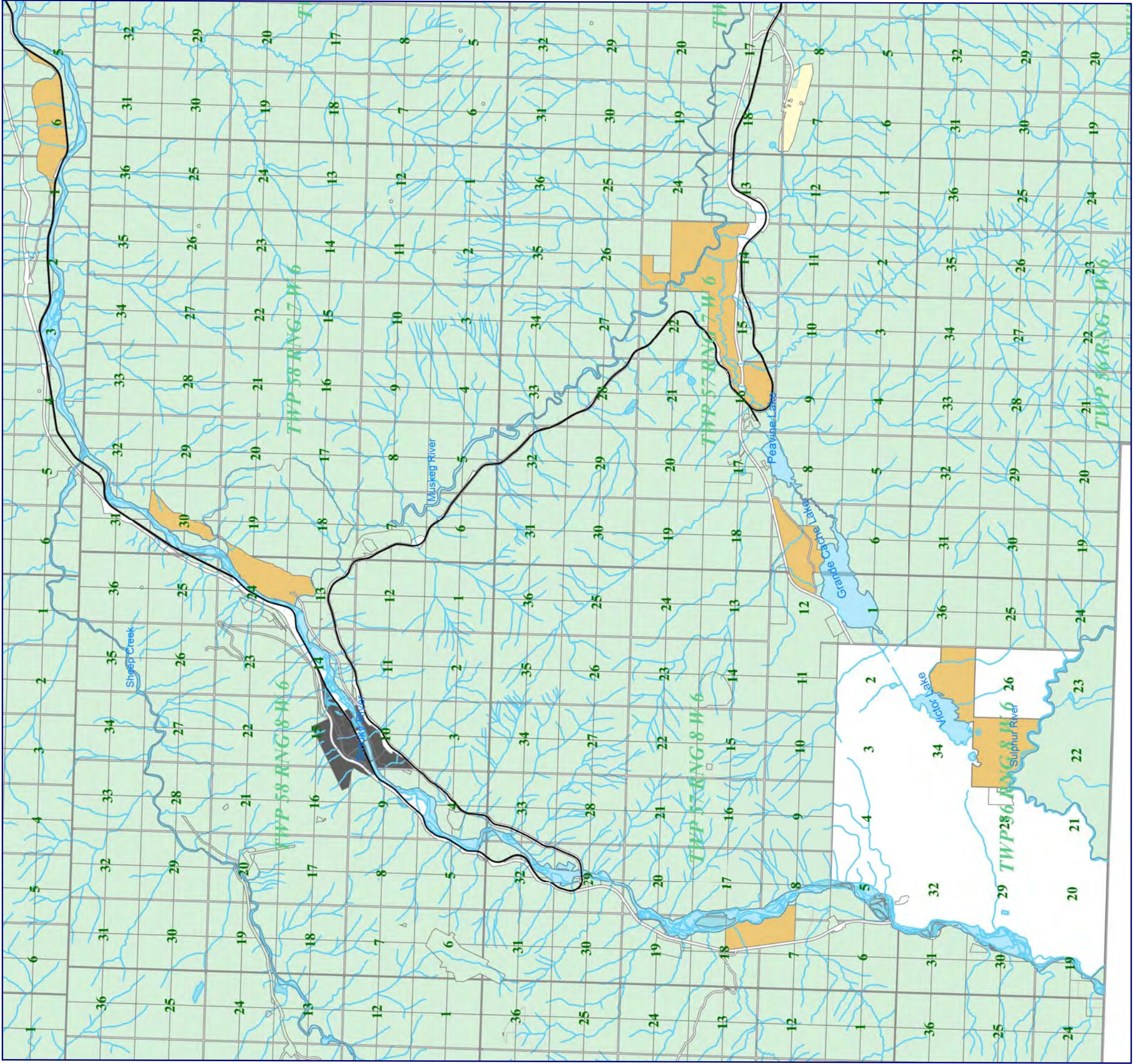


# Fox Creek Land Use

- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)

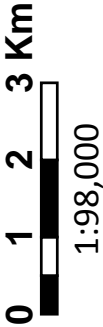
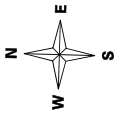
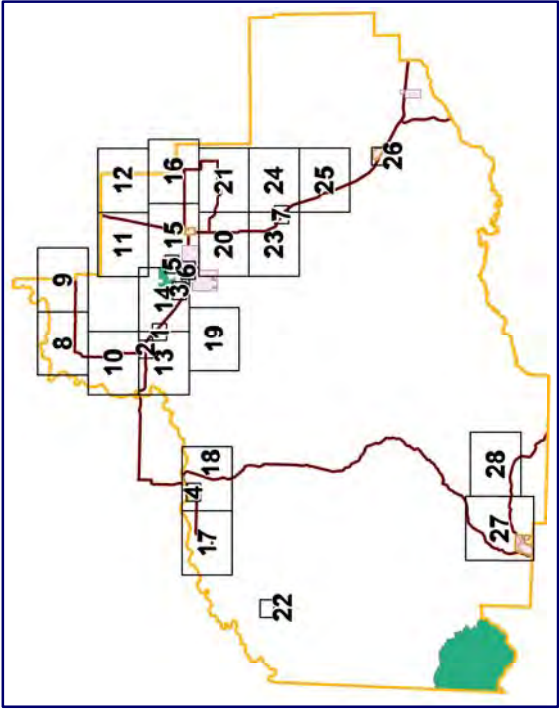




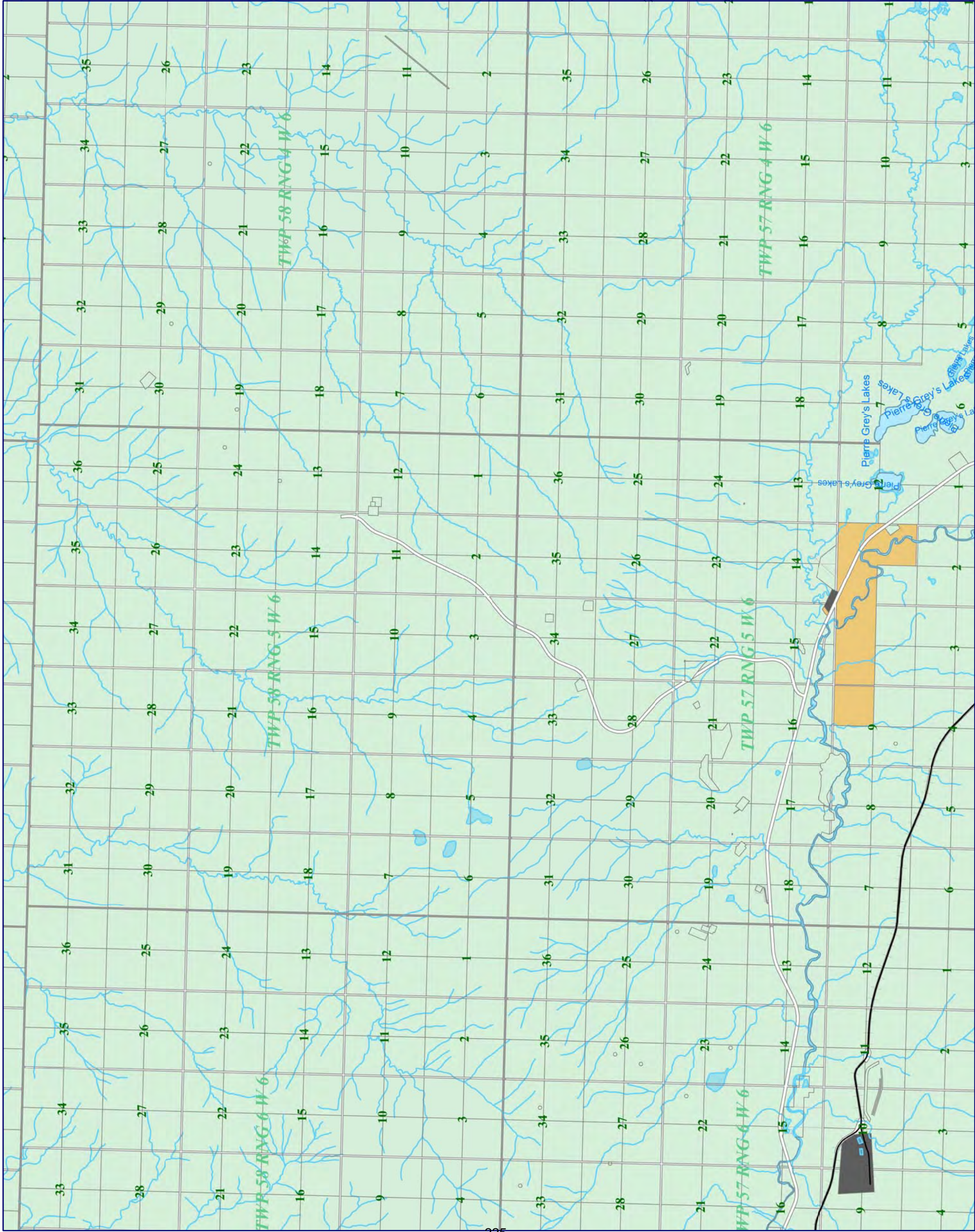


## Grande Cache Area 1 Land Use

- Agriculture One (A-1)
- Agriculture Two (A-2)
- Country Conservation Residential (CCR)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)



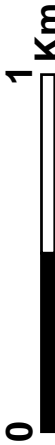
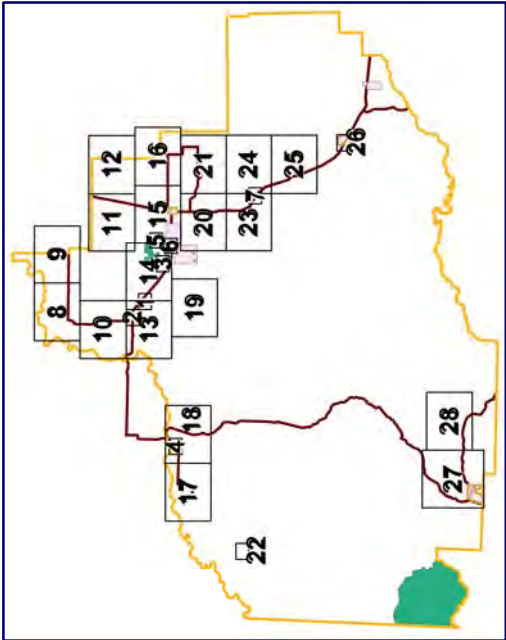




# Grande Cache Area 2

## Land Use

- Agriculture One (A-1)
- Agriculture Two (A-2)
- Crown Land (CL)
- Country Residential One (CR-1)
- Country Residential Two (CR-2)
- Country Residential Three (CR-3)
- Direct Control (DC)
- Hamlet Commercial (HC)
- Hamlet Industrial (HI)
- Hamlet Residential (HR)
- Institutional (INS)
- Industrial Light (M-1)
- Industrial General (M-2)
- Manufactured Home Park (MHP)
- Rural Commercial (RC)
- Recreational (REC)
- Rural Settlement (RS)







# BYLAW No. 17-779

## OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16

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### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to repeal Bylaw No. 03-396, being the Land Use Bylaw for the Municipal District of Greenview No. 16**

**PURSUANT TO** Section 692 of the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as Amended, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. That the “Land Use Bylaw” dated \_\_\_\_\_ 2018 attached hereto is hereby adopted as the “Land Use Bylaw of the Municipal District of Greenview No. 16”
2. That this bylaw shall come into effect upon the date of final passing thereof.

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

Read a first time this 27th day of June , A.D., 2017.

Read a second time this \_\_\_\_ day of \_\_\_\_\_ , A.D., 2018.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_ , A.D., 2018.

---

**REEVE**

---

**CHIEF ADMINISTRATIVE OFFICER**



# REQUEST FOR DECISION

SUBJECT: **Policy 6308 Clubroot of Canola**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 22, 2018  
DEPARTMENT: AGRICULTURE  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 6308 “Clubroot of Canola.”**

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## BACKGROUND/PROPOSAL:

As a result of Clubroot of Canola being found in the Peace Region, a policy and procedures need to be established to address Clubroot in Greenview. Greenview Council recognizes that Clubroot of Canola is declared a pest under the Agricultural Pests Act and is a concern to agricultural producers in the municipality.

The Clubroot of Canola policy establishes a management plan to prevent or minimize the spread and impact of Clubroot in Greenview. The policy commits Greenview Agriculture services to educate residents on Clubroot through Greenview’s Clubroot of Canola Policy, the Alberta Clubroot Management Plan, as well as the Peace Region Agriculture Service Board Regional Minimum Standards, and Clubroot identification information. The policy also establishes procedures for the identification and control of Clubroot, as well as roles and responsibilities of the Manager of Agriculture Services, and landowners/ occupants.

The Policy Review Committee recommended the inclusion of both metric and imperial distances throughout the policy as opposed to using solely imperial.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a policy, and procedures, in place to address Clubroot in Canola, as the disease has been found within the municipality.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may choose to alter the new Policy, however Administration in conjunction with the Policy Review Committee are recommending that the proposed policy will be the most beneficial process in addressing clubroot within Greenview.

---

**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):**

- Policy 6308
- Alberta Clubroot Management Plan (Reference)
- Clubroot Guideline (PRASB)(Reference)



**Title:** CLUBROOT OF CANOLA

**Policy No:** 6308

**Effective Date:**

**Motion Number:**

**Supersedes Policy No:** (None)

**Review Date:**



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16

*"A Great Place to Live, Work and Play"*

**Purpose:** The purpose of this policy is to establish a management plan to prevent and/or minimize the spread and impact of Clubroot in Greenview. Greenview Council recognizes that Clubroot of Canola is declared a pest under the *Agricultural Pests Act* of Alberta and is a concern to agricultural producers within the municipality. Council further recognizes that it is beneficial to the agricultural industry to 'take active measures to prevent the establishment of, control or destroy pests in the municipality' (Sec. 6, *Agricultural Pests Act*, R.S.A 2000, Chapter A-8).

### DEFINITIONS

**Manager of Agriculture Services** means the individual appointed as such through motion by Greenview Council and by virtue of position (*Agricultural Service Board Act*) who acts as a Pest Inspector.

**Agricultural Pest Act** means the *Agricultural Pest Act* of Alberta (R.S.A. 2000, Chapter A-8) and the *Pest and Nuisance Control Regulation* (184/2001) including any amendments or successor legislation thereto.

**Agricultural Service Board** means the Board appointed by Greenview Council to address agricultural concerns.

**Alberta Clubroot Management Plan** means the plan to manage clubroot of canola as set forth by Alberta Agriculture and Forestry.

**Clubroot of Canola ("Clubroot")** means the serious soil-borne disease caused by *Plasmodiophora brassicae*. It poses a serious threat to the Canola industry by reducing yields, it reduces the quantity and quality of the oil produced from the seeds and the spores can remain viable for twenty (20) years or more according to current research.

**Control** means to destroy or manage the disease through measures deemed acceptable by the Pest Inspector and this Policy.

**Crop Residue** means the material left in an agricultural field after the crop has been harvested.

**Cruciferous plants** means a plant family which includes; canola/rapeseed and mustard as well as the cabbage family (broccoli, Brussel sprouts, cabbage, cauliflower, Chinese cabbage, kale, kohlrabi, radish, rutabaga and turnip).

**Destroy** means to kill all growing parts or to render reproductive mechanisms non-viable.

**Geographic Area** means an area of land under the jurisdiction of Greenview.

**Greenview** means the Municipal District of Greenview No. 16.

**Infested** means any property containing Clubroot of Canola.

**Notice** means a notice in writing issued by a Pest Inspector under section 12 of the *Agricultural Pest Act*.

**Period of Restriction** means a period of time during which a cruciferous crop may not be planted and grown.

**Pest** means an animal, bird, insect, plant or disease declared a pest under section two of the *Agricultural Pests Act*.

**Pest Inspector** means an inspector appointed by Greenview Council or by the Minister to carry out the *Agricultural Pest Act*.

**Producer** means a farm operator.

**Soil Disturbance** means anything that can or may move soil.

**Suspected Field** means any field for which it has displayed any symptoms or signs of Clubroot of Canola.

## POLICY

### Authority

1. Greenview Council shall appoint Pest Inspectors (as per section 10 of the *Agricultural Pests Act*).
  - 1.1 The Agricultural Fieldman, under the *Agricultural Service Board Act*, is by virtue of that office, an inspector under the *Agricultural Pests Act*.
2. The Manager of Agriculture Services shall establish protocols to be followed by Pest Inspectors for inspections, sampling techniques, and for entering land. These procedures shall be designed to minimize the potential for clubroot spore transferral between fields by Pest Inspectors and will follow the Alberta Clubroot Management Plan.

### Manager of Agriculture Services

3. In the event that a sample from a suspected field returns as positive for Clubroot of Canola (DNA analysis), Greenview shall:
  - 3.1 Inform the Agricultural Service Board and the Municipal Council of the discovery, and of any enforcement actions taken. Crops growing in non-compliance with a Notice will be destroyed at the landowner's and/or occupant's expense. Should enforcement be required, Greenview's administrative fees will be charged at 15% of the cost of enforcement.

- 3.2 For research purposes only, canola and other cruciferous crops may be permitted to be grown on lands where a Notice has been issued with respect to Clubroot of Canola on the lands provided that pre-approval has been granted by the Manager of Agricultural Services which pre-approval may be withheld by the Manager of Agricultural Services in his/her sole discretion.
- 3.3 Ensure that all Canola fields with which the landowner(s) and/or occupant(s) is known to be involved are inspected (including the landowner(s) and/or occupant(s)' own field(s), custom seeding, custom harvest etc.);
  - 3.3.1 If the producer is operating on lands other than his own, a release of information form shall be signed by the registered landowner before there is correspondence with the producer.
- 3.4 Ensure the landowner(s) and/or occupant(s) receive written notification through registered mail or delivery in person and are requested to follow the Best Management Guidelines in the Alberta Clubroot Management Plan;
  - 3.4.1 Additional information may include:
    - 3.4.1.1 The Alberta Clubroot Management Plan
    - 3.4.1.2 Clubroot of Canola Policy 6308
    - 3.4.1.3 Clubroot identification information
- 3.5 Advise other Peace Region Agricultural Fieldman as well as the appropriate provincial departments that Clubroot has been found within Greenview;
- 3.6 All landowners and/or occupants within a one (1) mile or 1.6 kilometre radius of the field where Clubroot was confirmed, will be sent written notice that Clubroot was confirmed within one (1) mile or 1.6 kilometres of their property. Additional information, such as the *Alberta Clubroot Management Plan*, Clubroot of Canola Policy 6308 and Clubroot identification information may be included, and;
- 3.7 In order to better understand how the disease was introduced and spread, endeavour to gather as much information about the Clubroot infected field as possible, including type and variety of the crop, seed retailer, equipment movement, custom operators used, soil type (esp. pH) and drainage patterns.
4. Greenview Agricultural Services will provide information and education to landowners and/or occupants regarding the spread of Clubroot of Canola.
5. Greenview will advocate that all seed (of a host crop) should be a Clubroot resistant variety and should be treated with a registered fungicide that includes the genus for Clubroot of Canola on the label list of controlled fungi, particularly if from an out of province or unknown source.

## **Control**

1. Annually, the Manager of Agriculture Services shall schedule inspections of Canola fields within Greenview. In preparing this inspection schedule, the Agricultural Fieldman shall use the following criteria:
  - 1.1 The fields inspected shall be distributed across the geographic area of the municipality.

- 1.1.1 Priority of inspections will be given to fields where:
    - 1.1.1.1 The producer is known or believed to be involved in farming outside of Greenview;
    - 1.1.1.2 Inspectors notice Canola which appears to be showing symptoms of Clubroot (wilting, stunting, yellowing and early maturity);
    - 1.1.1.3 When earth moving equipment (i.e. pipeline, drilling, service rigs or road construction equipment) suspected to be from outside the Peace Region has been actively operated on the land;
    - 1.1.1.4 The property previously has Clubroot documented and verified through DNA analysis;
    - 1.1.1.5 All fields within a 1.6 km (or one mile) radius of any field where Clubroot of Canola was confirmed and any fields associated with the operator(s) of any field where Clubroot of Canola was confirmed.
2. The landowner(s) and/or occupant(s) of lands confirmed with Clubroot shall be required to adopt the following control measures:
  - a. The crop shall be harvested, and the canola seed shall be sold for crushing, but **not** sold for feed or seed, and shall **not** be retained for reseeding;
  - b. Crop residue shall be chopped and evenly spread back onto the infected land, not baled or removed;
  - c. Any seed load transported from the infested land shall be securely covered (tarp);
  - d. Soil disturbance on infected land must be minimized to prevent movement to uninfected land;
  - e. Any crop residue and soil must be cleaned from all equipment and implements and left on the land before taking equipment off the infected land;
  - f. Implements, or parts thereof, which come directly into contact with the soil should be sterilized, as per Alberta Clubroot Management Plan (Appendix 1 and 2);
  - g. No Clubroot susceptible crops (cruciferous plants) including Clubroot Resistant Canola varieties shall be seeded for a period of three (3) consecutive years following the year in which Clubroot test result is positive. Should the producer on infected land plant canola regardless of positive testing, the Manager of Agriculture Services shall;
    - i. Notwithstanding any other provision of this Policy, a Pest Inspector shall not be required to issue a Notice to an owner or occupant of land if in the Pest Inspector's opinion it is appropriate to take preliminary or alternative measures as a predecessor to or in lieu of the issuance of a Notice which may measures include but are not limited to verbal or written warnings that if specified actions are not taken a Notice will be issued.



- ii. Issue a Notice to the producer as per the *Agricultural Pest Act*;
  - 1. If a producer fails to abide by the Notice, the Manager of Agriculture Services shall destroy the planted crop through chemical means, so as to prevent soil disturbance and movement, if the producer does not do so themselves. Should the municipality destroy the crop, an invoice shall be issued to the producer for the labour, chemical and equipment costs of the crops destruction.
  - 2. Should enforcement be required, additional administrative fees will be charged at 15% of the cost of enforcement.
- h. After the period of restriction, canola may be seeded using only Clubroot resistant varieties and rotating the resistant variety with each subsequent planting;
- i. Host plants of the clubroot pathogen, as listed in the Alberta Clubroot Management Plan, and volunteer canola shall be destroyed from within crops on the infested lands, for a period of three (3) consecutive years following the year in which a Clubroot test result is positive;
- j. Inform any contractors or custom operators who may enter onto the land that Clubroot has been found on the property, and advise them to properly clean and disinfect any equipment which comes into contact with the soil.
- 3. The landowner(s) and/or occupant(s) of the land who are disturbing the soil will have the responsibility to follow the Best Management Guidelines that are laid out in the Alberta Clubroot Management Plan that is set out by Alberta Agriculture and Forestry to reduce the spread of the disease with the movement of soil and equipment.



## GUIDELINE 2.1 CLUBROOT OF CANOLA

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Department: Crop Diseases

Date Approved: July 17<sup>th</sup>, 2015

Rescinds: NA

PRASB Res. No: 2015-07-08

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### OBJECTIVE:

To provide direction for the Peace Region to reduce the impact of Clubroot of Canola

### PURPOSE:

Establishing a minimum standard in the Peace Region municipal programs and policies in dealing with Clubroot of Canola

### DEFINITIONS:

For the purposes of this Guideline, the following definitions shall apply:

- a. Agricultural Township – an area as defined by Alberta Township System, that contains a field currently in agricultural production.
- b. *Agricultural Pest Act* - the *Agricultural Pest Act of Alberta* (R.S.A. 2000, Chapter A-8) and the *Agricultural Pest Regulation* (184/2001).
- c. Field – a plot of land capable of growing a crop susceptible to Clubroot.
- d. Municipal Policy – policy established by each of the Peace Region Municipalities.
- e. Pest Inspector – Agricultural Fieldman or Pest inspector employed by the Municipality.
- f. Reported Field - any field for which a complaint is received as having any symptoms or signs of Clubroot of Canola.

### AUTHORITY:

Clubroot of Canola is a pest under the Agricultural Pests Act of Alberta.

The Agricultural Pests Act requires the municipality to "take active measures to prevent the establishment of, or control or destroy pests in the municipality" (Sec. 6)

The municipality shall appoint Pest Inspector(s) under the Act who are authorized to

- enter onto land and inspect for pests; and may
- issue notice specifying measures required to control the pest or prevent the pest from establishing.

#### **GUIDELINES:**

1. Each Municipality shall have a Clubroot Policy and a Foreign Equipment Cleaning Policy (or section within the Clubroot Policy) in place.
2. Inspectors will inspect a minimum of 1 field per every agricultural township for Clubroot of Canola in the Municipality each year. An attempt will be made to ensure the canola fields inspected are spread as equally as possible throughout the Municipality.
3. Priorities for inspected fields may include:
  - i) Symptoms are noticed through other inspections (i.e. weed inspections)
  - ii) The possibility that infected equipment was utilized (i.e. equipment was imported from outside the Peace Region)
  - iii) Canola grown in short rotation, especially if grown in succession
  - iv) Reported Fields

#### **AWARENESS:**

The stakeholders will have access to information as the Region will:

1. Maintain information handouts and annually print information in various media;
2. Inform municipally-based construction and earth moving companies of Municipal Policy and concerns and request that local equipment be used;
3. Have Regional Agricultural Service Board members act as ambassadors to inform producers and industry on Clubroot of Canola;
4. Advocate that all seed (of a host crop) should be of a resistant variety and this should become mandatory when the disease has been found in the immediate area.
5. Advocate longer rotations between host crops.
6. Inform all Peace Region Agricultural Fieldmen when Clubroot is confirmed within a municipality.

#### **ENFORCEMENT:**

When Clubroot of Canola is found within the boundaries of any Peace Region municipality, the landowner will be encouraged to adopt the following measures:

1. Harvest the crop with the total crop being sold or fed, but not sold or kept for seed;
2. Store future seed and crop on site until ground is less prone to contaminate vehicles, i.e. frozen or dry ground;



3. Tarp any loads being transported from the infested land;
4. Clean any crop residue and soil from all equipment and implements before taking it off the infested land (*following the Alberta Clubroot Management Plan*);
5. Seed an area to grass around field approaches so equipment and vehicles can be parked and cleaned while minimizing contamination;

When Clubroot of Canola is found within the boundaries of any Peace Region municipality, the Municipality should consider adopting the following measures:

1. The Pest Inspector shall ensure that the operating producer follows the Alberta Clubroot Management Plan and Municipal Policy
2. The Pest Inspector shall issue a Notice that should contain the following
  - i. Seed a non-host crop and /or perform summer-fallow, for 3 or more consecutive years from initial infestation;
  - ii. Store the crop on site until it can be removed from the field while minimizing contamination of other areas (i.e. moving the crop while the ground is frozen).
  - iii. Clean any crop residue and sterilize (*following the Alberta Clubroot Management Plan*) all equipment and implements before taking them off the infested land.
  - iv. For the 3 or more consecutive crop years from initial detection, the Field is to be inspected annually by the Pest Inspector.
  - v. Following the expiry of the Pest Notice, the landowner may return to a Clubroot tolerant variety of canola.
  - vi. If an infected field is re-seeded to a host crop prior to the expiry of the Pest Notice, the crop will be destroyed as per the Agricultural Pest Act.
  - vii. Seed an area to grass around field approaches so equipment and vehicles can be parked and cleaned while minimizing contamination.



Peace Regional Chair



Peace Regional Vice-Chair



Director of Peace Region AAFF



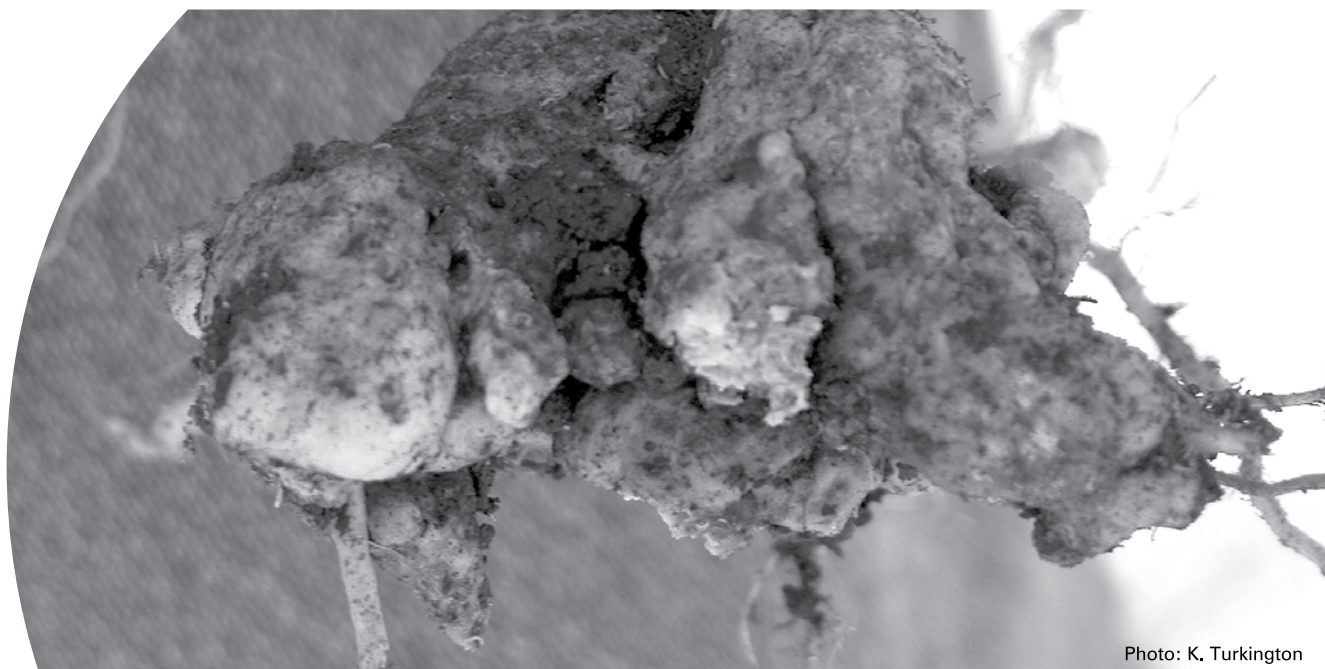


Photo: K. Turkington

## Alberta **Clubroot** Management Plan

Developed by:

**Alberta Clubroot Management Committee**

Revised August 2014

# Clubroot Disease Overview

## What is it?

Clubroot is a serious soil-borne disease of canola, mustard and other crops in the cabbage family. Cole crop vegetables, for example, broccoli, Brussels sprouts, cabbage, cauliflower, Chinese cabbage, kale, kohlrabi, radish, rutabaga and turnip, are susceptible to clubroot, as are many cruciferous weeds, for example, wild mustard, stinkweed and shepherd's purse.

## What does it look like?

As the name of this disease suggests, roots of infected plants may exhibit a club-like appearance; however, overall symptoms will vary depending on the growth stage of the crop when it becomes infected. Infection at the seedling stage can result in wilting, stunting and yellowing symptoms by the late rosette to early podding stage, while premature ripening or death can be observed in canola or mustard plants nearing maturity. Plants infected at later growth stages may not show wilting, stunting or yellowing, but may still ripen prematurely, and seeds may shrivel, thus reducing yield and quality (oil content).

## Can any other diseases or disorders be confused with clubroot?

Above ground symptoms of clubroot may be confused with drought, nutrient deficiencies or other diseases, so suspect plants should be carefully dug from the soil to check for typical clubroot galls on the roots. Swellings of unknown origin called hybridization nodules are occasionally seen on canola roots and can be confused with young clubroot galls. These nodules are more spherical and firmer than clubroot galls and do not decay when mature as clubroot galls do. Exposure to phenoxy herbicides can also result in swellings on lower stems and roots of canola, mustard and cole crop vegetable plants, but these malformations usually lack the large size and lobed appearance of typical clubroot galls.

## What causes it?

Clubroot is caused by a microscopic, soil-borne plant pathogen called *Plasmodiophora brassicae*. The clubroot pathogen is classified as a Protist, a group of organisms with characteristics of plants, fungi and protozoans. The life cycle of the clubroot pathogen is illustrated in the Alberta Agriculture and Rural Development factsheet *Clubroot Disease of Canola and Mustard*, Agdex 140/638-1, available online.

## Where was clubroot first found in Alberta?

Clubroot was first reported on broccoli, cabbage and cauliflower in a few home gardens in the Edmonton area in the mid 1970s. The first economically important infestation in Alberta was observed on Chinese cabbage in a market garden near Edmonton in 2001. Clubroot was first detected in canola in Alberta in Sturgeon County northwest of Edmonton in 2003.

## Where did it come from?

The original source of the clubroot infestation in Alberta is unknown, but it may have been accidentally introduced by early settlers who may have brought infected vegetables with them from other areas of Canada or the United States where clubroot was already established.

## **Why is it of concern?**

Most varieties of canola, mustard and cole crop vegetables currently being grown in Alberta are highly susceptible to clubroot. This disease is capable of significantly reducing yield and quality, and may destroy a crop if infestation levels are high. Swedish researchers found that infestations in canola fields nearing 100 per cent affected plants caused about 50 to 80 per cent yield loss, while infestations of 10 to 20 per cent led to 5 to 10 per cent yield loss. These results are similar to sclerotinia stem rot infection in canola, where a general rule of thumb is that estimated yield loss is half of the percentage of infected stems. A few cases of total crop loss, that is, not worth combining, have been reported in central Alberta.

## **How long can it persist in the soil?**

The resting spores of *P. brassicae* are extremely long lived and may survive in soil for up to 20 years according to Swedish research. Similar persistence is being reported in Alberta. Resting spore longevity is a key factor contributing to the seriousness of the clubroot disease, especially under short crop rotations. Clubroot is not a phytosanitary issue affecting international trade of canola or mustard.

## **How can it be spread?**

In Alberta, clubroot is being spread mainly through soil infested with resting spores. Infested soil can be carried from field to field by farm machinery, especially tillage equipment, and can also be moved by wind and water erosion. Seed of various crops, as well as hay and straw, can also become contaminated with resting spores via dust or earth tag when they are grown in clubroot-infested fields.

## **What is being done about it?**

In spring 2007, clubroot was added as a declared pest to Alberta's *Agricultural Pest Act*. This Act is the legislative authority for the enforcement of control measures for declared pests in Alberta. Annual surveys of canola, mustard and/or cole crop vegetables have been carried out to determine the location of infested fields in the main production areas for these crops. An annual incidence map is published on Alberta Agriculture's website ([www.agriculture.alberta.ca](http://www.agriculture.alberta.ca)). Researchers from many agencies, including the University of Alberta, Alberta Agriculture and Rural Development, and Agriculture and Agri-Food Canada, have many active research projects on clubroot. Private breeding programs have released clubroot-resistant canola varieties for western Canada.

## **What is the current state of clubroot in Alberta?**

By the end of 2014, clubroot was present in 30 municipalities in Alberta, mainly in central Alberta as shown in the 2003 - 2014 map showing infested municipalities: go online to [http://www1.agric.gov.ab.ca/\\$department/deptdocs.nsf/all/prm14661](http://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/prm14661). Clubroot has the potential to spread to and become established in many of the traditional canola-growing areas of western Canada.

In 2014, the first Alberta case of a pathogen shift to overcome current variety resistance was confirmed from diseased areas of a field planted to a resistant variety (observed in 2013).

## Clubroot Management Plan Objective

The objective of the Clubroot Management Plan is to minimize yield losses due to clubroot and reduce the further spread and buildup of clubroot in canola, mustard and market garden vegetable fields in Alberta.

## Regulatory Status

Alberta's *Agricultural Pests Act* (APA) is the legislative authority for the enforcement of control measures for declared pests in Alberta.

The Minister of Alberta Agriculture and Rural Development is responsible for this Act; however, enforcement is the responsibility of provincial municipalities. Agricultural Fieldmen are responsible for enforcing pest control measures in their respective municipalities.

Clubroot was added as a declared pest to the APA in April 2007.

Pest inspectors may be appointed by the local municipality or by the Minister of Agriculture and Rural Development. For a contact list of Agricultural Fieldmen and assistants in Alberta, check online at: <http://www.aaaf.ab.ca/aaaf-directory.html>. Agricultural Fieldmen are pest inspectors under the *Agricultural Pests Act*. Inspectors have the power to enter land at a reasonable hour, without permission, to inspect for pests and collect samples.

The owner or occupant of land has the responsibility of taking measures to prevent the establishment of any pest on land, property and livestock and to control or destroy all pests in the land or property.

Control measures for clubroot are specified in this management plan. It is important to understand that these control measures represent an acceptable standard that is to be applied in all municipalities across the province. Municipalities can enhance the standard within their own jurisdictions.

## Factors Favouring the Spread of Clubroot in Alberta

Resting spores can be spread from field to field via contaminated soil on agricultural, petroleum industry and construction equipment and machinery. Soil tillage equipment represents the greatest risk of spreading the disease as soil is frequently carried on shovels, discs, openers, frames and tires. Clubroot surveys in Alberta have found that most new infestations begin at or near the field access, which indicates that contaminated equipment is the predominant spread mechanism.



Other secondary methods of spread could include movement of soil with water or wind and as soil attached to seed (earth tag), hay, straw or greenfeed.

Resting spores are extremely long lived, with a half-life of about 4 years, but may survive in soil for up to 20 years. The longevity of the resting spores is a key factor contributing to the seriousness of the disease, especially under tight canola rotations.

All land users, including growers, custom agricultural services, oil and gas industry operators, construction and transportation companies, recreational vehicle users, etc., need to continue their diligence in removing potentially contaminated soil from vehicles, machines and equipment prior to leaving fields. The removal is crucial to prevent the movement and introduction of clubroot to clean fields and to reduce the widespread distribution of spores within infested fields. Widespread resting spores and frequent exposure to resistant varieties will accelerate changes in the pathogen populations to strains that are not controlled by resistance in current clubroot-resistant canola varieties.

## Management Plan Rationale

Clubroot in Alberta is managed through a proactive program that utilizes and prolongs the durability of clubroot-resistant canola varieties in combination with continuing efforts to prevent the further spread of this pathogen in the province. The program includes both an industry/public awareness program and a disease management plan.

The long-term goal of this management plan is to minimize canola yields losses through the judicious use of resistant varieties and to reduce the further spread of clubroot in Alberta.

## Best Management Practices

1. Use clubroot-resistant varieties when growing canola in areas where the disease is established. Alternate growing clubroot-resistant varieties with different sources of resistance when they become available.
2. Although crop rotation will not prevent introduction of clubroot to clean fields, the practice will lower subsequent disease buildup and severity and reduce other diseases, such as blackleg. Crop rotation will not eradicate the clubroot pathogen from the soil. Canola growers in high-risk situations (confirmed clubroot in the field or area) should follow traditional canola rotation recommendations (one canola crop every four years) using clubroot resistant varieties. The 1 in 4 year rotation recommendation using resistant varieties is designed to slow down pathogen population shifts to strains not controlled by current resistant varieties and allow time for new resistance sources to be bred into canola. A pathogen population shift to a strain not controlled by clubroot-resistant canola has now been documented in Alberta and has occurred many times in other parts of the world in canola and cole crops.

3. Growing a clubroot-resistant variety in fields without known clubroot but in areas where the disease is prevalent can help slow the establishment of the disease. Since there would be low spore numbers when clubroot does get introduced to the field, this approach should not significantly induce changes in the strains to those that are not controlled by the variety resistance. The greatest pressure to alter the pathogen strains is frequent exposure (rotation length) of the same resistance to high soil spore populations (distinct clubroot patches have occurred in the field).
4. Volunteer canola and cruciferous weeds must be controlled in infested fields to prevent more than three weeks of growth, to avoid the production of new resting spores on these host plants.
5. Practice good sanitation (cleaning and disinfection) of machinery and equipment to restrict the movement of potentially contaminated soil. This approach will also help reduce the spread of other diseases, insects and weed seeds. Resting spores can be spread via contaminated soil. Moderate to high infestations will leave high spore concentrations in soil on field machinery, thus sanitation is very important in these situations. All producers should follow the practice of cleaning soil and crop debris from field equipment before transport from all fields. The most critical step in cleaning equipment is physical dirt removal – knocking or scraping off soil lumps and sweeping off loose soil.
  - For risk averse producers or with heavy infestations, additional cleaning steps will slightly decrease the risk of spread, but will involve considerably more work and expense:
    - After removal of soil lumps, wash equipment with a power washer.
    - Finish by misting equipment with disinfectant. Recommended products include 1 to 2 per cent active ingredient bleach solution (UFA carries 12 per cent sodium hypochlorite in 5-gallon pails or 45-gallon drums), or HyperOx or EcoClear. The use of a disinfectant without first removing soil is not recommended because soil inactivates most disinfectants. A twenty to thirty minute wet period is necessary for good efficacy.
    - Disinfectant footbaths can be an effective first line of defense in a biosecurity program. However, footbaths are not able to completely eliminate biosecurity risks in all situations. Disposable foot coverings should be utilized where possible and in combination with a foot bath to more fully minimize biosecurity risks associated with soil-borne diseases like clubroot.
6. Seed and establish an area with grass near the field exit. A well-sodded grass will retain soil removed during equipment cleaning without creating a mudhole after washing and thus will reduce the re-introduction of infested mud to wheels when moving from this area to the exit. The grass area will not be susceptible to clubroot if volunteer canola and mustard weed species are controlled.
7. Use direct seeding and other soil conservation practices to reduce erosion. Resting spores can also readily move in soil transported by wind or water erosion. Reducing the amount of tillage on any given field will reduce the spread of the organism within the field and to other fields.
8. Minimize vehicle and equipment traffic to and from fields.
9. In situations where fields are lightly infested only near the current access, create a new exit at another distant edge of the field if possible.
10. Scout canola fields regularly and carefully. Identify causes of wilting, stunting, yellowing and premature ripening – do not assume anything!
11. Avoid the use of straw, hay or greenfeed, silage and manure from infested or suspicious areas. Clubroot spores may survive through the digestive tracts of livestock.

12. Avoid common untreated seed (including canola, cereals and pulses). Earth tag on seed from infested fields could introduce resting spores to clean fields. The effect of current seed treatment fungicides on resting spore viability on seed is currently being studied.

## Responsibilities

### Alberta Agriculture and Rural Development (ARD)

- Pest Surveillance Branch of ARD will coordinate the Alberta Clubroot Management Plan and do the following:
  - provide regulatory consultation and training
  - prepare and provide technical information on clubroot control recommendations and variety resistance stewardship to inspectors and others in the field
  - assist in educating the agriculture industry, oil industry and general public about clubroot and the threat it represents to Alberta
  - inform other industry sectors, such as the agricultural retail industry, environmental companies, custom applicators, petroleum, construction and transportation industries, and landscaping companies, about equipment sanitation requirements to reduce clubroot spread within and between municipalities

### Agricultural Service Boards (ASB)

- ASBs will provide support and resources to the Agricultural Fieldmen in carrying out their duties. The Agricultural Fieldmen will do the following:
  - actively survey for clubroot if canola or mustard is being grown in their municipality – follow-up surveys on infested land should be conducted to monitor for resistance breakdown in newly introduced resistant canola varieties
  - provide recommendations and information to farmers on clubroot prevention and management, especially the stewardship of variety resistance
  - enforce control measures as necessary to meet the objectives of the Alberta Clubroot Management Plan
  - maintain records of infestations and provide information on infested land locations to potential land renters, landowners, oil and gas companies and other parties with a financial interest, under provisions of the *Agricultural Pest Act* and the Pest and Nuisance Control Regulation (Section 10)
  - assist in educating the Alberta agriculture industry about clubroot and the threat it represents to Alberta

## **Landowners/Occupants**

- take measures such as vehicle and equipment sanitation as well as proper crop rotation to prevent the establishment of clubroot on their land and to minimize the spread of clubroot to other land or property
- grow resistant varieties when clubroot is present or is known to be present in the area and follow a four-year rotation to deter resistance breakdown
- observe and follow all management practices to meet the objectives of the Alberta Clubroot Management Plan

## **Agricultural Retail and Service Industry** (pesticide/fertilizer retailers, custom equipment leasing, consulting agronomists, Canola Council of Canada, etc.)

- take measures such as equipment cleaning and disinfection to prevent the establishment of clubroot and to minimize the spread of clubroot to other land and property
- assist in educating the agriculture industry about clubroot, the threat it represents to Alberta, and the value of extended rotations for minimizing variety resistance breakdown

## **Custom Equipment Operators**

- take measures such as equipment sanitation to prevent disease establishment and to minimize the spread of clubroot to other land and property
- assist in educating producers and others in the agriculture industry about clubroot and the threat it represents to Alberta's canola industry

## **Energy (Oil, Gas, Pipeline, Seismic), Construction (Earthmoving, Landscaping) and Transportation (Trucking) Companies Operating on Agricultural Land**

- take measures to prevent disease establishment and to minimize the further spread of clubroot to other land and property – examples of such measures include the following:
  - clean equipment when leaving infested sites or areas
  - remove/stockpile topsoil on leases with clubroot before moving other equipment on-site
  - avoid equipment traffic during wet conditions in infested areas
- prepare and follow clubroot protocols for staff and contractors – for example, in 2008, the Canadian Association of Petroleum Producers published best management practices for clubroot disease (<http://www.capp.ca/getdoc.aspx?DocId=139848&DT=PDF>)
- assist in educating the petroleum, construction and transportation industries about clubroot and the threat it represents to agriculture in Alberta

## **Researchers**

- conduct research to increase understanding of clubroot biology and management
- communicate research findings to extension personnel and other stakeholders
- serve as scientific advisors to the Clubroot Management Committee
- make recommendations to producers and the agricultural service industry, as needed, based on scientific knowledge and experimental evidence



## Clubroot Management Committee

- provide a forum to represent the interests and views of the agriculture and oil and gas industries in Alberta and western Canada regarding the management of clubroot
- recommend management strategies for clubroot for inclusion in the Alberta Clubroot Management Plan
- assist in educating the agriculture, oil and gas industries in western Canada about clubroot and the threat it represents to canola and cole crop production
- evaluate and revise the Alberta Clubroot Management Plan as required

## Additional Resources

*Clubroot Disease of Canola and Mustard*, Agdex 140/638-1, Alberta Agriculture and Rural Development

*Clubroot of Crucifers Control Strategies*, Agriculture and Agri-Food Canada, Horticulture

Clubroot Management Committee Contact List – attached

## Clubroot Management Committee Contact List

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*continued on next page*

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### **Alberta Clubroot Management Plan**

Developed by:  
Alberta Clubroot Management Committee  
Revised August 2014  
AGDEX 140/638-2



# REQUEST FOR DECISION

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SUBJECT: **Policy 6306 Wolf Harvest Incentive Program**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 22, 2018 CAO: MH MANAGER:  
DEPARTMENT: AGRICULTURE GM: PRESENTER: QB  
STRATEGIC PLAN: Level of Service

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council approve the revised and updated Policy 6306 “Wolf Harvest Incentive,” as presented.**

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## BACKGROUND/PROPOSAL:

Greenview continues to support wolf population control efforts in order to reduce livestock predation. The purpose of the wolf harvest incentive program is to establish a policy and procedures for the legal harvesting of wolves within a designated area within Greenview. Greenview Agriculture Services Board (ASB) has reviewed the Wolf Harvest Incentive Program Policy.

The primary changes to the Wolf Harvest Incentive Program involve the revision of the definition for “eligible participants” as a registered landowner in Greenview or their designate, which is verified through VSI or Administration. The addition of the definition provides clarity as to who may participate in the program. A second definition of “financial compensation” was included to provide clarity. There were a number of minor changes made to the language, as well as updates to align the policy with current standards.

The Policy Review committee recommended specifying in the definition that Greenview’s Problem Wildlife Officer is not eligible for participation in the program. Minor wording changes were also made to provision 1, as the wording was redundant.

Policy 6306 “Wolf Harvest Incentive Program” Supersedes Policy AG 10.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The policy revision provides greater clarity for who is eligible to participate in the Wolf Harvest Incentive Program.
2. The updates align the policy with current standards.



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DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to approving the revised policy.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may consider altering the revised Policy, however Administration and the Policy Review Committee are recommending the proposed policy.

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FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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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 inform the public.

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ATTACHMENT(S):

- Current Policy AG 10
- Revised Policy 6306
- Wolf Harvest Incentive Program Contract (for reference)

**Title: WOLF HARVEST INCENTIVE PROGRAM**

**Policy No: 6306**

**Effective Date:**

**Motion Number:**

**Supersedes Policy No: AG 10**

**Review Date:**



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16

*"A Great Place to Live, Work and Play"*

**Purpose:** Greenview supports wolf population control efforts in order to reduce livestock predation. Greenview will implement the policy and procedures to provide for a Wolf Harvest Incentive Program, for the purpose of promoting the lawful harvesting of wolves within the designated wolf harvest area of Greenview.

### DEFINITIONS

**Eligible Participant** means the registered landowner of property within the boundaries of Greenview, or their designate (stated through written permission), verified by VSI membership or Administration. Greenview's Problem Wildlife Officer is not eligible to participate in the Wolf Harvest Incentive Program.

**Financial Compensation** means the monies received for lawfully harvested adult wolf by eligible participants.

### POLICY

1. The Wolf Harvest Incentive Program will be in effect only on lands within 8 kilometers of private property, active grazing leases, and Provincial Grazing Reserves (agricultural area) within the boundaries of Greenview.
  - a. The Wolf Harvest Incentive Program will be limited to eligible participants or their designate.
  - b. Wolves harvested outside of Greenview will not qualify for compensation.
  - c. Individuals wishing to participate in the program will be required to register with the Manager of Agricultural Services or his/her designate, in advance of participation in the program.
2. Council shall, during budget deliberations, establish a budget for the Wolf Harvest Incentive Program.
3. By resolution of Council, the Wolf Harvest Incentive Program shall be activated or terminated.

### PROCEDURE

1. Individuals participating in the wolf Harvest Incentive Program shall follow all Federal and Provincial Legislation and regulations including, but not limited to the Wildlife Act and Wildlife

regulations, the Firearms Act, the Petty Trespass Act, and Alberta Hunting and Trapping Regulations, and any amendments or successor legislations thereto.

2. Greenview's Wolf Harvest Incentive Program will be reviewed annually.
3. The manager of Agriculture Services, or their designate, shall arrange appointments with eligible participants for the examination and marking of adult wolves to qualify for financial compensation through the Wolf Harvest Incentive Program.
4. Greenview shall pay financial compensation as per the Schedule of Fees, for each eligible adult wolf carcass presented to the designated receiving location.
5. Eligible participants requesting financial compensation shall enter into a Contract of Participation Agreement, at the time of marking the carcass with the Manager of Agriculture Services or their designate.
6. Entire wolf carcasses (or head only, if agreed upon with the Manager, Agriculture Services or their designate) shall be delivered to a location designated by Greenview Agriculture Services, for examination and marking, and authorization of payment of compensation;
  - a. Examination of the carcass will be performed to verify the animal has been destroyed by means other than vertebrate toxicant.
  - b. The carcass will be marked by a representative of Greenview; a carcass that has been previously marked will be rejected.
  - c. If eligible, the claimant will be provided with a financial compensation authorization (mailed via Canada Post to participant).
7. To request authorization for financial compensation, the eligible participant will provide proof of permission from the owner or authorized occupant of the land upon which the harvest was conducted, and declare the following:
  - a. The legal land location where the wolf was harvested.
  - b. The date of harvest.
  - c. The harvest was conducted in a lawful manner, in accordance with current legislation.
  - d. The participant is the legal landowner or the authorized occupant of the land; and/or
  - e. The participant had permission to harvest on said land.
8. In accordance with Provincial Legislation, the eligible participant shall be responsible for disposal of all parts of the carcass.
9. Participants shall be removed from the list of eligible participants and shall forfeit all benefit from said program, if it is determined that have not adhered to the Policy as set by Council or the Contract of Participation.
10. Disputes over eligible claims for compensation will be settled at the discretion of the Manager of Agricultural Services, whose decision will be final and binding.



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## Contract of Participation – Wolf Harvest Incentive Program

**Applicant Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**LSD of Harvest:** \_\_\_\_\_

1. Is the applicant a ratepayer and livestock owner of Greenview? Yes \_\_\_\_ No \_\_\_\_
2. VSI membership number, or verified livestock ownership (by administration)? \_\_\_\_\_
2. Is the applicant a trapper? Yes \_\_\_\_ No \_\_\_\_  
If yes, please attach documentation.  
\_\_\_\_ Trapper License (Fur Management License) Number: \_\_\_\_\_  
Fur Management Area Number: \_\_\_\_\_  
Name of Registered Landowner: \_\_\_\_\_
3. Has the hunter been given permission to harvest from the landowner? Yes \_\_\_\_ No \_\_\_\_  
If yes, please attach documentation.  
\_\_\_\_ Permission letter from landowner/lease holder Yes \_\_\_\_ No \_\_\_\_  
Landowner Name: \_\_\_\_\_  
\_\_\_\_ Harvested During Big Game Season: (Oct – May) Yes \_\_\_\_ No \_\_\_\_

In an effort to support population control efforts and to further public interest regarding predatory wildlife, Greenview has approved a Wolf Harvest Incentive Program for the purpose of promoting wolf harvesting within Greenview's designated Wolf Harvest Area. Through this program, eligible participants will receive financial compensation with the presentation, at a location designated by Greenview Agriculture Services of an adult wolf carcass harvested lawfully within Greenview and in accordance with this Contract of Participation.

The terms and conditions of participation in the Program are as follows:

1. **STATUTORY ADHERENCE:** While participating in the Program, the Participant will, at all times, abide by all statutes, regulations, and bylaws enacted by the Federal, Provincial, and Municipal governments, and the Participant agrees there has been NO violation of any statutory or regulatory provision in any way. The relevant statutes include but are not limited to: the *Firearms Act*, the *Petty Trespass Act*, the *Wildlife Act*, and the *Wildlife Regulations* and any current *Hunting or Trapping Regulations*. A Participant who fails to strictly adhere to all relevant laws will forfeit any right to compensation under the Program.
2. **INDEMNIFICATION AND SAVE HARMLESS:** The Participant will indemnify and save harmless Greenview, its officers, representatives, agents and employees, from and against any and all liability for any and all claims, costs, damages and expenses or liability arising out of or on account of injury or death to persons or damage or destruction to property resulting from or arising out of or in any way connected to the Program or participation in the Program.



3. **PRECONDITIONS OF COMPENSATION:** Intended Participants will notify the Manager of Agricultural Services or their designate of their intention to participate in the Program. In order to obtain the compensation, the entire carcass of a lawfully harvested adult wolf will be presented to an appropriate representative of Greenview Agriculture Services at a delivery point, as designated by the representative responsible for administration of the Program. Any carcass received by a representative of Greenview will be marked, and any carcass that has been previously marked will be rejected. To qualify for the compensation, a wolf must have been lawfully harvested within the boundaries of Greenview's designated Wolf Harvest Area, by a ratepayer of Greenview, their designate, or by a person with written permission from the landowner or legal occupier of Crown Land. Any individual who has not previously agreed to the terms and conditions of this Contract will be considered ineligible to receive the Compensation. The Participant will provide the date of harvest and the location where each wolf was harvested, and will produce appropriate documentation as follows:

- a) **If the wolf was harvested on private property**, the Participant will, at the time of presentation of the carcass to a representative of Greenview Agriculture Services, produce **either**:
  - i. A letter of permission, signed by the registered landowner or authorized occupant (grazing lease) of the property, authorizing the Participant to harvest wolves on the property, or
  - ii. Proof that the Participant is the registered landowner or authorized occupant (grazing lease) of the property.

4. **COMPENSATION:** If, and only if, the representative of Greenview Agriculture Services is satisfied that the Participant has complied with the terms and conditions of this Contract, the compensation will be paid by Greenview to the Participant. Compensation will be paid by Greenview to a successful Participant at the rate established in the Schedule of Fees.

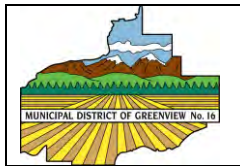
I, \_\_\_\_\_, have read and understand the terms and conditions set within this agreement.

Applicant Signature: \_\_\_\_\_

Greenview Representative

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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

Section:  
**AGRICULTURE**

**POLICY NUMBER: AG 10**

**POLICY TITLE: WOLF HARVEST INCENTIVE PROGRAM**

**Page 1 of 2**

**Date Adopted by Council / Motion Number:**

**12.02.099**

**PURPOSE:**

The Municipal District of Greenview supports wolf population control efforts in order to reduce livestock predation. The Municipal District will implement procedures to provide for a Wolf Harvest Incentive Program, for the purpose of promoting the lawful harvesting of wolves. Through this program, participants will receive monetary compensation for the entire carcass, or carcass plus hide, of an adult wolf lawfully harvested within the Municipality, by a ratepayer of the Municipality or his/her designate.

**POLICY:**

1. The Municipal District of Greenview Wolf Harvest Incentive Program will be established for a period of one calendar year, at which time, the program and this policy will be evaluated.
2. Council will, during budget deliberations, establish a budget for the Wolf Harvest Incentive Program.
3. By resolution of Council, the Wolf Harvest Incentive Program will be activated or terminated.
4. The Municipal District of Greenview will pay compensation as established within the Council Schedule of Fees for each eligible adult wolf carcass presented to the designated receiving location.
5. The Wolf Harvest Incentive Program will be in effect only on lands within 8 kilometers of private property and grazing leases within the boundaries of the Municipal District of Greenview.
  - a) eligible participants will be limited to registered landowners within the Municipal District of Greenview or their designate.
  - b) wolves harvested outside the Municipal District of Greenview will not qualify for compensation.
  - c) individuals wishing to participate in the program will be required to register with the Manager of Agricultural Services or his/her designate, in advance of participation in the program;
6. Participants requesting compensation payment will enter into a Contract of Participation Agreement (see AG 10 Schedule A), which forms part of this Policy;
7. Entire wolf carcasses shall be delivered to a location designated by M.D. Administration, for examination and marking, and authorization of payment of compensation;
  - a) examination of the carcass will be performed to verify the animal has been destroyed by means other than vertebrate toxicant.
  - b) the carcass will be marked by a representative of the Municipal District; a carcass that has been previously marked will be rejected.
  - c) if eligible, the claimant will be provided with a payment authorization.

**POLICY TITLE: WOLF HARVEST INCENTIVE PROGRAM**

**Page 2 of 2**

**Date Adopted by Council / Motion Number:**

**12.02.099**

8. To request authorization for compensation, the participant will provide proof of permission from the owner or authorized occupant of the land upon which the harvest was conducted, and declare the following:
  - a) the legal land location where the wolf was harvested.
  - b) the date of harvest.
  - c) the harvest was conducted in a lawful manner, in accordance with current legislation.
  - d) the participant is the legal landowner or authorized occupant of the land; and/or
  - e) the participant had permission to harvest on said land.
9. The participant will be responsible for disposal of all parts of the carcass, and such disposal will be in accordance with Provincial legislation;
10. Individuals participating in the Wolf Harvest Incentive Program will follow all Federal and Provincial Legislation and Regulations including, but not limited to the *Wildlife Act* and *Wildlife Regulations*, the *Firearms Act*, the *Petty Trespass Act*, and *Alberta Hunting and Trapping Regulations*, and any amendments or successor legislations thereto.
11. Participants will be removed from the list of eligible participants and will forfeit all benefit from the said program, if it is determined they have not adhered to the Policy as set by Municipal Council or the Contract of Participation (AG 10 Schedule A);
12. Disputes over eligible claims for compensation will be settled at the discretion of the Manager of Agricultural Services, whose decision will be final and binding.

(Original signed copy on file)  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



## MUNICIPAL DISTRICT OF GREENVIEW

### Contract of Participation – Wolf Harvest Incentive Program Between Participants and the Municipal District of Greenview

In an effort to support population control efforts and to further public interest regarding predatory wildlife, the Municipal District of Greenview (“Municipality”) has approved a Wolf Harvest Incentive Program (“Program”) for the purpose of promoting wolf harvesting within the Municipality. Through this program, eligible individuals (“Participants”) will receive monetary compensation (“Compensation”) with the presentation at a location designated by Municipal District Administration of an adult wolf carcass harvested lawfully within the Municipality and in accordance with this Contract (“Contract”) of Participation.

The terms and conditions of participation in the Program are as follows;

1. **STATUTORY ADHERENCE:** While participating in the Program, the Participant will, at all times, abide by all statutes, regulations, and bylaws enacted by the Federal, Provincial, and Municipal governments, and the Participant agrees there has been NO violation of any statutory or regulatory provision in any way. The relevant statutes include but are not limited to: the *Firearms Act*, the *Petty Trespass Act*, the *Wildlife Act*, and the *Wildlife Regulations* or any current *Hunting or Trapping Regulations*. A Participant who fails to strictly adhere to all relevant laws will forfeit any right to compensation under the Program.
2. **INDEMNIFICATION AND SAVE HARMLESS:** The Participant will indemnify and save harmless the Municipality, its officers, representatives, agents and employees, from and against any and all liability for any and all claims, costs, damages and expenses or liability arising out of or on account of injury or death to persons or damage or destruction to property resulting from or arising out of or in any way connected to the Program or participation in the Program.
3. **PRECONDITIONS OF COMPENSATION:** Intended participants will notify the Manager of Agricultural Services or his/her designate of their intention to participate in the Program, in advance of participation. In order to obtain the compensation, the entire carcass of a lawfully harvested adult wolf will be presented to an appropriate representative of the Municipality at a delivery point as designated by the representative responsible for administration of the Program. Any carcass received by a representative of the Municipality will be marked, and any carcass that has been previously marked by a representative of the Municipality will be rejected. To qualify for the compensation, a wolf must have been lawfully harvested within the boundaries of the Municipality, by a ratepayer of the Municipality. Any individual who has not previously agreed to the terms and conditions of this Contract will be considered ineligible to receive the Compensation. The Participant will provide the date of harvest and the location where each wolf was harvested, and will produce appropriate documentation as follows:
  - a) **If the wolf was harvested on private property**, the Participant will, at the time of presentation of the carcass to a representative of the Municipality, produce **either**:
    - i. a letter of permission, signed by the registered owner or authorized occupant of the property, authorizing the Participant to harvest wolves on the property, or
    - ii. proof that the Participant is the registered owner or authorized occupant of the property.
  - b) **If the wolf was harvested on public lands**, the Participant will, at the time of presentation of the carcass to a representative of the Municipality, **produce one** of the following:
    - i. proof that the Participant is authorized to maintain livestock on that land,
    - ii. a letter of permission, signed by the person authorized to maintain livestock on that land, authorizing the Participant to harvest wolves on the land,
    - iii. proof that the land is within 8 kilometres (5 miles) of property owned by the Participant or lands on which the Participant is authorized to maintain livestock, or lands for which the Participant has a signed letter authorizing permission as contemplated in (ii) above:
      - a) **and** if the land is leased, a letter of permission, signed by the lessee.
      - b) **and** if the land is not leased, proof that the land is not leased.





4. **COMPENSATION:** If, and only if, the representative of the Municipality is satisfied that the Participant has complied with the terms and conditions of this Contract, the compensation will be paid by the Municipality to the Participant. Compensation will be paid by the Municipality to a successful Participant at the rate established in the Municipal District Schedule of Fees, which may be amended from time to time as determined by Council for the Municipal District.

SIGNED on this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_.

Participant: \_\_\_\_\_  
*please print* *signature*

MD Representative: \_\_\_\_\_  
*please print* *signature*



# REQUEST FOR DECISION

**SUBJECT: Sale of Surplus Truck**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: January 22, 2018**

**DEPARTMENT: AGRICULTURE**

**STRATEGIC PLAN: Regional Cooperation**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: MH**

**MANAGER: QFB**

**GM: DM**

**PRESENTER: QFB**

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**RELEVANT LEGISLATION:**

**Provincial (cite) – N/A**

**Council Bylaw/Policy (cite) – Policy number AD 26, Surplus Assets and 4006 Equipment and Vehicle Replacement**

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**RECOMMENDED ACTION:**

**MOTION: That Council approve the sale of Unit A134, serial number 3C6TD5CT2CG192873 as surplus equipment to Peace Country Beef and Forage Association (PCBFA) for the sum of \$10,000.00.**

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**BACKGROUND/PROPOSAL:**

A representative from the Peace Country Beef & Forage Association contacted the Manager of Agricultural Services to find out if surplus trucks were scheduled to go to auction. The Manager of Agricultural Services consulted with the Greenview Operations Manager and there is one unit A134 scheduled for auction. Greenview typically receives approximately 50% of the black book value of a vehicle when it is taken to auction, with the book value of A134 being \$24,000.00. The Forage Association is offering Greenview \$10,000.00 for the specified vehicle.

Unit	Year	Make	Model	Serial Number	Hours/Mileage	Comments
A134	2012	Dodge	2500	3C6TD5CT2CG192873	152,964 Km	Typically get approximately 50% of Black Book Value at Auction

The Peace Country Beef & Forage Association is a non-profit group that provides a valuable service to both Greenview and Northern Alberta producers. Greenview does commit annual funding in support of the association.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the surplus equipment will be utilized by a non-profit group in providing a valuable service to the Greenview community.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage is that Greenview may receive less revenue from Unit A134 than if it was sent to public auction.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to not accept the recommendation as presented, however Greenview would not be providing additional support to the non-profit group.

**Alternative #2:** Council has the alternative to counter offer the proposed purchase price of \$10,000.00.

---

FINANCIAL IMPLICATION:

**Direct Costs:** There are no direct costs associated with the sale of Unit A134.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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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:

The Manager of Agriculture Services will inform the Peace Country Beef & Forage Association representative of Council's decision.

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ATTACHMENT(S):

- Peace Country & Beef Forage Association – Proposal to Purchase a Surplus Truck

**From:** Liisa Vihvelin [<mailto:liisa@pcbfa.ca>]  
**Sent:** November-02-17 11:46 AM  
**To:** Gord Meaney <[Gord.Meaney@MDGreenview.ab.ca](mailto:Gord.Meaney@MDGreenview.ab.ca)>  
**Subject:** Trucks

Hello Gord,

Quentin Bochar gave me your contact information as the person to talk to about the surplus trucks that are going to auction.

One of my directors was out to look at the trucks yesterday, and we would like to make an offer of \$10,000 on the Dodge that belonged to the Ag department – I believe it was unit A134.

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](http://www.peacecountrybeef.ca)







# REQUEST FOR DECISION

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SUBJECT: **Community Futures – Women in the North Conference 2018**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 22, 2018 CAO: MH MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM  
STRATEGIC PLAN:

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RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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RECOMMENDED ACTION:

**MOTION: That Council provide sponsorship in the amount of \$500 to Community Futures Peace Country for the 2017 Women in the North Conference held in Peace River, Alberta, with funds to come from the Community Service Miscellaneous Grant.**

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BACKGROUND/PROPOSAL:

Community Futures Peace Country is requesting sponsorship for the 11<sup>th</sup> Annual Women in the North Conference. The conference has expanded to two days and will take place on April 11<sup>th</sup> -12<sup>th</sup>, 2018 in Peace River, Alberta. The conference focuses on building the capacity of the local women entrepreneurs and strives to motivate and offer them information pertinent to their needs. Sponsorship opportunities vary from \$5,000.00 plus, to \$500.00, with recognition provided to all sponsors on the WIN website, Facebook page, agenda package and in related materials.

On the evening of April 11<sup>th</sup> the conference will commence with a formal dinner, keynote speaker and some motivational activity. The following day the focus will be to provide hands on business workshops facilitated by Community Futures Network of Alberta (CFNA) which will be specifically geared to entrepreneurs providing skill development and business training.

According to the Global Entrepreneurship Monitor Canada Report (2015), Canada is a global leader in female entrepreneurship with Alberta boasting one of the country's highest rates of innovation-based activity. Community Futures exists to serve entrepreneurs and understand that women in business face the unique challenge to continually balance work and home life. The WIN conference focuses on building the capacity of the local women entrepreneurs and strives to offer them information pertinent to their needs in a time frame that they can manage.

Greenview has provided sponsorship to Community Futures for the 2017 Women in the North Conference in the amount of \$500.00.

The 2018 Community Service Miscellaneous Grant has a balance of \$323,016.57 as of January 21, 2018.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of providing sponsorship to Community Futures for the 2018 Women in the North Conference is that it may provide local women entrepreneurs with pertinent information.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to alter or deny the sponsorship to Community Futures for the 2018 Women in the North Conference.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** The direct cost of sponsorship for the 2018 Women in the North Conference is \$500.00.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

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**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 Community Futures accordingly with Council's decision.

---

**ATTACHMENT(S):**

- Community Futures Sponsorship Request Letter

January 8, 2018

## Partnership Opportunity: Women in the North Conference 2018

After a very successful 10<sup>th</sup> year Anniversary of WIN in April, we have decided to change our format and expand this valuable conference over two days. The 11<sup>th</sup> Annual Women in the North Conference will take place on Wednesday, April 11<sup>th</sup> and Thursday, April 12<sup>th</sup> in Peace River.

The conference will kick off Wednesday evening with a formal dinner, keynote speaker and some motivational activity to start building the excitement. Thursday will be focused on providing hands on business workshops facilitated by Community Futures Network of Alberta (CFNA), which will be specifically geared to entrepreneurs providing skill development and business training.

Canada is a global leader in female entrepreneurship with Alberta boasting one of the country's highest rates of innovation-based activity, according to the Global Entrepreneurship Monitor Canada report (2015). Community Futures exists to serve entrepreneurs and we understand that women in business face unique challenges in that they continually balance work and home life, with not a lot of time left over for professional development. The WIN conference focuses on building the capacity of our local women entrepreneurs and we strive to offer them information pertinent to their needs in a time frame that they can manage. Therefore, we are offering more in-depth training workshops this year over the course of one day.

The steering committee consists of members from Community Futures Peace Country, Community Futures Grande Prairie & Region, Alberta Women Entrepreneurs and Alberta Agriculture. We have been very grateful for past contributions, and we ask for your continued support as the Conference evolves into its 11<sup>th</sup> year.

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

Thank you for your time and consideration.

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

Respectfully;

Randy Hodgkinson  
General Manager  
Community Futures Peace Country

## WIN 2018: Partnership Opportunities

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### **Platinum Keynote Speaker Sponsorship: \$5,000.00 plus**

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

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

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

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

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

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### **Bronze: \$500 - \$1,499.00**

The Bronze Sponsorship package provides prominent positions in marketing material and display space in the conference room if so desired.

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### **\*NEW\* Friends of WIN Sponsor: \$110 or more.**

If you choose this opportunity, your sponsorship will go directly towards a delegate or delegates who cannot afford the conference registration fee. You can choose to donate anonymously if you wish, or your company name will be included in the advertising. Minimum amount is one full delegate package at \$110.

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

Thank you and we look forward to hearing from you!





# REQUEST FOR DECISION

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SUBJECT: **Cranberry Rodeo Association – Grant Request**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 22, 2018 CAO: MH MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM  
STRATEGIC PLAN: Quality of Life

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council approve an operating grant in the amount of \$10,000.00 to the Cranberry Rodeo Association, with funds to come from Community Service Miscellaneous Grant.**

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## BACKGROUND/PROPOSAL:

The Cranberry Rodeo Association submitted a grant application January 6, 2018 to Greenview requesting operating funds in the amount of \$10,000.00. The requested funds will be used to cover the costs of the annual rodeo deficit. In order to increase the rodeo's overall attendance and sponsorship, the association would like to host three additional events: WRA Rodeo, Local Rodeo and the Wagons.

Cranberry Rodeo Association was provided the Canada 150 Grant from Greenview in the amount of \$15,000.00 in 2017. Greenview provided \$25,000.00 Operating and \$35,000.00 Capital funds to the Cranberry Rodeo Association in 2016.

The 2018 Community Service Miscellaneous Grant has a balance of \$323,016.57 as of January 21, 2018. Administration recommends that if Council approves the funding request that the operating grant be added to future Community Services Operating Budgets.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the funds will assist in sustaining a recreation source for the community.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to provide an alternate amount of grant funding or deny the grant application.

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FINANCIAL IMPLICATION:

**Direct Costs:** The direct cost of the operating grant to the Cranberry Rodeo Association is \$10,000.00.

---

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 correspond with the grant applicant to inform them of Council's decision.

---

ATTACHMENT(S):

- Cranberry Rodeo Association Grant Application

Organization Information:

Name of Organization: Cranberry Rodeo Association

Address of Organization: Box 500, DeBolt, AB T0H 1B0

Contact Name and Phone Number: Jacquie Aitken – 780 518 6593

Position of Contact Person: Treasurer

Purpose of organization: The Cranberry Rodeo Association registered as a society in 1983. The purpose of the organization is to promote the growth of rodeo participation in the DeBolt, Crooked Creek, Ridgevalley and Bezansen communities and surrounding region. Giving the opportunity for local residence the to participate in rodeo events to develop their skills, and provide everyone the opportunity to see Major Rodeo Events that at one time were skills required to establish western Alberta communities. Rodeo is a part of our community's history and continues to develop our community by offering the opportunity for friendly social activities for all ages.

What act are you registered under? Societies Act      Registration No. 502883044

Grant Information:

Total Amount Requested: \$10,000 operating: To be used to cover the costs of the annual Rodeo deficit. To Date the Rodeo Association has not been able to host a Rodeo Event that can cover the costs of the WRA Rodeo, the Local Rodeo, and the Wagons. The cost of the three events this past year was 55,683. The income from these events including \$9,000 from the 150 grant was \$49,903. Moneys raised at the Beer Gardens, Concession and the Spring Fundraiser (\$7134, \$4998, & \$4241) was used to cover the 2017 deficit. It is the plan of the Association to increase attendance at our event and to increase sponsorships; to do so we need to establish a full event to draw attendance. To do so we would like to include the WRA, Local Rodeo and the Wagons. The 10,000 requested is to allow our association to build this event for our community and region.

Operating costs are the costs of day-to-day operations. Capital costs are costs more than \$25,000, which is not consumed in one year and/or those costs, which add value to property owned and operated by the organization.

FORM A must be filled out with all grant applications. Fill out FORM B for any capital requests.

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Municipal District of Greenview #16 Box 1079 Valleyview, AB T0H 3N0 Phone: (780) 524-7600 Fax: (780) 5244307

Additional Information:

Have you previously applied for grant from the M. D. of Greenview?

Yes ☒ No ☐

List the last two grants your organization has received from the M.D. of Greenview

1. Amount \$15,000 Year 2016/2017C

Purpose: To Enhance the Rodeo for the 150 Centennial Celebrations The grant Money were used to sponsor the wagons as a part of the event and enhance the Grande Entry.... The celebration of Rodeo Volunteers, Sponsors, and Community Old timers is planned for April, 2017 \$4,000 is allocated for this event.

2. Amount \$60,000 For Operational Maintenance Of the Grounds. Year 2015/2016

Have you provided the M.D. of Greenview with a final completion report for grant funds received?

Yes ☐ No ☒

If no, why has the report not been filed?

The last of the 150 th centennial grant will be used in April, 2018, the report will be completed at that time. The grounds maintenance grant is not yet used, a Tractor was purchased other moneys is designated to help construct a kitchen on the grounds to allow the association to increase event revenue.

Have you applied for grant funds from sources other than the M.D. of Greenview?

Yes ☐ No ☒

Have you received grant funds from sources other than the M.D. of Greenview?

If yes; who, purpose and amount?

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Have you performed any other fund raising projects? If yes; what and how much was raised?

2017: Beer gardens \$7134 Concession \$4998 Spring fundraiser \$4241

Municipal District of Greenview #16 Box 1079 Valleyview, AB T0H 3N0 Phone: (780) 524-7600 Fax: (780) 5244307



By signing this application, I/we concur with the following statements:

- The organization applying for the grants is registered with Corporate Registries or under the Societies Act;
- The grant application is complete and includes all supporting documentation, including most recent financial statement (based on legislative requirements of our organization), balance sheet, current bank balances and current year detailed operating budget or completed Form "A".
- The grant shall be used for only those purposes for which the application was made;
- If the original grant application or purposes for which the grant requested have been varied by the M.D. of Greenview Council, the grant will be used for those varied purposes only;
- The organization will provide a written report to the M.D. of Greenview within 90 days of completion of the grant expenditure providing details of expenses, success of project and significance to the ratepayers of the municipality; failure to provide such a report will result in no further grant funding being considered until the final report is filed and grant expenditure verified;
- The organization agrees to submit to an evaluation of the project related to the grant, and;
- The organization will return any unused portion of the grant funds to the Municipal District of Greenview #16 or to request approval from the Municipality to use the funds for an optional project.

Applicant Information:

Name: Jacquie Aitken

Signature: *J Aitken*

Address: 11702 91B St Grande Prairie

Telephone Number: 780 518 6593

Date: Dec. 15, 2017

## 2018 Operational Budget

### Income

Membership	500
Rec. Board	1000
Fundraising	10000
Beer Gardens	11000
Dance	1300
Concession	11000
Signs	4000
Donations	1000
Event Sponsorships	16000
Gate	9000
MD GRANT	10000
TOTAL	74,800

### Expences

LOCAL rodeo	5500
Wagons	11000
WRA Rodeo	29900
Beer Gardens	4000
Concession	6000
Fund Raising	7000
Band	1500
Maintaince	6000
Direct Energy	1500
Gate Expences	1000
Other	1400
TOTAL	73400



# REQUEST FOR DECISION

SUBJECT: **Northwest Regional Skills Canada**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 22, 2018  
DEPARTMENT: COMMUNITY SERVICES  
STRATEGIC PLAN:

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council approve Silver Sponsorship in the amount of \$3,000.00 payable to the GPRC Fairview Campus for the 2018 Northwest Regional Skills Canada Competition, with funds to come from the Community Service Miscellaneous Grant Budget.**

---

## BACKGROUND/PROPOSAL:

The 14<sup>th</sup> Annual Northwest Regional Skills Canada Competition will be hosted at the Fairview Campus on April 19<sup>th</sup> and 20<sup>th</sup>, 2018, in Fairview, Alberta. The participants will compete in 16 regional competitions, with the winners going on to compete in the Provincial competition. This event showcases the talents of today's youth in trades and technology. This is an opportunity to watch the leaders of tomorrow compete as well as celebrating the student's achievements.

The hosting committee is seeking sponsorship for the competition with sponsorship levels ranging from <\$2000.00 to \$15,000.00. Greenview has previously provided Silver Sponsorship in the amount of \$3,000.00.

The 2018 Community Service Miscellaneous Grant has a balance of \$323,016.57 as of January 21, 2018.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of sponsoring the Northwest Regional Skills Canada Competition is that Greenview will be supporting a prestigious community event that supports and encourages the industry leaders of tomorrow.

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## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of sponsoring the Northwest Regional Skills Canada Competition is that Greenview may be setting a precedent for other similar groups to request funding.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the option to approve, alter or deny the request for sponsorship of the Northwest Regional Skills Competition. Council has provided the Silver Sponsorship in the past; however, there is no requirement to continue this practice.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** The direct cost of sponsorship for the Northwest Regional Skills Canada Competition is \$3,000.00.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 Northwest Skills Coordinator accordingly with Council's decision.

---

**ATTACHMENT(S):**

- Northwest Skills Canada Competition – Sponsorship Request Letter
- Northwest Skills Canada Competition – Sponsorship Opportunities
- Northwest Skills Canada Competition – Schedule of Events and Venues





December 15, 2017

MD of Greeview  
Box 1079  
Valleyview, AB T0H 3N0

Dear Sir/Madam,

Re: North West Regional Skills Canada Competition 2018

This year we are excited to host the 14<sup>th</sup> Annual North West Regional Skills Canada Competition here in Fairview in the Heart of the Peace Country. This excellent event showcases the talents of today's youth in trades and technology. Be ready on April 19 & 20 to watch the industry leaders of tomorrow compete in 16 regional competitions, with the winners going on to compete in the Provincial Competition.

We would like to invite you to join us in celebrating the achievements of these students. With your sponsorship, in your choice of level, we can continue to offer them the high quality of competition they deserve. We have enclosed a sponsorship package and the schedule of events for this year's competition, as we are in partnership with the Grande Prairie Fairview Campus please make cheques out to GPRC Fairview.

Please advise us of your decision by March 1<sup>st</sup> 2018. We will be following up with your organization after this date if we have had no response.

For more information, or further exploration of the sponsorship opportunities available, please call Maureen Martin at 780-772-0607 or email [skillsassistant@gprc.ab.ca](mailto:skillsassistant@gprc.ab.ca). We look forward to seeing you at the North West Regional Skills Canada Competition.

Sincerely,

A handwritten signature in blue ink, appearing to read "Amber", written over a faint, larger signature.

Amber Moskalyk

North West Skills Coordinator

North West Regional Skills Canada Competition  
Grande Prairie Regional College  
Box 3000, Fairview, AB, T0H1L0

Phone: 780.835.1433, Fax: 780.835.6670  
Email: [NWskills@GPRC.ab.ca](mailto:NWskills@GPRC.ab.ca)

[www.skillsalberta.com](http://www.skillsalberta.com)



SCANNED

April 19 & 20 2018

**Sponsorship Registration Form**  
**Page 1 of 2**

Sponsor Information			
Company			
Contact Name		Title	
Mailing Address		City	
Postal Code		Phone No.	
Email		Fax	

Sponsorship Level	Package	Commitment	Please Check ✓
TITLE	Title Sponsor	\$15,000	
GOLD	Gold Sponsor	\$5,000	
SILVER	Luncheon Sponsor	\$3,000	
	Opening Night Competitor Entertainment Sponsor	\$3,000	
	Opening	\$3,000	
	NW Team Transportation Sponsor (Provincial Contenders)	\$3,000	
	Closing Night Reception	\$3000	
	Competitor Travel Subsidy	\$2,000	
BRONZE*	Try a Trade Prize Sponsor	\$2,000	
	Any Donation <\$2000	<\$2000	
FRIENDS			

<b>SUPPORTING SPONSOR</b>	Gift-In-Kind, Prize or Auction Items		
	Item Description:		
	Sponsorship Value:		

*Contact Maureen for any sponsorship inquiries or to set up your gift-in-kind contribution!*



## NW Skills Regionals

April 19 & 20 2018



### Sponsorship Registration Form Page 2 of 2

Payment Information (Payable to GPRC, Fairview Campus)			
<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Please Invoice Us			
Card #		Expiry	
Cardholder Name		CVS	
Signature:			
Payment Note:			

Please return completed form to:  
Maureen Martin  
[skillsassistant@gprc.ab.ca](mailto:skillsassistant@gprc.ab.ca) ♦ 780.772.0607  
Bag 3000, Fairview AB, T0H 1L0

## 2018 - SCHEDULE OF EVENTS

Thursday, April 19, 2018

Competitor Registration	GPRC Foyer	3:00 - 6:30 PM
Light Supper/Snacks	GPRC Notley square lounge	5:00 - 6:30 PM
Opening Ceremonies	GPRC Theatre	7:00 - 7:45 PM
Competitor Lab/Orientation	GPRC/FHS/STM Transportation for competitors will be provided to orientation site	8:00 - 9:30 PM
Competitor Free Time	GPRC Notley Square	9:00 to 10:30 PM

Friday, April 20, 2018

Competitions begin	GPRC/FHS/STM	8:00 AM
Complementary Lunch (For competitors, volunteers & Judges)	GPRC/FHS/STM	12 - 12:30 PM
Competitions end		5:00 PM
Try-a-Trades (demo/exhibition events)	GPRC Atrium, Foyer	10:00 AM - 5:00 PM
Project Judging		Until 5:30 PM
Competitor Snack and Entertainment	GPRC Notley Square	3:00 - 5:45 PM
Campus Tour (on the hour)	Start GPRC Board Room	10:00 AM - 2:00 PM
Coffee & Snacks	GPRC Admin Bldg AC144	8:00 AM - 5:30 PM
Competitor Showcase	GPRC Atrium	5:00 - 6:30 PM
Competitor Supper	GPRC Notley Square Lounge	4:00 - 5:30 PM
Medal Presentation & Closing Ceremonies	GPRC Theatre	6:00 - 7:00 PM
Judges time with Medalists	GPRC Atrium	7:00 - 8:00 pm
General Hospitality	GPRC Admin Bldg AC144	Friday
Volunteers & Teachers		

## 2018 COMPETITION VENUES

Competition Event	Competition - Host Site
Auto Servicing	GPRC – Auto Service Tech Lab
Baking	FHS - Foods Lab
Cabinet Making	GPRC - Carpentry Lab
Carpentry	GPRC – Carpentry Lab
Culinary Arts	STM- Foods Lab
Fashion Technology	FHS – Sewing Lab
Graphic Design	FHS –Computer Lab
Hairstyling Junior	GPRC – Admin Bldg Foyer
Hairstyling Intermediate	GPRC – Admin Bldg Foyer
IT & Network Support	FHS - Library
Out-Door Power & Recreation Equipment	GPRC – Mech 7 Building
Photography	GPRC – Computer Lab in Atrium
Robotics	GPRC - Atrium
TV/Video Production	GPRC – Animal Science Building
Welding	GPRC - Welding Lab
Workplace Safety	GPRC Atrium

### Abbreviations/Acronyms

**GPRC** –Grande Prairie Regional

College - Fairview Campus

**FHS** – Fairview High School

**STM** – St Thomas More School

### Demo/ Exhibition Events

#### GPRC

- Baking Artistry
- Robotics
- Fantasy Hair Styling
- Graphic Design
- Workplace Safety
- Photography
- TV-Video





# REQUEST FOR DECISION

---

SUBJECT: **Grovedale Daycare Facility**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 22, 2018  
DEPARTMENT: COMMUNITY SERVICES  
STRATEGIC PLAN:

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council provide a grant to the Grovedale Daycare Society in the amount of \$440,000.00 to be used to establish a building within which to operate, with funds to come from Community Service Miscellaneous Grant Budget.**

**MOTION: That Council authorize the transfer of \$440,000.00 from Contingency Reserve to Community Service Miscellaneous Grant Budget.**

**MOTION: That Council authorize Administration to enter into an agreement with the Grovedale Daycare Society outlining the principles as presented.**

---

BACKGROUND/PROPOSAL:

The Grovedale Daycare Society made a presentation to Council on December 11, 2017 requesting funding for the establishment of a daycare facility to be located in Grovedale. The Society submitted a proposal which outlined the operational and the management plans for the proposed facility. The Committee of the Whole has reviewed the group's request and made the following motion:

MOTION: 18.01.. Moved by: COUNCILLOR BILL SMITH

That Committee of the Whole recommend that Council provide a grant to the Grovedale Daycare Society in the amount \$440,000.00 to be used to establish a building within which to operate.

CARRIED

Administration is recommending that Greenview enter into an agreement with the Grovedale Daycare Society outlining the following principles:

1. The funding will remain conditional upon the Grovedale Daycare Society having an agreement with the Peace Wapiti School Division for the location of a daycare facility.
2. The grant funding will be utilized for the capital construction of a facility as well as FF&E (Furniture, Fixtures and Equipment).

3. A dissolution clause will be included in the agreement outlining the return of assets to Greenview if the Grovedale Daycare Society discontinues operations.
4. A detailed financial accounting of the grant funding will be provided to Greenview.
5. The Grovedale Daycare Society must ensure that all applicable permits, licenses and insurances are in place.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a non-profit group in providing a service to the local community enhancing the quality of life.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of Greenview providing grant funding to the Grovedale Daycare Society is that a precedent may be set for other organizations of a similar nature to request funding.

---

**ALTERNATIVES CONSIDERED:**

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

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** The direct cost of providing the Grovedale Daycare Society with grant funding is \$440,000.00.

---

**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 Grovedale Daycare Society accordingly with Council's decision.

---

**ATTACHMENT(S):**

- N/A



# REQUEST FOR DECISION

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SUBJECT: **Highway 665 Level of Service**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 22, 2018  
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 direct Administration to send a letter to the Provincial Minister of Transportation expressing Greenview's dissatisfaction with the levels of service being provided on Highway 665.**

---

## BACKGROUND/PROPOSAL:

Councillor Acton is requesting Council's endorsement of sending a letter to Brian Mason, Minister of Transportation regarding maintenance concerns on Highway 665. Councillor Acton would like to see this road given more attention by the Province in both summer and winter.

At the last Committee of the Whole Meeting there was some discussion of this item. It was also suggested that the letter include Greenview's interest in assuming the maintenance responsibility of this road. Administration does not recommend assuming maintenance of Provincial infrastructure; however, this is a direction that Council has taken in part before – specifically regarding Highway 666.

---

## BENEFITS OF THE RECOMMENDED ACTION:

- 1. The benefit of Council accepting the recommended motion is that Greenview will be lobbying on behalf of its residents in an attempt to increase a Provincial level of service.**

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may opt to amend the motion to include Greenview's interest in providing maintenance services on Highway 665.

**Alternative #2:** Council may opt to not send a letter to the Province regarding 665.

---

## 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 prepare a letter for the Reeve's signature.

---

**ATTACHMENT(S):**

- None





# REQUEST FOR DECISION

---

SUBJECT: **Alberta Community Partnership Application Support**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 22, 2018 CAO: MH MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER: MH  
STRATEGIC PLAN: Intergovernmental Relations

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act

**Council Bylaw/Policy** (cite) – NA

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## RECOMMENDED ACTION:

**MOTION: That the Municipal District of Greenview No. 16 support the County of Grande Prairie's application to the Alberta Community Partnership Grant Program Intermunicipal Collaboration Component for assistance in developing an Intermunicipal Collaboration Framework and Intermunicipal Collaboration Bylaw as required by the Province of Alberta within the modernized Municipal Government Act.**

**MOTION: That the Municipal District of Greenview No. 16 support the Municipal District of Smoky River's application to the Alberta Community Partnership Grant Program Intermunicipal Collaboration Component for assistance in developing an Intermunicipal Collaboration Framework and Intermunicipal Collaboration Bylaw as required by the Province of Alberta within the modernized Municipal Government Act.**

---

## BACKGROUND/PROPOSAL:

Please see the attached letters from the County of Grande Prairie and the Municipal District of Smoky River, respectively.

Both letters are asking that the Municipal District of Greenview, among others, provide support by way of a resolution for their respective Alberta Community Partnership (ACP) Program applications. The support statements are required by the Province by February 2<sup>nd</sup>, 2018.

Both municipalities are applying for the same purpose, which is to help cover costs associated with developing Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans. As Greenview is a neighbour to both parties, our municipality would be a part of that process. Supporting the grant applications does not require financial support from Greenview.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that we would be enabling our partner organizations to access funding and enhancing our relationship with said parties

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may opt to support only one application, or neither of them. Administration perceives no benefit to either of these options.

---

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 follow up with each municipality and provide official letters of support.

---

ATTACHMENT(S):

- County of Grande Prairie Letter – January 4<sup>th</sup>, 2018
- Municipal District of Smoky River Letter – December 13<sup>th</sup>, 2017



January 4, 2018

M.D. of Greenview  
Attention: Reeve Dale Gervais  
Box 1079  
Valleyview, AB  
T0H 3N0

Dear Reeve Gervais,

Re: Alberta Community Partnership Grant Application

The County is proposing to apply to the Alberta Community Partnership Grant this year with your Communities support.

The Grant has two streams this year and we propose applying to the Intermunicipal Collaboration (IC) Component.

It would be the County's intent, if we are successful, to use the grant funding to contract the services of an individual or firm to assist us in coordinating / facilitating the various meetings the County will need to participate in with our neighboring communities, including the M.D. of Greenview to ensure the timelines established by the Province for passing an ICF Bylaw by our respective communities is met.

We expect the position will:

- Ensure all background material is gathered and agendas prepared in advance of ICF meetings.
- Facilitate the meeting to allow our respective Reeve and/or Mayor to actively participate in ICF discussion without the burden of chairing the meeting(s).
- Ensure draft minutes are prepared in a timely fashion at the conclusion of each meeting.
- Assist our respective staffs in the preparation of the ICF Bylaw.



The expectations of your Community would be:

- Have your staff assist in the selection of the Coordinator/Facilitator should you choose too.
- Commit staff and/or Council time in advance of all meetings to ensure your Communities input is captured in advance of scheduled meetings.
- Commit staff time to reviewing “*draft minutes*” prepared after each meeting.
- Your staff assistance in preparing an ICF Bylaw for your Community.

We hope we can count on your Municipalities support for our application and have prepared a draft motion for your consideration.

*That the M.D. of Greenview support the County of Grande Prairie’s application to the Alberta Community Partnership Grant Program Intermunicipal Collaboration Component for assistance in developing an Intermunicipal Collaboration Framework and Intermunicipal Collaboration Bylaw as required by the Province of Alberta within the modernized Municipal Government Act.*

There is no expectation of funding assistance from your Municipality for this project just a commitment of staff and Council’s time.

The motions/letters of support for the project must be into Alberta Municipal Affairs by February 2, 2018, so we ask if you support the project, you have the letters to our C.A.O. in advance of that date.

Thank you in advance for your anticipated support.

Respectively,

Leanne Beaupre, Reeve  
County of Grande Prairie No. 1





# Municipal District of Smoky River No. 130

P.O. Box 210 FALHER, ALBERTA T0H 1M0

Phone: (780) 837-2221

Fax: (780) 837-2453

December 13<sup>th</sup>, 2017

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

Reeve and Councillors;

**RE: Alberta Community Partnership Grant – For Intermunicipal Collaboration Framework and Intermunicipal Development Plan**

As you all know the changes to the *Municipal Government Act* are quickly approaching. In preparation of the work that is to come, the Municipal District of Smoky River No.130 is applying for \$200,000, the maximum allowed grant funding through the Alberta Community Partnership Grant. The grant funding will be used to discuss and develop both Intermunicipal Collaboration Framework and Intermunicipal Development Plan with all of our bordering rural municipalities; the Municipal District of Smoky River No. 130, the Municipal District of Greenview No.16, Big Lakes County, Northern Sunrise County and Birch Hills County.

Collaboration is one of the main criteria to access the grant, therefore, the motion made must confirm support for your involvement in the project and you must designate the Municipal District of Smoky River No.130 as managing partner. We feel that, if successful, this grant will contribute to the Intermunicipal Collaboration Framework and Intermunicipal Development Plan with your municipality.

Please note that we would need your motion of Council by February 2<sup>nd</sup>, 2018.

Thank you for your consideration in this matter.

Sincerely

Rita Therriault  
Chief Administrative Officer  
Municipal District of Smoky River No.130



# REQUEST FOR DECISION

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**SUBJECT: Little Smoky Cemetery Appointment**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: January 22, 2018**

**DEPARTMENT: CAO SERVICES**

**STRATEGIC PLAN: Level of Service**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: MH**

**GM:**

**MANAGER:**

**PRESENTER:**

---

**RELEVANT LEGISLATION:**

**Provincial (cite) – N/A**

**Council Bylaw/Policy (cite) – N/A**

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**RECOMMENDED ACTION:**

**MOTION: That Council appoint Anne Nichols and Robert Amundson to the Little Smoky Cemetery Committee.**

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**BACKGROUND/PROPOSAL:**

Administration has received letters of interest from Anne Nichols and Robert Amundson to sit on the Little Smoky Cemetery Committee.

This item was brought forward to the January 8<sup>th</sup>, 2018 Regular Council Meeting and tabled until verification could be brought forward regarding the number of seats vacant.

Administration received the following message after the January 8<sup>th</sup>, 2018 meeting:

*I had a conversation with Dale Gervais and as there are others who would like to be on the Little Smoky Cemetery Committee, I am going to resign.*

With this message received there are two empty seats on the Little Smoky Cemetery Committee.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the Little Smoky Cemetery Committee will have a full board.

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**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.

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**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.

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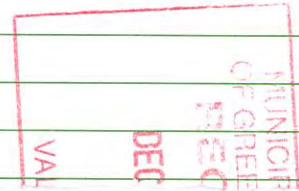
**ATTACHMENT(S):**

- Letters of interest

December 6, 2017

I, Anne Kichol request to be appointed to the  
Little Smoky cemetery committee

Anne Kichol



SCANNED

DEC 6, 2017

I ROBERT AMUNDSON OF LITTLE SMOKY

Am REQUESTING TO HAVE MY NAME

ADDED TO THE LITTLE SMOKY COMMITTEE



SCANNED

C-12





# REQUEST FOR DECISION

SUBJECT: **Billboard Advertising**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 22, 2018  
DEPARTMENT: CAO SERVICES

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH  
GM:  
MANAGER: DC  
PRESENTER: AP

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Section 15 of the Highways Development and Protection Regulation AR 326/2009

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council accept the proposal to continue with the use of rental billboards.**

---

## BACKGROUND/PROPOSAL:

To enhance Greenview's advertising and marketing efforts, Council approved renting billboards in five high traffic locations in 2017. The billboards have been in use for six months and have received positive feedback from members of the public. They are currently located in Grande Cache, Grovedale, DeBolt, Little Smoky, and Crooked Creek.

During the budget presentation for 2018, it was proposed that the billboards be expanded to include two additional locations. Council requested a report regarding the cost of long term lease compared to purchase of the billboards. Options for purchasing and renting of standard billboards as well as the installation of electronic billboards were compared. Costs were compared based on five year totals per billboard and ranged from \$34,500 to \$132,850. Renting billboards has been identified as the most cost effective method. Rental options allow for the most flexibility, cost effectiveness and fewest staffing concerns.

Billboard messaging is planned to be changed on a monthly basis to provide information to ratepayers about upcoming and ongoing programs. An added benefit of this communication method is that they are localised and can provide specific information to individual hamlets when in Greenview's interest to do so. Community based advertising is a method of communication that has been identified as the most effective in public survey results from the Ratepayer BBQs. The value of the initiative can be compared year-on-year for future revision.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of directing Administration to continue with sign rental is that Greenview will be pursuing the most cost effective option.
2. Greenview will not require additional staff or scheduled overtime hours to complete the communication objectives.

3. Continuing with sign rental will allow Greenview flexibility to reevaluate the program on an annual basis without concern for the sale or storage of unused billboards.

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#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. No disadvantages are known at this time.

---

#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Purchasing of standard signs, which would be changed and maintained by Greenview staff, adds considerable cost and complexity compared to renting and requires staff to dedicate up to two days each month to replace all signs due to distance. Administrative oversight from the Communications Department is expected to add an additional day per month for the project.

**Alternative #2:** Research into the costs of the three options shows that the electronic sign option is by far the most expensive and raises concerns regarding placement near highways making many current locations infeasible. The Government of Alberta has outlined in its Electronic Message Signs Recommended Practices that pursuant to *Section 15 of the Highways Development and Protection Regulation AR 326/2009* Alberta Transportation does not permit the use of electronic message signs within the development control zone of rural provincial highways. The main benefit of electronic advertising is reaching a large audience. Greenview has received direction from Alberta Transportation that indicates electronic signs will not be permitted within proximity of the provincial highways. Installing electronic signs in locations such as the hamlets, would not yield the traffic that would justify the large expenditure required.

---

#### FINANCIAL IMPLICATION:

**Direct Costs:** Cost to rent or purchase billboards plus replacement and labour. To be funded from the Communications Budget. Costs are dependent on type of contract and number of signs:

- 1) Annual Contract (5-9 signs) quoted for \$575/month/sign. Annual total for seven signs = \$48,300.
- 2) Annual Contract (10-12 signs) quoted for \$525/month/sign. Annual total for 12 signs = \$76,500.
- 3) Monthly Contract (7 signs) quoted for \$650/month/sign. Annual total for seven signs = \$54,600.
- 4) Purchase Signs (7 signs) over five years calculated at \$51,500 annually.
- 5) Electronic Signs (7 signs) over five years calculated at \$168,000 annually.

Due to price and ability to achieve objectives it is recommended that an annual contract for seven signs be pursued.

**Ongoing / Future Costs:** Renewal of contract.

---

#### STAFFING IMPLICATION:

A member of the communications team will maintain the strategy, coordinate the design and organise the updating. This work is estimated to require one business day each month if Greenview purchases and maintains the signs internally. By using a long term lease option, the vendor will oversee the administrative

requirements and Communications staff time is decreased to one hour per month. Changing and maintenance of the signs will be done by a third party if rented, or require up to two staff for approximately two days per month.

---

**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.

The public is regularly consulted regarding their preferred method of communication during the Ratepayer BBQs. Changes in preferences can be noted in successive surveys and re-evaluation of strategy can occur.

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**FOLLOW UP ACTIONS:**

If Council supports the motion we will continue to procure billboards through rental providers. Options for increasing visibility of the signage with reflective coatings and installation of solar lighting are also being explored and would be installed with an annual rental commitment.

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**ATTACHMENTS:**

- 1) Billboard Comparison Report
- 2) *Highways Development and Protection Act*
- 3) Government of Alberta Electronic Message Signs Recommended Practices



## BILLBOARD COMPARISON REPORT

### Scenario A: Annual Rental Agreement

Billboard Sign Cost Comparison		Year 1	Year 2	Year 3	Year 4	Year 5
Rent Annual	Acquisition	2700	2700	2700	2700	2700
	Installation	0	0	0	0	0
	Service Calls	1200	1200	1200	1200	1200
	Replacement Cost	0	0	0	0	0
	Sign Replacement	3000	3000	3000	3000	3000
	Energy Cost	0	0	0	0	0
	Total	6900	6900	6900	6900	6900
	Total Cumulative	6900	13800	20700	27600	34500

Calculated as an individual 5'x10' sign from the provider Magnet Signs

#### Summary of Advantages & Disadvantages:

The cost of one sign for one year is \$6,900.00. Several advantages in terms of staffing, flexibility and cost savings were identified while researching. Firstly all rental options share the lowest direct staffing implications. Installation and replacement costs are covered in the agreement since the billboards are owned by the rental companies. The number of billboards can be changed as needs require and in the event of a change in strategy no storage is required from Greenview for unused billboards.

With increased flexibility and lower capital costs it is important to note that the year on year costs will remain steady. Savings will not be gained from long term use as is seen in the purchase options. However it is possible to reduce spending by renegotiating prices based on our number of billboards and length of rental. Costs fall with annual rental agreements and a larger quantity of billboards.



Figure 1: 5'x10' billboard pictured in DeBolt.





## Scenario B: Month to Month Rental Agreement

Billboard Sign Cost Comparison						
		Year 1	Year 2	Year 3	Year 4	Year 5
Rent Month to month	Acquisition	3000	3000	3000	3000	3000
	Installation	0	0	0	0	0
	Service Calls	1800	1800	1800	1800	1800
	Replacement Cost	0	0	0	0	0
	Sign Replacement	3000	3000	3000	3000	3000
	Energy Cost	0	0	0	0	0
	Total	7800	7800	7800	7800	7800
	Total Cumulative	7800	15600	23400	31200	39000

Calculated as an individual 5'x10' sign from the provider Magnet Signs

### Summary of Advantages & Disadvantages:

The cost of one sign for one year is \$7,800.00. Month to month rentals share the advantages of staffing and flexibility with Scenario A however cost savings are reduced. According to the quoted difference, each sign costs an additional \$900 per annum. Discounts are received with annual contracts. Also higher procurement and service call charges are applied to month to month arrangements. Installation and replacement costs are covered in the agreement since the billboards are owned by the rental companies. The number of billboards can be changed as needs require and in the event of a change in strategy no storage is required from Greenview for unused billboards.

Month to month contracts offer the greatest flexibility and would be well suited for occasional use. Savings will not be gained from long term use without changing to an annual contract.



## Scenario C: Purchase and Maintain

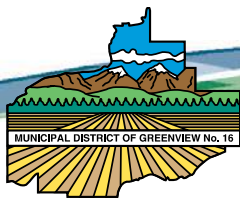
Billboard Sign Cost Comparison						
		Year				
		1	Year 2	Year 3	Year 4	Year 5
Purchase	Acquisition	950	0	0	0	0
	Installation	40	0	0	0	0
	Service Calls	3033	3033	3033	3033	3033
	Replacement Cost	0	0	0	0	0
	Sign Replacement	4200	4200	4200	4200	4200
	Energy Cost	0	0	0	0	0
	Total	8223	7233	7233	7233	7233
	Total Cumulative	8223	15456	22689	29922	37155

Acquisition cost is average of 700-1200 Speedpro

### Summary of Advantages & Disadvantages:

The cost of one sign for one year is \$8,223.00. Billboards purchased by Greenview offer fewer advantages and increased challenges in terms of staffing and flexibility. Savings in acquisition costs are overshadowed by greatly increased service call costs and moderate increases to sign replacement pricing. Due to the distance between locations, Greenview would require a crew to travel from Little Smoky to Grande Cache to replace signs each month. The total estimated was derived from discussions with corporate services and calculated as the cost of two staff for two days and mileage. Given the additional costs Scenario C would not be cost effective until the second year with a minimum of seven signs. Cost savings over a five year period would be approximately \$5000. A marginal reduction in acquisition costs may apply with larger quantities.

In the event that plans to use billboards change they will have to be stored. This reduces the flexibility of the project.



## Scenario D: Electronic Billboards

Billboard Sign Cost Comparison						
		Year 1	Year 2	Year 3	Year 4	Year 5
Electronic	Acquisition	110,000	0	0	0	0
	Service Calls	50	50	50	50	50
	Installation	0	0	0	0	0
	Replacement Cost	0	0	0	0	0
	Sign Replacement	4320	4320	4320	4320	4320
	Energy Cost	200	200	200	200	200
	Total	114570	4570	4570	4570	4570
	Total Cumulative	114570	119140	123710	128280	132850

Costs calculated based on research kindly provided by Economic Development.

### Summary of Advantages & Disadvantages:

The cost of one sign for one year is \$114,570.00. Electronic billboards are the most costly option and come with the greatest restrictions in terms of location. With few exceptions, electronic billboards will not be allowed within any distance of a highway that would allow them to retain value. Locations off the highway do not provide high enough levels of traffic to warrant the additional cost shown in Scenario D. Advantages include low cost for service calls due to a five year warranty on parts and a high life expectancy of 14 years. Installation is included in purchase price. Cost for service calls is minimal. Sign replacement cost has been calculated as 1.5 days of monthly labour to design and program signs. This is included as a fixed cost which does not change significantly by adding additional locations.



### **Further Enhancement: Visibility in the Dark**

Since installing billboards throughout Greenview an area for possible improvement has been noted. Due to the shortness of days in winter, billboards passed in the mornings and evenings have reduced visibility. Reflective designs are available from one supplier. Alternatively, having lights installed to illuminate the billboards during dark hours has been identified as a solution. A solar powered flood light with a theft resistant feature would be acquired if directed to do so.

Various models are available on the market with differing features upwards in price from \$200.00.





Province of Alberta

## HIGHWAYS DEVELOPMENT AND PROTECTION ACT

# HIGHWAYS DEVELOPMENT AND PROTECTION REGULATION

### **Alberta Regulation 326/2009**

With amendments up to and including Alberta Regulation 179/2016

### Office Consolidation

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### **Note**

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(Consolidated up to 179/2016)

**ALBERTA REGULATION 326/2009**

**Highways Development and Protection Act**

**HIGHWAYS DEVELOPMENT AND PROTECTION REGULATION**

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### Definitions

#### 1 In this Regulation,

- (a) “Act” means the *Highways Development and Protection Act*;
- (b) “designated access location” means a location on a freeway that is designated in an order under section 4(2) of the Act;
- (c) “development” means
  - (i) the placing, construction or erection of a building, structure, fixture, road (other than a physical means of access), airstrip, well, dugout, excavation or other undertaking, installation or object, whether it is on, above or below ground,
  - (ii) the enlargement, extension, replacement, renovation or repair of a development referred to in subclause (i), and
  - (iii) a change to the original purpose or use of a development referred to in subclause (i) on the parcel of land containing the development that may cause an intensification of the type or volume of vehicles that may
    - (A) enter onto the provincial highway from that parcel, or
    - (B) exit from the provincial highway onto that parcel;
- (d) “display of equipment” or “display equipment” means the display of a motor vehicle, trailer, machinery or other thing, whether for purposes of storage, wrecking, advertising or sale;
- (e) “municipality” means an urban municipality or a rural municipality;



- (f) “parcel of land” means a parcel of land within the meaning of Part 17 of the *Municipal Government Act*;
- (g) “physical means of access” means
  - (i) the roadway portion of a highway, road or street that is under the direction, control and management of a municipality and provides vehicle access to a provincial highway, and
  - (ii) any other means of access that provides vehicle access between a parcel of land and a provincial highway;
- (h) “sign” means any device that is used for conveying information and is affixed to the ground or is attached to or painted on a building, structure or fixture that is affixed to the ground;
- (i) “utility line” means
  - (i) an electric transmission line,
  - (ii) an electric distribution line,
  - (iii) a pipeline other than a pipeline to which the *Pipeline Act* applies, and
  - (iv) a drainage ditch, irrigation canal or ditch;
- (j) “vegetation” means a tree, hedge or shrub;
- (k) “well” means a well within the meaning of the *Oil and Gas Conservation Act* and a water well within the meaning of the *Water Act*.

**Other approvals unaffected**

**2** Nothing in this Regulation shall be construed as eliminating the need to acquire any approval, consent or other authorization that is required under any federal, provincial or municipal enactment, regulation or bylaw or under any agreement.

**Classes of provincial highways**

**3(1)** The following classes of provincial highways, as shown in the Roadside Management Classification Map as amended from time to time and published on the website of the Minister’s Department, are established:

- (a) freeways;

- (b) multi-lane provincial highways that are not freeways;
- (c) major provincial highways;
- (d) minor provincial highways.

(2) Any change in the classification of a highway under subsection (1) comes into force on

- (a) the effective date of the change as specified in the amendment to the Roadside Management Classification Map that is published on the website, or
- (b) if no effective date is specified as set out in clause (a), the date on which the amendment to the Roadside Management Classification Map is published on the website.

(3) In addition to being classified under subsection (1), a provincial highway may be identified on the Roadside Management Classification Map by a name or route number, or both.

**Permit required for development, display of equipment**

**4(1)** No person shall, without a permit, commence a development or display equipment or cause a development to be commenced or equipment to be displayed,

- (a) in the case of a freeway,
  - (i) within the right of way or within 300 metres beyond the limit of the freeway, or
  - (ii) within 800 metres from the centre point of the intersection of the freeway and another highway,
- (b) in the case of a multi-lane provincial highway other than a freeway,
  - (i) within the right of way or within 300 metres beyond the limit of the highway, or
  - (ii) within 800 metres from the centre point of the intersection of the highway and another highway,
- (c) in the case of a major provincial highway,
  - (i) within the right of way or within 300 metres beyond the limit of the highway, or

- (ii) within 800 metres from the centre point of the intersection of the highway and another highway,

or

- (d) in the case of a minor provincial highway,
  - (i) within the right of way or within 150 metres beyond the limit of the highway, or
  - (ii) within 400 metres from the centre point of the intersection of the highway and another highway that is not a freeway, a multi-lane provincial highway or a major provincial highway.

(2) Subsection (1) does not apply to a wire fence that is located or to be located outside the right of way of the highway.

**Special requirements for prescribed freeway developments**

**5(1)** In this section, “prescribed freeway development” means a development described in clause (a), (b) or (c) that is or is to be located within the distances from a freeway set out in section 4(1)(a):

- (a) the placing, construction or erection of a building, structure or fixture for industrial purposes, commercial purposes, institutional purposes, recreational purposes, multi-residential purposes or country residential purposes;
- (b) the enlargement, extension, replacement, renovation or repair of a development referred to in clause (a);
- (c) a change to the original purpose or use of a development referred to in clause (a) on the parcel of land containing the development that may cause an intensification of the type or volume of vehicles that may
  - (i) enter onto the freeway from that parcel, or
  - (ii) exit from the freeway onto that parcel.

(2) For the purposes of subsection (1),

- (a) a development is for multi-residential purposes if it consists of or includes 3 or more single-family residences on a parcel of land, whether or not the residences are located in one or more buildings, and
- (b) a development is for country residential purposes if it is developed for country residential purposes within the meaning of the land use bylaw of the relevant

municipality, or for purposes that the Minister considers to be similar in nature to such purposes.

**(3)** The Minister shall not issue a permit under section 4 in respect of a prescribed freeway development unless

- (a) the municipality in which the development is located or proposed submits to the Minister a plan that sets out a system of local roads that will provide an adequate physical means of access from the parcel of land on which the development is located to the nearest designated access locations on the freeway in both directions from the development,
- (b) the Minister approves the plan referred to in clause (a), and
- (c) the municipality in which the development is located or proposed agrees to remove, within the time and in the manner prescribed by the Minister,
  - (i) any existing roadways specified by the Minister that provide physical means of access from the parcel of land on which the development is located to the freeway, and
  - (ii) any other roadways that are located between the accesses referred to in clause (a) and provide physical means of access to the freeway.

#### **Funding assistance**

**6** Where, under the *Municipal Government Act*, a municipality approves a change in land use designation, a subdivision or a development in respect of a prescribed freeway development to which section 5(3) applies, the Minister may, on application, provide funding to the municipality to assist in the cost of either or both of the following:

- (a) constructing the system of local roads referred to in section 5(3)(a);
- (b) removing roadways referred to in section 5(3)(c).

#### **Permit required for utility lines, vegetation**

**7(1)** In this section, “construct”, in respect of a utility line, includes

- (a) the enlargement, extension, replacement, renovation or repair of the utility line, and



- (b) any change in the original purpose or use of the utility line or the parcel of land on which it is located that may cause an intensification of the type or volume of vehicles that may enter onto the provincial highway from that parcel or exit from the provincial highway onto that parcel.

(2) No person shall, without a permit,

- (a) place vegetation or cause vegetation to be placed, or
- (b) construct a utility line or cause a utility line to be constructed

within a permit area described in subsection (3).

(3) The permit areas for the purposes of subsection (2) are as follows:

- (a) in the case of a freeway,
  - (i) within the right of way, and
  - (ii) within 115 metres from the centre line of the roadway or 30 metres beyond the limit of the freeway, whichever is greater;
- (b) in the case of a multi-lane provincial highway other than a freeway,
  - (i) within the right of way, and
  - (ii) within 60 metres from the centre line of the roadway or 30 metres beyond the limit of the highway, whichever is greater;
- (c) in the case of a major provincial highway,
  - (i) within the right of way, and
  - (ii) within 60 metres from the centre line of the roadway or 30 metres beyond the limit of the highway, whichever is greater;
- (d) in the case of a minor provincial highway,
  - (i) within the right of way, and
  - (ii) within 50 metres from the centre line of the roadway or 30 metres beyond the limit of the highway, whichever is greater.

**Application for permit**

**8(1)** In this section and section 9, “proposal” means the proposed development, display of equipment, placement of vegetation or construction of a utility line to which an application for a permit relates.

**(2)** An application for a permit that is required under section 4 or 7 must be made to the Minister and must be in a form acceptable to and contain the information required by the Minister.

**(3)** Without restricting the generality of subsection (2), the Minister may require an applicant for a permit to provide any or all of the following information, as applicable:

- (a) any maps, plans, designs and specifications relating to the proposal;
- (b) the location, use and dimensions of the development, display of equipment, vegetation or utility line that is the subject of the proposal;
- (c) the type of vegetation that is the subject of the proposal;
- (d) the location and design of the existing physical means of access, if any, to the provincial highway affected by the proposal, and the volume and type of vehicle traffic using the physical means of access;
- (e) the location and design of any new physical means of access to the provincial highway affected by the proposal that will be required, and the expected volume and type of vehicle traffic that will be using the new physical means of access;
- (f) the anticipated type and intensity of vehicle traffic that may be generated during the carrying out of the proposal, and the plan to accommodate the anticipated traffic;
- (g) an engineering study pertaining to the topography, soil condition, highway geometrics, traffic and related information relevant to the proposal;
- (h) the location, direction, nature and intensity of any light that will be emitted from the proposal;
- (i) if the applicant has made an application for approval of the proposal to the appropriate municipality, a copy of that application and the decision of the municipality, if the decision is available;

- (j) if the applicant has not made an application referred to in clause (i), an indication as to when the application will be made, or why an application will not be made;
- (k) if the proposed development, display of equipment or utility line is temporary in nature,
  - (i) the proposed dates for the commencement and the termination of the development, display of equipment or utility line, and
  - (ii) the proposed site restoration plan;
- (l) any other information the Minister considers to be relevant.

#### **Considerations**

**9** In determining whether to issue a permit under section 4 or 7, the Minister may consider any or all of the following, as applicable:

- (a) the classification of the provincial highway affected by the proposal;
- (b) the posted speed limit, sightlines, highway geometrics, current and projected traffic volumes of the provincial highway affected by the proposal and the type of vehicles using the provincial highway;
- (c) the type or volume of vehicle traffic to and from the provincial highway affected by the proposal that will be generated by the proposal, and the potential impact of such traffic on the functional integrity and safety of the provincial highway;
- (d) whether the location, dimension, site characteristics and physical means of access implications of the proposal are consistent with the planned future use of the provincial highway;
- (e) whether the design and characteristics of the proposal could create a visual obstruction or distraction to the motoring public;
- (f) any other matters that the Minister considers to be relevant for the assessment of the application.

**Removal of freeway access**

**10(1)** In this section, “interchange” means a bridge structure that forms part of a freeway and is used to separate intersecting traffic vertically and to provide a physical means of access to the freeway from high speed directional merge ramps.

**(2)** All interchanges shall be constructed within 800 metres of the location designated in an order under section 4(2) of the Act.

**(3)** Where an interchange is constructed on a freeway at a designated access location, the Minister shall, prior to opening the interchange to traffic, remove any roadway that provides a physical means of access to the freeway and is located within 4 kilometres from the centre point of the interchange.

**Permit required for signs**

**11(1)** No person shall, without a permit under this section, place a sign or cause a sign to be placed, or enlarge, extend, replace, renovate or repair a sign,

- (a) in the case of a freeway,
    - (i) within the right of way or within 300 metres beyond the limit of the freeway, or
    - (ii) within 800 metres from the centre point of the intersection of the freeway and another highway,
  - (b) in the case of a multi-lane provincial highway other than a freeway,
    - (i) within the right of way or within 300 metres beyond the limit of the highway, or
    - (ii) within 800 metres from the centre point of the intersection of the highway and another highway,
  - (c) in the case of a major provincial highway,
    - (i) within the right of way or within 300 metres beyond the limit of the highway, or
    - (ii) within 800 metres from the centre point of the intersection of the highway and another highway,
- or
- (d) in the case of a minor provincial highway, within the right of way of the highway.



**(2)** Subsection (1) does not apply to a sign if

- (a) the purpose of the sign is to identify a business activity that is located on the parcel of land on which the sign is located,
- (b) a permit has been issued under this Regulation in respect of the business activity to which the sign relates, and
- (c) the sign is located
  - (i) not closer to the highway than the building that is on the parcel and in which the primary business activity is being or will be carried on, and
  - (ii) not farther than 30 metres from either side of the building referred to in subclause (i).

**Application for permit**

**12(1)** An application for a permit required under section 11 must be made to the Minister and must be in a form acceptable to and contain the information required by the Minister.

**(2)** Section 8(3)(a), (b), (d), (e), (f), (h), (i), (j), (k) and (l) apply, with necessary modifications, to an application under subsection (1).

**(3)** In addition to the requirements of subsections (1) and (2), the Minister may require an applicant for a permit under section 11 to provide any or all of the following information:

- (a) the information that will be displayed on the sign, including words, graphics, pictures and symbols;
- (b) the materials that will be used to make the sign;
- (c) the colour of the sign;
- (d) the nature of the paint materials that will be used on the sign;
- (e) the nature of any illumination that will be used on the sign;
- (f) the size of the sign;
- (g) the materials, dimension and nature of the sign superstructure;
- (h) a dimensional plan showing the location of the sign.

**Considerations**

**13** Section 9(a), (b), (d), (e) and (f) apply, with necessary modifications, for the purposes of the Minister's decision as to whether to issue a permit under section 11.

**Flashing or rotating lights prohibited**

**14(1)** No person shall display or permit to be displayed a flashing or rotating light within the distances prescribed in section 4.

**(2)** Subsection (1) does not prohibit the use of flashing or rotating lights on a vehicle in accordance with any enactment of Alberta.

**Prohibited signs**

**15** Notwithstanding anything in this Regulation, the Minister shall not issue a permit under section 11 in respect of a sign that

- (a) displays an intermittent flashing, rotating or moving light,
- (b) is flood-lighted in such a manner as to cause a visual distraction for the motoring public,
- (c) has any moving or rotating part,
- (d) bears a legend giving a command to stop, stop ahead, look or exercise caution, or gives a similar command, or
- (e) bears a legend that in any way imitates a standard or commonly used highway traffic sign.

**Permit re physical means of access**

**16** No person shall enlarge, extend or replace a physical means of access referred to in section 22(2)(c) or 23(2)(c) of the Act without a permit.

**Application for permit re physical means of access**

**17(1)** An application for a permit required under section 22(2)(a) of the Act or section 16 of this Regulation must be made to the Minister and must be in a form acceptable to and contain the information required by the Minister.

**(2)** Section 8(3)(a) and (d) to (l) apply, with necessary modifications, to an application referred to in subsection (1).

**Considerations**

**18** In determining whether to issue a permit required under section 22(2)(a) of the Act or section 16 of this Regulation,

- (a) section 9 applies, with necessary modifications, and
- (b) in the case of a proposal for the construction or maintenance of a physical means of access that enters or leaves a freeway, the Minister may consider whether the physical means of access
  - (i) is at a designated access location, or
  - (ii) was in existence prior to the designation of the highway as a freeway under section 4 of the Act and has not subsequently been removed by the Minister pursuant to a former Act or section 20 of the Act.

**Temporary physical means of access to freeway**

**19(1)** The Minister may grant to a person a temporary physical means of access to a freeway designated under section 4 of the Act.

**(2)** An application for a temporary physical means of access must be made to the Minister and must be in a form acceptable to and contain the information required by the Minister.

**(3)** Without restricting the generality of subsection (2), section 8(3)(a) and (d) to (l) apply in respect of an application for a temporary physical means of access.

**Considerations**

**20** In determining whether or not to grant a temporary physical means of access under section 19,

- (a) section 9 applies, with necessary modifications, and
- (b) the Minister may consider the duration of the proposed temporary physical means of access and the time of the year when the temporary physical means of access is proposed to be operational.

**Term of temporary physical means of access**

**21** A temporary physical means of access may be granted for an initial term not exceeding 60 days and may be extended for one additional period not exceeding 30 days.

**Cancellation of temporary physical means of access**

**22** The Minister may cancel a temporary physical means of access for any reason that the Minister considers appropriate.

**Permit for recommencement of commercial use**

**23** In a case where section 16 of the Act applies, the application for the permit for the commercial purposes must be made and dealt with in accordance with sections 8 and 9 of this Regulation.

**Changes to permits**

**24** The Minister may, on application or on the Minister's own initiative, add to, delete or change the terms and conditions of a permit under this Regulation.

**Exemption power**

**25(1)** The Minister may, subject to any terms and conditions the Minister considers appropriate, exempt a development, display of equipment, utility line, type of vegetation or sign from the requirement of a permit under this Regulation.

**(2)** Subsection (1) does not apply to a permit referred to in section 16 that is in respect of a physical means of access to a freeway designated under section 4 of the Act.

**(3)** An exemption referred to in subsection (1) may be granted

- (a) in respect of a particular location or more than one location,
- (b) in respect of a particular highway or a class or classes of highways, and
- (c) in respect of a particular development, equipment, utility line, type of vegetation or sign or a class of development, equipment, utility line, vegetation or sign.

**(4)** A person to whom an exemption is granted shall comply with all terms and conditions imposed by the Minister.

**Section 18 notice**

**26(1)** The Minister is not required to give a notice under section 18(1) of the Act where the thing that is the subject of section 18(1) is located in the right of way of the controlled highway.

**(2)** In a case where subsection (1) applies, the Minister may carry out whatever work the Minister considers to be necessary and may recover the cost of carrying out that work from the owner in an action in debt.

**Section 50 consent**

**27(1)** A person who wishes to obtain the Minister's consent with respect to an activity referred to in section 50 of the Act must apply to the Minister.

**(2)** The application for consent must be in a form acceptable to and contain the information required by the Minister.

**(3)** Section 8(3)(a), (b) and (f) to (l) apply, with necessary modifications, to the application.

**(4)** Section 9(b), (e) and (f) apply, with necessary modifications, for the purposes of the Minister's decision as to whether to give the consent.

**(5)** The Minister may give consent subject to any terms and conditions that the Minister considers appropriate.

**(6)** A person to whom consent is given shall comply with all terms and conditions imposed under subsection (5).

**Consent re section 5 highways**

**28(1)** No person shall, without the prior consent of the Minister,

- (a) on a highway or road that is under the direction, control and management of the Minister by reason of section 5 of the Act,
  - (i) commence a development or display equipment or cause a development to be commenced or equipment to be displayed,
  - (ii) place vegetation or cause vegetation to be placed,
  - (iii) construct a utility line or cause a utility line to be constructed within the meaning of section 7(1), or
  - (iv) place a sign or cause a sign to be placed, or enlarge, extend, replace, renovate or repair such a sign,

or

- (b) construct or maintain a physical means of access to a highway or road referred to in clause (a).

**(2)** An application for consent must be in a form acceptable to and contain the information required by the Minister.

**(3)** Sections 8(3) and 12(3) apply, with necessary modifications, to the application.



(4) Sections 9 and 20(b) apply, with necessary modifications, for the purposes of the Minister's decision as to whether to give consent.

(5) The Minister may give consent subject to any terms and conditions the Minister considers appropriate.

(6) A person to whom consent is given shall comply with all terms and conditions imposed under subsection (5).

#### **Exemption from consent requirement**

**29** Section 25(1) and (3) apply, with necessary modifications, in respect of the requirement for consent under sections 27 and 28.

#### **Irrigation bridge structures**

**30(1)** In this section,

(a) "bridge structure" means

- (i) a structure having a hydraulic capacity equal to or greater than that of a 1500 mm diameter corrugated metal pipe, or
- (ii) a corrugated metal pipe with a diameter of at least 1500 mm

and includes head slope protection and backfill of abutments, in the case of a structure, and slope protection and backfill, in the case of a corrugated metal pipe;

(b) "culvert" means a structure of lesser capacity than a bridge structure;

(c) "irrigation canal" means an artificial channel or ditch constructed for the purpose of

- (i) carrying water for irrigation or domestic use, or
- (ii) draining land that otherwise would not be drained by natural means;

(d) "irrigation district" means an irrigation district within the meaning of the *Irrigation Districts Act*.

**(2)** In determining under section 46 of the Act who is to have responsibility for

- (a) the construction of a bridge structure that is made necessary by

- (i) the construction of a new highway, or
  - (ii) the construction of a new irrigation canal that intersects a highway,
- or
- (b) bridge structure work related to
    - (i) the widening, raising or realignment of a highway of which the bridge forms part, or
    - (ii) the deepening, widening or realignment of an irrigation canal that intersects a highway,

the Minister shall give consideration to any factors the Minister considers are relevant, including, without limitation, which highway authority or irrigation district is initiating or undertaking the construction, widening, raising, deepening or realignment, as the case may be.

**(3)** After completion of the construction or work referred to in subsection (2), the highway authority having direction, control and management of the relevant highway is responsible for the ongoing maintenance and reconstruction of the bridge structure.

**(4)** Where a bridge structure is being constructed, rehabilitated, replaced, reconstructed or maintained by or under the direction of a person other than the relevant highway authority, that person shall comply with all reasonable requirements of the highway authority in respect of standards and specifications for the bridge structure.

**(5)** Subsections (2) to (4) apply with all necessary modifications in respect of construction of and work on a culvert that forms part of a highway.

**(6)** Subsections (2), (3) and (5) are subject to any agreement that provides otherwise.

**(7)** If there is a dispute between a highway authority and any other person responsible for the construction, rehabilitation, replacement, reconstruction or maintenance of a bridge structure or culvert in respect of any matter under this section, the highway authority or person may refer the dispute to the Minister, whose decision is final.

#### **Leasing of unused and closed highways**

**31(1)** In this section and section 32, “unused or closed highway” means a highway or a portion of a highway referred to in section

61(b) of the Act that is under the direction, control and management of the Minister.

(2) The Minister may lease an unused or closed highway for agricultural purposes to an owner or occupier of land adjacent to the highway.

#### **Granting of lease**

**32(1)** A person who wishes to obtain a lease under section 31 shall submit an application to the Minister in a form acceptable to and containing the information required by the Minister.

(2) If the Minister considers that the unused or closed highway is appropriate for leasing, the Minister may require the applicant to publish in a form and manner specified by the Minister a notice that

- (a) describes the location of the unused or closed highway and the proposed agricultural use, and
- (b) contains any other information specified by the Minister.

(3) The Minister may grant the lease if the Minister considers that it is appropriate to do so, considering the comments and recommendations, if any, that were received in respect of the notice.

(4) The term of a lease is one year and the Minister may renew the lease for additional one-year periods.

(5) The Minister may grant a lease subject to any terms and conditions the Minister considers appropriate.

#### **City transportation systems**

**33(1)** In this section, “project” means the studies, analysis, planning, design, construction, physical elements or apparatus that form part of or contribute to the development of a transportation facility for a transportation system under section 32 of the Act.

(2) In setting terms of reference governing the preparation of a transportation study report for the purposes of section 32 of the Act, the Minister may address the following matters:

- (a) project criteria;
- (b) procedures governing the submissions and approval of transportation system bylaws under section 33(4) of the Act and applications for funding in respect of the transportation study report;

- (c) accounting statements;
- (d) tendering;
- (e) notification to the Minister of the intent to undertake a project;
- (f) participation by the Minister's representative in projects;
- (g) the form and contents of transportation system bylaws;
- (h) submission to the Minister of information relating to a project at any time during implementation of a project;
- (i) any other matter the Minister considers appropriate.

(3) Before planning a transportation facility forming part of a city transportation system, the city shall notify the Minister of its intention to do so.

(4) On being notified under subsection (3), the Minister shall inform the city as to whether the Minister wishes to participate in the planning of the project.

#### **Use of provincially funded highways**

**34(1)** Where the Minister provides financial assistance in respect of the construction or maintenance of a controlled street that provides continuity or continuance of a provincial highway within the boundaries of a city, the city shall not, without the consent of the Minister, prohibit or restrict the use of that controlled street or any portion of it by any vehicle that may be lawfully operated on that provincial highway.

(2) Subsection (1) does not apply in respect of vehicles transporting dangerous goods as defined in the *Dangerous Goods Transportation and Handling Act* where the city provides an alternative route through or around the city that is satisfactory to the Minister.

(3) Nothing in this section affects a city's authority under any enactment to close a road under its direction, control and management.

#### **Offences**

**35(1)** A person who contravenes any of the following sections of this Regulation is guilty of an offence and is liable to a fine of not more than \$500 for each day on which the offence occurs or continues:

- (a) section 4(1),
- (b) section 7(2),
- (c) section 14(1),
- (d) section 16,
- (e) section 25(4),
- (f) section 27(1) or (6),
- (g) section 28(1)(a)(i), (ii), (iii), (1)(b) or (6), or
- (h) section 30(4).

**(2)** A person who contravenes section 11(1) or section 28(1)(a)(iv) is guilty of an offence and is liable to a fine of not more than \$25 for each day on which the offence occurs or continues.

**Administrative penalties**

**36(1)** The Minister may give a notice of administrative penalty under section 55 of the Act

- (a) in respect of the following provisions of the Act:
  - (i) the contravention of section 19(1), except where the notice relates to a sign;
  - (ii) the contravention of an order under section 40(1) or 41(1);
  - (iii) the contravention of section 45(4), 50, 51(1), 52(1) or 53(1);
- (b) in respect of the contravention of the following sections of this Regulation:
  - (i) section 4(1),
  - (ii) section 7(2),
  - (iii) section 14(1),
  - (iv) section 16,
  - (v) section 25(4),
  - (vi) section 27(1),
  - (vii) section 27(6),



- (viii) section 28(1)(a)(i), (ii) or (iii),
- (ix) section 28(1)(b),
- (x) section 28(6),
- (xi) section 30(4).

**(2)** A notice of administrative penalty must contain the following information:

- (a) the name of the person on whom the notice of administrative penalty is served;
- (b) the provision of the Act or this Regulation that is alleged to have been contravened;
- (c) a brief description of the nature of the contravention;
- (d) the date on which the notice of administrative penalty was issued;
- (e) the total amount of the administrative penalty that must be paid and an indication of whether the administrative penalty is a fixed amount or accumulates for each day or part of a day on which the contravention occurs;
- (f) the date by which the administrative penalty must be paid;
- (g) a statement of the right to appeal the notice of administrative penalty to the Alberta Transportation Safety Board under section 58 of the Act, and particulars as to how the appeal is to be taken and the time within which it must be taken.

#### **Cancellation of endorsement under City Transportation Act**

**37** Notwithstanding the repeal of the *City Transportation Act*, section 13 of that Act continues to apply where a city bylaw abandons a transportation protection area that was designated before the repeal of that Act.

#### **Repeals**

**38** The following regulations are repealed:

- (a) the *Highway Development Control Regulation* (AR 242/90);
- (b) the *Leasing of Closed Highways Regulation* (AR 36/86);
- (c) the *City Transportation Regulation* (AR 301/80);


- (d) the *Irrigation Districts Bridge Structures and Culverts Regulation* (AR 245/90).


**39** Repealed AR 179/2016 s2.

**Coming into force**

**40** This Regulation comes into force on the date on which the *Highways Development and Protection Act* is fully proclaimed in force.



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<b>Government of Alberta</b>  Transportation	<b>ELECTRONIC MESSAGE SIGNS</b>		Issued: JUN 2011
			Revised:
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<b>RECOMMENDED PRACTICES</b>	PART	HIGHWAY SIGNS	
	SECTION	MISCELLANEOUS	
	SUB-SECTION	BUSINESS	

## General

The question of whether or not electronic message signs, especially the graphic display and video advertising types, contribute to unsafe driving and increase the potential for collisions is under-researched. However, there is evidence that complicated visual fields can distract drivers and that existing legislation and guidelines inadequately address electronic message sign applications.

Available research suggests that:

- Sign placement and length of time the sign takes the driver's attention off the roadway are influential factors. A study commissioned by the City of Toronto, on the safety and effects of video advertising placed at downtown intersections, found that video advertising can distract drivers, lead to collisions, and have an overall impact on traffic safety (Smiley, Persaud, Bahar, Mollett, Lyon, Smahel, et al., 2005).
- Impact on traffic safety varies according to particular video display signs and environments. Video display signs on curves, that were also close to the line of sight and visible for an extensive periods of time, were found to be particularly distracting (Smiley, Smahel & Eizenman, 2004).
- Drivers are more distracted by street-level advertising than raised signs (Crundall, Van Loon & Underwood, 2006).

The number of sign permit applications being received by the department for electronic message signs has drastically increased in recent years with the progression of electronic technology. Guidelines are required to ensure departmental consistency in the treatment of these sign permit applications across the province.

The majority of electronic message signs can be grouped into one of the following three categories:

- Electronic changeable copy signs;
- Electronic graphic display signs; and
- Video display signs.

### Electronic Changeable Copy Signs



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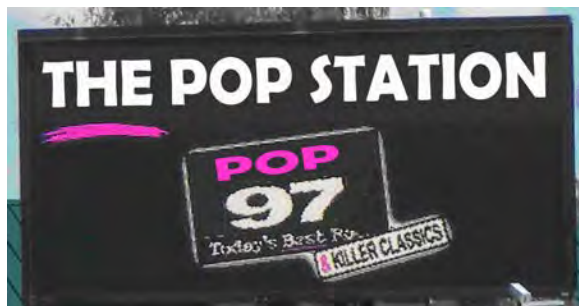


An electronic changeable copy sign is defined as a sign or portion thereof that displays electronic, non-pictorial, text information in which each alphanumeric character, graphic or symbol is defined by a small number of matrix elements using different combinations of light-emitting diodes (LEDs), fibre optics, lightbulbs or other illumination devices within the display area.

An electronic graphic display sign is defined as a sign or portion thereof that displays electronic, static images, static graphics or static pictures, with or without information, defined by a small number of matrix elements using different combinations of light-emitting diodes (LEDs), fibre optics, light bulbs or other illumination devices within the display area where the message change sequence is accomplished immediately or by means of fade, repixelization or dissolve modes.

#### Electronic Graphic Display Signs

#### Video Display Signs





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Video display signs are defined as those signs or portions thereof which change their message or background in a manner or method of display characterized by motion or pictorial imagery, which may or may not include text and depicts action or a special effect to imitate movement, the presentation of pictorials or graphics displayed in a progression of frames which give the illusion of motion, including but not limited to the illusion of moving objects, moving patterns or bands of light, or expanding or contracting shapes, not including changeable copy signs.

## Standard

### Highways Development and Protection Regulation

Pursuant to Section 15 of the Highways Development and Protection Regulation AR 326/2009, Alberta Transportation does not permit signs exhibiting any of the following characteristics:

- Any sign that displays an intermittent flashing, rotating or moving light;
- Any sign which is flood-lighted in such a manner as to cause a visual distraction to the motoring public;
- Any yard lights, area lighting or other lights that, in the opinion of the Operations Manager, are excessively distracting to the public or create a traffic hazard;
- Any sign that has moving or rotating parts; or
- Any sign that bears a legend giving a command to stop, stop ahead, look or exercise caution, etc., or any legend that in any way imitates a standard or commonly used traffic control device or highway traffic sign.

With the advancement of electronic technology, electronic message signs are capable of creating intermittent flashing/changing messages or rotating images (animated backgrounds) or where the background can be changed or light intensified. Such signs can be a substantial distraction to motorists and a source of glare, which creates a traffic safety issue. The brightness from electronic message signs can also overwhelm driver's perception of critical regulatory, warning and guide signage or other traffic control devices.

### Electronic Message Signs Not Permitted in Most Situations

For the above reasons, Alberta Transportation **does not permit** the use of electronic message signs within the development control zone of rural provincial highways.

The development control zone is defined under the *Highways Development and Protection Regulation* for provincial highways. The classes of provincial highways are shown in the Roadside Management Classification Map as amended from time to time and published on Alberta Transportation's website.

Within the corporate limits of urban municipalities (cities, towns, villages), the municipality is responsible for development approval outside the highway right-of-way for all classes of provincial highways. Along ring roads within urban municipality corporate limits, the municipality is responsible for development approval beyond the Transportation Utilities Corridor (TUC). As such, Electronic Message Signs located within corporate limits (outside the provincial highway right-of-way and beyond the TUC boundaries) are subject to municipal approval.

Electronic message signs featuring a continuous loop or animated images are strictly prohibited along provincial highways except in urban areas (within corporate limits) where the speed limit is less than 80 km/h.

Electronic message signs are also strictly prohibited within 800 m of the centrepont of an interchange, where the information load on drivers is already high (due to other traffic control devices), and where drivers frequently perform lane changing maneuvers (i.e., merging and weaving conditions).

**Situations Where Electronic Message Signs  
May Be Permitted**

An electronic message sign that **operates only as a changeable copy sign (usually LED)** may be permitted as a part of a larger sign outside the highway right-of-way, such as to convey the price of fuel on gas station on-premise signs. An electronic changeable copy sign would be permitted if the operation of the message panel is only changed occasionally (a motorist driving at the posted speed limit could only see one static message during the drive by). An electronic changeable copy sign panel forming a component of an on-premise sign cannot exceed 25% of the overall size of the sign.

An electronic changeable copy sign may be permitted as part of a community Welcome sign (inside or outside the highway right-of-way) provided it does not exceed 15% of the overall sign size.

Conditions under which an electronic message sign panel is allowed (as a part of a larger sign) are:

- The sign panel does not contain or display flashing, intermittent, or moving lights, including animated or scrolling text.
- A sign panel provided as a public service showing the time and temperature shall not be considered a flashing or moving sign.
- The sign content remains fixed/static for a minimum message display duration, where:

*Min. Display Duration (sec) = Sight distance to sign (m)/ Speed limit (m/sec).*

- In lower speed areas, the formula above should be used with a minimum sight distance to sign of 350 m.

- In areas with speed limit  $\geq 80$  km/h, the minimum message display duration is 60 seconds, unless the sight distance to the sign is less than 1 kilometre.
- When a message is changed electronically, it must be accomplished within an interval of 0.1 seconds or less so that an approaching driver cannot perceive any blanking of the display screen.
- There shall be no visual effects between successive displays.
- The sign panel must contain a default design that will freeze the sign panel message in one position if a malfunction occurs.
- The sign panel shall be equipped with a control system that automatically adjusts light emission level to ambient light conditions so as not to cause glare or excessive brightness.
- In no case shall the light level of any sign panel exceed 300 nits (candelas per square metre) between the time of sunset and sunrise, nor 5,000 nits at other times.
- Must not diminish the conspicuity of nearby traffic control devices.
- Alberta Transportation's Highway Operations Manager shall have the ongoing discretion to require the brightness, frequency, colours or other qualities of the sign panel be adjusted in order to address safety concerns.



Shown below are some examples of signs that may be permitted:

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### Policy Recommendations for Rural and Urban Municipalities

Rural municipalities authorize developments within the development control zones of minor highways and urban municipalities authorize developments within the development control zones of highways within urban boundaries of cities, towns, and villages. Alberta Transportation encourages both rural and urban municipalities **not to permit** electronic message signs adjacent to provincial highway right-of-way, especially those that function as graphic and/or video display signs. If electronic message signs are permitted, it is encouraged that the conditions outlined in this recommended practice be considered. Care should be taken to ensure electronic signs do not diminish the conspicuity of nearby traffic control devices, and to maintain appropriate spacing between electronic message signs (so that only one can be seen at a time).

If, in the opinion of the Highway Operations Manager, an electronic message sign permitted by a municipality constitutes a distraction to highway traffic and would compromise traffic safety, the Highway Operations Manager will work with the municipality to have the sign adjusted, removed or relocated.

### Special Situations for Traffic Management Purposes

Alberta Transportation's electronic dynamic message signs for communicating pertinent safety messages and for traffic management functions are permitted within highway right-of-way. Information displayed on these electronic dynamic message signs are governed by strict departmental operating guidelines.

### References to Standards

<i>Highways Development and Protection Regulation</i>	
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# REQUEST FOR DECISION

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SUBJECT:	<b>Grande Cache Medical Centre Update</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 22, 2018	CAO: MH	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER: DT
STRATEGIC PLAN:	Quality of Life		

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION:** That Council accept for information the verbal report regarding the Grande Cache Medical Centre, presented by Denise Thompson, Grande Cache CAO.

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## BACKGROUND/PROPOSAL:

Greenview and the Town of Grande Cache have been working with the Grande Cache Doctors and current landlords, Macro Properties, over the past year and a half in regards to a potentially new or renovated medical centre facility in Grande Cache. Many ideas and discussions have occurred throughout this time.

The Town of Grande Cache and the MD of Greenview have been working with Macro Properties to come up with a potential joint lease agreement with both municipalities to help provide a renovated medical facility for the doctors. The Town's CAO and Greenview Administration met with the doctors on Tuesday, January 16, 2018 to discuss this lease and what a potential agreement between the doctors and both municipalities would look like moving forward. At this meeting a number of outstanding issues and questions arose, at which time we believe we need to pause and look at the situation from a new perspective.

### Some crucial things to consider include:

- Doctors advised they are not interested in signing any long term agreements
  - What are the precautions if both municipalities sign a 15 year lease with Marco Properties?
- How do we solve the overall concern of doctor Recruitment and Retention in Grande Cache?
- The operation of the Grande Cache Institution relies on the availability of a family doctor in the community (not locums)
  - the local economic future depends on available medical services
- With the coal mine anticipated to re-open this summer, the additional workers and families in the community will rely on primary care in the community
- How can we work with Alberta Health Services to eliminate ongoing medical expenses currently covered personally by the doctors?



- Medical services in the community have become a crucial pillar in our town's overall viability

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting this information is that they will be informed and updated on the medical centre situation in Grande Cache and be aware of crucial concerns. Council will be made aware of potential cost benefits and disadvantages in relation to possible options for the community.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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**ALTERNATIVES CONSIDERED:**

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

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

Consult - To obtain public feedback on analysis, alternatives and/or decisions.

**PROMISE TO THE PUBLIC**

Consult - We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision

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**FOLLOW UP ACTIONS:**

Once Council has been updated, Administration will continue to work with the Town of Grande Cache and the local doctors to work on the best possible solution(s) for the community's medical needs.

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**ATTACHMENT(S):** N/A



# REQUEST FOR DECISION

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SUBJECT: **AAMDC Resolution re Alberta Energy Tenure System**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 22, 2018 CAO: MH MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER: MH  
STRATEGIC PLAN: Intergovernmental Relations

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## RELEVANT LEGISLATION:

**Provincial** (cite) – Alberta Tenure Regulation

**Council Bylaw/Policy** (cite) – NA

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## RECOMMENDED ACTION:

**MOTION: That Council direct Administration to draft a resolution for submission to the AAMDC District 4 Zone Meeting regarding the need to change the Alberta Energy Tenure system to better suit the needs of unconventional Oil and Gas exploration and align with other plans such as the Caribou Range Plan.**

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## BACKGROUND/PROPOSAL:

As a result of involvement in the Alberta Energy Regulator's (AER) Area Based Regulation (ABR) project, Greenview is contemplating forwarding a Resolution to the Alberta Association of Municipal Districts and Counties (AAMDC) requesting that the Provincial government change the current Tenure system to better suit unconventional oil and gas exploration while aligning industry activities with the Province's environmental goals.

The ABR panel included representatives from industry, Greenview, The Province, landowners, and watershed councils. Greenview was a willing pilot area for the project and was represented by Councillor Urness. The panel put a number of recommendations forward for consideration by the AER and Alberta Environment and Parks (AEP).

While the scope of the panel was to focus primarily on water use, other issues and concerns also came up and were discussed. One discussion pertained to the current Tenure system and its perceived lack of alignment with unconventional oil and gas exploration and environmental goals.

## Tenure

The Province currently auctions off mineral rights. Once an entity has secured those rights they are expected to fulfill a number of obligations to keep their tenure on those rights. These include (from the AB Energy website):

- Annual rent of \$3.50 per hectare must be paid for each hectare covered by the agreement

- Tenure holders must meet all regulatory requirements
- Lands in a P&NG licence are earned by the drilling of a well
- A lease is proven productive at the end of its five-year term by drilling, producing, mapping, being part of a unit agreement or by paying offset compensation
- If a lease is proven productive, it will continue indefinitely beyond the end of the term
- The tenure ends when an agreement holder can no longer prove his agreement is capable of producing oil or gas in paying quantities or is lost through rental or royalty payment default or by voluntary surrender

This means that a current lease holder must drill and prove a well in order to retain the right to that area. This results in isolated or one-off wells being drilled for no purpose other than to meet this requirements and preserve tenure. The drilling is accompanied by normal drilling activities such as creating access.

The industry, government, and watershed representatives on the panel all agreed that this process is outdated and that it would be more efficient, have less environmental impact, and provide better planning and cooperation if it was revamped or updated. If done right, there is potential that the Province's losses would be small or made up through additional resource development. The motion that Greenview would be putting forward would be to this end.

### **The AAMDC**

The AAMDC has a number of functions. One of the primary ones is to act as the lobby group representing the rural municipalities of Alberta. Most lobbying is directed at the Provincial government and the Province recognizes and works with the AAMDC. While members are not always in agreement, the AAMDC provides a unified voice for rural municipalities and is a larger voice than single municipalities.

The AAMDC lobbies the Province (and others) based on resolutions put forward and passed by its members. When a rural municipality feels that the AAMDC should be working towards an issue with a certain outcome, they put that issue forward as a resolution at one of the twice yearly conventions. Generally, in order for a resolution to appear at convention, it first has to be endorsed by its local zone. This is a way of vetting resolutions and helping to ensure that those coming forward have broad impact and interest.

Should Council direct Administration as per the recommended motion, a resolution will be prepared for the upcoming AAMDC Zone meeting on February 9<sup>th</sup>.

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#### **BENEFITS OF THE RECOMMENDED ACTION:**

1. Staff will have clear direction and support to draft the resolution for the upcoming Zone meeting.

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#### **DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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#### **ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may choose to not develop a resolution at this time.

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#### **FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Staff will continue to follow up with the AER in order to develop background information as well as notify the Zone Director of Greenview's intention to submit a resolution.

Administration will draft the resolution accordingly.

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**ATTACHMENT(S):**

- None



# CAO's Report

**Function:** CAO

**Date:** January 22<sup>nd</sup>, 2018

**Submitted by:** Mike Haugen

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### **Growing the North Conference**

This Economic Development and Business conference is taking place in Grande Prairie on February 21<sup>st</sup> and 22<sup>nd</sup>. Greenview is a Platinum Sponsor of this event and is also part of the organizing committee.

### **Caribou Range Plan Sessions**

Staff are currently going through the Caribou Range Plan to assess its potential impact on Greenview.

The Province is holding a number of sessions to present the plan and solicit input. As per the Province:

*The Alberta government encourages all interested parties to submit feedback online and participate in public information sessions held in communities throughout caribou ranges. These sessions are scheduled for:*

- Feb. 20, 2018 – Whitecourt
- Feb. 22, 2018 – Edmonton
- Feb. 27, 2018 – Cold Lake
- March 1, 2018 – Fort McMurray
- March 6, 2018 – High Level

### **Greenview Regional Multiplex**

The official opening date has been established as February 10<sup>th</sup>, 2018.

Facility staff are now in the process of planning soft opening and will be bringing in small groups ahead of time to test systems and allow staff training to occur with actual users. The Multiplex team would like to invite Council and their families to the facility on January 29<sup>th</sup> from 6:00-9:00 pm. They encourage you to bring your swim suits and running shoes!

Administration has added Greenview to the Multiplex's Corporate Membership Listing. This does not cost Greenview anything, and is open for all businesses to access. Established as a membership incentive, being



on the list allows employees of that corporation to access memberships at the corporate rate (15% discount). Members of Council were included in the employee list that was forwarded.

### **RMRF Annual Municipal Law Seminar**

This annual event is taking place in Grande Prairie on February 23<sup>rd</sup>, 2018. Sessions include legal trends and issues that are pertinent to municipalities. If you are wishing to attend, please contact Lianne. She will register you and update your calendars.

### **AAMDC Spring Convention**

As per Greenview's practice at the Spring Convention, letters have been sent to the Towns of Valleyview, Fox Creek, and Grande Cache inviting them to send a delegate to the Spring Convention as a guest of Greenview. At this point, Town of Valleyview Councillor Rod Pepper has confirmed.

### **Assessment Year Modifiers**

Corporate Services Staff are assessing the impacts of the Province's decision to hold linear Assessment Year Modifiers (AYM) at their current level. A report on this will be brought forward to Council in February.

### **Equipment Contractors Information Sessions**

As a service to contractors, Greenview Administration will be holding information sessions at which processes and requirements regarding day labour work at Greenview will be presented and questions answered. The following dates and times regarding the Equipment Contractor Information Sessions are:

- February 6<sup>th</sup>, 7:00 pm, Memorial Hall in Valleyview
- February 7<sup>th</sup>, 7:00 pm, DeBolt Public Service Building
- February 8<sup>th</sup>, 7:00 pm, Grovedale Public Service Building

### **McAusland Development**

As per the request of Reeve Gervais, the following is an update on the status of the McAusland development deficiencies.

At this time, Greenview has conveyed to the developer that we require confirmation that deficiencies pertaining to the ditches has been rectified and that once this occurs, a Construction Completion Certificate will be issued.

The developer has recently submitted As-Built drawings that showed a number of issues as having been addressed. The As-Built did not show the status of ditch work or give indication that this deficiency has been rectified. As Council is aware, most of the ditch backsloping was constructed outside of the road allowance, some by as much as 4.0 metres. This is shown in the following in which the solid lines represent the road allowance and the larger dashed lines represent the edge of the ditch:



When Administration originally met with the Developer to discuss the deficiencies, it was stated that this could be satisfactorily rectified either through reworking the ditches so that they were contained within the road allowance or by gaining a release from the adjacent properties (at the time also owned by the Developer) acknowledging the encroachment. The latter being an option that a municipality would not normally grant in an instance such as this. Administration is currently awaiting confirmation that one of those has taken place.

**Upcoming Dates:**

- |                         |  |
|-------------------------|--|
| Growing the North       | February 21 <sup>st</sup> and 22 <sup>nd</sup> |
| IAP2 Training           | January 31 <sup>st</sup>                       |
| AAMDC Spring Convention | March 19 <sup>th</sup> - 21 <sup>st</sup>      |