



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

Monday, May 14, 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 April 23, 2018 to be adopted	4
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	4.1 Public Hearing – Bylaw 18-792 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-1) District	14
		4.2 Public Hearing – Bylaw 18-793 Big Mountain Area Structure Plan	19
#5	DELEGATION	9:15 a.m. 5.1 Gospel Light Church Presentation	53
		10:30 a.m. 5.2 Metrix Group Presentation - 2017 Audited Financial Statements and Information Returns	58
		1:15 p.m. 5.3 Terrapin Geothermics Presentation	89
		2:00 p.m. 5.4 Grande Cache Presentation	91
#6	BYLAWS	6.1 Bylaw 18-792 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-1) District	93
		6.2 Bylaw 18-793 Big Mountain Industrial Park Area Structure Plan	115

	6.3 Bylaw 18-790 Schedule of Fees	151
	6.4 Bylaw 17-785 Grovedale Area Structure Plan	193
#7	OLD BUSINESS	
#8	NEW BUSINESS	
	8.1 Alberta Environment and Parks Conditional Grant	258
	8.2 DeBolt Seniors Housing – Relocation Proposal	267
	8.3 Cranberry Rodeo Association Funding Request	270
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	8.10 Northwest Alberta Road Safety Coalition	316
	8.11 Big Lakes County Charity Golf Sponsorship	327
	8.12 Valleyview and District Recreation Department Canada Day Fireworks	331
	8.13 Forestry Trunk Road Phase IV Road Construction Contract Award	334
	8.14 Forestry Trunk Road Survey	338
	8.15 Dust Control on Township Road 672	340
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	8.18 Norbord Mill Entrance Upgrade Request	350
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	8.20 Water Meter Invoicing Policy	358
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	8.22 Wastewater Lagoon Access Policy	369
	8.23 Greenview Facilities Salvaging and Scavenging Policy	377
	8.24 Septage Tipping Fee Program Policy	383
	8.25 Managers' Reports	386
#9	Members Business Report	
	Reeve Dale Gervais	397
	Councillor Les Urness	398
	Councillor Shawn Acton	399
	Deputy Reeve Tom Burton	400
	Councillor Roxie Rutt	401
#10	CORRESPONDENCE	
	<ul style="list-style-type: none"> <li>• DeBolt Museum Invitation</li> <li>• Municipal Affairs – Rural Municipalities of Alberta Meetings</li> <li>• CN Infrastructure Improvements</li> <li>• Grande Prairie Stompede</li> <li>• Municipal Affairs – 2018 Fire Services Exemplary Service Medal</li> <li>• Philip J Currie Dinosaur Museum Invitation</li> <li>• Municipal Affairs – Seniors Week</li> <li>• Rural Municipalities of Alberta – RCMP Follow-up</li> <li>• Dining Invitation – RCMP</li> <li>• Alberta's Rural Health Professions Action Plan 2018 Volume 2, Issue 1, Publication</li> <li>• Grande Prairie Regional Tourism - Annual General Meeting</li> </ul>	
#11	IN CAMERA	
	11.1 Privileged Information (FOIPP; Section 27)	
#12	ADJOURNMENT	

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
M.D. Administration Building,  
Valleyview, Alberta, on Tuesday, April 23, 2018

**# 1:** Deputy Reeve Tom Burton called the meeting to order at 9:01 a.m.  
**CALL TO ORDER**

<b>PRESENT</b>	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton Shawn Acton 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 Communications Officer Finance Intern Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyurkovits Diane Carter Bill Duncan Faraja Amanda Lianne Kruger
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<b>ABSENT</b>	Councillor	Winston Delorme
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**#2:** MOTION: 18.04.184. Moved by: DEPUTY REEVE TOM BURTON  
**AGENDA** That Council adopt the April 23<sup>rd</sup>, 2018 Regular Council Agenda as presented.

- 8.14 Select Date for Financial Reports

CARRIED

**#3.1** MOTION: 18.04.185. Moved by: COUNCILLOR DALE SMITH  
**REGULAR COUNCIL** That Council adopt the minutes of the Regular Council Meeting held on Monday  
**MEETING MINUTES** March 26<sup>th</sup>, 2018 as amended.

CARRIED

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

**#4** **4.0 PUBLIC HEARING**  
**PUBLIC HEARING**

There were no Public Hearings scheduled.



**#5  
DELEGATIONS**

**5.0 DELEGATIONS**

**5.1 SUN VALLEY PIONEERS PRESENTATION**

**SUN VALLEY  
PIONEERS  
PRESENTATION**

MOTION: 18.04.186. Moved by: DEPUTY REEVE TOM BURTON  
That Council accept the financial update from the Sun Valley Pioneers for information, as presented.

CARRIED

**#6  
BYLAWS**

**6.0 BYLAWS**

**6.1 BYLAW 18-793 BIG MOUNTAIN INDUSTRIAL PARK AREA STRUCTURE PLAN**

**BYLAW 18-793  
FIRST READING**

MOTION: 18.04.187. Moved by: COUNCILLOR ROXIE RUTT  
That Council give First Reading to Bylaw No. 18-793, for the Big Mountain Industrial Park Area Structure Plan.

CARRIED

**BYLAW 18-793  
PUBLIC HEARING**

MOTION: 18.04.188. Moved by: DEPUTY REEVE TOM BURTON  
That Council schedule a Public Hearing for Bylaw No. 18-793, to be held at 10:00 am on May 14, 2018, for the Big Mountain Industrial Park Area Structure Plan

CARRIED

**5.2 CRANBERRY LAKE RODEO ASSOCIATION PRESENTATION**

**CRANBERRY LAKE  
RODEO  
ASSOCIATION  
PRESENTATION**

MOTION: 18.04.189. Moved by: COUNCILLOR SHAWN ACTON  
That Council accept the presentation from the Cranberry Lake Rodeo Association regarding a third approach be added to their property in DeBolt, AB for information, as presented.

CARRIED

**6.2 BYLAW 18-790 SCHEDULE OF FEES**

**BYLAW 18-790  
SECOND READING**

MOTION: 18.04.190. Moved by: COUNCILLOR BILL SMITH  
That Council give second reading to Bylaw 18-790 Schedule of Fees Bylaw.

CARRIED

**BYLAW 18-790  
THIRD READING**

**MOTION: 18.04.. Moved by: Choose an item.**  
That Council give third reading to Bylaw 18-790 Schedule of Fees Bylaw.

**BYLAW 18-790  
THIRD READING  
HELD OVER**

**MOTION: 18.04.191. Moved by: DEPUTY REEVE TOM BURTON**  
That council hold over third reading of Bylaw 18-790 until a later date.  
**CARRIED**

Reeve Gervais recessed the meeting at 10:21 a.m.  
Reeve Gervais reconvened the meeting at 10:31 a.m.

**5.3 ASSOCIATED ENGINEERING – WATER/WASTEWATER PROJECTS UPDATE  
PRESENTATION**

**ASSOCIATED  
ENGINEERING  
PRESENTATION**

**MOTION: 18.04.192. Moved by: COUNCILLOR BILL SMITH**  
That Council accept the presentation from Associated Engineering on  
completed environmental projects and the proposed Grovedale/Laundry  
Heights water distribution alignment for information, as presented.  
**CARRIED**

**5.4 ENCANA CORPORATION PRESENTATION**

**ENCANA  
PRESENTATION**

**MOTION: 18.04.193. Moved by: COUNCILLOR SHAWN ACTON**  
That Council accept the presentation from Encana Corporation for information,  
as presented.  
**CARRIED**

**#7  
OLD BUSINESS**

**7.0 OLD BUSINESS**

There was no Old Business presented.

**#8  
NEW BUSINESS**

**8.0 NEW BUSINESS**

**8.1 GRADER BEAT TENDER RESULTS**

**GRADER BEAT 1**

**MOTION: 18.04.194. Moved by: COUNCILLOR ROXIE RUTT**  
That Council award Grader Beat 1 to Down to Earth in the amount of \$115.00  
per/hr.  
**CARRIED**

**GRADER BEAT 2 &  
GRADER BEAT 3**

**MOTION: 18.04.195. Moved by: DEPUTY REEVE TOM BURTON**  
That Council award Grader Beat 2 and Beat 3 to Rutt Busters in the amount of  
\$120.00 per/hr.

CARRIED

GRADER BEAT 4

MOTION: 18.04.196. Moved by: COUNCILLOR SHAWN ACTON  
That Council award Grader Beat 4 to Vinette Ventures in the amount of \$142.50 per/hr.

MOTION: 18.04.197. Moved by: COUNCILLOR SHAWN ACTON  
That Council table motion 18.04.197. until the May 14<sup>th</sup>, 2018 Regular Council meeting and further information be brought forward.

CARRIED

GRADER BEAT 5

MOTION: 18.04.198. Moved by: REEVE DALE GERVAIS  
That Council accept the late tender bid and award Grader Beat 5 to McNeil Construction in the amount of \$165.00 per/hr.

CARRIED

GRADER BEAT 6 &  
GRADER BEAT 7

MOTION: 18.04.199. Moved by: COUNCILLOR DALE SMITH  
That Council award Grader Beat 6 and Beat 7 to J. Moody in the amount of \$147.43 per/hr.

CARRIED

GRADER BEAT 8

MOTION: 18.04.200. Moved by: COUNCILLOR ROXIE RUTT  
That Council award Grader Beat 8 to J. Moody in the amount of \$167.43 per/hr.

CARRIED

GRADER BEAT 9

MOTION: 18.04.201. Moved by: COUNCILLOR LES URNESS  
That Council award Grader Beat 9 to J. Moody in the amount of \$174.43 per/hr.

CARRIED

Reeve Gervais recessed the meeting at 12:02 p.m.  
Reeve Gervais reconvened the meeting at 1:04 p.m.

**8.2 TOWNSHIP ROAD 690, DEBOLT FIRE HALL ACCESS AND RANGE ROAD 262 –  
SURFACING CONTRACT AWARD**

BASE PAVING  
CONTRACT

MOTION: 18.04.202. Moved by: COUNCILLOR DALE SMITH  
That Council award the base paving contract on Township Road 690, DeBolt Fire Hall Access and Range Road 262 to Knelsen Sand & Gravel Ltd. of Grande Prairie, Alberta for the upset limit of \$5,929,759.40 to be funded from the 2018 Road Surfacing Capital Budget.

CARRIED

### **8.3 GRANT FUNDING REQUEST – GROVEDALE & STURGEON HEIGHTS SYSTEMS**

**ALBERTA  
MUNICIPAL WATER  
WASTE WATER  
PARTNERSHIP  
PROGRAM**

MOTION: 18.04.203. Moved by: COUNCILLOR SHAWN ACTON  
That Council approve application for funding under the Alberta Municipal Water Waste Water Partnership Program for the design and construction of Grovedale Water Treatment Plant and the Sturgeon Heights Lagoon Expansion.  
CARRIED

### **8.4 SEWER REPAIR INVOICE CANCELLATION**

**SEWER REPAIR  
INVOICE**

MOTION: 18.04.204. Moved by: DEPUTY REEVE TOM BURTON  
That Council approve Administration to cancel an outstanding accounts receivable invoice in the amount of \$2,565.65 which includes accumulated interest, for the resident that encountered a sanitary sewer blockage on private property in the Hamlet of DeBolt.  
CARRIED

### **8.5 HAMLET OF LANDRY HEIGHTS MUNICIPAL WATER SERVICES RESULTS**

**MUNICIPAL WATER  
SERVICES TO THE  
HAMLET OF  
LANDRY HEIGHTS**

MOTION: 18.04.205. Moved by: COUNCILLOR BILL SMITH  
That Council direct Administration to install municipal water services to the Hamlet of Landry Heights.  
CARRIED

### **8.6 ECONOMIC DEVELOPMENT AND TOURISM PROMOTIONAL UPDATE**

**ECONOMIC  
DEVELOPMENT &  
TOURISM  
PROMOTIONAL  
UPDATE**

MOTION: 18.04.206. Moved by: COUNCILLOR SHAWN ACTON  
That Council accept the Economic Development and Tourism presentation for information, as presented.  
CARRIED

### **8.7 GRANDE PRAIRIE REGIONAL TOURISM ASSOCIATION – FUNDING REQUEST**

**GRANDE PRAIRIE  
REGIONAL  
TOURISM  
ASSOCIATION**

MOTION: 18.04.207. Moved by: COUNCILLOR BILL SMITH  
That Council approve the increased funding request in the amount of \$7,791.50 from the Grande Prairie Regional Tourism Association, with funds to come from the Economic Development Budget.  
CARRIED

MOTION: 18.04.208. Moved by: COUNCILLOR BILL SMITH  
That Council authorize Administration to transfer \$7,791.50 from Contingency Reserve to Economic Development Budget.

CARRIED

#### **8.8 EVERGREENS FOUNDATION**

**EVERGREENS  
FOUNDATION**

MOTION: 18.04.209. Moved by: DEPUTY REEVE TOM BURTON  
That Council authorize Administration to forward the 2017 and 2018 Capital Requisition to the Evergreens Foundation for the Parkland Lodge in the amount of \$2,129,188.91, with funds to come from the Community Services Budget.

CARRIED

MOTION: 18.04.210. Moved by: DEPUTY REEVE TOM BURTON  
That Council authorize Administration to transfer \$2,129,188.91 from Contingency Reserve to the Community Services Budget.

CARRIED

#### **8.9 VALLEYVIEW FIRE DEPARTMENT ADDITIONAL FUNDING REQUEST**

**VALLEYVIEW FIRE  
DEPARTMENT**

MOTION: 18.04.211. Moved by: DEPUTY REEVE TOM BURTON  
That Council approve the Town of Valleyview additional funding request for the purchase of Fire Department turnout gear washing machine and dryer in the amount to a maximum of \$15,000.00, with funds to come from Protective Services.

CARRIED

MOTION: 18.04.212. Moved by: DEPUTY REEVE TOM BURTON  
That Council authorize Administration to transfer \$15,000.00 from Contingency Reserve to Protective Services Budget.

CARRIED

#### **8.10 FOX CREEK WATER TANKER REQUEST**

**FOX CREEK WATER  
TANKER**

MOTION: 18.04.213. Moved by: COUNCILLOR ROXIE RUTT  
Greenview Council approve the transfer of surplus water tanker F-19 to the Town of Fox Creek at no cost.

CARRIED

### 8.11 DISPOSAL OF SURPLUS DIGITAL COMMUNICATION TOOLS

#### SURPLUS DIGITAL COMMUNICATION TOOLS

MOTION: 18.04.214. Moved by: COUNCILLOR DALE SMITH

That Council approve the disposal of the used digital communications tools as a donation to non-profit organizations for three weeks, followed by an opportunity for Council Members and Greenview staff to purchase any remaining digital communications tools for a further three weeks after which any remaining items may be disposed of by Administration.

CARRIED

### 8.12 GRANDE CACHE ENVIRONMENTAL COMMITTEE

#### GRANDE CACHE ENVIRONMENTAL COMMITTEE

MOTION: 18.04.215. Moved by: COUNCILLOR BILL SMITH

That Council recommend to the Town of Grande Cache that Tara Zeller be appointed to the Grande Cache Environmental Committee, and Councillor Winston Delorme as the alternate.

CARRIED

### 8.13 FORMER COUNCILLOR APPRECIATION

#### FORMER COUNCILLOR APPRECIATION

MOTION: 18.04.216. Moved by: DEPUTY REEVE TOM BURTON

That Council direct administration to pursue Option 3 – Recognition at Local Ratepayers BBQ's to plan for a Councillor Appreciation event for former Councillors going back to 1994.

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:

#### 9.0 MEMBERS BUSINESS

### 9.0 MEMBERS BUSINESS

#### WARD 1

**COUNCILLOR WINSTON DELORME** was unavailable to submit his report.

#### WARD 2

**REEVE DALE GERVAIS** submitted an update to Council on his recent activities, which include:

Committee of the Whole Meeting  
Municipal Planning Commission Meeting  
Policy Review Committee Meeting  
Fox Creek Synergy Group Meeting

Fox Creek Library Board Meeting  
Tri Municipal Industrial Partnership Meeting  
Philip J Currie Dinosaur Museum Meeting

**WARD 3**                    **COUNCILLOR LES URNESS** submitted an update to Council on his recent activities, which include:  
Tri Municipal Industrial Partnership Meeting  
Greenview Regional Multiplex Board Meeting  
Committee of the Whole Meeting  
Municipal Planning Commission Meeting  
Policy Review Committee Meeting  
Tri Municipal Industrial Partnership Meeting

**WARD 4**                    **COUNCILLOR SHAWN ACTON** submitted an update to Council on his recent activities, which include:  
Greenview Regional Waste Management Commission Meeting  
Valleyview & District Recreation Board Meeting  
Committee of the Whole Meeting  
Municipal Planning Commission Meeting  
Fox Creek Synergy Group Meeting  
FCSS Meeting

**WARD 5**                    **COUNCILLOR DALE SMITH** submitted an update to Council on his recent activities, which include:  
Forestry Regional Action Committee  
Municipal Planning Commission  
Heart River Housing Foundation

**WARD 6**                    **DEPUTY REEVE TOM BURTON** submitted an update to Council on his recent activities, which include:  
Community Planning Association of Alberta Meeting  
Committee of the Whole Meeting  
East Smoky Recreation Board Meeting  
Policy Review Committee Meeting  
Tri Municipal Industrial Partnership Meeting

**WARD 7**                    **COUNCILLOR ROXIE RUTT** submitted an update to Council on her recent activities, which include:  
Alberta Rural Physician Action Plan Conference  
Committee of the Whole Meeting  
Canfor FMA Advisory Committee Meeting  
Municipal Planning Commission Meeting

FCSS Meeting  
Peace Library System Board Meeting

**WARD 8**

**COUNCILLOR BILL SMITH** submitted an update to Council on her recent activities, which include:

Community Futures Grande Prairie & Region Meeting  
Committee of the Whole Meeting  
Municipal Planning Commission Meeting  
Tri Municipal Industrial Partnership Meeting  
Northwest Road Safety Committee Meeting

**SHARED  
GREENHOUSE**

MOTION: 18.04.217. Moved by: COUNCILLOR SHAWN ACTON  
That Council direct Administration to investigate the potential of a shared Greenhouse with the Town of Fox Creek and the Town of Valleyview.

DEFEATED

**MEMBERS  
BUSINESS**

MOTION: 18.04.218. Moved by: DEPUTY REEVE TOM BURTON  
That Council accept the Members Business Reports as information.

CARRIED

**#10  
CORRESPONDENCE**

**10.0 CORRESPONDENCE**

MOTION: 18.04.219. Moved by: COUNCILLOR DALE SMITH  
That Council accept the correspondence for information, as presented.

CARRIED

**#11  
IN CAMERA**

**11.0 IN CAMERA**

**IN CAMERA**

MOTION: 18.04.222. Moved by: COUNCILLOR ROXIE RUTT  
That the meeting go to In-Camera, at 2:13 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

**11.1 CONFIDENTIAL EVALUATIONS**



**OUT OF CAMERA**

**MOTION: 18.04.221.** Moved by: COUNCILLOR ROXIE RUTT  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 3:09 p.m.

**CARRIED**

Councillor Bill Smith vacated the meeting at 3:05 p.m.  
Councillor Dale Smith vacated the meeting at 3:05 p.m.

**MOTION: 18.04.222.** Moved by: REEVE DALE GERVAIS  
That Council accept the In Camera personnel matter as information and refer it to the Chief Administrative Officer for comment by the end of May 2018.

**CARRIED**

**12.0 ADJOURNMENT**

**#12  
ADJOURNMENT**

**MOTION: 18.04.223.** Moved by: COUNCILLOR ROXIE RUTT  
That this Regular Council Meeting adjourn at 3:10 p.m.

**CARRIED**

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CHIEF ADMINISTRATIVE OFFICER

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REEVE



May 14, 2018  
Bylaw No. 18-792 Public Hearing  
Background Information

**PROPOSAL**

The application for land use amendment A17-006 has been submitted by Amanda and Donald Disher-Cornelsen to re-designate a 4.64-hectare  $\pm$  (11.47 acre) parcel from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-9-69-7-W6, in the Grovedale area, Ward 8. The proposed rezoning would allow for the subsequent subdivision of a residential parcel.

**BACKGROUND AND DISCUSSION**

The proposed land use amendment area is located 11 kilometres from the Hamlet of Grovedale. There is a first parcel out subdivision on the quarter section. Access to the parcel would be from Range Road 73 with an approach to be constructed at the time of development.

The amendment is proposing to change the designation from Agricultural One (A-1) District to Country Residential One (CR-1). Due to the location of the proposed amendment, the future subdivision will not meet the maximum 4.04 hectares  $\pm$  (10.0 acre) size required of a Country Residential One (CR-1) District parcel, necessitating a variance of the parcel size. The location of the proposed amendment is the only location where subdivision is possible on the quarter section as there is better agriculture land rating of 33% to the south and a plausibly of wetlands to the north. A variance of the parcel size would be needed to accommodate the proposed driveway.

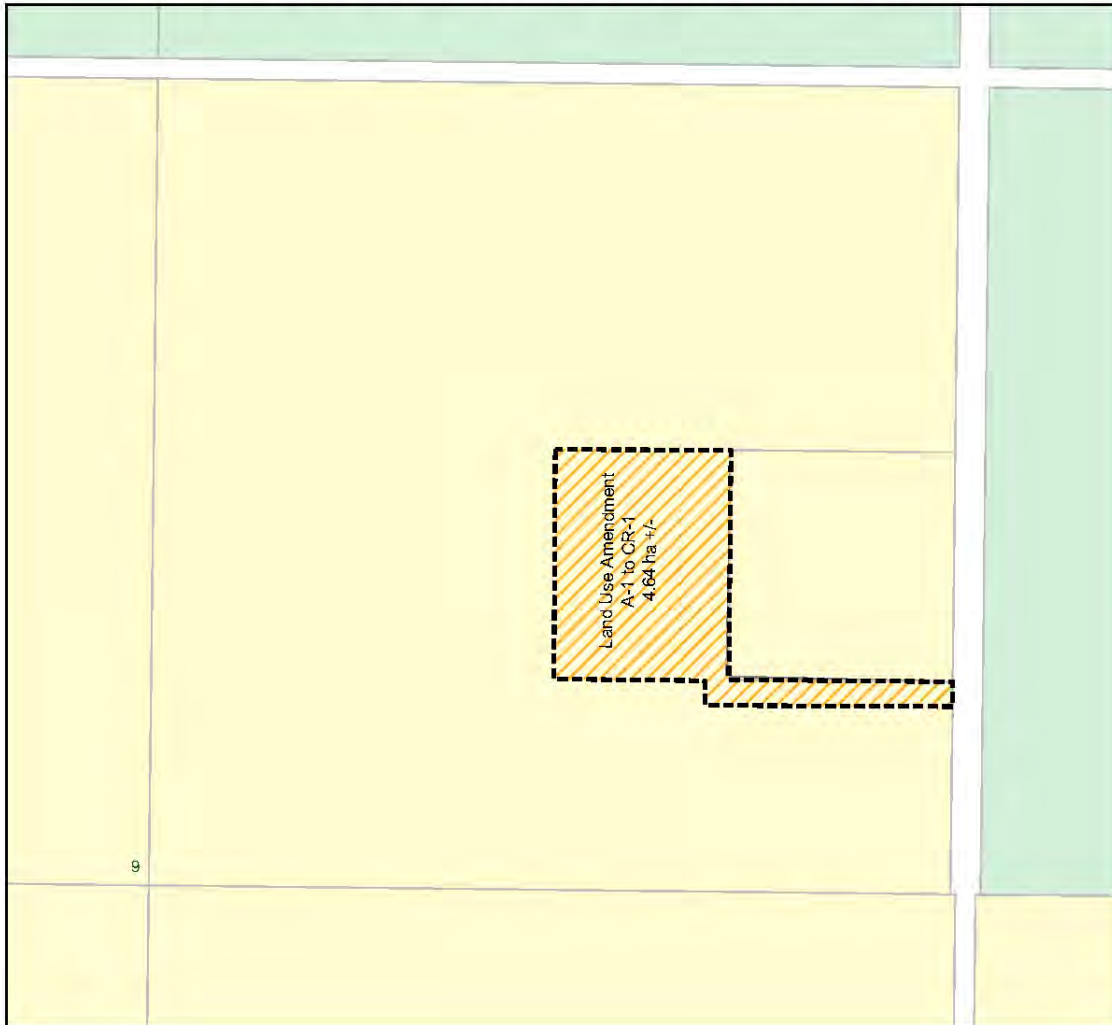
**STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

















On February 2, 2018, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

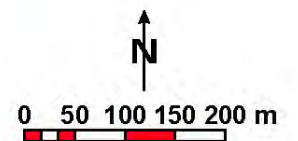
On February 2, 2018 copy of the application was circulated to the following external referral agencies: Alberta Culture and Tourism; Alberta Environment and Park; Alberta Transportation; Alberta Municipal Affairs; ATCO Electric; ATCO Gas; ATCO Pipelines; Peace Wapiti School Division and Telus Communications. No concerns were received.

On April 5, 2018, a copy of the application was circulated to adjacent landowners within 804 metres of the property. No concerns were received

# Proposed Land Use Amendment NE-9-69-7-W6




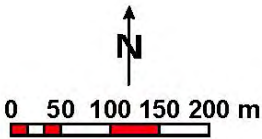
-  Proposed Amendment
-  Agricultural One (A-1)
-  Agricultural Two (A-2)
-  Crown Land (CL)
-  Country Residential One (CR-1)
-  Country Residential Two (CR-2)
-  Country Residential Three (CR-3)
-  Direct Control (DC)
-  Hamlet Commercial (HC)
-  Hamlet Industrial (HI)
-  Hamlet Residential (HR)
-  Institutional (INS)
-  Industrial Light (M-1)
-  Industrial General (M-2)
-  Manufactured Home Park (MHP)
-  Rural Commercial (RC)
-  Recreational (REC)
-  Rural Settlement (RS)



# Proposed Land Use Amendment NE-9-69-7-W6

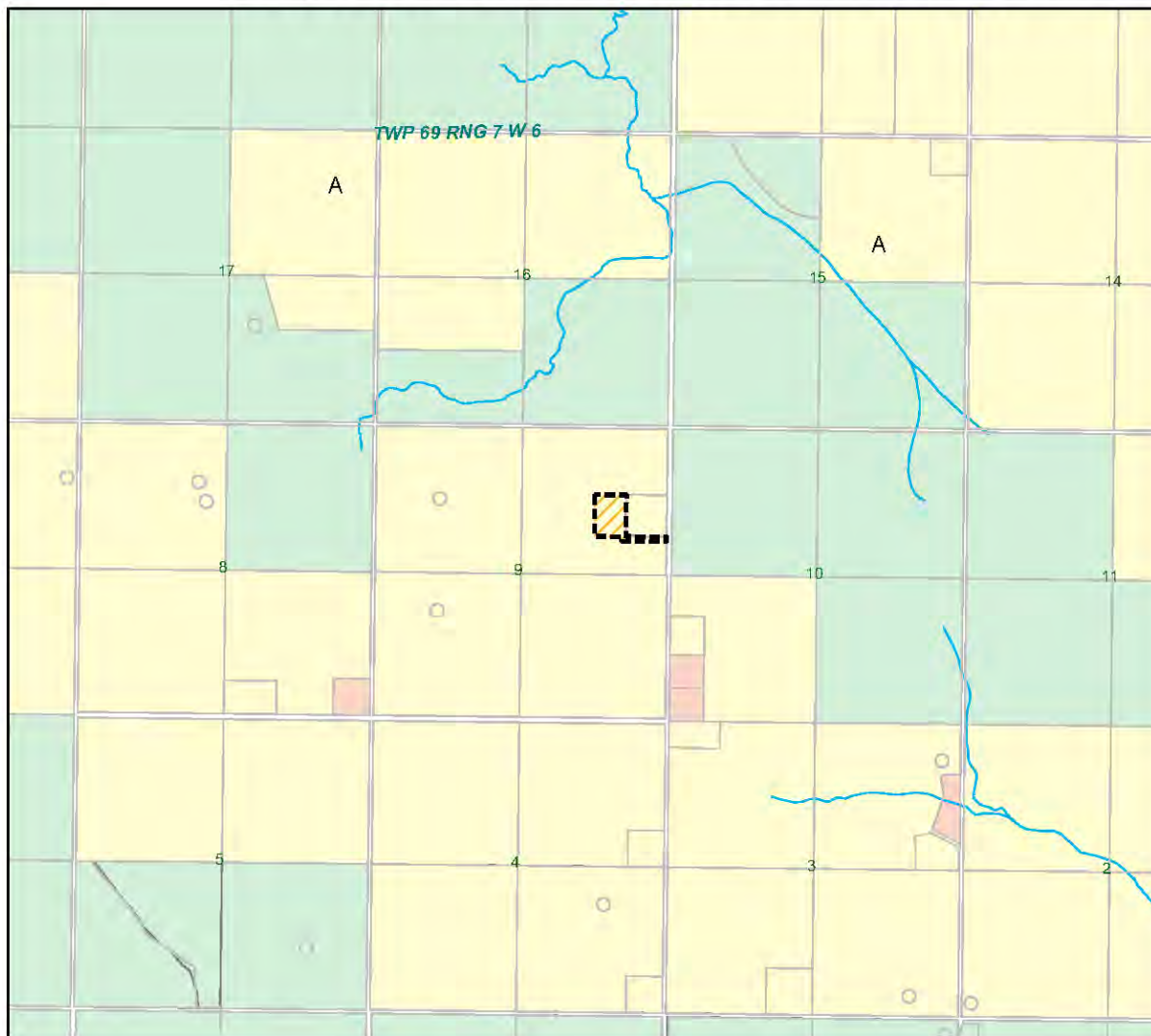


 Proposed Amendment

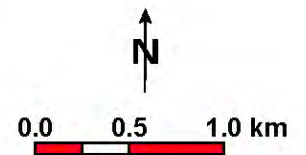




# Proposed Land Use Amendment NE-9-69-7-W6



- Proposed Amendment
- Agricultural One (A-1)
- Agricultural 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)



# Schedule 'B' – Owner Location Map

Township 69, Range 7



## M.D. of Greenview No. 16





May 14, 2018  
Bylaw No. 18-793 Public Hearing  
Big Mountain Industrial Park Area Structure Plan  
Background Information

## **PROPOSAL**

Administration has received an amended Area Structure Plan for the proposed Big Mountain Industrial Park from Opus Stewart Weir Ltd on behalf of 1913212 Alberta Limited. The original Area Structure Plan was adopted on September 13, 2016, by motion 16.09.328. The Area Structure Plan has been amended to address Alberta Transportations concerns with the Traffic Impact Assessment and proposed access to the development. The Area Structure Plan is for the subsequent subdivision of eighteen light industrial lots.

## **BACKGROUND AND DISCUSSION**

An Area Structure Plan provides a framework for the subsequent subdivision and development of an area of land within a municipality. An Area Structure Plan further describes the sequence of development anticipated for the lands, the land uses proposed for the area and addresses the general location of transportation routes and public utilities. An ASP contains land use and development guidance for the general public, developers, landowners, Municipal Planning Commission members and Council.

The proposed Area Structure Plan area is located 11 kilometres from the Hamlet of Grovedale and is zoned Industrial Light (M-1) District. There is a small residential subdivision directly north of the proposed plan area. Access to plan area would from Township Road 690A with an approach to the plan area to be constructed 165 metres from Highway 40. Heavy traffic would be restricted to Township Road 690A and would not be permitted to use the service road. Requirements for signage would be addressed during the subdivision process as a condition of subdivision.

The applicant is proposing a fifty-metre tree buffer to remain in place. A berm could be an option instead of a tree buffer, however, with maintenance responsibilities, drainage breaks and aesthetics, a fifty-metre tree buffer would be the more plausible option. Requirements for the buffer would be addressed during the subdivision process as a condition of subdivision.

## **STAKEHOLDER COMMUNICATIONS AND ENGAGEMENT**

On March 15, 2018, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

On March 15, 2018 copy of the application was circulated to the following external referral agencies: Alberta Culture and Tourism; Alberta Environment and Parks; Alberta Transportation; Alberta Municipal Affairs; ATCO Electric; ATCO Gas; ATCO Pipelines; Peace Wapiti School Division and Telus Communications.

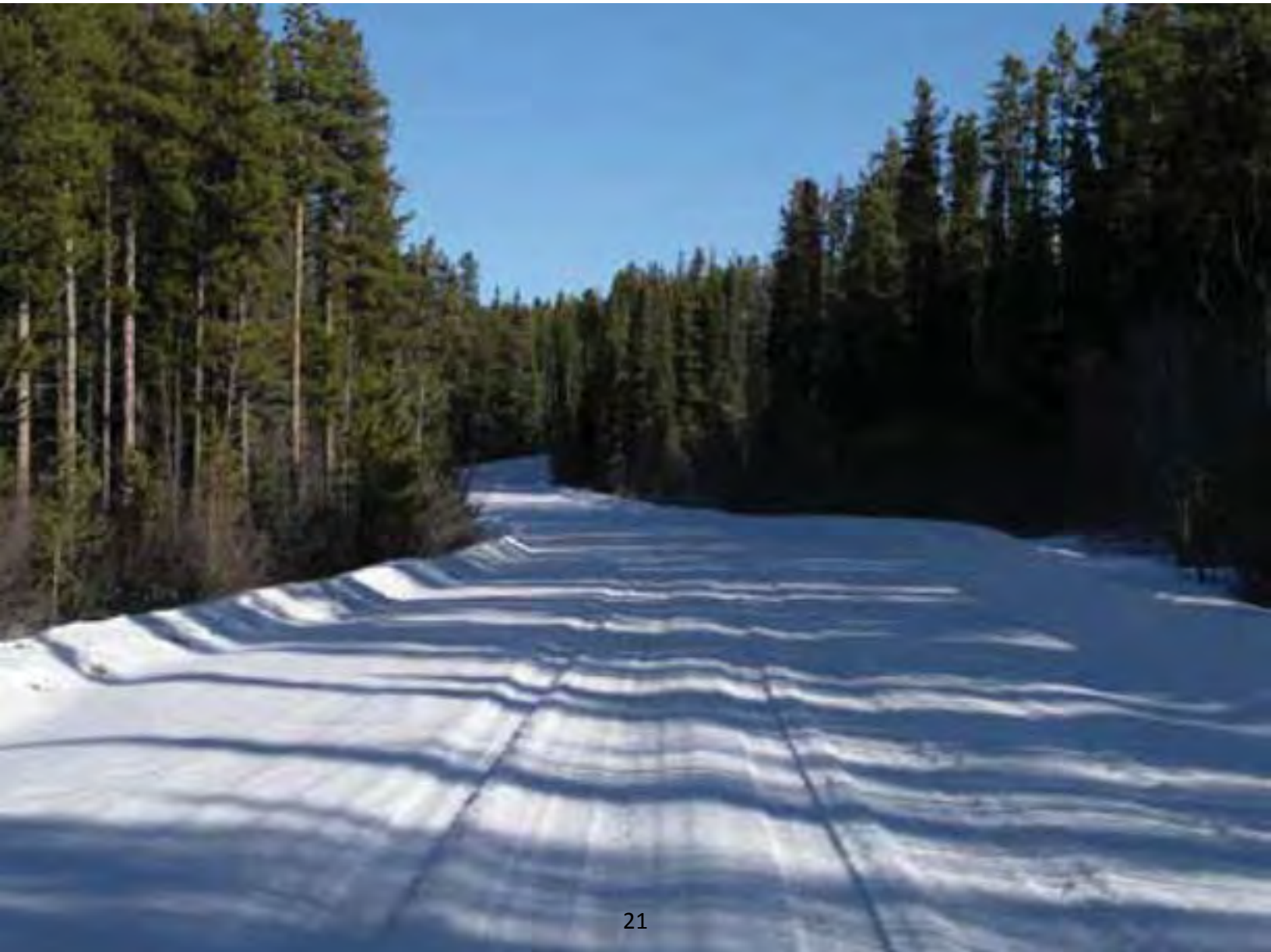
Alberta Transportation has responded that they are in agreement with a Type IVa intersection at Highway 40 and Township Road 690A and that they are in agreement with the recommendations and conclusions provided within the Traffic Impact Assessment.

On April 23, 2018, a copy of the application was circulated to all landowners within 1600 metres of the subject area. Administration received four objection letters from landowners, three letters from landowners on Township Road 690A and one letter from landowners in a residential subdivision west of Highway 40. Landowner objection letters express concerns regarding noise, increased traffic, safety and interference with neighbouring parcels' use and enjoyment.





# Big Mountain Industrial Park Area Structure Plan **Draft**





**OPUS**

## *Big Mountain Industrial Park – Area Structure Plan*

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Date: March 2018  
Reference: S-38820.00  
Status: Final (revised)

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## 1.0 INTRODUCTION

The Municipal District of Greenview No. 16 (the M.D.) is located in the southern portion of the Peace River Region (Figure 1). Its location is strategic as most goods bound for points north will pass through Greenview. There is a wide diversity of resources from oil and gas to lumber and mining, as well as tourism opportunities. Rapid development of these resource sectors has resulted in Greenview being host to a strong and diverse economic base.

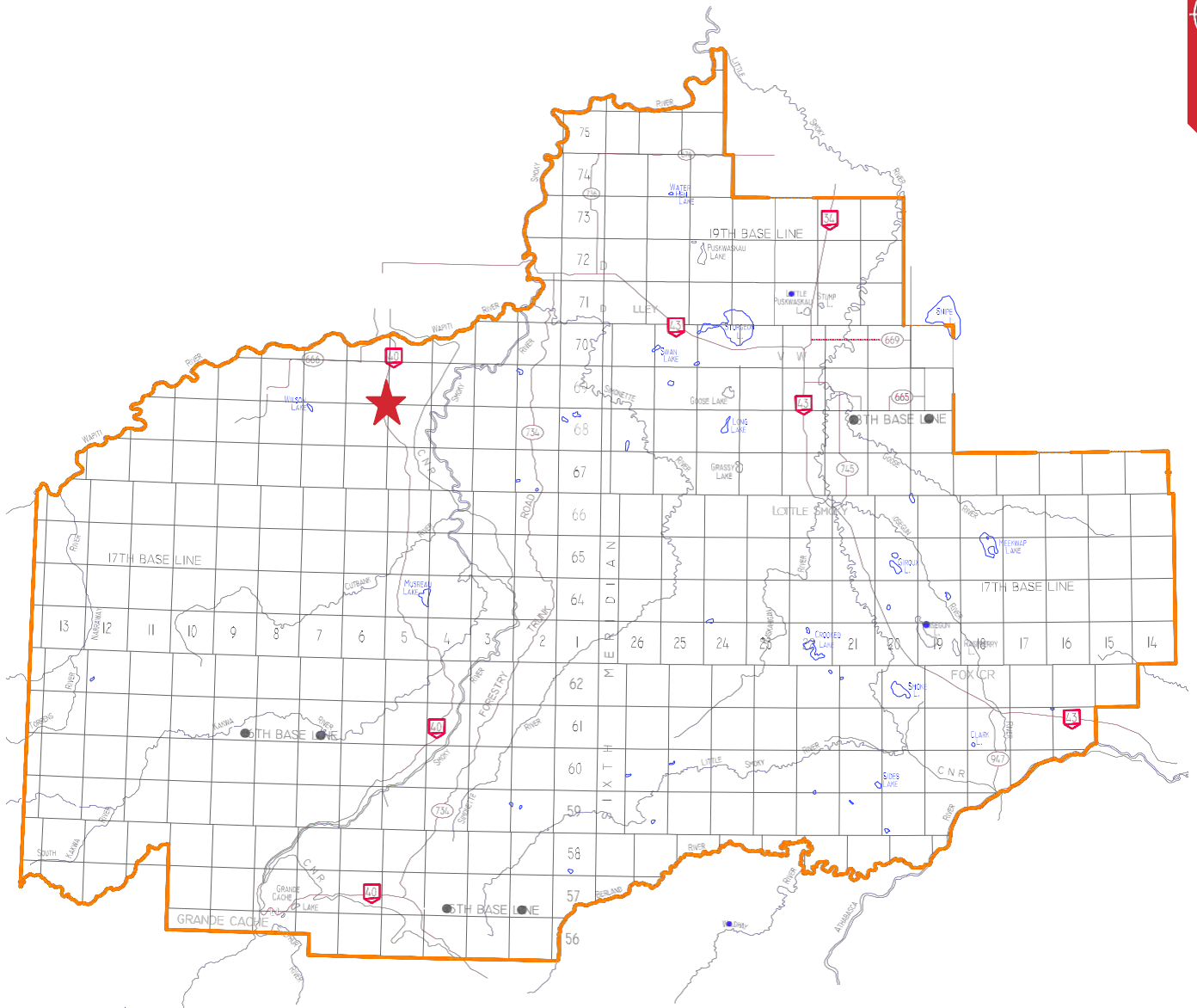
The Big Mountain Industrial Park Area Structure Plan provides for light industrial uses, with the land use designation of the “**M-1**” - Industrial **Light** District, on a parcel of 43.7 ha (108 ac), on Lot 2, Plan 886 2869, a portion of the SE 1-69-6-W6M, to accommodate 19 industrial lots, one to be designated as a PUL (Public Utility Lot). This proposed development is strategically located with access to the Two Lakes area and the Gold Creek area which takes advantage of the provincial infrastructure.

The Area Structure Plan, hereinafter referred to as the “**Plan**”, describes how the subject property can be subdivided and developed in a coordinated and sustainable way, in accordance with the policies of the M.D. of Greenview No. 16. The Plan complies with the Municipal Government Act and relevant policies of the M.D. including the Municipal Development Plan (MDP 2003) and the Grovedale Area Structure Plan.

One of the primary objectives of the M.D. for the Grovedale area is for the establishment of industrial businesses to be developed on the east side of Highway 40. The location of this proposed development complies with this objective.

This Area Structure Plan and the Traffic Impact Assessment were originally submitted in early 2017. These documents are being resubmitted and have been modified to address the concerns of Alberta Transportation with respect to the proposed intersection at Twp Rd 690 and Twp Rd 690A.





140,2121PremierWay  
SherwoodPark,Alberta  
780.410.2580

*The M.D. of Greenview No. 16*  
1913212AlbertaLtd.  
Figure 1

38820ED60

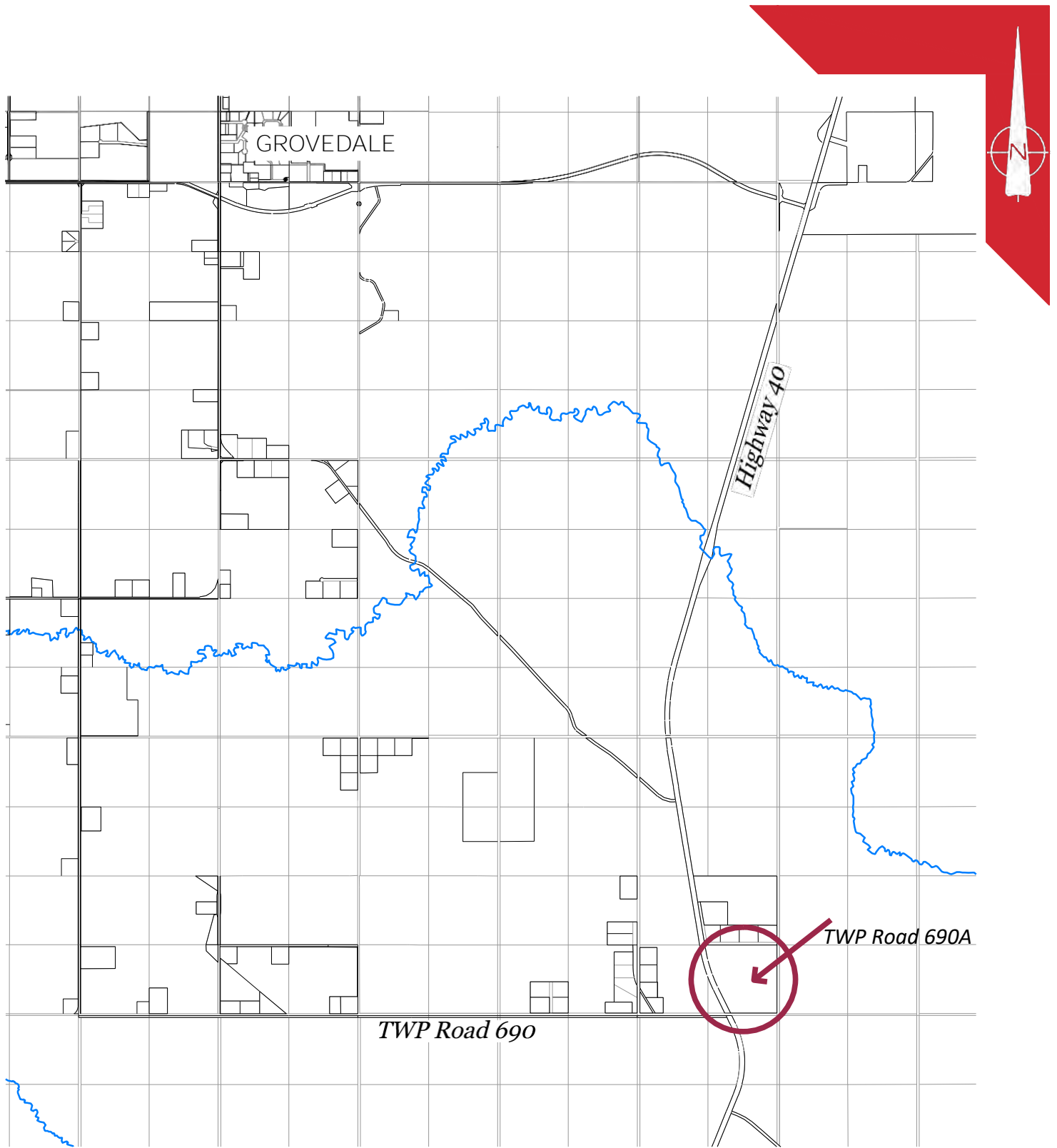
## 1.1. Purpose and Scope

This document was prepared in response to increasing development pressure in the Municipal District. Historically, the broader area has consisted of large forest reserves, agriculture, resource extraction, recreation and wildlife, and settlement areas.

Recently the Grovedale area has experienced a growth rate higher than the rest of the Municipal District due to country residential and industrial development demands. The site is located in an area that has some agricultural activity, some country residential but is mainly heavily forested with deciduous trees.

The preparation of the Area Structure Plan is an initial step to managing growth. It should be noted however that the timing of specific developments may accelerate or slow depending on a variety of socio-economic factors and conditions.

The subject land (Figure 2) is in a primarily industrial area and the industrial components of this proposed development will provide small lots for the companies that support the neighbouring larger industries.



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*Overall Location Map*  
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Figure 2

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## 1.2. Policy Context

### 1.2.1. Provincial Land Use Policies

In Alberta, Land Use Planning is administered under the Municipal Government Act (MGA). In addition, the Provincial Land Use Policies and the Subdivision & Development Regulation are two main documents established by the Province to provide municipalities with a planning process to follow.

While the M.D. of Greenview is located within the Upper Peace Region, currently there is no Regional Plan in place to guide development from a Provincial perspective.

### 1.2.2. Strategic Directions Plan (2014)

The growth strategy is based on the desire to promote and accommodate growth that will preserve and strengthen the positive attributes of the Municipal District. The communities work collaboratively to drive economic growth, create progressive infrastructure, provide recreational and cultural opportunities, and ensure environmental stewardship of the incredible natural resources.

### 1.2.3. Municipal Development Plan No. 15-742 (MDP)

The Municipal Development Plan (MDP) is a Municipal District wide document that provides broad policy direction regarding the location of various land uses, the provision of municipal reserves, appropriate infrastructure for the servicing of development and the protection of environmentally sensitive areas and hazard lands. The MDP also determines other matters such as when ASPs, concept plans or outline plans are required.

The MDP requires that all proposals for industrial development be considered only in accordance with an Area Structure Plan. The ASP will address the following:

- a) the impact on adjacent land uses,
- b) transportation,
- c) provision of water and sewer,
- d) storm water,
- e) the provision for municipal reserve,
- f) the impact on community services such as fire protection, and
- g) the municipal servicing costs associated with the development (if any), and
- h) landscaping and buffering and any other matters identified by the M.D.

Section 1.4 of the MDP states that the M.D. shall accommodate growth:

- by supporting agricultural production through the opening of new agricultural lands,
- through the development of uses which support and benefit agriculture,
- by supporting the exploration and extraction of natural resources,

- by promoting and accommodating developments which contribute to a diversification of **the area's** economy,
- by supporting the expansion of the rural population base in appropriate locations, and,
- by supporting the improvement of transportation facilities and utilities.

In accordance with Section 6 of the MDP, industrial and commercial development ranges from major industries to home-based businesses. There is diversification of industrial to service several resource sectors, including agriculture, forestry, mining, oil and gas, and recreation and wildlife.

The objective of section 6.1(a) is to promote and accommodate the development of industrial and commercial uses at appropriate locations. In the case of this proposal, the site is at an excellent location with direct access from Highway 40 and lends itself to the type of diversity in industry that the MDP supports.

The development will cater to those who have larger land requirements for uses not suited to an urban area. The development proposed in this ASP will not require municipal servicing, which is also supported by the MDP.

With respect to transportation, section 9.3.2 of the MDP requires that public roads and accesses are constructed to the standards of the Municipal District. Section 9.3.3 states that all subdivision and development near a highway shall meet the requirements of Alberta Transportation.

The development under this ASP will provide private water and sewer service in accordance with provincial standards. Soil percolation tests will be provided if required by the municipality and the location of disposal systems will be sited. A stormwater management plan would be required at the time of subdivision.

#### **1.2.4. Grovedale Area Structure Plan (2005)**

The Big Mountain Industrial Park ASP also falls under the goals and policies of section 2.5, Rural Industrial of the Grovedale ASP, adopted in January of 2005. The types of industrial uses considered in accordance with the Grovedale ASP are:

- natural resource extraction industries,
- oil and gas processing plants and related operations,
- agricultural industries,
- storage yards,
- small scale industrial pursuits, and
- major home occupations.

The intention of the Big Mountain Industrial Park is well suited to the goals of the Grovedale ASP.

Section 2.5 (c) states that Rural Industrial uses may be considered in the Agricultural area, providing that policies of section 2.5(e) are followed:

- accessibility to a highway to the satisfaction of Alberta Transportation or to a municipal road to the satisfaction of the M.D.,
- located on lands that have a low capability for agricultural use and are suitable for development, and
- adequate provision for water supply, sewage disposal and fire protection.

#### 1.2.5. Land Use Bylaw No. 17-779

The subject property is currently designated as “**M-1**”-**Industrial Light**. All amendments to the LUB will be consistent with the MDP and consistency must be maintained throughout all other policy documents.

The proposed development meets these objectives and have been addressed in this ASP.

### 1.3. Planning Process

The implementation of the Area Structure Plan is the responsibility of Council. The plan will be advertised and a Public Hearing will be held to receive feedback from the public during a regular Council meeting.

The proposed development requires the adoption of the ASP. **In this case** the process requires adoption by bylaw. After the proposal is referred to various agencies and internally to administration, Council gives 1st reading of the bylaw and a Public Hearing. After the Public Hearing, if Council is satisfied that all concerns have been heard, they may give the Bylaw 2<sup>nd</sup> and 3<sup>rd</sup> readings. Once finalized, the subdivision application can be processed.

## 2.0 PLAN AREA AND SITE ANALYSIS

The plan area is in the westerly portion of the Municipal District. The subject property is a parcel of 43.7 ha (108.6 ac) in size. The parcel is located to the southeast of Grovedale on the east side of primary Highway 40 and is in the Grovedale Area Structure Plan study area.

The subject property is vacant and has not yet been developed. The property is heavily forested with deciduous trees.

The picture below (Figure 3) is taken from a point close to the intersection of Highway 40 and Township Road 690A looking east. The name of the project comes from the Big Mountain Creek that flows to the east of the subject property.

The site is relatively flat and gently slopes toward the northeast from the southwest (Figure 6). Much of this parcel and the land immediately surrounding it has a slope of 5% or less. To accommodate drainage, a stormwater management plan will be prepared at the subdivision application stage if required.



*View from Highway 40 looking Northeast,  
heavily forested with deciduous trees.*

## 2.1. Existing Development and Proposed Land Uses

Figure 4 shows the surrounding land uses. The properties depicted in white are residential parcels and the properties in yellow show agricultural uses. The residential lots will be buffered by a proposed 50 metre wide strip, the full width of the quarter section. The buffer is heavily forested with naturally growing deciduous trees. This buffer will be put in place to address noise concerns and visual impact on the adjoining residential lands. The developer acknowledges the light and noise issues on the north side of the subject property and will work with the M.D. administration to address these issues to their satisfaction at the time of subdivision.

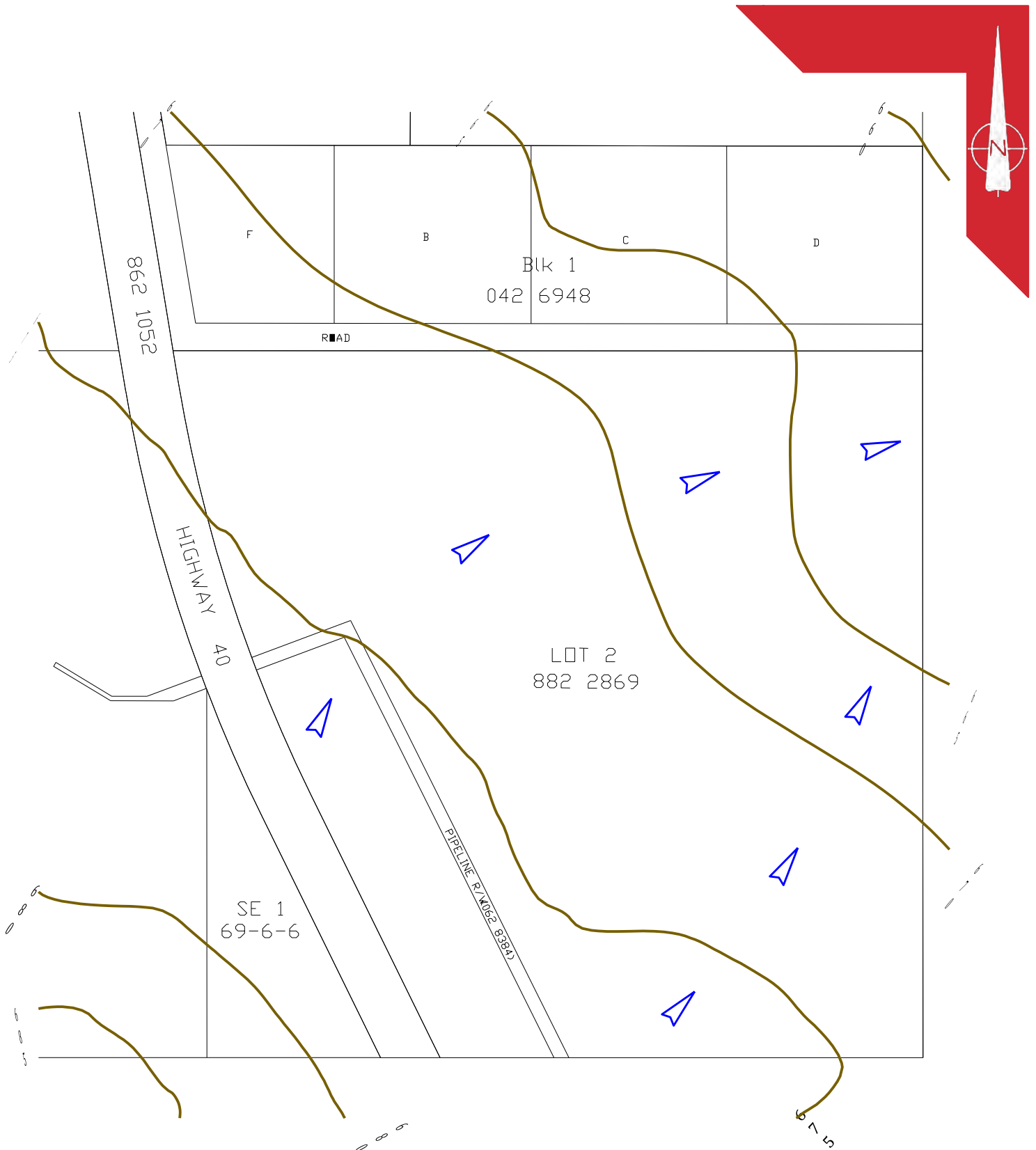
Agricultural uses directly border the subject property to the west across Highway 40 with more residential parcels approximately ¼ mile to the west. The site is bordered on the east and south by crown land that is controlled by the province.

### *Goals:*

- a) To minimize the possibility of conflicts between potentially incompatible and uses.
- b) To provide for development and employment opportunities in the rural area.
- c) To provide a mixture of industrial uses and activities.
- d) To minimize the impact of industrial development on the adjacent residential development as much as possible.

### *Policies:*

- a) No residential uses or developments will occur on the subject property; development will consist of industrial uses.
- b) Growth shall occur in accordance with the proposed Plan for 19 lots as shown in Figure 5. Requests to develop outside the parameters of this plan will require the approval of the M.D. of Greenview.
- c) The redesignation of the land will follow the **M.D.'s** amendment procedures and requirements.
- d) The application for subdivision or development shall be accompanied by preliminary engineering drawings and specifications for roads, stormwater, and any other information the M.D. might require in support the subdivision and development.
- e) Industrial development shall meet the parking requirements as specified in the **M.D.'s** Land Use Bylaw.
- f) Industrial development should be designed to create an attractive focal point.
- g) Lighting, including security and parking area lighting, shall use energy efficient fixtures and be designed/oriented/shaded to prevent light spillage onto any adjacent property or area.



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*Site Contours*  
1913212AlbertaLtd.  
Figure 4

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## 2.2. Natural Environment and Open Space

The M.D. consists of a significant amount of crown land that is provincially controlled. These lands accommodate a large diversity of major economic activities, including oil and gas, forestry, sand and gravel extraction and agriculture. Environmental features throughout the M.D. such as rivers and lakes support a great deal of recreational activities.

The subject property is privately owned. It is heavily forested and there are no natural bodies of water for which appropriate setbacks will be required. There are no hazard lands of concern, such as those subject to slumping, erosion or flooding.

The M.D. identifies the need for resource activity such as forestry, mining, oil and gas exploration and other related industry. It is recognized that patterns of human settlement and activity can take place safely while limiting the impact to the natural environment.

The deciduous timber to be removed from the site will be salvaged and hauled to the local Norbord Inc. mill for further use. The appropriate permit applications are in place.

The land has a low capacity for agricultural use because of the heavy tree growth. An aerial photograph has been provided to give a better appreciation of the natural and physical site context.

## 2.3. Environmental Standards

As part of the General Regulations of the Land Use Bylaw, requires that development shall not be allowed to detrimentally affect natural features such as ponds, streams wetlands and forested areas.

*Policies:*

- a) stripping of vegetation or grading shall be done in a manner which will minimize soil erosion by ensuring that the extent of the disturbed area and the duration of its exposure is minimized,
- b) all necessary approvals will be obtained from Alberta Environment and Parks.

### 2.3.1. Wildlife and Vegetation

In this general area, there is the possibility of habitat for migrating birds. If that is the case, federally there may be some restriction of timing of when there can be disturbances. A more detailed look may be appropriate at the subdivision stage.

The vegetation of the parcel is very dense and appears to consist of a mixed stand of trees with multiple layers. These stands are often trees of different heights and sometimes species are intermixed throughout the stand.

A variety of balsam poplar, trembling aspen, blue spruce and willow are typical deciduous trees in this area of Alberta.

*Policy*

- a) natural vegetation will be retained wherever possible.



### 2.3.2. Soils

This area of the M.D. consists of fluvial deposits and forested soils. The site in particular is class 3 of the Canadian Land Inventory system meaning that the soils are of an average status on a scale of 1 to 5, class 1 being the best for agricultural purposes. Approximately 80% of the soils on the parcel is acceptable for agricultural but likely would yield low productivity. The other 20% is poor agricultural soil with poor drainage.

The average soil type in the area is gray soils formed under expanding clay. There is also likely a high sodium content.

#### *Policies:*

- a) Any slumping, erosion or flood prone areas to be found shall remain in their natural state to reduce risk to life or property.
- b) Development shall take place while the best effort will be made to conserve as much natural vegetation as possible.

### 2.3.3. Historical Resources

No historical significant resources are listed on this parcel with the Alberta Historical Resources Foundation.

## 2.4. Utilities and Servicing

The M.D. requires that, except for development located within the serviced area of a hamlet, all developments will provide private water and sewer services in accordance with provincial standards.

### 2.4.1. Potable Water Supply:

All individual lot owners will be responsible for their own water supply as the Developer will not be drilling any water wells on the site. **Any water wells will require licensing in accordance with the Alberta Water Act.**

### 2.4.2. Sanitary Sewage Collection:

All sanitary sewage systems will use **sewage holding** tanks. Individual lot owners will be responsible for the collection and disposal of sewage.

### 2.4.3. Stormwater Pond

The property is sloping slightly allowing drainage to flow from the southwest to the northeast. A storm pond will be constructed as a public utility lot with access to the internal road.

### 2.4.4. Electrical Services:

Electrical utility distribution and servicing will be coordinated by Atco Electric at the request of the developer.

### 2.4.5. Natural Gas Services:

Atco Gas will provide natural gas distribution to the proposed properties.



#### 2.4.6. Communications Services:

TELUS Communications is the service provider of communication services for the plan area.

#### 2.4.7. Emergency Services:

The plan area will rely on services available in the M.D. of Greenview. Fire protection services are available and will be the responsibility of the Municipal District.

#### 2.4.8. Abandoned Wells and Pipelines

There are no abandoned wells on the subject property and there are no pipelines.

#### 2.4.9. Stormwater Management

The site will be graded to direct flow from the developed lots to the ditches on either side of the internal access road. A stormwater management pond is proposed as a public utility lot (PUL) shown on the northeast corner of the property (Figure 5). Surface water will be directed to the pond through ditches and culverts constructed along both sides of the internal access road. The storm pond is to be constructed at the northeast corner of the quarter section for stormwater management purposes and for fire suppression.

#### 2.4.10. Road Standards

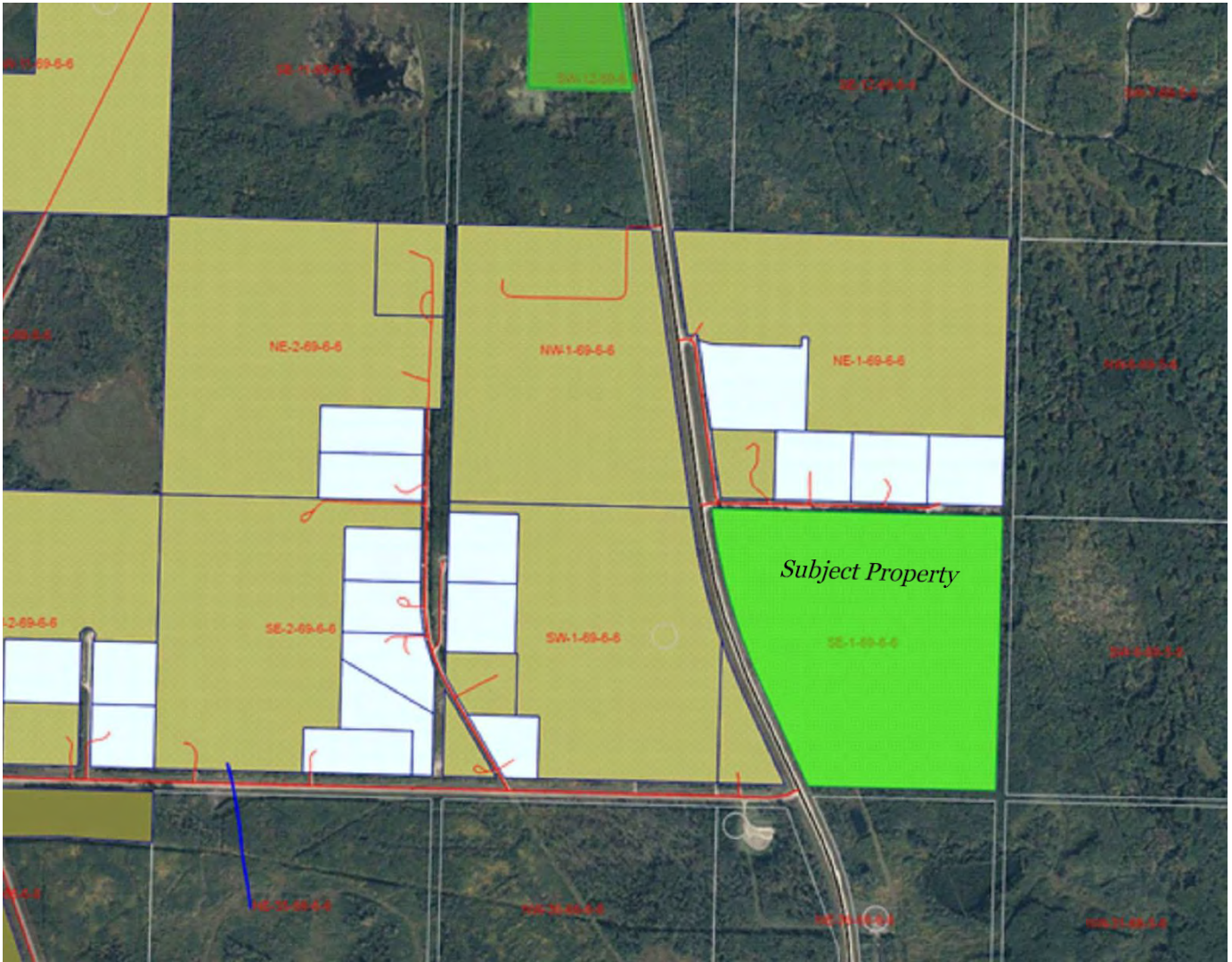
A single access roadway is proposed in the form of a loop from an access along the north boundary which initiates off Township 690A. This will be centrally located on the property with the first entry point being the access and egress and the second to be used for emergency only. Undeveloped road allowance, an extension of Township Road 690A, runs along the southern boundary of the parcel to an undeveloped road allowance along the easterly boundary.

Construction of the continuation to the east of Township Road 690A will be designed in a typical rural cross-section with ditches on both sides. Approaches to individual lots will be constructed at the development permit stage. Roads will be constructed in accordance with M.D. policies.

A 10 metre (32.8 ft.) road top is proposed for the internal roadway, as per the Greenview Engineering Design and Construction Standards. Rural roads are constructed with a gravel base and cold mix surface top.

A 30 metre right of way for an emergency exit will be provided for with knock down bollards to prevent daily use of the access (see figure 6). This width will allow for future use if required by the M.D.

There is a proposed undeveloped road allowance between Lots 5 and 6, which will remain unused until Highway 40 is twinned and the intersections of Township Road 690A and Township Road 690 are consolidated. At that time, this undeveloped road allowance may be used to provide access to a future east leg of Township Road 690, should Alberta **Transportation's Functional Planning Study deem that intersection (rather than Township Road 690A)** to be the main point of access for developments to the east of Highway 40 in the vicinity (see figure 6).



### 3.0 PROPOSED DEVELOPMENT CONCEPT

#### 3.1. Industrial Development

Currently the district that provides the best fit in the Land Use Bylaw is the “**M-1**” – Industrial **Light** District. The purpose of the “**M-1**” – Industrial **Light** District, in this case, is to provide for **light industrial uses that do not produce significant nuisances that project beyond the parcel.**

This ASP provides a subdivision design to create 19 lots. Township Road 690A will be developed extending to the east with access to each lot being provided by way of an internal subdivision road in the northeast corner of the property there will be a storm pond which will be a Public Utility Lot (PUL) with a pan handle lot providing access.

The Municipal District supports the location and a wide range of industrial uses as identified in the “M-1”- Industrial **Light** District of the Land Use Bylaw. A proposed lot layout and phasing will be provided with the development permit applications.

##### *Goal:*

To provide for industrial activities in accordance with the MDP and the Grovedale ASP.

##### *Objectives:*

- a) to promote industrial development as identified in the M.D. of Greenview MDP and the Grovedale ASP,
- b) to provide for a mixture of industrial uses and activities,
- c) to encourage the use of low demand/resource efficient (water, energy, light, etc.) features in all new industrial buildings, and
- d) to minimize the impact of industrial development on adjacent residential development.

##### *Policies:*

- a) The Municipal District supports the location of the proposed development and supports a wide range of industrial uses be provided as identified in the MDP and the Grovedale ASP.
- b) New industrial developments should be constructed using features that minimize the consumption of water, energy and heating and, that reduces the output of waste (waste water, heat, light and solid waste, etc.).
- c) Industrial developments shall meet the parking requirements specified in the M.D. of Greenview Land Use Bylaw.
- d) Any portion of an industrial building that faces or fronts or backs onto Highway 40 shall be enhanced with architectural features and/or landscaping equivalent to the front of the building, to the satisfaction of the M.D. as part of the development permit application process.
- e) Lighting, including security and parking area lighting shall use energy efficient fixtures and be designed/oriented/shaded to prevent light spillage onto any adjacent properties.





### 3.2. Transportation

A new intersection at Highway 40 and Township Road 690A will be constructed. Township Road 690A will extend along the north boundary of the subject property from Highway 40 eastward. This extension of TWP 690A will be constructed within the statutory road allowance and will be built to the standards of the Municipal District and Alberta Transportation. The internal cul-de-sac will also be constructed to municipal standards.

Alberta Transportation requires that an updated Traffic Impact Assessment (TIA) be prepared for the intersection of Highway 40 and Township Road 690A. This updated TIA has been completed to incorporate proposed traffic generated by the industrial park with submission of the TIA to the municipality prior to development.

The internal road will be constructed as a cul-de-sac providing access to all 19 parcels. The cul-de-sac connects with Township Road 690A and does not have direct access to Highway 40.

#### *Policy:*

- a) The provision of roads within a proposed subdivision and approaches to individual developments are the sole responsibility of the developer and shall meet the Greenview Engineering Design and construction Standards. The M.D. is responsible for deciding the cost and the collection and distribution of funds for all road improvements.
- b) Industrial uses in the Big Mountain Industrial Park shall not have direct access to Highway 40 except via Township Road 690A.

### 4.0 MAKING IT WORK

The primary objective of this ASP is to provide a safe and attractive industrial service location with good highway access. The location of the approaches providing direct access to the individual lots will be built and approved at a location in accordance with the Engineering Design and Construction Standards.

There is access to major utilities such as power, natural gas and telephone. Each site, approximately 5 acres in size, will be serviced by a public offsite supply of water and a private sewage disposal system which will be the responsibility of the lot owners.

The land use designations in this Plan are considered flexible within the confines of the “**M-1**”- Industrial **Light** District. This development is to provide long term benefits to the region while minimizing impact on the surrounding properties.

### 5.0 PUBLIC ENGAGEMENT AND IMPLEMENTATION

The M.D. of Greenview will seek public opinion as part of the planning and approval process in order to ensure that this Plan has addressed as many concerns and points of view as possible. Interested parties and government agencies will have an opportunity to comment on the proposed amendment in accordance with the public hearing procedure established under the Municipal Government Act.

Any development agreements required by the Municipal District will be provided as a condition of the subsequent subdivision.

## 6.1 CONCLUSION

This Area Structure Plan proposes an industrial subdivision of 19 lots (including a PUL) that meets the following objectives:

- the plan demonstrates that the proposed development will be accomplished with the logical subdivision of the subject property,
- utility services have been addressed and are available,
- supply of potable water and sewer services have been addressed,
- storm water management will be addressed at the time of subdivision,
- suitable access is available externally from Highway 40,
- internal access will be provided to each lot by a loop offering appropriate circulation and an emergency exit in accordance with best planning practices.

The Area Structure Plan offers the logical development of 19 industrial lots in the Municipal District of Greenview No. 16. The proposed subdivision and development is supported by the philosophies and the policies of the M.D.





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*Aerial View*  
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**From:** [Sally Rosson](#)  
**To:** [Lindsey Lemieux](#)  
**Subject:** FW: Bib Mountain Industrial Park Plan  
**Date:** April-27-18 9:36:22 AM

---

Comments from Adjacent Landowner for the Public Hearing for Big Mountain.

-----Original Message-----

From: [REDACTED]  
Sent: April-27-18 9:32 AM  
To: Sally Rosson <[Sally@mdgreenview.ab.ca](mailto:Sally@mdgreenview.ab.ca)>  
Subject: Bib Mountain Industrial Park Plan

Good morning Sally.

I received your letter dated April 23, 2018 regarding the Big Mountain Industrial Park Area Structural Plan. Re. SE-01-69--06-W6

About one year ago, my wife and I purchased lot # 4 in the the adjoining Meadow Creek Sub Division and are planning on building a house on our property in the near future.

We were not aware of the plan for an industrial park being build right beside us at the time of the purchase but are coming to grips with the fact that it has been approved.

Upon having a recent discussion with our neighbors, it was their understanding that the access road to the industrial subdivision would off of range road # 690.

After having conversation with the area Development Officer from M.D. 16 and viewing the map that was enclosed with this letter, it is evident that the current plan is to allocate range road 69a as the access.

I find this to be somewhat perplexing as there are four acreage owners that currently utilizing 69a to access their properties. By adding access to a potential of 18 trucking - oil patch companies, there will be continual 24 hour traffic in front of our properties.

Additionally there will be a substantial increase in drivers using their jake brakes near this intersection.

Sally, my wife and I have two major concerns with this plan.

The first one being that range road 69a was chosen to access the industrial park instead of range road 690. There aren't any acreages at junction 690 and it would be a lot easier to accept this development if we didn't have to share the access and road with a potential of hundreds of commercial vehicles.

Can you please advise what upgrades will be made on highway 40 near this property to improve the safety issues that a large number of commercial vehicles will create?

The second being that in the lay out of the industrial park, an emergency access has been allocated directly in front of my land. I was wondering what exactly this means? I was informed that there would be a gate across it and it the access would only be used during an emergency. I am wondering what stipulations would be in place to ensure that this emergency access won't be used on a regular basis.

Also, can you advise when the development of this land will take place?

Thanks Sally

Gordon Ellert



To Whom it may Concern:

May 8<sup>th</sup> 2018

We moved out to the country to enjoy less, noise, wildlife, less people. How many of you people would enjoy living next to a industrial park ??? Not ONE of you!!! Neither will I or my family and it is NOT fair that I am forced by you all to live by one! The noise, heavy traffic, Speed, dust, SAFETY and the list goes on.... We have soon to be neighbours that would like to build ~~on~~ now there. dreams are on hold due to this industrial park.... I will do anything in my power to stop this from happening! On the side road we have to monitor at all times. Due to Semi's stopping - draining off load that are unwanted and illegal to drain off and they do. Garbage dumped all the time, bathroom purposes ect. If this Industrial park is a go, our ROAD is not for them to use! Build it at the other end of it.

Leon Hutton  
May 8<sup>th</sup> 2018

May 6, 2018

Randy and Elizabeth Dyck



**RE: Big Mountain Industrial Park Area Structure Plan**

To: Municipal District of Greenview Council  
Box 1079, 4806 – 36 Ave  
Valleyview, AB, T0H 3N0

Dear Councillors,

We are writing you today to express our opposition to the Big Mountain Industrial Park Area Structure Plan. We are unable to attend the hearing scheduled on May 14<sup>th</sup> due to work.

We do not feel the plan is in the best interest of the community. We have concerns about the level of industrial traffic the development would bring to highway 40, particularly heavy industrial traffic entering and exiting the highway. The intersection of highway 40 and Township Road 690 is a high collision intersection. The Plan describes the subject land as, "primarily industrial area," but this is not accurate. The area is primarily a residential area and, in fact, the subject land would border on a residential neighbourhood and route traffic along residential roads. We feel that allowing Big Mountain Industrial Park to proceed would open the door to all and any other industrial development in our neighbourhood. This was a residential/agricultural neighbourhood when we moved here ten years ago and we do not want to live in an industrial park. We strenuously object to the development of this industrial park and believe it will have significant detrimental consequences for our community.

Thank you for hearing our concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elizabeth Dyck', written over a horizontal line.

Elizabeth Dyck



The answer is definitely no for the proposed access to this industrial park.

first thing is where is the contact from the owner by going around to all the residents in the area to. Talk about plans and getting their input and thought and concerns before proceeding with a proposal shows that the land owner has absolutely no respect for the people that live ~~also~~ shows the m.o. has no respect for the residents that live here. just want to cram shit down their throats ~~and the biggest~~ just shows you that the land owner who is well off to make more money with no regard for the residents as long as he makes more money. plus the m.o. is some way 'money' is only concern on their minds who cares about the residents on how this affects them.

The other thing about this proposal is about the access to this proposed industrial park. IN last meeting w/ the residents were told that no one was going to use our road past our homes

but now they want to use our road.  
for access, the answer is no

Build your own road from the other  
end. on crown land because our  
concerns are the safety of people  
that live here. we have children, grand  
children, pets etc. We don't need  
all the traffic that will come from  
this proposed industrial park.

increase noise, traffic, garbage,  
dust, speeding. unwanted people  
bringing up criminal activity.

We already have enough problems  
from all the traffic that uses the  
easement rd right now. i.e. truckers  
that sleep there, then shit & piss there  
on rd leave their garbage behind  
that we have to deal with (NOT the M.D.)  
then the people that stop from the  
highway, shit & piss, unload their garbage  
right there. and who picks this  
stuff up. Sure as hell is not the  
M.D. who barely even maintains the  
road, pr. mows ditches, or controls  
all their weeds. It is the people  
that live here that keeps the area  
looking good.

We do not want any access  
off our road into this proposed  
industrial park. What so ever.



build your own access from South  
end. down by Secure where  
Alberta Transportation has already built  
turning lanes and infrastructure has  
already been built. better yet move  
down to Gold Creek where the M.D  
County, off G.P. and city of G.P. want  
their big industrial park ~~built~~ built  
that is where this industrial park  
should be built therefore not disturbing  
the residents that live here.

Alberta Transportation has already  
deemed the 690rd way to dangerous  
so what makes you think proposing  
to put access by our road is going  
to be safe, it will not what so ever  
we as residents are partitioning.  
the government to not allow this also  
we are all united in standing  
the way all the way and are willing  
to do what it takes to get this  
stopped. it Tracks we don't need  
and industrial park here just  
because there is no justification for  
it. Can't even utilize the ones in  
Gracedale. right now the access is  
to dangerous onto & off highway 40.  
Alberta Transportation has already stated  
this so give it up, leave the land  
as it was a wildlife sanctuary.

move this proposal to Gold Creek  
Tri County industrial area trade land  
to owner put this back to what it  
was, he can invest money down  
there develop that area, nobody  
lives there keep all the industrial  
crap together.

the other thing about our road is  
that it was not built for heavy traffic  
so truck hauling heavy loads would  
just destroy our road, also the noise  
from all the trucks, the dust  
speeding, parking in front of our  
homes blocking the road way.  
then comes all the idiots shitting  
& peeing right there leaving all  
there crap behind, just what we  
don't want. Don't worry already  
are having to deal with this already  
and we don't get any help from M.O  
right now.

So why don't you listen to  
the people here, have some respect for  
us not the all mighty dollar as that  
is what you seem to be more  
important.

Joe Hector  
May 07/2018





# REQUEST FOR DECISION

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SUBJECT: **Gospel Light Church Presentation**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 14, 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 accept the presentation from the Gospel Light Church of DeBolt regarding ongoing sewage back up problem for information, as presented.

---

BACKGROUND/PROPOSAL:

Mr. Harder will be addressing Council with concerns regarding sewage backup in the Gospel Light Church in DeBolt. Mr. Harder has included a letter with his concerns which is attached.

Additionally, for Council's background please see the attached information from Environmental Services.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the Gospel Light Church sewage backup.

---

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.

---

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.

---

ATTACHMENT(S):

- Email from Mr. Harder
- Background Information from Environmental Services

**From:** [Bill Harder](#)  
**To:** [Lianne Kruger](#)  
**Cc:** [benbrochu@gmail.com](mailto:benbrochu@gmail.com)  
**Subject:** May 14th meeting  
**Date:** Tuesday, May 01, 2018 12:12:01 PM

---

Hi Lianne,

I plan to attend the meeting on May 14th as a delegate of the Gospel Light Church of Debolt.

The issue of concern is the ongoing sewage back up problem in Debolt which has caused the Gospel Light Church to suffer sewage backup numerous times, two of which have been cause for major insurance claims and at least two that we caught at a point where we did our own clean ups!( one of those I brought to council and they reimbursed us for the cash outlay for clean up costs).

After the first sewer backup we had a plumber install a back flow preventer, redid our weeping tile with all the proper sump pump! The second sewer backup we thought was a malfunction of the backup preventer, but it now appears they are limited in what they can hold back!

The matter I want to discuss is the absence of monitoring and maintenance of the lift station where the problem should be dealt with! When we had the original two sewer backups, I did address the council. They were made fully aware of the actions the Gospel Light church had made to mitigate and further sewage back up. The MD committed to correct the lift station issues( I spent quite a bit of time with your operator Al at the time, found alarm switches were not working etc). I Was assured the new alarm system would prevent these kind of upsets.

I use alarm systems in my work, they are only as good as the people managing them. Something is wrong!

We struggle as a small church to keep things going, financially, but more importantly these kind of interruptions cause undue hardship in our programming!

A few years ago our insurance threatened to drop us, they have come through on the last major backup again, then there was the last one that was caught and fortunately the flooring had not even been installed after the last major sewer backup and I understand that some assistance was received in the clean up from the MD.

I hope this gives a bit of background to what I am coming to address the council on. I am away on vacation till May 7th, but trust this will give the background you require for your meeting package. I plan to gather more specifics for the meeting!

I can be reached by email or by phone at 780-876-3101 should you require further information.

Bill Harder

On Behalf of the Gospel Light Church

Sent from my iPhone

## **Administration Notes**

### **RE: DeBolt Gospel Church sewer**

Just before lunch on the 26<sup>th</sup> of April, 2018 Greenview responded to calls regarding a sewer back up that occurred at the Gospel Church in DeBolt. The Church custodian and the Church's pastor had called indicating they had backed up sewage in the church basement.

The main sewer lift station had just called staff with an alarm at approx. 10 am that morning indicating a high level alarm. Two operators went to site and verified the high level in the two lift stations and called for vac trucks and began searching for potential infiltration areas. Overnight large amounts of spring run-off had accumulated and was flooding areas in the hamlet. A significant number of manholes had been sealed off in the past week, in anticipation of potential problems, but three more manholes were found that were currently taking in surface water. They were sealed with plastic and sand bagged to minimize inflow.

Further investigating found a sewer tank at the service station completely under water and was pumping non-stop into our system compounding the infiltration issues. The pump was disconnected until the water subsided

It was determined by our electrical contractor that the Lift station had actually alarmed at 3 am, but that communications were down from 9:30 pm the previous evening to 10 am that day. The communication contractor was contacted and verified a weak signal at the site and repaired the issue.

These communication failures and delayed alarms are being addressed in our upgrades.

Administration agreed to pay the cost to disinfect the basement and complete the cleaning needed to put back in service ASAP.

The sewer service was viewed with a sewer camera by staff to gain as much knowledge of the system as possible and a plumber solicited to inspect the back water valve and sump water pump out system for the church property to ensure proper operation.

The sewer had backed up 4 months earlier in DeBolt, when a large amount of grease broke free and entered our sewer lift. The grease plugged the pumps and backed up the station before staff could get to site and rectify. Over the next few months staff have gone to properties suspected of grease dumping to educate them on FOG (fat, oil, grease) disposal, submitted an article in Meadows to Mountains to inform residents, and are actively using degreasing agents in our system regularly to minimize any future issues.

The work done for the church was not intended as an admission of liability, but rather a gesture of good faith.

Looking back in archives I found correspondence of sewer issues at this property in 2008. A number of recommendations were made and implemented by staff.



# REQUEST FOR DECISION

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SUBJECT:	<b>2017 Audited Financial Statements and Information Returns</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 14, 2018	CAO: MH	MANAGER: DD
DEPARTMENT:	FINANCE	GM:	PRESENTER: PD
STRATEGIC PLAN:	Level of Service		

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## RELEVANT LEGISLATION:

**Provincial** (cite) – MGA Section 277 (1) to Section 278(b) and Sections 281(1) to 281(4)

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council approve the 2017 Audited Financial Statements and the 2017 Financial Information Return as presented by Metrix Group LLP Chartered Accountants for submission to the Minister of Alberta Municipal Affairs.**

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## BACKGROUND/PROPOSAL:

Administration received the draft Financial Statements on April 20<sup>th</sup>. Following which Administration endeavoured to get a Special Council Meeting on April 30<sup>th</sup> for the auditors to present the 2017 Audited Financial Statements to Council. Due to conflicting schedules a Special Council Meeting was not possible on April 30<sup>th</sup>.

The Minister of Municipal Affairs requires that municipal financial statements are to be submitted by May 1 annually. Administration did request a time extension from Municipal Affairs to submit the financial statement and was declined.

The Financial Statements will be presented to Council on May 14<sup>th</sup> by Phil Dirks of the Metrix Group. Since the presentation to Council was delayed until May 14<sup>th</sup>, Council is advised that the auditors will be late filing the financial statements with the Minister of Municipal Affairs.

Within the Financial Statements there are a couple of items that Administration wishes to address:

- 1) Page 4 – Revenues; the net taxation revenue was up by \$5.6M over the projected budget.
- 2) Page 4 – Well drilling equipment tax revenue for 2017 was up by \$6.3M.
- 3) Page 5 – The annual operating surplus (the surplus of money remaining after Operating Expenses, but before Capital Expenses) of \$31,131,180.00, along with the approved transfer from reserves in the amount of \$26,293,862.00, provided the funding to cover the 2017 capital expenditures of \$57,425,042.00

- 4) Page 5- The \$20,160,302.00 amortization expense shown is a non-cash expense. Meaning the amount of amortization is shown in the financial statements but the related cash is not expensed.

Comments regarding the Audit Findings Letter:

- 1) Grant Funding – in the past Administration did not recognize the funding expected until it was received. Audit is asking Administration to recognize all grant funding that has been approved, regardless of when the actual funds are received.
- 2) Bank Reconciliation – the bank reconciliation has been off since Administration changed ERP systems in 2015. Administration will make a concerted effort in 2018 to determine the root cause of this difference and will create the adjusting entry to correct the bank reconciliation.
- 3) Cheque Processing – Although Administration has a process of double checking the Accounts Payable batches prior to the cheques being generated, an error in processing was overlooked. A cheque was issued in the amount of \$683,304.00, however, the amount of the invoice was \$68,304.00. As one can see, when keying the amount, there was an extra 3 entered by mistake. Unfortunately, while the batch went through a number of staff, nobody caught the error. Administration takes full responsibility for this error and has discussed with staff the importance of accuracy and accountability when preparing and checking transactions. Greenview's AP Coordinator has already contacted LAPP and they will be returning the over payment to Greenview.
- 4) Unrecorded payables – As Administration was uncertain when the request from Evergreen Foundation would be received for Greenview's portion, the funding was placed in reserves.
- 5) Significant difficulties – many of these adjusting entries noted were identified by Greenview staff and the adjusting entries were finalized by the audit team on site. The actual entries into the ERP system are completed by staff.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council approving the Financial Statements and Information Returns is that the auditors can submit the information to the Minister of Alberta Municipal Affairs as legislated.
2. Reviewing the Audited Financial Statements with the Audit firm gives Council an opportunity to ask questions of the Auditor regarding the statements.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to following the recommended action.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative of not approving the Financial Statements and Information Return.

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**FINANCIAL IMPLICATION:**

**Direct Costs:** 2017 Approved budget \$75,000.00. The expense includes the audit firm attending the Administration building and reviewing financial information as well as Council minutes, agreements, legal issues and many questions for the finance team and managers.

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**Ongoing / Future Costs:** Annual funding is required in order to complete Greenview's annual audited financial statement. The contract with Hawkings EPP Dumont Chartered Accountants now called Metrix Group LLP has expired. Administration will be drafting a Request for Proposal (RFP) for auditing services, with the future costs unknown at this time.

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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:**

Once Council makes a decision the Audit firm will submit the approved financial statements and Information Returns to the Minister of Alberta Municipal Affairs immediately.

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**ATTACHMENT(S):**

- 2017 Audited Financial Statements
- Audit Findings Letter to Council



**MD OF GREENVIEW NO. 16**

**Financial Statements**

**For the Year Ended December 31, 2017**

DRAFT

## **INDEPENDENT AUDITORS' REPORT**

To the Reeve and Council of MD of Greenview No. 16

We have audited the accompanying financial statements of MD of Greenview No. 16, which comprise the statement of financial position as at December 31, 2017 and the statement of operations and accumulated surplus, changes in net financial assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We have conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, these financial statements present fairly, in all material respects, the financial position of MD of Greenview No. 16 as at December 31, 2017 and the results of its operations, changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants

May 14, 2018  
Edmonton, Alberta

**MANAGEMENT'S RESPONSIBILITY  
FOR FINANCIAL REPORTING**

To His Worship the Reeve and Members of Council of MD of Greenview No. 16

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are the responsibility of management, prepared in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgments of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Metrix Group LLP, Chartered Professional Accountants, have been appointed by Greenview Council to express an opinion on the Greenview's financial statements.

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Mike Haugen  
Chief Administrative Officer

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Rosemary Offrey  
General Manager Corporate Services

**MD OF GREENVIEW NO. 16**  
**Statement of Financial Position**  
**As At December 31, 2017**

	<u>2017</u>	<u>2016</u>
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents (Note 2)	\$ 44,454,300	\$ 53,334,442
Receivables (Note 3)	18,328,759	14,162,499
Loans receivable (Note 4)	454,412	606,282
Investments (Note 5)	<u>116,543,981</u>	<u>113,920,187</u>
	<u>179,781,452</u>	<u>182,023,410</u>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 13,498,964	\$ 13,803,333
Deferred revenue (Note 6)	2,208,284	1,488,617
Long-term debt (Note 7)	<u>1,135,806</u>	<u>1,168,424</u>
	<u>16,843,054</u>	<u>16,460,374</u>
<b>NET FINANCIAL ASSETS</b>	<u>162,938,398</u>	<u>165,563,036</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Note 8)	274,763,196	237,577,433
Gravel inventory for consumption	9,298,619	8,610,867
Prepaid expenses and deposits (Note 9)	<u>11,770,592</u>	<u>15,888,289</u>
	<u>295,832,407</u>	<u>262,076,589</u>
<b>ACCUMULATED SURPLUS (NOTE 10)</b>	<u>\$ 458,770,805</u>	<u>\$ 427,639,625</u>
Contingencies (Note 13)		

**ON BEHALF OF COUNCIL:**

\_\_\_\_\_  
  
\_\_\_\_\_

**MD OF GREENVIEW NO. 16**  
**Statement of Operations and Accumulated Surplus**  
**For the Year Ended December 31, 2017**

	<u>2017</u> (Budget) (Note 21)	<u>2017</u> (Actual)	<u>2016</u> (Actual)
<b>REVENUE</b>			
Net taxation (Schedule 2)	\$ 71,187,343	\$ 76,787,405	\$ 74,622,742
Oil well drilling taxes	6,000,000	12,362,452	7,337,180
Interest and investment income	1,692,165	3,294,394	3,370,678
User fees and sale of goods	1,310,715	2,406,469	1,515,480
Other	40,000	706,071	363,724
Government transfers for operating (Schedule 3)	726,324	876,871	795,377
Licenses and permits	386,800	536,628	368,173
Penalties and costs on taxes	250,000	466,784	454,516
Fines	40,000	41,707	33,855
	<u>81,633,347</u>	<u>97,478,781</u>	<u>88,861,725</u>
<b>EXPENSES (including amortization)</b>			
Transportation services	26,133,163	38,635,123	45,721,779
Recreation and cultural services	14,607,763	12,790,720	12,470,999
Administrative services	9,541,978	10,025,793	9,284,934
Planning and development services	4,529,001	3,831,868	3,671,801
Protective services	2,036,770	2,431,337	2,071,069
Utilities and environmental services	1,648,717	1,910,018	1,720,460
Public health and welfare services	1,494,845	1,438,379	1,327,740
Waste management services	1,221,947	1,060,081	1,087,869
Council and other legislative services	721,525	808,834	645,180
	<u>61,935,709</u>	<u>72,932,153</u>	<u>78,001,831</u>
<b>ANNUAL OPERATIONAL SURPLUS</b>	<u>19,697,638</u>	<u>24,546,628</u>	<u>10,859,894</u>
<b>OTHER REVENUE (EXPENSE)</b>			
Government transfers for capital (Schedule 3)	5,295,993	6,596,438	7,115,988
Loss on disposal of tangible capital assets	12,000	(11,886)	(72,973)
	<u>5,307,993</u>	<u>6,584,552</u>	<u>7,043,015</u>
<b>ANNUAL SURPLUS</b>	25,005,631	31,131,180	17,902,909
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>	<u>427,639,625</u>	<u>427,639,625</u>	<u>409,736,716</u>
<b>ACCUMULATED SURPLUS, END OF YEAR</b>	<u>\$ 452,645,256</u>	<u>\$ 458,770,805</u>	<u>\$ 427,639,625</u>

See accompanying notes to financial statements.

4.

**MD OF GREENVIEW NO. 16**  
**Statement of Changes in Net Financial Assets**  
**For the Year Ended December 31, 2017**

	<u>2017</u> (Budget) (Note 21)	<u>2017</u> (Actual)	<u>2016</u> (Actual)
<b>ANNUAL SURPLUS</b>	\$ <u>25,005,631</u>	\$ <u>31,131,180</u>	\$ <u>17,902,909</u>
Acquisition of tangible capital assets	(74,738,451)	(57,425,042)	(36,556,123)
Proceeds on disposal of tangible capital assets	-	67,090	73,740
Amortization of tangible capital assets	-	20,160,302	19,004,173
Loss on disposal of tangible capital assets	-	11,886	72,973
	<u>(74,738,451)</u>	<u>(37,185,764)</u>	<u>(17,405,237)</u>
Use (acquisition) of inventory for consumption	-	(687,751)	550,380
Use (acquisition) of prepaid expenses	-	4,117,697	(4,147,303)
	-	<u>3,429,946</u>	<u>(3,596,923)</u>
<b>DECREASE IN NET FINANCIAL ASSETS</b>	(49,732,820)	(2,624,638)	(3,099,251)
<b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b>	<u>165,563,036</u>	<u>165,563,036</u>	<u>168,662,287</u>
<b>NET FINANCIAL ASSETS, END OF YEAR</b>	<u>\$115,830,216</u>	<u>\$162,938,398</u>	<u>\$165,563,036</u>

See accompanying notes to financial statements.

5.

**MD OF GREENVIEW NO. 16**  
**Statement of Cash Flows**  
**For the Year Ended December 31, 2017**

	<u>2017</u>	<u>2016</u>
<b>OPERATING ACTIVITIES</b>		
Annual surplus	\$ 31,131,180	\$ 17,902,909
Non-cash items included in annual surplus:		
Loss on disposal of tangible capital assets	11,886	72,973
Amortization of tangible capital assets	<u>20,160,302</u>	<u>19,004,173</u>
	51,303,368	36,980,055
Change in non-cash working capital balances:		
Accounts receivable	(4,166,260)	300,714
Prepaid expenses	4,117,697	(4,147,303)
Accounts payable and accrued liabilities	(304,369)	4,723,802
Deferred revenue	719,667	(132,644)
Inventories for consumption	<u>(687,751)</u>	<u>550,380</u>
	<u>50,982,352</u>	<u>38,275,004</u>
<b>CAPITAL ACTIVITIES</b>		
Proceeds on disposal of tangible capital assets	67,090	73,740
Acquisition of tangible capital assets	(57,425,042)	(36,556,123)
Purchase of investments	(2,623,794)	(16,534,188)
Loans receivable	<u>151,870</u>	<u>177,843</u>
	<u>(59,829,876)</u>	<u>(52,838,728)</u>
<b>FINANCING ACTIVITIES</b>		
Long-term debt principal repayments	<u>(32,618)</u>	<u>(31,057)</u>
<b>DECREASE IN CASH AND CASH EQUIVALENTS DURING THE YEAR</b>	<b>(8,880,142)</b>	<b>(14,594,781)</b>
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<b><u>53,334,442</u></b>	<b><u>67,929,223</u></b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b><u>\$ 44,454,300</u></b>	<b><u>\$ 53,334,442</u></b>

See accompanying notes to financial statements.

6.

**MD OF GREENVIEW NO. 16**  
**Schedule of Equity in Tangible Capital Assets**  
**For the Year Ended December 31, 2017**

**Schedule 1**

	<u>2017</u>	<u>2016</u>
<b>BALANCE, BEGINNING OF YEAR</b>	<b>\$ 237,577,433</b>	<b>\$ 220,172,196</b>
Acquisition of Tangible Capital Assets	57,425,042	36,556,123
Cost of Tangible Capital Assets Disposed of	(195,353)	(394,690)
Accumulated Amortization of Tangible Capital Assets Disposed of	116,376	247,977
Amortization of Tangible Capital Assets	(20,160,302)	(19,004,173)
Local improvement taxes receivable repayments	(32,617)	(31,057)
Long-term capital debt repayments	<u>32,618</u>	<u>31,057</u>
<b>BALANCE, END OF YEAR</b>	<b><u>\$ 274,763,197</u></b>	<b><u>\$ 237,577,433</u></b>
Equity in Tangible Capital Assets is Comprised of the Following:		
Tangible capital assets (Note 8)	\$ 274,763,196	\$ 237,577,433
Long-term capital debt	(1,135,806)	(1,168,424)
Local improvement taxes receivable	<u>1,135,807</u>	<u>1,168,424</u>
	<b><u>\$ 274,763,197</u></b>	<b><u>\$ 237,577,433</u></b>

See accompanying notes to financial statements.

7.



**MD OF GREENVIEW NO. 16**  
**Schedule of Property Taxes and Other Taxes**  
**For the Year Ended December 31, 2017**

**Schedule 2**

	<u>2017</u> (Budget) (Note 21)	<u>2017</u> (Actual)	<u>2016</u> (Actual)
<b>TAXATION</b>			
Linear property taxes	\$ 60,419,420	\$ <b>58,109,822</b>	\$ 59,801,661
Real property taxes	<u>35,383,795</u>	<u><b>44,214,950</b></u>	<u>39,875,461</u>
	<u>95,803,215</u>	<u><b>102,324,772</b></u>	<u>99,677,122</u>
<b>REQUISITIONS</b>			
Alberta School Foundation Fund	\$ 23,423,378	\$ <b>23,275,400</b>	\$ 22,957,216
Seniors foundations	1,122,758	<b>2,193,279</b>	2,031,878
Other school boards	<u>69,736</u>	<u><b>68,688</b></u>	<u>65,286</u>
	<u>24,615,872</u>	<u><b>25,537,367</b></u>	<u>25,054,380</u>
<b>NET MUNICIPAL PROPERTY TAXES</b>	\$ <u><u>71,187,343</u></u>	\$ <u><u><b>76,787,405</b></u></u>	\$ <u><u>74,622,742</u></u>

**MD OF GREENVIEW NO. 16**  
**Schedule of Government Transfers**  
**For the Year Ended December 31, 2017**

**Schedule 3**

	<u>2017</u> (Budget) (Note 21)	<u>2017</u> (Actual)	<u>2016</u> (Actual)
<b>TRANSFERS FOR OPERATING</b>			
Provincial government	\$ 602,406	\$ <b>700,716</b>	\$ 646,236
Local governments	<u>123,918</u>	<u><b>176,155</b></u>	<u>149,141</u>
	<u>726,324</u>	<u><b>876,871</b></u>	<u>795,377</u>
<b>TRANSFERS FOR CAPITAL</b>			
Provincial government	<u>5,295,993</u>	<u><b>6,596,438</b></u>	<u>7,115,988</u>
<b>TOTAL GOVERNMENT TRANSFERS</b>	\$ <u><u>6,022,317</u></u>	\$ <u><u><b>7,473,309</b></u></u>	\$ <u><u>7,911,365</u></u>

**MD OF GREENVIEW NO. 16**  
**Schedule of Segmented Information**  
**For the Year Ended December 31, 2017**

**Schedule 4**

	Administrative Services	Recreation and Cultural Services	Community Services	Utilities and Transportation Services	Environmental Services	All Other	Total
<b>REVENUE</b>							
Taxation	\$ 9,733,927	\$ 12,790,720	\$ 3,558,336	\$ 36,961,258	\$ 1,467,215	\$ 12,275,949	\$ 76,787,405
All other	-	-	-	-	-	17,408,036	17,408,036
User fees and sale of goods	33,975	-	105,173	1,673,865	442,803	150,653	2,406,469
Government transfers	<u>257,891</u>	<u>-</u>	<u>168,359</u>	<u>-</u>	<u>-</u>	<u>450,621</u>	<u>876,871</u>
	<u>10,025,793</u>	<u>12,790,720</u>	<u>3,831,868</u>	<u>38,635,123</u>	<u>1,910,018</u>	<u>30,285,259</u>	<u>97,478,781</u>
<b>EXPENSES</b>							
Amortization	554,353	88,432	342,511	17,646,133	552,977	975,896	20,160,302
Contracted and general services	3,772,688	16,900	759,387	11,293,247	257,114	1,092,620	17,191,956
Transfers to other governments and local boards and agencies	-	12,240,405	200,911	-	-	689,485	13,130,801
Salaries, wages, and benefits	3,572,792	269,695	2,015,507	4,047,363	728,987	2,343,476	12,977,820
Materials, goods, and supplies	1,109,084	29,669	483,697	5,395,599	181,665	350,662	7,550,376
Repairs and maintenance	489,179	140,384	2,045	89,128	-	125,452	846,188
Utilities	234,268	5,235	27,810	163,653	131,674	157,874	720,514
Insurance	293,429	-	-	-	-	3,166	296,595
Interest on long term debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>57,601</u>	<u>-</u>	<u>57,601</u>
	<u>10,025,793</u>	<u>12,790,720</u>	<u>3,831,868</u>	<u>38,635,123</u>	<u>1,910,018</u>	<u>5,738,631</u>	<u>72,932,153</u>
<b>NET REVENUE</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 24,546,628</u>	<u>\$ 24,546,628</u>

See accompanying notes to financial statements.

10.

**MD OF GREENVIEW NO. 16**  
**Schedule of Segmented Information**  
**For the year ended December 31, 2016**

**Schedule 5**

	Administrative Services	Recreation and Cultural Services	Community Services	Utilities and Transportation Services	Environmental Services	All Other	Total
<b>REVENUE</b>							
Taxation	\$ 9,063,349	\$ 12,470,999	\$ 3,397,856	\$ 44,843,439	\$ 1,315,840	\$ 3,531,259	\$ 74,622,742
All other	-	-	-	-	-	11,928,126	11,928,126
User fees and sale of goods	10,296	-	105,586	878,340	404,620	116,638	1,515,480
Government transfers	<u>211,289</u>	<u>-</u>	<u>168,359</u>	<u>-</u>	<u>-</u>	<u>415,729</u>	<u>795,377</u>
	<u>9,284,934</u>	<u>12,470,999</u>	<u>3,671,801</u>	<u>45,721,779</u>	<u>1,720,460</u>	<u>15,991,752</u>	<u>88,861,725</u>
<b>EXPENSES</b>							
Contracted and general services	3,362,160	15,946	867,084	13,382,031	354,576	1,083,475	19,065,272
Amortization	530,141	41,274	284,535	17,107,110	374,211	666,902	19,004,173
Transfer to other governments and local boards and agencies	-	11,862,625	181,166	2,946,584	-	641,305	15,631,680
Salaries, wages, and benefits	3,566,007	236,030	1,825,373	3,820,584	626,591	2,190,442	12,265,027
Materials, goods, and supplies	1,096,756	55,148	489,745	8,285,773	217,101	318,289	10,462,812
Repairs and maintenance	263,544	258,232	1,843	73,414	-	129,274	726,307
Telephone and utilities	182,576	1,744	22,055	106,283	88,819	99,009	500,486
Insurance	283,750	-	-	-	-	3,162	286,912
Interest on long term debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>59,162</u>	<u>-</u>	<u>59,162</u>
	<u>9,284,934</u>	<u>12,470,999</u>	<u>3,671,801</u>	<u>45,721,779</u>	<u>1,720,460</u>	<u>5,131,858</u>	<u>78,001,831</u>
<b>NET REVENUE</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,859,894</u>	<u>\$ 10,859,894</u>

See accompanying notes to financial statements.

11.

## **1. SIGNIFICANT ACCOUNTING POLICIES**

These financial statements are the representations of the Municipal District of Greenview No. 16 (the "Greenview") management prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Greenview are as follows:

### **(a) Reporting Entity**

These financial statements include the assets, liabilities, revenue and expenditures and changes in equity balances and in financial position of Greenview. This entity is comprised of all municipal operations plus all of the organizations that are owned or controlled by Greenview and are, therefore, accountable to Greenview for the administration of their financial affairs and resources.

Greenview is a member of the Greenview Regional Waste Management Commission ("the Commission"), an organization that operates as a separate government reporting entity jointly controlled by Greenview, the Town of Valleyview, and the Town of Fox Creek. The Commission financial results have not been consolidated with Greenview's operations.

The schedule of taxes levied includes operating requisitions for education and seniors foundations that are not part of Greenview's reporting entity.

### **(b) Basis of Accounting**

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and / or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

### **(c) Cash and Cash Equivalents**

Cash and cash equivalents consist of items that are readily convertible to known amounts of cash, are subject to an insignificant risk of change in value, and have a maturity of one year or less at acquisition.

### **(d) Investments**

Investments are recorded at amortized cost. Investment premiums and discounts are amortized over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

### **(e) Loans Receivable**

Loans receivable are recorded at cost. A valuation allowance for uncollectible amounts is recorded in the period in which collectability is assessed to be uncertain. Interest revenue is recognized as revenue in the year it is earned.

### **(f) Inventories for Consumption**

Inventories for consumption consists of gravel, of which the cost is based on expenditures accumulated to crush and haul the gravel and are valued at the lower of cost or net realizable value with cost determined by the average cost method.

## **1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

### **(g) Tax Revenue**

Property tax revenue is based on market value assessments determined in accordance with the *Municipal Government Act*. Tax mill rates are established annually. Taxation revenues are recorded at the time tax billings are issued. Assessments are subject to appeal.

Construction and borrowing costs associated with local improvement projects are recovered through annual special property tax assessments during the period of the related borrowings. These levies are collectible from property owners for work performed by Greenview and are recognized as revenue in the year they are levied.

### **(h) Tangible Capital Assets**

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

Buildings	25 - 50 years
Equipment	5 - 20 years
Automotive equipment	3 - 20 years
Engineered structures	
Roadways	10 - 20 years
Wastewater systems	50 years
Water systems	25-50 years
Other engineering	5 - 50 years

Greenview regularly reviews its tangible capital assets for sold or scrapped assets, at which time the cost and the related accumulated amortization are removed from the accounts and any resulting gain or loss on disposal is reported. No amortization is recorded in the year of disposition.

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed.

### **(i) Over-levies and under-levies**

Over-levies and under-levies arise from the difference between the actual levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisitions tax-rates in the subsequent year are adjusted for any under-levies or under-levies of the prior year.

### **(j) Government transfers**

Government transfers are recognized in the financial statements as revenue in the period in which the events giving rise to the transfer occurred, providing the transfers are authorized, any eligibility criteria have been met by the municipality, and reasonable estimates of the amounts can be determined.

## **1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

### **(k) Pension expenses**

Selected employees of Greenview are members of the Local Authorities Pension Plan (LAPP), a multi-employer defined benefit pension plan. The trustee of the plan is the Alberta Treasurer and the is administered by a Board of Trustees. Since the plan is a multi-employer plan, it is accounted for as a defined benefit plan and, accordingly, Greenview does not recognize its share of the plan surplus or deficit.

### **(l) Contaminated Sites**

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

### **(m) Measurement uncertainty**

The preparation of the financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Such estimates include the provisions for uncollectible accounts receivable, provision for amortization of tangible capital assets, gravel quantities, and the fair value of contributed tangible capital assets. Actual results could differ from those estimates.

## **2. CASH AND CASH EQUIVALENTS**

	<u><b>2017</b></u>	<u><b>2016</b></u>
Temporary investments	<b>\$ 36,773,676</b>	\$ 52,683,871
Operating account	<b>7,680,435</b>	650,455
Cash on hand	<u><b>189</b></u>	<u>116</u>
	<u><b>\$ 44,454,300</b></u>	<u><b>\$ 53,334,442</b></u>

Temporary investments consist of a high interest savings account and \$31,284,000 (2016 - \$50,000,000) of guaranteed investments certificates.

**MD OF GREENVIEW NO. 16**  
**Notes to Financial Statements**  
**For the Year Ended December 31, 2017**

**3. ACCOUNTS RECEIVABLE**

	<u>2017</u>	<u>2016</u>
Trade and other	\$ 10,038,992	\$ 8,498,840
Oil well drilling	4,931,133	2,886,798
Taxes and grants in place of taxes	3,140,014	2,415,437
Goods and Services Tax	1,228,042	702,795
Local improvement taxes	<u>1,135,807</u>	<u>1,168,424</u>
	20,473,988	15,672,294
Less: Allowance for doubtful accounts	<u>(2,145,229)</u>	<u>(1,509,795)</u>
	<u>\$ 18,328,759</u>	<u>\$ 14,162,499</u>

Greenview passed Bylaw 07-534 authorizing Council to provide for a local improvement to install a water / wastewater line and lift station for the Creek Crossing Subdivision. The total cost of the local improvement was \$1,400,000, is repayable in 30 annual installments of \$92,164 including interest at a fixed rate of 5.152% per annum maturing September 2037.

**4. LOANS RECEIVABLE**

	<u>2017</u>	<u>2016</u>
Heart River Housing	\$ 279,197	\$ 387,265
Town of Valleyview	140,412	173,442
Other	<u>34,803</u>	<u>45,575</u>
	<u>\$ 454,412</u>	<u>\$ 606,282</u>

Greenview passed a Bylaw 10-625 authorizing Council to loan \$1,000,000 to Heart River Housing for the purposes of lodge expansion and renovation projects at the Red Willow Lodge in the Town of Valleyview. The loan was advanced during 2010, is unsecured, is repayable in 20 semi-annual installments of \$29,952 including interest at a fixed rate of 2.00% per annum maturing April 14, 2020.

Per an Agreement dated December 14, 2006 Greenview loaned \$531,769 to the Town of Valleyview for the purposes of the Town of Valleyview's contribution toward the Valleyview Regional Emergency Services Complex. The loan is unsecured, is repayable in 20 semi-annual installments of \$37,872 including interest at a fixed rate of 0.05% above a five-year Guaranteed Investment Certificate (adjusted January 2007, 2012, 2017, and 2022) per annum maturing December 31, 2022.



**MD OF GREENVIEW NO. 16**  
**Notes to Financial Statements**  
**For the Year Ended December 31, 2017**

**5. INVESTMENTS**

	<u>2017</u>	<u>2016</u>
Cash and money market funds	\$ <u>497,394</u>	\$ <u>1,472,362</u>
Fixed Income		
Guaranteed Investment Certificates	<u>50,302,145</u>	70,551,497
Government and corporate bonds	<u>65,739,432</u>	<u>41,891,318</u>
	<u>116,041,577</u>	<u>112,442,815</u>
Other	<u>5,010</u>	<u>5,010</u>
	<u>\$116,543,981</u>	<u>\$113,920,187</u>

Guaranteed investment certificates bear interest at rates between 1.65% - 2.05% per annum and mature at dates between March 2018 - November 2019. Government and corporate bonds bear interest at rates between 2.11% - 9.60% per annum mature between May 2019 - June 2027. The market value of the government and corporate bonds at December 31, 2017 was \$65,655,002 (2016 - \$42,888,307).

**6. DEFERRED REVENUE**

Deferred revenue consists of the following grant funding which has been restricted by third parties for a specified purpose. These amounts are recognized as revenue in the period in which the related costs are incurred.

	<u>Opening</u>	<u>Receipts</u>	<u>Revenue</u>	<u>Ending</u>
Municipal Sustainability Initiative	\$ 1,238,617	\$ 5,272,985	\$ (5,131,318)	\$ <u>1,380,284</u>
Greenvview Regional Multiplex				
- Sponsorship Rights	-	578,000	-	<u>578,000</u>
Regional Collaboration Program	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>250,000</u>
	<u>\$ 1,488,617</u>	<u>\$ 5,850,985</u>	<u>\$ (5,131,318)</u>	<u>\$ 2,208,284</u>

**7. LONG-TERM DEBT**

	<u>2017</u>	<u>2016</u>
Alberta Capital Financing Authority debentures bearing interest at 4.964% per annum maturing in 2037.	<u>\$ 1,135,806</u>	<u>\$ 1,168,424</u>

Principal and interest payments are due as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 34,256	\$ 55,961	\$ 90,217
2019	35,978	54,240	90,218
2020	37,787	52,432	90,219
2021	39,685	50,533	90,218
2022	41,680	48,538	90,218
Thereafter	<u>946,420</u>	<u>406,856</u>	<u>1,353,276</u>
	<u>\$ 1,135,806</u>	<u>\$ 668,560</u>	<u>\$ 1,804,366</u>

Greenvview's total cash payments for interest in 2017 were \$57,601 (2016 - \$59,162).

**MD OF GREENVIEW NO. 16**  
**Notes to Financial Statements**  
**For the Year Ended December 31, 2017**

**8. TANGIBLE CAPITAL ASSETS**

	<b>2017 Net Book Value</b>	<b>2016 Net Book Value</b>
Engineered structures		
Roadways	\$ 113,257,987	\$ 115,877,814
Bridges	27,837,740	28,692,755
Solid waste	12,455,020	8,706,726
Water systems	16,754,653	12,978,327
Landfill	<u>2,327,733</u>	<u>2,122,660</u>
	<b>172,633,133</b>	<b>168,378,282</b>
Buildings	<b>78,925,552</b>	<b>50,026,767</b>
Machinery, equipment, and furnishings	<b>8,228,748</b>	<b>6,491,250</b>
Vehicles	<b>6,828,965</b>	<b>6,564,684</b>
Land	<u><b>8,146,798</b></u>	<u><b>6,116,450</b></u>
	<b>\$ 274,763,196</b>	<b>\$ 237,577,433</b>

	<b>Cost Beginning of Year</b>	<b>Additions</b>	<b>Disposals</b>	<b>Transfers</b>	<b>Cost End of Year</b>
Engineering structures					
Roadways	\$ 423,616,065	\$ 12,638,353	\$ -	\$ -	\$ 436,254,418
Bridges	48,245,605	141,165	-	-	48,386,770
Water	14,149,106	4,127,593	-	-	18,276,699
Solid waste	9,757,515	3,928,299	-	-	13,685,814
Landfill	<u>2,392,875</u>	<u>302,769</u>	<u>-</u>	<u>-</u>	<u>2,695,644</u>
	<b>498,161,166</b>	<b>21,138,179</b>	<b>-</b>	<b>-</b>	<b>519,299,345</b>
Buildings	55,063,816	29,724,960	-	-	84,788,776
Vehicles	12,545,516	1,657,187	(195,353)	-	14,007,350
Machinery, equipment, and furnishings	10,096,133	2,874,368	-	-	12,970,501
Land	<u>6,116,450</u>	<u>2,030,348</u>	<u>-</u>	<u>-</u>	<u>8,146,798</u>
	<b>\$ 581,983,081</b>	<b>\$ 57,425,042</b>	<b>\$ (195,353)</b>	<b>\$ -</b>	<b>\$ 639,212,770</b>

	<b>Accumulated Amortization Beginning of Year</b>	<b>Current Amortization</b>	<b>Disposals</b>	<b>Transfers</b>	<b>Accumulated Amortization End of Year</b>
Engineered structures					
Roadways	\$ 307,738,251	\$ 15,258,180	\$ -	\$ -	\$ 322,996,431
Bridges	19,552,850	996,180	-	-	20,549,030
Water	1,170,779	351,267	-	-	1,522,046
Solid waste	1,050,789	180,005	-	-	1,230,794
Landfill	<u>270,215</u>	<u>97,696</u>	<u>-</u>	<u>-</u>	<u>367,911</u>
	<b>329,782,884</b>	<b>16,883,328</b>	<b>-</b>	<b>-</b>	<b>346,666,212</b>
Vehicles	5,980,832	1,313,929	(116,376)	-	7,178,385
Buildings	5,037,049	826,175	-	-	5,863,224
Machinery, equipment, and furnishings	<u>3,604,883</u>	<u>1,136,870</u>	<u>-</u>	<u>-</u>	<u>4,741,753</u>
	<b>\$ 344,405,648</b>	<b>\$ 20,160,302</b>	<b>\$ (116,376)</b>	<b>\$ -</b>	<b>\$ 364,449,574</b>

Tangible capital assets include \$50,549,376 (2016 - \$38,092,786) of work in progress that is not being amortized as these projects are currently not completed.

## 9. PREPAID EXPENSES AND DEPOSITS

Included in prepaid expenses is a one-time advance of Community Development funding of \$10,500,000 to the Town of Grande Cache to support the building of the Town's recreational facility.

Also included in prepaid expenses is a one-time advance of funding of \$4,000,000 to the Town of Fox Creek to support the building of the Town's recreational facility (\$2,000,000) and fire hall (\$2,000,000).

## 10. ACCUMULATED SURPLUS

	<u>2017</u>	<u>2016</u>
Unrestricted surplus	\$ 14,321,059	\$ 8,701,381
Restricted surplus ( <i>Note 11</i> )	169,686,550	181,360,811
Equity in tangible capital assets ( <i>Schedule 1</i> )	<u>274,763,196</u>	<u>237,577,433</u>
	<u>\$ 458,770,805</u>	<u>\$ 427,639,625</u>

## 11. RESERVES

	<u>2017</u>	<u>2016</u>
Road infrastructure	\$ 57,718,404	\$ 49,180,935
Project carry forward	28,753,280	29,952,020
Economic development	15,000,000	15,000,000
Facilities	12,668,928	12,250,925
Operating contingency	12,416,049	13,000,000
Bridge replacement	10,569,257	9,552,571
Wastewater	8,323,354	11,593,326
Water	6,469,176	8,778,352
Fire facilities	4,839,661	5,516,318
Fire apparatuses	3,819,830	3,658,159
Equipment and vehicle fleet	3,585,008	5,275,331
Disaster response	3,000,000	3,000,000
Gravel pit reclamation	1,347,447	1,347,447
Recreation	647,901	12,445,572
Solid waste reclamation	322,148	624,917
Greenview Family and Community Support Services	<u>206,107</u>	<u>184,938</u>
	<u>\$ 169,686,550</u>	<u>\$ 181,360,811</u>

Greenview will plan for and provide specific purpose reserve that support a viable and financially sustainable municipality. Reserves have been established and approved as follows:

(a) Road Infrastructure

Provides funds for future years' road construction budget, based on approved capital plans. This reserve will contain an additional amount of \$2 million to allow Greenview the ability to react to positive or negative pricing shifts.

(b) Bridge Replacement

Funds future replacement costs of bridges. Annual contribution based on life cycle costing of bridges.

**11. RESERVES (CONT'D)**

- (c) Project Carry Forward  
Holds all funds for projects that have been carried over from one year to a subsequent year.  
This reserve will be funded as needed in any given year.
- (d) Equipment and Vehicle Fleet  
Ensures funds for replacing equipment and vehicles as per Council's replacement policy.  
The annual contribution based on yearly depreciation of vehicles.
- (e) Disaster Response  
Provides funds for emergency funding for Greenview to deal with disasters when they occur,  
with minimal impact to approved Operating and Capital Budgets.
- (f) Fire Facilities  
Provides funds for Greenview's share of replacement or construction of fire halls and other  
fire infrastructure (dry hydrants, etc.) within Greenview and the towns of Fox Creek,  
Valleyview, and Grande Cache.
- (g) Fire Apparatuses  
Provides funds for the purchase of Greenview's fire apparatuses for Greenview fire stations  
and Greenview's share of apparatus purchases for the towns of Valleyview, Fox Creek, and  
Grande Cache.
- (h) Facilities  
Provides funds for replacement or construction costs for Greenview facilities such as offices  
and maintenance shops. Facilities relating to utilities and emergency services will be funded  
through their own respective reserve funds. Annual contributions based on depreciation.
- (i) Solid Waste Reclamation  
Provides funds for post closure liability costs for Greenview waste sites such as transfer  
stations. Post closure liability costs for regional landfills will be budgeted for by Greenview  
Regional Solid Waste Management Commission.
- (j) Wastewater  
Provides funds for replacement or construction of wastewater collection systems and  
networks within Greenview. Annual contributions based on depreciation.
- (k) Water  
Provides funds for replacement or construction of water distribution systems and networks  
within Greenview.
- (l) Recreation  
Provides funds for construction or replacement of Greenview's recreation facilities  
(campgrounds, multiplexes, etc.). Annualized contributions based on depreciation for  
existing facilities. Annual contribution to be used for development of future facilities
- (m) Greenview FCSS  
Used to set aside FCSS program surpluses from the FCSS programs operated by  
Greenview on behalf of the Town of Valleyview. The Greenview FCSS Board shall  
determine the use of funds in this reserve.

**11. RESERVES (CONT'D)**

(n) Gravel Pit Reclamation

Used for the environmental reclamation of landfills and gravel pits and as the source and return of deposits and guarantees regarding reclamation.

(o) Operating Contingency

Provides funds to supply Greenview with emergency operating funds in case of a large scale disaster or other disruption to funding sources. It will be equivalent to \$13 million; the average of three months operating costs.

**12. CREDIT FACILITY**

Greenview has access to a municipal revolving loan credit facility with a maximum of \$5,000,000 bearing interest at rate 3.20% per annum. No amounts were outstanding on the revolving loan at December 31, 2017 or 2016.

**13. CONTINGENCIES**

Greenview is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, Greenview could become liable for its proportionate share of any claim losses in excess of the funds held by the program. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

**14. FINANCIAL INSTRUMENTS**

Greenview's financial instruments consist of cash and cash equivalents, accounts receivable, investments, accounts payable and accrued liabilities, and long-term debt. It is management's opinion that Greenview is not exposed to significant interest, or currency risk arising from these financial instruments.

Greenview is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that customers may experience financial difficulty and be unable to fulfill their obligations. Greenview is exposed to the credit risk associated with fluctuations in the oil and gas industry as a significant portion of the property taxes outstanding at December 31 relate to linear property and are receivable from companies in the oil and gas industry. The large number and diversity of customers minimizes Greenview's credit risk.

Unless otherwise noted, the carrying value of the financial instruments approximates their fair value.

**15. LOCAL AUTHORITIES PENSION PLAN**

Employees of Greenview participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the *Public Sector Pension Plans Act*. The LAPP is financed by employer and employee contributions and investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

Greenview is required to make current service contributions to the LAPP of 11.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 15.84% on pensionable earnings above this amount. Employees of Greenview are required to make current service contributions of 10.39% of pensionable earnings up to the year's maximum pensionable earnings and 14.84% on pensionable earnings above this amount.

**MD OF GREENVIEW NO. 16**  
**Notes to Financial Statements**  
**For the Year Ended December 31, 2017**

**15. LOCAL AUTHORITIES PENSION PLAN (CONT'D)**

Total current service contributions by Greenview to the LAPP in 2017 were \$959,104 (2016 - \$913,998). Total current service contributions by the employees of Greenview to the LAPP in 2017 were \$883,924 (2016 - \$842,474).

At December 31, 2016 the Plan disclosed an actuarial deficit of \$637.4 million (2015 - \$923.4 million).

**16. TRUST FUNDS**

Trust assets are not owned by Greenview, trust assets and liabilities have been excluded from the financial statements. The following table provides a summary of the transactions during the year:

	<u>Opening</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending</u>
Tax sale proceeds	\$ <u>      -      </u>	\$ <u>122,574</u>	\$ <u>      -      </u>	\$ <u>122,574</u>

**17. REMUNERATION AND BENEFITS DISCLOSURE**

Disclosure of remuneration and benefits for elected municipal officials, Chief Administrative Officer, and designated officers as required by Alberta Regulation 313/2000 is as follows:

	<u>Benefits and Remuneration</u>	<u>Allowances</u>	<u>2017 Total</u>	<u>2016 Total</u>
<b>Reeve:</b>				
Ward 2	\$ 81,605	\$ 35,843	\$ 117,448	\$ 91,056
<b>Councillors:</b>				
Ward 1 Pre-election	44,045	18,851	62,896	68,150
Ward 1 Post-election	6,907	7,240	14,147	-
Ward 3	48,928	19,272	68,200	51,014
Ward 4 Pre-election	43,894	17,814	61,708	61,586
Ward 4 Post-election	7,172	6,312	13,484	-
Ward 5	43,626	16,807	60,433	53,952
Ward 6	64,127	31,302	95,429	77,593
Ward 7	73,009	28,912	101,921	92,049
Ward 8	<u>57,518</u>	<u>26,305</u>	<u>83,823</u>	<u>75,631</u>
	<u>\$ 470,831</u>	<u>\$ 208,658</u>	<u>\$ 679,489</u>	<u>\$ 571,031</u>
Chief Administrative Officer	<u>\$ 207,889</u>	<u>\$ 22,776</u>	<u>\$ 230,665</u>	<u>\$ 229,860</u>
Designated Officer	<u>\$ 121,875</u>	<u>\$ 17,103</u>	<u>\$ 138,978</u>	<u>\$ 137,144</u>

Remuneration includes regular base pay, bonuses, overtime, gross honoraria, lump-sum payments, and any other direct cash remuneration.

Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees, including pension, employment insurance, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition and MD of Greenview's share of taxable benefits received, including travel and car allowances.

## **18. CONTRACTUAL OBLIGATIONS**

### **(a) Regional Community Development Agreement**

Greenview has entered into an Agreement with the Towns of Grande Cache, Fox Creek, and Valleyview to support community development. Under the terms of the Agreement Greenview shall provide unconditional Regional Community Development base contribution in the amount \$2,000,000 to each Town for the years 2012 - 2017. For 2014 - 2017, the base contribution shall be increased or decreased based on the non-residential assessment increase or decrease compared to the 2012 non-residential assessment.

### **(b) Town of Valleyview**

Greenview has entered into an Agreement with the Town of Valleyview for the development, construction, and operation of a multi-purpose recreation facility. Under the terms of the agreement, the land and facility shall be jointly owned on the basis of a 5:1 ratio in favour of Greenview. The estimated construction budget is \$31,000,000 of which Greenview is required to contribute a total of \$25,000,000. Furthermore Greenview will be required to contribute 80% of all maintenance, operating costs, including all utilities, any annual operational deficits, and necessary capital upgrades or replacements.

### **(c) Town of Fox Creek**

Greenview has entered into an Agreement with the Town of Fox Creek for the development, construction, and operation of a fire hall facility. Under the terms of the agreement, the land and facility shall be jointly owned on the basis of a 1:1 ratio in favour of Greenview. The estimated construction budget is \$8,000,000 of which Greenview is required to contribute a total of \$4,000,000.

Greenview has also entered into an Agreement with the Town of Fox Creek for the development, construction, and operation of a multi-purpose recreation facility. Under the terms of the agreement, the land and facility shall be jointly owned on the basis of a 1.46:1 ratio in favour of Greenview. The estimated construction budget is \$32,000,000 of which Greenview is required to contribute a total of \$19,000,000.

### **(d) Aggregate Supply Agreement**

Greenview entered into an Agreement on April 1, 2013 which requires Greenview to purchase a minimum of 50,000 tonnes of aggregate at a price of \$3.00 per tonne during the first ten years of the agreement ending December 2023.

## **19. SEGMENTED INFORMATION**

Greenview provides a wide range of services to its citizens. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in *Note 1*. For additional information see the Schedule of Segment Disclosure (*Schedule 4 & 5*).

## 20. DEBT LIMITS

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits, as defined by Alberta Regulation 255/00, for the Greenview be disclosed as follows:

	<u>2017</u>	<u>2016</u>
Total debt limit	<b>\$146,218,172</b>	\$133,292,588
Total debt	<u><b>(1,135,806)</b></u>	<u>(1,168,424)</u>
Amount of debt limit unused	<b><u>\$145,082,366</u></b>	<b><u>\$132,124,164</u></b>
Service on debt limit	<b>\$ 24,369,695</b>	\$ 22,215,431
Service on debt	<u><b>(90,218)</b></u>	<u>(90,218)</u>
Amount of debt servicing limit unused	<b><u>\$ 24,279,477</u></b>	<b><u>\$ 22,125,213</u></b>

The debt limit is calculated at 1.5 times revenue of Greenview (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities, which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of Greenview. Rather, the financial statements must be interpreted as a whole.

## 21. BUDGET FIGURES

The 2017 budget, prepared by Greenview, reflects all municipal activities including capital projects, debt repayments, and reserves for future use. The reconciliation below is provided to encompass these items.

	<u>2017</u> (Budget)	<u>2017</u> (Actual)
Annual surplus	\$ 25,005,631	<b>\$ 31,131,180</b>
Add back:		
Amortization expense	-	<b>20,160,302</b>
Net transfers from (to) reserves	49,765,438	<b>11,674,261</b>
Loss on disposal of tangible capital assets	-	<b>11,886</b>
Deduct:		
Principal debt repayments	(32,618)	<b>(32,618)</b>
Purchase of tangible capital assets	<u>(74,738,451)</u>	<u><b>(57,425,042)</b></u>
Result of Operations	<u><b>\$ -</b></u>	<u><b>\$ 5,519,969</b></u>

## 22. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council.



May 14, 2018

Municipal District of Greenview No. 16  
PO Box 1079  
4806–36 Avenue  
Valleyview, AB  
T0H 3N0

**Attention: Members of MD Council**

Dear Council Members:

**RE: 2017 AUDIT**

The purpose of this communication is to summarize certain matters arising from the audit that we believe would be of interest to MD Council. The objective of our audit was to obtain reasonable assurance that the financial statements are free of material misstatement. Our audit was not designed for the sole purpose of identifying matters to communicate. Accordingly, our audit would not necessarily identify all such matters that may be of interest to Council and it is inappropriate to conclude that no such matters exist.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of MD Council and should not be distributed to external parties without our prior consent. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

**SIGNIFICANT FINDINGS FROM THE AUDIT**

Our objective is to communicate appropriately to Council any deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council.

The audit findings contained in this letter did not have a material effect on the MD's financial statements, and as such, our audit report is without reservation with respect to these matters.

### **Significant Deficiencies in Internal Control**

A significant control deficiency exists where significant misstatements could occur if controls are not present or not operating effectively. During the course of our audit work we identified the following matters that required significant adjustments to ensure the MDs financial statements were not materially misstated.

#### *Grant Funding*

Grant funding revenue for capital projects continues to be recorded based on the amount of funding received during the year. Capital grant revenue should be based on eligible costs incurred during the year rather than cash receipts. During the 2017 audit, capital grant revenue was increased by \$1,228,661 (2016 - \$1,170,961).

We recommend procedures be established to ensure all grant funding agreements are reviewed to ensure the MD has recorded grant revenue accurately and completely.

#### *Bank Reconciliation*

Previously we noted the operating bank account had not be reconciled since March 2015 – this continued to be the case throughout all of 2016 and 2017. The unreconciled difference at December 31, 2017 was approximately \$82,000 (2016 - \$92,000).

To ensure transactions have been completely and accurately recorded, we recommend the operating bank account be reconciled on a monthly basis as a minimum.

#### *Cheque Processing*

We noted the MD issued a cheque, dated January 22, 2018, to LAPP in the amount of \$683,304 for which the actual remittance required was \$68,304.

We recommend the MD's procedures regarding review and approval of payments be revisited to ensure the MD only processes payment for the correct amounts.

#### *Unrecorded Payables*

As in the previous year, we noted the Evergreens Foundation 2017 capital requisition, in the amount of \$1,031,805 (2016 - \$942,294) was not recorded by the MD. This was corrected during the audit.

We recommend procedures be established to ensure payables and related expenses are completely recorded.

### **Significant Qualitative Aspects of Accounting Practices**

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the MD. The application of those policies often involves significant estimates and judgments by management.

We are of the opinion that the significant accounting policies, estimates and judgments made by management, and financial disclosures do not materially misstate the financial statements taken as a whole.

### **Uncorrected Misstatements**

Uncorrected misstatements aggregated by our Firm for the year ended December 31, 2017 amount to a \$28,619 understatement of the 2017 annual surplus.

After considering both quantitative and qualitative factors with respect to the uncorrected misstatements we accumulated during the audit, we agree with management that the financial statements are not materially misstated.

### **Significant Difficulties Encountered During the Audit**

We encountered no significant difficulties during the audit that we believe should be brought to the attention of Council.

### **Audit Adjustments**

During the course of the audit numerous adjustments were made, several of which were initiated by the MD, in order to ensure the MD's 2017 financial statements were not materially misstated. Excluding the adjustment to record 2017 amortization, these adjustments reduced the MD's 2017 surplus by approximately \$2.0 million. We do not mind providing this type of assistance however these matters increased the amount of time our staff was required to spend in completing the audit and, ideally, would be completed during the course of the year by MD staff as this would increase the accuracy of MD's internal financial reporting.

### **Management Representations**

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

### **Management Letter**

We will be submitting a letter to MD management on several other matters that we feel should be brought to their attention.

### **AUDITOR INDEPENDENCE**

We believe it is important that we communicate at least annually with MD Council regarding all relationships between the MD and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by Chartered Professional Accountants Alberta and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between the MD and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2017 to May 14, 2018.

We wish to express our appreciation for the co-operation and assistance we received during the audit from the MD staff.

Yours truly,

**METRIX GROUP LLP**



Philip J. Dirks, CPA, CA  
Partner

PJD/law

cc: Mike Haugen, Chief Administrative Officer  
Rosemary Offrey, General Manager Corporate Services



# REQUEST FOR DECISION

---

**SUBJECT: Terrapin Geothermics Presentation**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: May 14, 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**

---

**RECOMMENDED ACTION:**

**MOTION: That Council accept the presentation from Terrapin Geothermics regarding the application submitted to Natural Resources Canada Emerging Renewable Power Program for information, as presented.**

---

**BACKGROUND/PROPOSAL:**

Administration and Terrapin Geomatics were able to complete a Grant application (Emerging Renewable Power Program) regarding a potential geothermal research / demonstration facility to be located within Greenview. This project will supplement the TMIP and act as an attraction to industry and investors as we can co-promote renewable and non-renewable energy sources working cooperatively; in addition to immeasurable positive economic spin offs.

After careful development and after seeing numerous Letters of Support from various Provincial Ministries and regional Community agencies; the application was submitted before the deadline on April 20, 2018.

Terrapin will be in attendance to update all of Council on regarding the grant application.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the ...

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

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

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**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):**

- None



# REQUEST FOR DECISION

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SUBJECT: **Grande Cache Presentation**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 14, 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

---

RECOMMENDED ACTION:

**MOTION: That Council accept the presentation from the Town of Grande Cache regarding a Fire Hall and Ladder Truck for information, as presented.**

---

BACKGROUND/PROPOSAL:

Denise Thompson and Brian Lott will be updating Council on the Grande Cache Fire Hall and Ladder Truck.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the Grande Cache Fire Hall and Ladder Truck.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

ALTERNATIVES CONSIDERED:

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

---

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

There are no follow up actions to the recommended motion.

---

**ATTACHMENT(S):**

- None





# REQUEST FOR DECISION

---

**SUBJECT:** Bylaw No. 18-792 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-1) District

<b>SUBMISSION TO:</b>	REGULAR COUNCIL MEETING	<b>REVIEWED AND APPROVED FOR SUBMISSION</b>	
<b>MEETING DATE:</b>	May 14, 2018	<b>CAO:</b> MH	<b>MANAGER:</b> SAR
<b>DEPARTMENT:</b>	PLANNING & DEVELOPMENT	<b>GM:</b>	<b>PRESENTER:</b> LL
<b>STRATEGIC PLAN:</b>	Development		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, RSA 2000, c M s.

**Council Bylaw/Policy** (cite) – Municipal Development Plan 15-742, Grovedale Area Structure Plan 04-432 and Land Use Bylaw 17-779.

---

## RECOMMENDED ACTION:

**MOTION:** That Council give Second Reading to Bylaw No. 18-792, to re-designate a 4.64 hectare ± (11.47 acre) parcel from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-9-69-7-W6.

**MOTION:** That Council give Third Reading to Bylaw No. 18-792, to re-designate a 4.64 hectare ± (11.47 acre) parcel from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-9-69-7-W6.

---

## BACKGROUND/PROPOSAL:

The application for land use amendment A17-006 has been submitted by Amanda and Donald Disher-Cornelsen to re-designate a 4.64 hectare ± (11.47 acre) parcel from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-9-69-7-W6, in the Grovedale area, Ward 8. The proposed rezoning would allow for the subsequent subdivision of a residential parcel.

Due to the location of the proposed amendment, the future subdivision will not meet the maximum 4.04 hectares +/- (10.0 acre) size required of a Country Residential One (CR-1) District parcel, necessitating a variance of the parcel size. The location of the proposed amendment is the only location where subdivision is possible on the quarter section as there is better agriculture land rating of 33% to the south, and a plausibly of wetlands to the north. A variance of the parcel size would needed to accommodate the proposed driveway.

Administration mailed out notification letters to all landowners within a 804 metre radius of the parcel. No letters or comments were received. ATCO Electric, ATCO Pipelines, ATCO Pipelines, and Greenview Environmental Services and Construction and Maintenance have no concerns with the application.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Country One (CR-1) District, with the exception of the size variance. The application meets the requirements of Municipal Government Act, Municipal Development Plan and the Grovedale Area Structure Plan. Administration does not anticipate any negative development or land use impacts from the proposal and the proposed amendment will be compatible with existing surrounding residential developments. Administration is recommending that Council give Second and Third Reading to Bylaw 18-792.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the Council accepting the recommended motion is that re-designation would allow the Landowner to increase the residential opportunities available in Greenview through a future subdivision.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of Council accepting the recommended motion is that rural residential is an unsustainable method of housing when Council considers costs of servicing, servicing levels, as well as service delivery.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to table Bylaw 17-792 for further discussion or information.

**Alternative #2:** Council has the alternative to deny the request completely and not allow the rezoning. The proposed amendment is contemplated by the existing legislation and does not, in and of itself, represent an issue from Administration's perspective.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

Staff functions associated with the recommended motion are part of staff's normal anticipated duties.

---

**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 notify the landowner of the decision of Council and update the Land Use Bylaw mapping to reflect the changes in zoning.

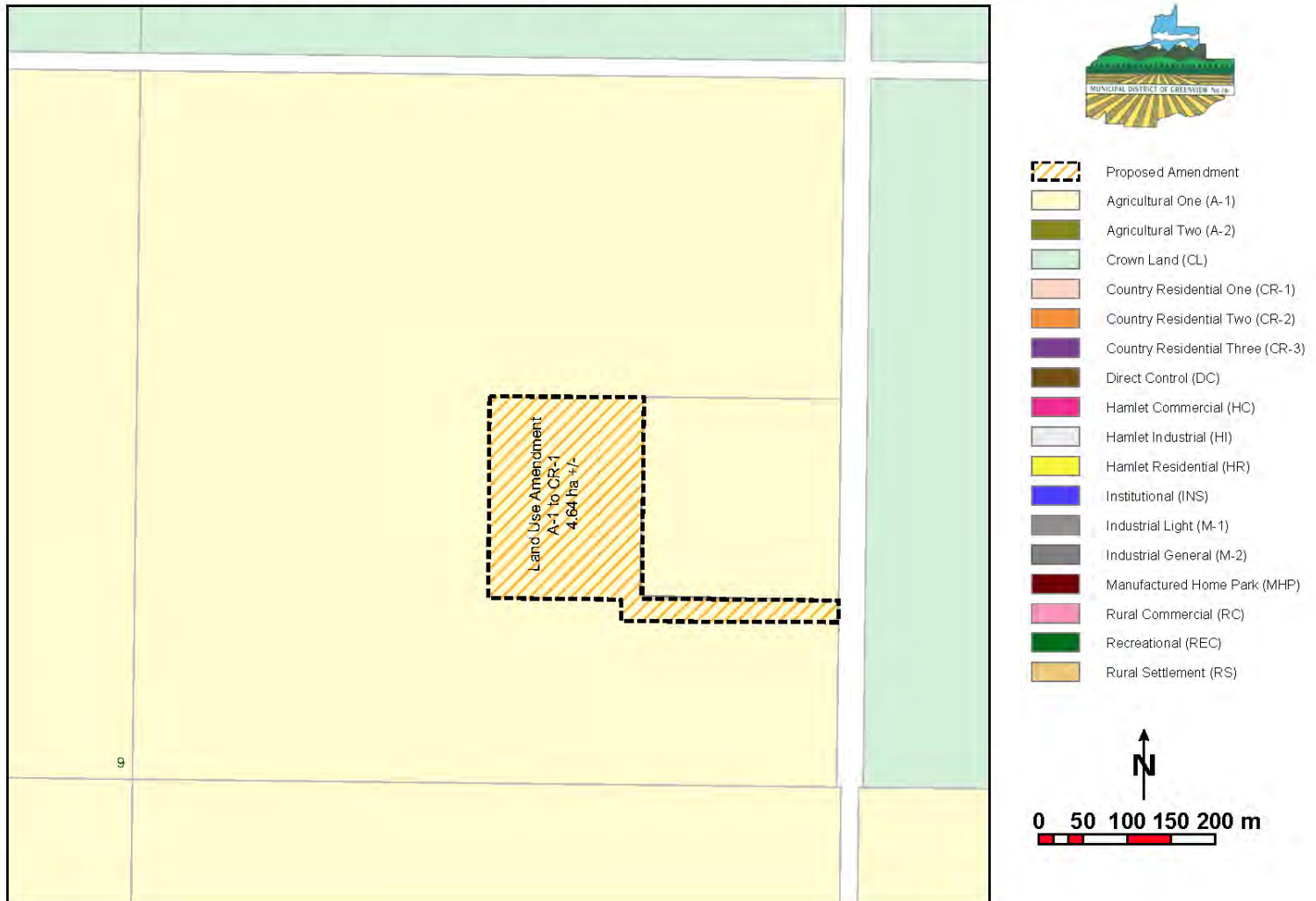
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### **ATTACHMENT(S):**

- Schedule 'A' – Proposed Land Use Amendment
- Schedule 'B' – Owner Location Map
- Schedule 'C' – Farmland Report and Map
- Schedule 'D' – Municipal Government Act, RSA 2000, s. 230 Public Hearings and s. 692(1)–(9) Planning Bylaws
- Schedule 'E' –Municipal Development Plan 15-742, s. 2.0 Country Residential
- Schedule 'F' – Grovedale Area Structure Plan 04-432, s. 2.2 Country Residential
- Schedule 'G' – Land Use Bylaw 17-779, s.8.4 Country Residential One (CR-1) District
- Schedule 'H' – Bylaw No. 18-792


## Schedule 'A' – Proposed Land Use Amendment

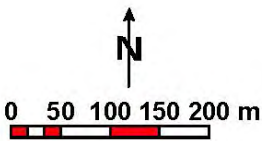
### Proposed Land Use Amendment NE-9-69-7-W6



# Proposed Land Use Amendment NE-9-69-7-W6

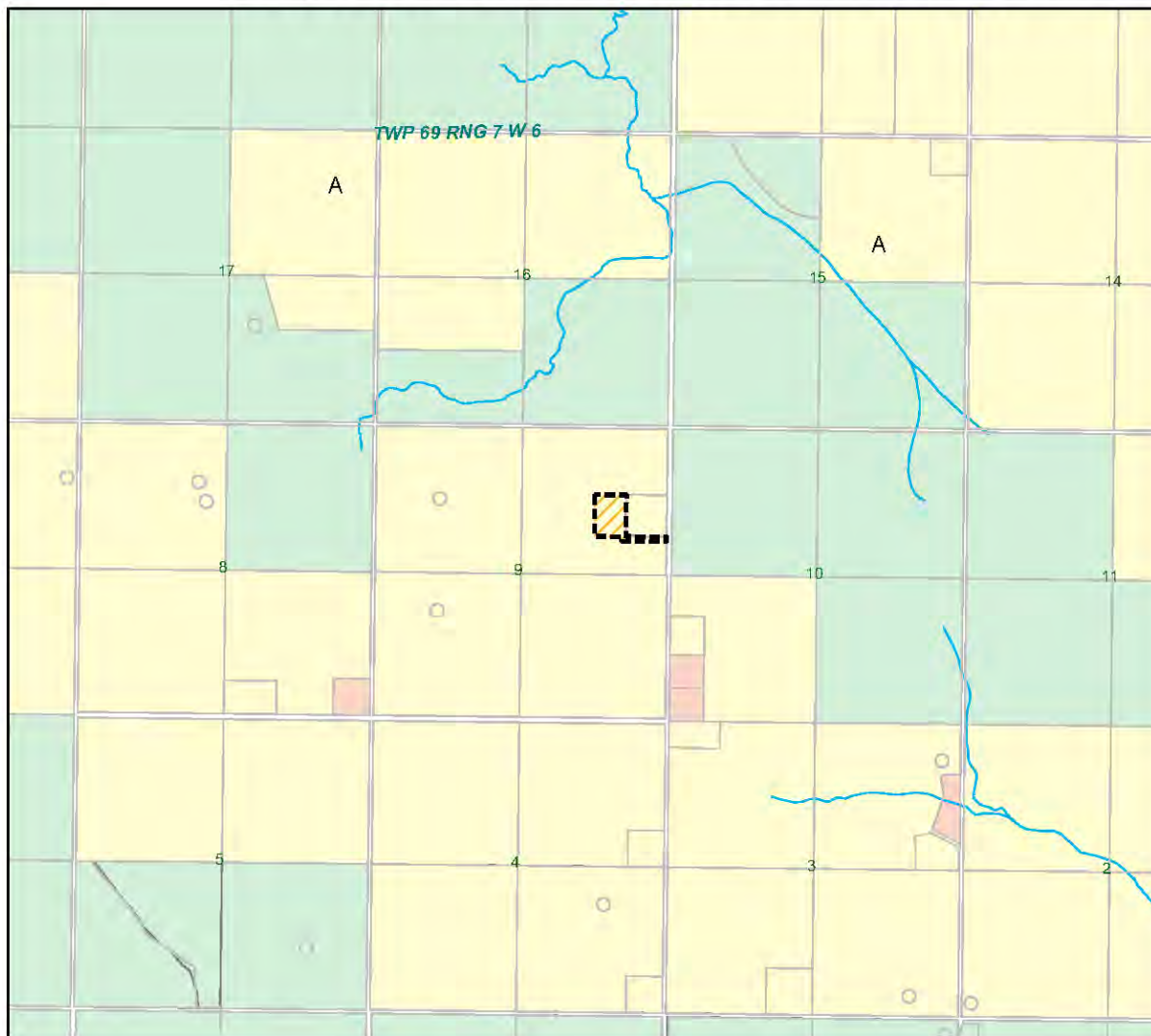




















 Proposed Amendment

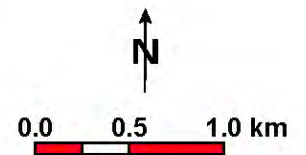




# Proposed Land Use Amendment NE-9-69-7-W6



-  Proposed Amendment
-  Agricultural One (A-1)
-  Agricultural 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)



# Schedule 'B' – Owner Location Map

Township 69, Range 7



## M.D. of Greenview No. 16





## Schedule 'C' – Farmland Report and Map

FILE NO. A17-006 LEGAL LOCATION: NE-09-69-07-W6  
 APPLICANT AND LANDOWNER : AMANDA DISHER-CORNELSEN AND DONALD CLARKE



### Farmland Calculation Report

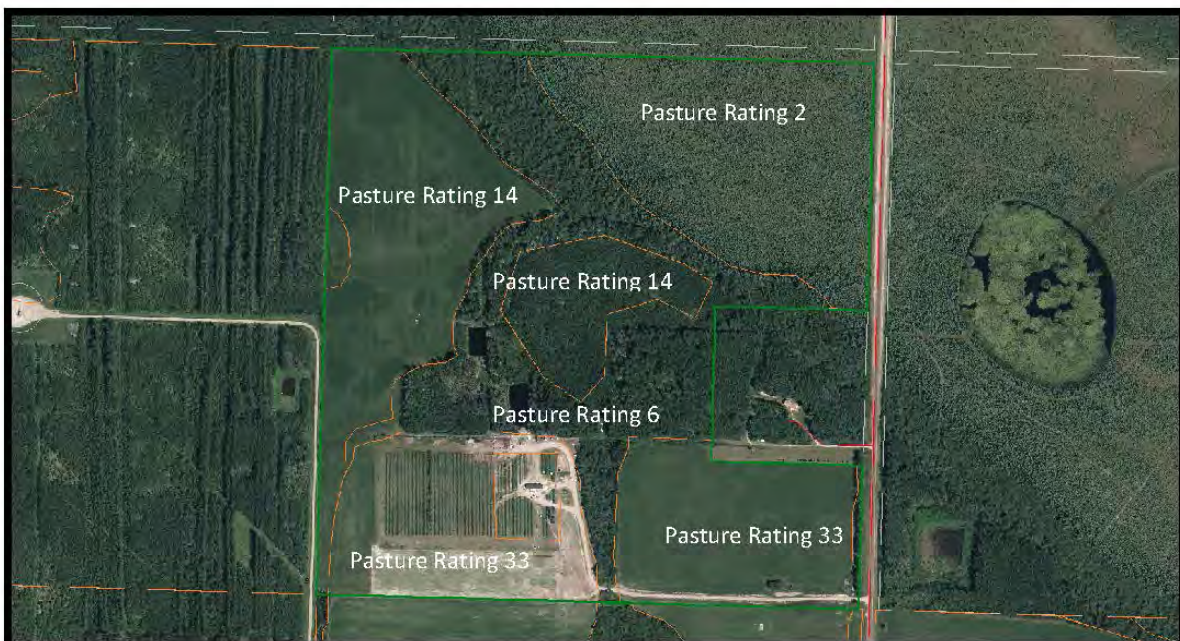
Year of General Assessment: 2016

**Roll: 40053** **Alt. Key:** GRANDE PRAIRIE 23 miles 92%  
**Legal: NE-9-69-7-6** Access: 100%  
 Agroclimatic Zone: 21 2H-PR Photo: 69071 Type: Net Location: 92%

<b>No: 1</b>	38.00 Acres	Soil: 80	Pasture	Dryland Pasture			
	10 Soil Group	62 GL		%Fld	NPR	ICP	
	82 Improved	11 10-12 Ac/AU		50 100%	0.0	0.0	
	99 Description	22 Obstacles/Size		50 100%	33.0	0.0	
				50 100%	0.0	0.0	
					33.0	0.0	
	Group ID: 138034231		38.00 Acres x	350.0 Acres x	1.0000 x	33.0 %	=
<b>No: 2</b>	40.00 Acres	Soil: 80	Pasture	Dryland Pasture			
	Comments: COMMENT LOGGED						
	81 Native	32 32 Ac/AU		%Fld	NPR	ICP	
	99 Description	1 See Comments		50 100%	14.0	0.0	
				50 100%	0.0	0.0	
					14.0	0.0	
	Group ID: 138034232		40.00 Acres x	350.0 Acres x	1.0000 x	14.0 %	=
<b>No: 3</b>	43.00 Acres	Soil: 80	Pasture	Dryland Pasture			
	81 Native	60 60 Ac/AU		%Fld	NPR	ICP	
	99 Description	9 Trees		50 100%	6.0	0.0	
				50 100%	0.0	0.0	
					6.0	0.0	
	Group ID: 138034233		43.00 Acres x	350.0 Acres x	1.0000 x	6.0 %	=
<b>No: 4</b>	22.36 Acres	Soil: 80	Pasture	Dryland Pasture			
	81 Native	99 100+ Ac/AU		%Fld	NPR	ICP	
	99 Description	4 Muskeg		50 100%	2.0	0.0	
				50 100%	0.0	0.0	
					2.0	0.0	
	Group ID: 138034234		22.36 Acres x	350.0 Acres x	1.0000 x	2.0 %	=

Areas	Asmt Code	Areas
Parcel: 146.36	300 100%	Arable Dry: 0.00
@ F/L Rates: 143.36		Arable Irr: 0.00
		Pasture Dry: 143.36
		Pasture Irr: 0.00
		Waste: 0.00





## Schedule 'D' - Municipal Government Act, RSA 2000

### Public Hearings

#### When to hold public hearing

**230(1)** When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

- (a) before second reading of the bylaw, or
- (b) before council votes on the resolution.

**(2)** If a public hearing is held on a proposed bylaw or resolution, council must conduct the public hearing during a regular or special council meeting.

**(3)** A council may by bylaw establish procedures for public hearings.

**(4)** In the public hearing, council

- (a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and
- (b) may hear any other person who wishes to make representations and whom the council agrees to hear.

**(5)** After considering the representations made to it about a proposed bylaw or resolution at a public hearing and after considering any other matter it considers appropriate, the council may

- (a) pass the bylaw or resolution,
- (b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
- (c) defeat the bylaw or resolution.

(6) The minutes of the council meeting during which a public hearing is held must record the public hearing to the extent directed by the council.

1994 cM-26.1 s230

## **Division 12**

### **Bylaws, Regulations**

#### **Planning bylaws**

**692(1)** Before giving second reading to

- (a) a proposed bylaw to adopt an intermunicipal development plan,
- (b) a proposed bylaw to adopt a municipal development plan,
- (c) a proposed bylaw to adopt an area structure plan,
- (d) a proposed bylaw to adopt an area redevelopment plan,
- (e) a proposed land use bylaw, or
- (f) a proposed bylaw amending a statutory plan or land use bylaw referred to in clauses (a) to (e),

a council must hold a public hearing with respect to the proposed bylaw in accordance with section 230 after giving notice of it in accordance with section 606.

**(2)** Despite subsection (1), if a proposed development relates to more than one proposed bylaw referred to in subsection (1), the council may hold a single public hearing.

**(3)** Despite subsection (1), in the case of a public hearing for a proposed bylaw adopting or amending an intermunicipal development plan,

- (a) councils may hold a joint public hearing to which section 184 does not apply, and
- (b) municipalities may act jointly to satisfy the advertising requirements of section 606.

**(4)** In the case of an amendment to a land use bylaw to change the district designation of a parcel of land, the municipality must, in addition to the requirements of subsection (1),

- (a) include in the notice described in section 606(2)
  - (i) the municipal address, if any, and the legal address of the parcel of land, and
  - (ii) a map showing the location of the parcel of land,
- (b) give written notice containing the information described in clause (a) and in section 606(6) to the assessed owner of that parcel of land at the name and address shown on the assessment roll of the municipality, and
- (c) give a written notice containing the information described in clause (a) and in section 606(6) to each owner of adjacent land at the name and address shown for each owner on the assessment roll of the municipality.

**(5)** If the land referred to in subsection (4)(c) is in another municipality, the written notice must be given to that municipality and to each owner of adjacent land at the name and address shown for each owner on the tax roll of that municipality.

**(6)** Despite subsection (1), a bylaw referred to in subsection (1) may be amended without giving notice or holding a public hearing if the amendment corrects clerical, technical, grammatical or typographical errors and does not materially affect the bylaw in principle or substance.

**(6.1)** Subsection (1)(f) does not apply in respect of a proposed bylaw amending a statutory plan or land use bylaw to specify the purposes of a community services reserve.

**(7)** In this section,

- (a) “adjacent land” means land that is contiguous to the parcel of land that is being redesignated and includes

- (i) land that would be contiguous if not for a highway, road, river or stream, and
  - (ii) any other land identified in the land use bylaw as adjacent land for the purpose of notifications under this section;
- (b) “owner” means the person shown as the owner of land on the assessment roll prepared under Part 9.
- (8)** If an ALSA regional plan requires a council to pass a bylaw referred to in this section, the council must
- (a) consider whether, in view of the requirement in the ALSA regional plan, consultation is necessary, desirable or beneficial, and
  - (b) decide whether or not to proceed with consultation.
- (9)** If a council decides under subsection (8) that consultation is neither necessary nor desirable or would not be beneficial, subsections (1) to (7) do not apply to the council in respect of the bylaw concerned.

RSA 2000 cM-26 s692;2008 c37 s9;2009 cA-26.8 s83

## Schedule 'E' –Municipal Development Plan 15-742

*Municipal District of Greenview No. 16  
Municipal Development Plan Bylaw No. 15-742*

### SECTION 4 COUNTRY RESIDENTIAL

#### 4.1 INTRODUCTION

Multi-lot country residential subdivisions are an important component of Greenview's residential land use pattern. Due to the proximity of employment opportunities in Grande Prairie, Valleyview and Fox Creek, it is anticipated that country residential demand within commuting distance of these centres will continue to grow, or in the case of Fox Creek, present future country residential development opportunities.

#### 4.2 OBJECTIVES

- (a) To ensure that multi-lot country residential developments are properly serviced and situated in appropriate locations.
- (b) To meet the need and demand for properly serviced country residential lots throughout Greenview.
- (c) To ensure that country residential development does not negatively impact surrounding land uses or local infrastructure.

#### 4.3 POLICIES

- |   |       |   |
|---|-------|---|
| <b>Better Agricultural Land</b>           | 4.3.1 | Except where exempted under Policy 3.4.3 ("Vacant First Parcel Out") country residential subdivision shall not occur on Better Agricultural Land.   |
| <b>Parcel Size</b>                        | 4.3.2 | Proposed country residential parcels shall be in accordance with the requirements of the LUB. Country residential parcels of a size in excess of that permitted under the LUB shall only be considered if, in the opinion of Greenview the additional lands are warranted by site-specific topographic or geographic constraints, or the location of existing buildings, shelterbelts and other improvements. |
| <b>Proximity to Intensive Agriculture</b> | 4.3.3 | Proposals for country residential subdivisions shall not be supported in proximity to existing CFOs and other intensive agricultural uses.  |
| <b>Cluster Development</b>                | 4.3.4 | In order to protect environmentally sensitive areas and to preserve agricultural land for agricultural use, Greenview shall encourage applicants for subdivision to incorporate cluster design as a means of minimizing potential impacts and promoting efficiency of development.  |
| <b>Restrictions on Location</b>           | 4.3.5 | Greenview shall direct the development of multi-lot country residential subdivisions away from: <ul style="list-style-type: none"><li>(a) Urban fringe areas except where allowed in an IDP;</li><li>(b) Waste transfer stations and active, abandoned or un-reclaimed</li></ul>  |

sanitary landfills;

- (c) Environmentally sensitive lands;
- (d) Existing confined feeding operations;
- (e) Highways, unless accommodated in an approved ASP;
- (f) Existing sand and gravel extraction sites;
- (e) Sour gas facilities or other potentially hazardous industrial operations; and
- (f) Gun ranges.

**Evaluation of  
Residential  
Subdivision  
Proposals**

- 4.3.6 Multi-lot country residential subdivisions shall only be supported if the following conditions are met:
- (a) The proposal complies with Policy 4.3.1 ("Better Agricultural Land");
  - (b) The proposed subdivision is contiguous to other country residential development to encourage cluster development unless it cannot be supported due to environmental constraints;
  - (c) The land has a demonstrated ability to accommodate on-site water services, unless the proposed subdivision is to be served by a municipal water supply. For any proposal that proposes to utilize wells or groundwater-fed dugouts for water supply, the applicant shall submit to Greenview a hydrogeological assessment prepared by a qualified professional engineer that determines the availability of an onsite water supply that does not negatively impact neighbouring licensed wells and is adequate for domestic purposes in accordance with guidelines from Alberta Environment and Parks ("AEP");
  - (d) The land has a demonstrated ability to accommodate on-site sewer services, unless the proposed subdivision is to be served by a municipal sewer system. For any proposal that proposes to utilize on-site sewage disposal systems, the applicant shall submit to Greenview soils tests prepared by a qualified professional engineer that demonstrates the presence of suitable soil conditions in accordance with the requirements of Alberta Municipal Affairs;
  - (e) The proposal does not conflict with existing surrounding agricultural uses;
  - (f) The subject lots contain a suitable building site;
  - (g) Significant recreational or environmental areas are not be negatively impacted;
  - (h) The site has legal and physical access to the satisfaction of Greenview; and

- (i) The proposed development does not unduly hinder the future extraction of known natural resources.

***Resubdivision of  
Lots***

- 4.3.7 The resubdivision of a country residential parcel will not be allowed unless the applicant can demonstrate to Greenview that the proposal will meet the criteria under Policy 4.3.5 ("Evaluation of Development Proposals").



## Schedule 'F' – Grovedale Area Structure Plan 04-432

### SECTION 2 DEVELOPMENT POLICIES

#### 2.1 AGRICULTURE

- (a) The use of land that is identified as Agriculture on Map 2 shall be limited to the following:
  - extensive agriculture;
  - confined feeding operations subject to Policy 2.1(d);
  - residential development subject to Section 2.2;
  - industrial development subject to Section 2.5;
  - public uses;
  - recreational uses; and
  - uses ancillary to those listed above.
- (b) Unless otherwise noted in this Plan, the subdivision of better agricultural lands for non-agricultural purposes shall not be permitted.
- (c) The basic unit for extensive agricultural purposes shall be the quarter section. The subdivision of land for extensive agricultural purposes shall not be encouraged unless the subdivision is intended to consolidate resultant parcels with adjacent land to create a more viable agricultural unit.
- (d) Confined feeding operations shall not be permitted in a Country Residential Development Area as identified in Map 3. Existing extensive agricultural uses shall be allowed to continue in these areas.

#### 2.2 COUNTRY RESIDENTIAL

- (a) The subdivision of the first parcel out of an unsubdivided quarter section (farmstead separation or one country residential parcel) shall be permitted in the Plan area regardless of the agricultural capability of the land in question.
- (b) The subdivision of land for multiple parcel country residential use outside a Country Residential Development Area shall not be permitted on better agricultural lands as defined in the Municipal Development Plan. The subdivision of better agricultural lands within a Country Residential Development Area may be permitted.

- (c) Subject to rezoning, the maximum allowable lot density for country residential development outside the Country Residential Development Area shall be 4 lots plus the balance of an unsubdivided quarter section or a fragmented parcel. The maximum allowable lot density for country residential development within the Country Residential Development Area shall be 27 lots per quarter (26 lots plus the balance).<sup>1</sup>
- (d) Proposals for multiple parcel country residential subdivision may be supported provided that:
- the proposal is not located on better agricultural land;
  - adequate distance separations are provided from potentially incompatible land uses such as industrial development and intensive agricultural operations;
  - the developer has demonstrated the presence of a reliable, potable water supply;
  - proposals in the Country Residential Development Area have provided for the connection to the municipal sewage system;
  - the land in question has physical access to a developed public roadway;
  - internal subdivision roads are designed and constructed to Municipal District standards.
- (e) The Municipal District shall require the developer to provide an area structure plan prior to rezoning and subdivision of lands located within a Country Residential Development Area, a Hamlet Expansion Area, and/or within 800m of a highway. Such a Plan shall address methods of servicing, phasing of development, lot density, traffic circulation, municipal reserve allocation and any other information deemed necessary by the Municipal District to determine the suitability of the site for residential development.
- (f) Manufactured home subdivisions may be permitted in a Country Residential Development Area. In order to ensure that such developments are compatible with existing development, manufactured home subdivision lots shall be a minimum of 3 acres, and the provisions outlined in Section 2.2 of this Plan shall apply.
- (g) Subject to rezoning, the resubdivision of an existing first parcel out may be permitted.

---

<sup>1</sup> changes made by Bylaw No. 09-594

## Schedule 'G' – Land Use Bylaw 17-779

**Municipal District of Greenview No. 16**

**Land Use Bylaw No. 17-779, 2018**

### **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 8-7 identifies the permitted and discretionary uses within the CR-1 District:

**Table 8-7: CR-1 Permitted and Discretionary Uses**

<b>Permitted Uses</b>	<b>Discretionary Uses</b>
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. Shipping Container	
13. Solar Collector, Minor	
14. Suite, Attached	
15. Suite, Detached	
16. 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 8-8.

Table 8-8: 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 %



# BYLAW No. 18-792

## OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16

### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw No. 17-779, 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 Map No. 17 in the Land Use Bylaw, being Bylaw No. 17-779, be amended to reclassify the following area:

All that Portion of the  
Northeast (NE) Quarter of Section Nine (9)  
Within Township Sixty-Nine (69)  
Range Seven (7) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this 9th day of April, A.D., 2018.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_.

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

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



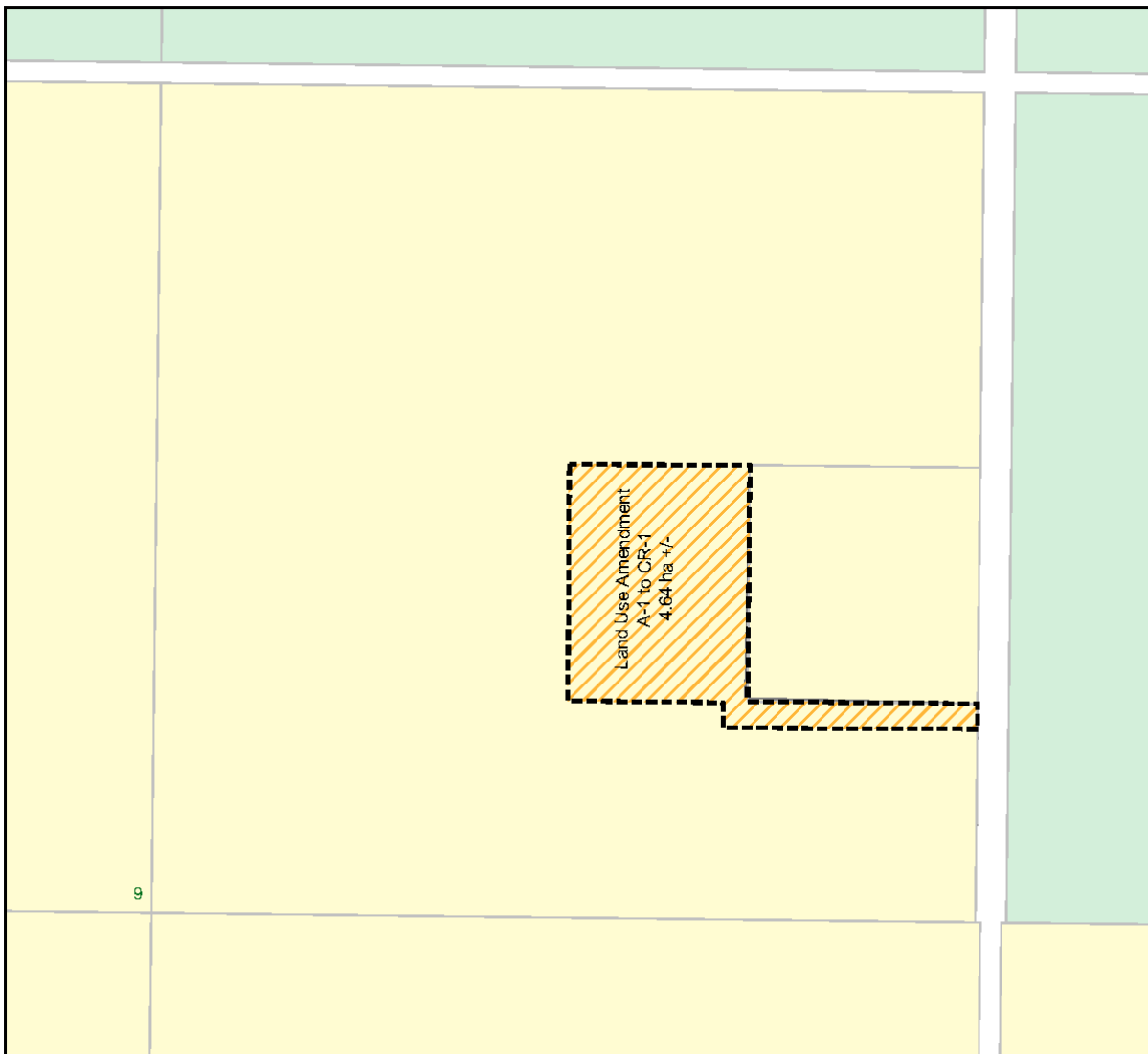
## SCHEDULE "A"

To Bylaw No. 18-792

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the  
Northeast (NE) Quarter of Section Nine (9)  
Within Township Sixty-Nine (69)  
Range Seven (7) West of the Sixth Meridian (W6M)

Is reclassified from Agricultural One (A-1) District to Country Residential One (CR-1) District as identified below:





# REQUEST FOR DECISION

---

SUBJECT: **Bylaw 18-793 Big Mountain Industrial Park Area Structure Plan**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER: SAR  
DEPARTMENT: PLANNING & DEVELOPMENT GM: PRESENTER: LL  
STRATEGIC PLAN: Development

---

RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, RSA 2000, c M s.

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council give Second Reading to Bylaw No. 18-793, for the Big Mountain Industrial Park Area Structure Plan.**

---

BACKGROUND/PROPOSAL:

Administration has received an amended Area Structure Plan for the proposed Big Mountain Industrial Park from Opus Stewart Weir Ltd. The original Area Structure Plan was adopted on September 13, 2016, by motion 16.09.328. The Area Structure Plan has been amended to address Alberta Transportations concerns with the Traffic Impact Assessment and proposed access to the development.

An Area Structure Plan (ASP) provides a framework for the subsequent subdivision and development of an area of land within a municipality. An ASP further describes the sequence of development anticipated for the lands, the land uses proposed for the area and addresses the general location of transportation routes and public utilities. An ASP contains land use and development guidance for the general public, developers, landowners, Municipal Planning Commission members and Council.

Council gave First Reading the Big Mountain Industrial Park Area Structure Plan on April 23, 2017.

Administration is proposing the following changes to the Big Mountain Industrial Park Area Structure Plan.

- Page 12 – Policy 2.4.1 All individual lot owners will be responsible for their own water supply as the Developer will not be drilling any water wells on the site. Any water wells will require licensing in accordance with the Alberta Water Act.
- Page 12 – Policy 2.4.2 ‘pump out tanks’ changed to ‘sewage holding tanks’.

In regard to the buffer, the developer is proposing a fifty-metre tree buffer to remain in place. A berm could be an option instead of a tree buffer, however, with maintenance responsibilities, drainage breaks and aesthetics, a fifty-metre tree buffer would be the more feasible option. Requirements for the buffer would be addressed during the subdivision process as a condition of subdivision.

In regard to access to the plan area, access would from Township Road 690A with an approach to the plan area to be constructed 165 metres from Highway 40. Heavy traffic would be restricted to Township Road 690A and would not be permitted to use the service road. Requirements for signage would be addressed during the subdivision process as a condition of subdivision.

Administration mailed out notification letters to all landowners within a 1600 metre radius of the subject area. Administration received four objection letters from landowners, three letters from landowners on Township Road 690A and one letter from landowners in a residential subdivision west of Highway 40. Landowner objection letters express concerns regarding noise, increased traffic, safety and interference with neighbouring parcels' use and enjoyment.

Alberta Transportation has responded that they are in agreement with a Type IVa intersection at Highway 40 and Township Road 690A and that they are in agreement with the recommendations and conclusions provided within the Traffic Impact Assessment. Referral comments were received from Alberta Culture and Tourism, ATCO Gas, ATCO Electric, ATCO Pipelines and Progress Energy; no concerns were noted. No concerns were received from Greenview's internal departments.

Administration has reviewed the Big Mountain Industrial Park Area Structure Plan, and the Plan meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration is satisfied that the Plan addresses policies for utilities and servicing, internal transportation networks and the development of industrial lots. However, Administration does have concerns regarding the impact that access from Township Road 690A will have on adjacent parcels' use and enjoyment.

---

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that an Area Structure Plan will ensure that development proceeds in an orderly and economical manner; and that proposed developments will not have negative implications for the municipality, the environment, adjacent landowners or future residents.

---

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that industrial development may conflict with adjacent land uses.

---

#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to pass a motion to table Bylaw No. 18-793 for further discussion or information.

---

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

---

#### STAFFING IMPLICATION:

Staff functions associated with the recommended motion are part of Staff's normal anticipated duties.

---

#### 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 Greenview's website with the adopted Grovedale Area Structure Plan.

---

**ATTACHMENT(S):**

- Schedule 'A' – Big Mountain Industrial Park Area Structure Plan
- Schedule 'B' – Landowner Comments
- Schedule 'C' – Bylaw No. 18-793



# Big Mountain Industrial Park Area Structure Plan **Draft**





**OPUS**

## *Big Mountain Industrial Park – Area Structure Plan*

---

Opus Stewart Weir Ltd  
Sherwood Park Office  
Suite 140, 2121 Premier Way  
Sherwood Park AB T8H 0B8  
Canada

Telephone: +1 780 410 2580  
Facsimile: +1 780 410 2589

Date: March 2018  
Reference: S-38820.00  
Status: Final (revised)

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## 1.0 INTRODUCTION

The Municipal District of Greenview No. 16 (the M.D.) is located in the southern portion of the Peace River Region (Figure 1). Its location is strategic as most goods bound for points north will pass through Greenview. There is a wide diversity of resources from oil and gas to lumber and mining, as well as tourism opportunities. Rapid development of these resource sectors has resulted in Greenview being host to a strong and diverse economic base.

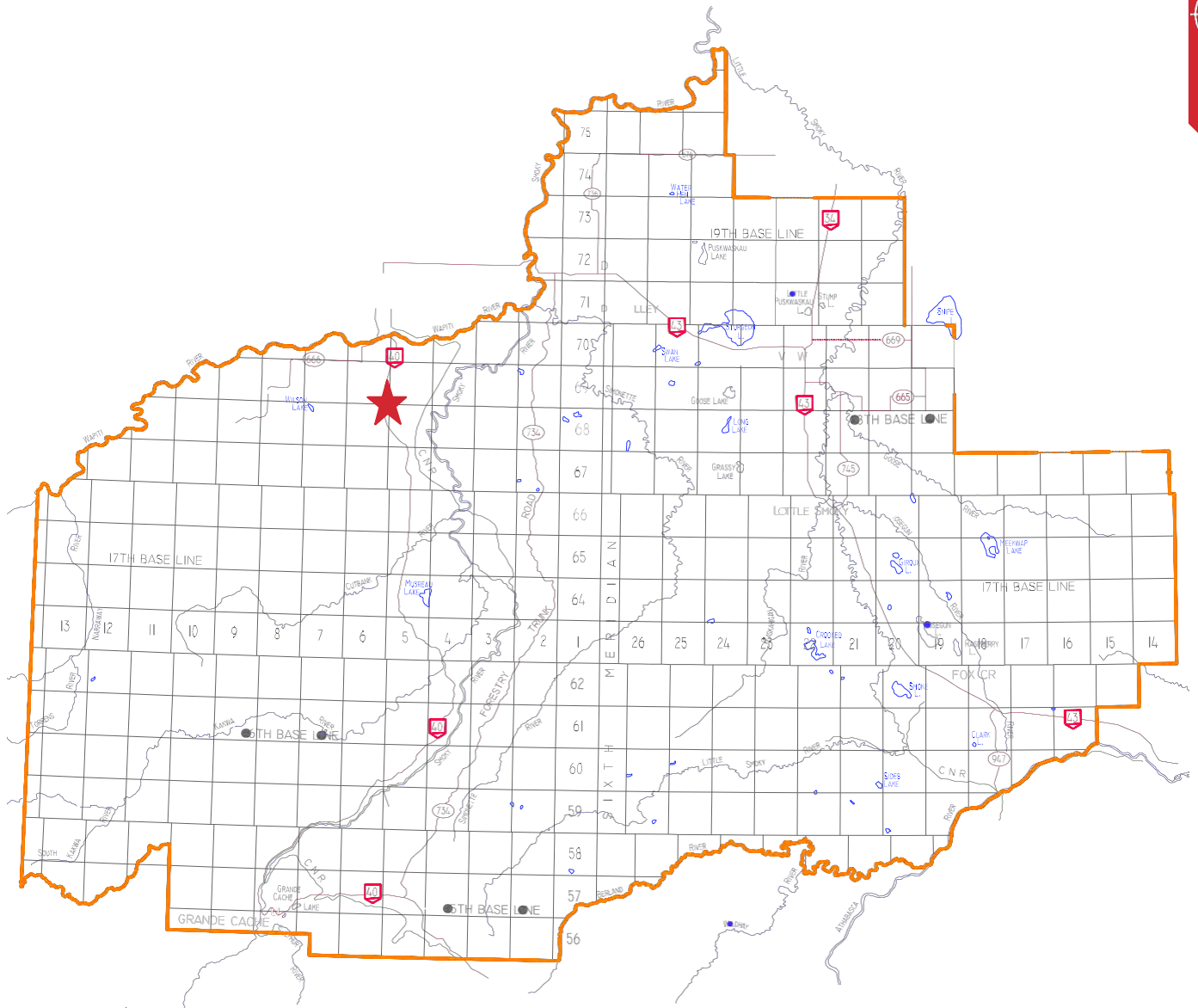
The Big Mountain Industrial Park Area Structure Plan provides for light industrial uses, with the land use designation of the “**M-1**” - Industrial **Light** District, on a parcel of 43.7 ha (108 ac), on Lot 2, Plan 886 2869, a portion of the SE 1-69-6-W6M, to accommodate 19 industrial lots, one to be designated as a PUL (Public Utility Lot). This proposed development is strategically located with access to the Two Lakes area and the Gold Creek area which takes advantage of the provincial infrastructure.

The Area Structure Plan, hereinafter referred to as the “**Plan**”, describes how the subject property can be subdivided and developed in a coordinated and sustainable way, in accordance with the policies of the M.D. of Greenview No. 16. The Plan complies with the Municipal Government Act and relevant policies of the M.D. including the Municipal Development Plan (MDP 2003) and the Grovedale Area Structure Plan.

One of the primary objectives of the M.D. for the Grovedale area is for the establishment of industrial businesses to be developed on the east side of Highway 40. The location of this proposed development complies with this objective.

This Area Structure Plan and the Traffic Impact Assessment were originally submitted in early 2017. These documents are being resubmitted and have been modified to address the concerns of Alberta Transportation with respect to the proposed intersection at Twp Rd 690 and Twp Rd 690A.





## 1.1. Purpose and Scope

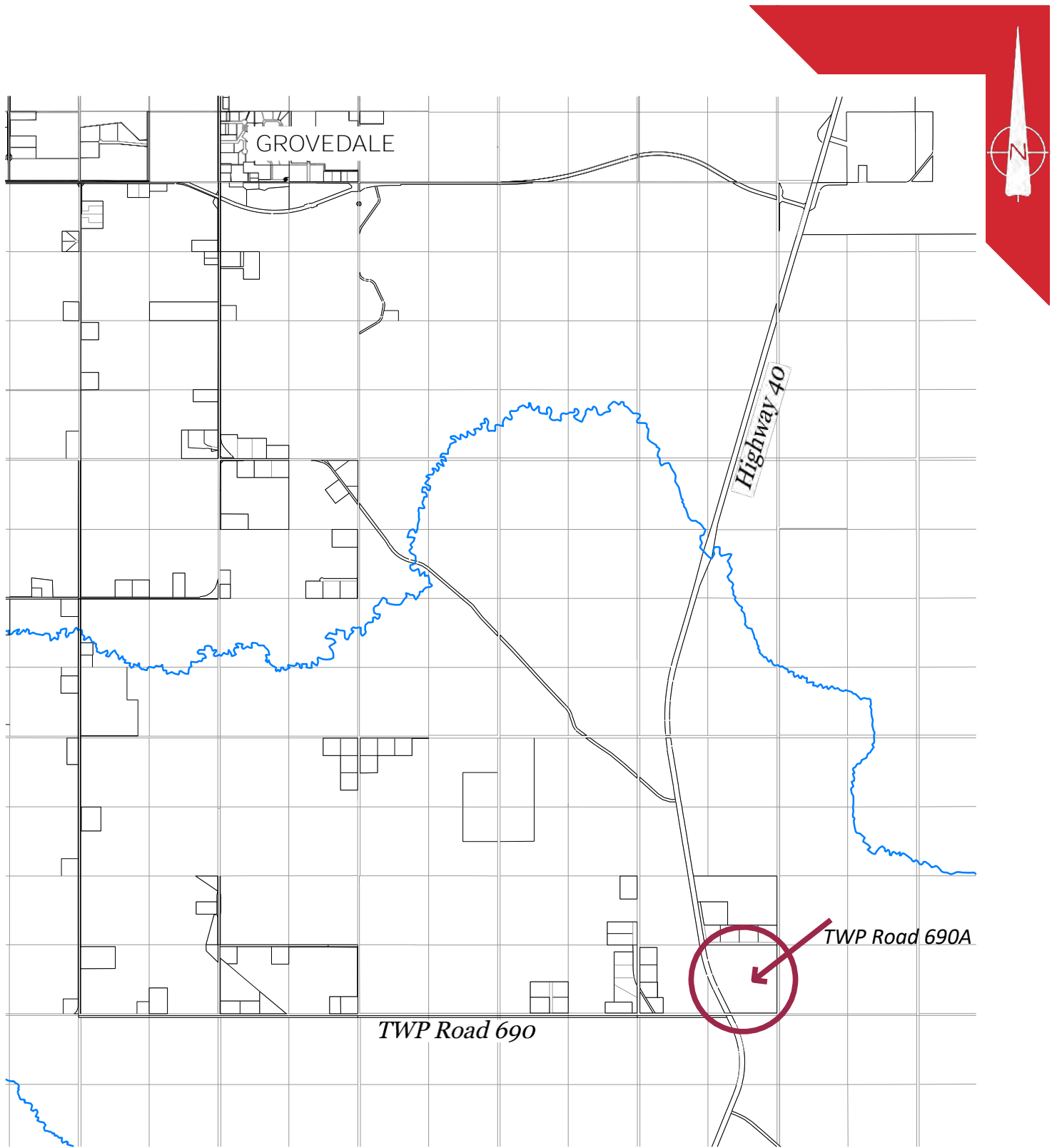
This document was prepared in response to increasing development pressure in the Municipal District. Historically, the broader area has consisted of large forest reserves, agriculture, resource extraction, recreation and wildlife, and settlement areas.

Recently the Grovedale area has experienced a growth rate higher than the rest of the Municipal District due to country residential and industrial development demands. The site is located in an area that has some agricultural activity, some country residential but is mainly heavily forested with deciduous trees.

The preparation of the Area Structure Plan is an initial step to managing growth. It should be noted however that the timing of specific developments may accelerate or slow depending on a variety of socio-economic factors and conditions.

The subject land (Figure 2) is in a primarily industrial area and the industrial components of this proposed development will provide small lots for the companies that support the neighbouring larger industries.





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780.410.2580

*Overall Location Map*  
1913212AlbertaLtd.  
Figure 2

38820ED60

## 1.2. Policy Context

### 1.2.1. Provincial Land Use Policies

In Alberta, Land Use Planning is administered under the Municipal Government Act (MGA). In addition, the Provincial Land Use Policies and the Subdivision & Development Regulation are two main documents established by the Province to provide municipalities with a planning process to follow.

While the M.D. of Greenview is located within the Upper Peace Region, currently there is no Regional Plan in place to guide development from a Provincial perspective.

### 1.2.2. Strategic Directions Plan (2014)

The growth strategy is based on the desire to promote and accommodate growth that will preserve and strengthen the positive attributes of the Municipal District. The communities work collaboratively to drive economic growth, create progressive infrastructure, provide recreational and cultural opportunities, and ensure environmental stewardship of the incredible natural resources.

### 1.2.3. Municipal Development Plan No. 15-742 (MDP)

The Municipal Development Plan (MDP) is a Municipal District wide document that provides broad policy direction regarding the location of various land uses, the provision of municipal reserves, appropriate infrastructure for the servicing of development and the protection of environmentally sensitive areas and hazard lands. The MDP also determines other matters such as when ASPs, concept plans or outline plans are required.

The MDP requires that all proposals for industrial development be considered only in accordance with an Area Structure Plan. The ASP will address the following:

- a) the impact on adjacent land uses,
- b) transportation,
- c) provision of water and sewer,
- d) storm water,
- e) the provision for municipal reserve,
- f) the impact on community services such as fire protection, and
- g) the municipal servicing costs associated with the development (if any), and
- h) landscaping and buffering and any other matters identified by the M.D.

Section 1.4 of the MDP states that the M.D. shall accommodate growth:

- by supporting agricultural production through the opening of new agricultural lands,
- through the development of uses which support and benefit agriculture,
- by supporting the exploration and extraction of natural resources,

- by promoting and accommodating developments which contribute to a diversification of **the area's** economy,
- by supporting the expansion of the rural population base in appropriate locations, and,
- by supporting the improvement of transportation facilities and utilities.

In accordance with Section 6 of the MDP, industrial and commercial development ranges from major industries to home-based businesses. There is diversification of industrial to service several resource sectors, including agriculture, forestry, mining, oil and gas, and recreation and wildlife.

The objective of section 6.1(a) is to promote and accommodate the development of industrial and commercial uses at appropriate locations. In the case of this proposal, the site is at an excellent location with direct access from Highway 40 and lends itself to the type of diversity in industry that the MDP supports.

The development will cater to those who have larger land requirements for uses not suited to an urban area. The development proposed in this ASP will not require municipal servicing, which is also supported by the MDP.

With respect to transportation, section 9.3.2 of the MDP requires that public roads and accesses are constructed to the standards of the Municipal District. Section 9.3.3 states that all subdivision and development near a highway shall meet the requirements of Alberta Transportation.

The development under this ASP will provide private water and sewer service in accordance with provincial standards. Soil percolation tests will be provided if required by the municipality and the location of disposal systems will be sited. A stormwater management plan would be required at the time of subdivision.

#### **1.2.4. Grovedale Area Structure Plan (2005)**

The Big Mountain Industrial Park ASP also falls under the goals and policies of section 2.5, Rural Industrial of the Grovedale ASP, adopted in January of 2005. The types of industrial uses considered in accordance with the Grovedale ASP are:

- natural resource extraction industries,
- oil and gas processing plants and related operations,
- agricultural industries,
- storage yards,
- small scale industrial pursuits, and
- major home occupations.

The intention of the Big Mountain Industrial Park is well suited to the goals of the Grovedale ASP.

Section 2.5 (c) states that Rural Industrial uses may be considered in the Agricultural area, providing that policies of section 2.5(e) are followed:

- accessibility to a highway to the satisfaction of Alberta Transportation or to a municipal road to the satisfaction of the M.D.,
- located on lands that have a low capability for agricultural use and are suitable for development, and
- adequate provision for water supply, sewage disposal and fire protection.

#### 1.2.5. Land Use Bylaw No. 17-779

The subject property is currently designated as “**M-1**”-**Industrial Light**. All amendments to the LUB will be consistent with the MDP and consistency must be maintained throughout all other policy documents.

The proposed development meets these objectives and have been addressed in this ASP.

### 1.3. Planning Process

The implementation of the Area Structure Plan is the responsibility of Council. The plan will be advertised and a Public Hearing will be held to receive feedback from the public during a regular Council meeting.

The proposed development requires the adoption of the ASP. **In this case** the process requires adoption by bylaw. After the proposal is referred to various agencies and internally to administration, Council gives 1st reading of the bylaw and a Public Hearing. After the Public Hearing, if Council is satisfied that all concerns have been heard, they may give the Bylaw 2<sup>nd</sup> and 3<sup>rd</sup> readings. Once finalized, the subdivision application can be processed.

## 2.0 PLAN AREA AND SITE ANALYSIS

The plan area is in the westerly portion of the Municipal District. The subject property is a parcel of 43.7 ha (108.6 ac) in size. The parcel is located to the southeast of Grovedale on the east side of primary Highway 40 and is in the Grovedale Area Structure Plan study area.

The subject property is vacant and has not yet been developed. The property is heavily forested with deciduous trees.

The picture below (Figure 3) is taken from a point close to the intersection of Highway 40 and Township Road 690A looking east. The name of the project comes from the Big Mountain Creek that flows to the east of the subject property.

The site is relatively flat and gently slopes toward the northeast from the southwest (Figure 6). Much of this parcel and the land immediately surrounding it has a slope of 5% or less. To accommodate drainage, a stormwater management plan will be prepared at the subdivision application stage if required.



*View from Highway 40 looking Northeast,  
heavily forested with deciduous trees.*

## 2.1. Existing Development and Proposed Land Uses

Figure 4 shows the surrounding land uses. The properties depicted in white are residential parcels and the properties in yellow show agricultural uses. The residential lots will be buffered by a proposed 50 metre wide strip, the full width of the quarter section. The buffer is heavily forested with naturally growing deciduous trees. This buffer will be put in place to address noise concerns and visual impact on the adjoining residential lands. The developer acknowledges the light and noise issues on the north side of the subject property and will work with the M.D. administration to address these issues to their satisfaction at the time of subdivision.

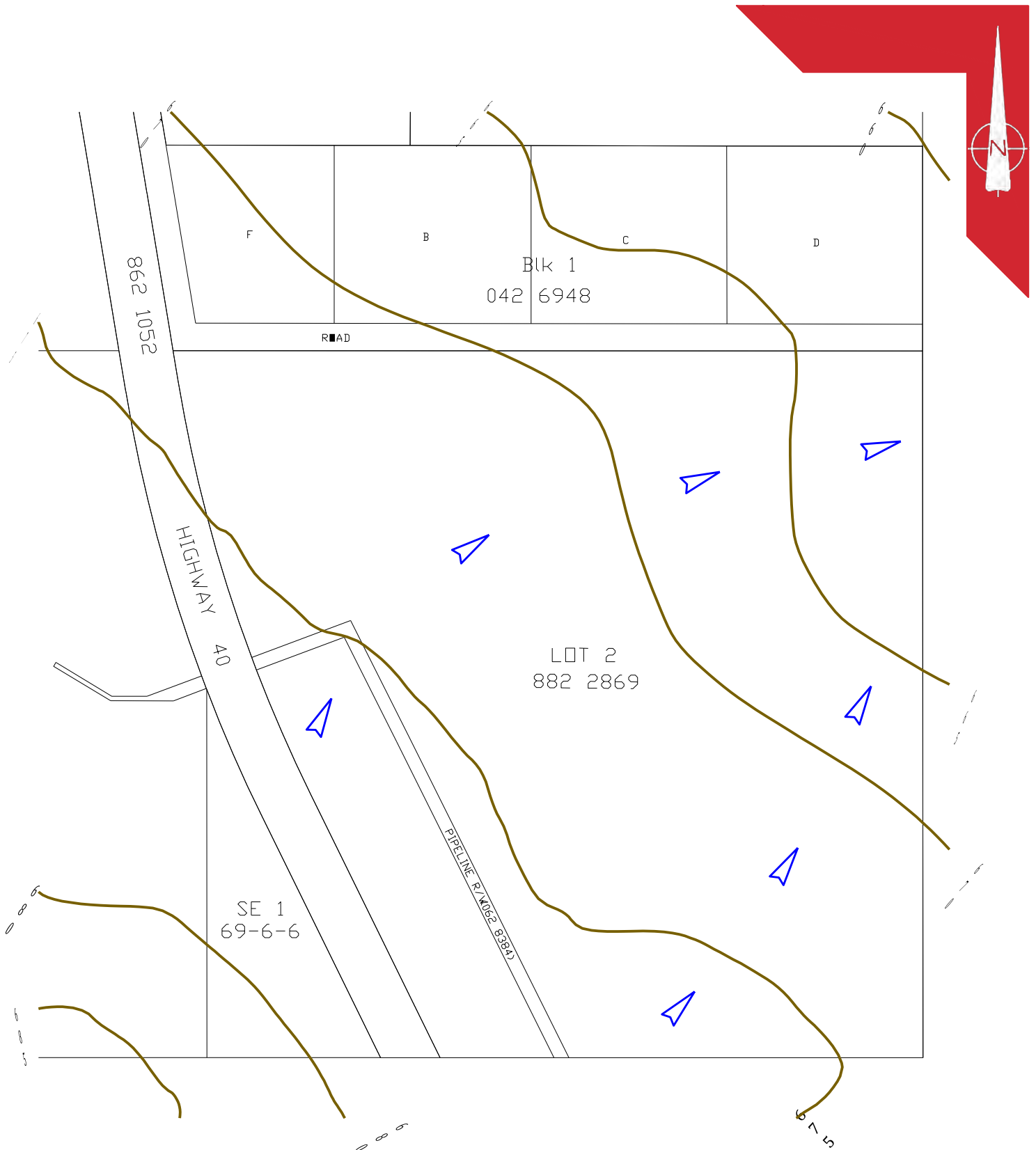
Agricultural uses directly border the subject property to the west across Highway 40 with more residential parcels approximately ¼ mile to the west. The site is bordered on the east and south by crown land that is controlled by the province.

### *Goals:*

- a) To minimize the possibility of conflicts between potentially incompatible and uses.
- b) To provide for development and employment opportunities in the rural area.
- c) To provide a mixture of industrial uses and activities.
- d) To minimize the impact of industrial development on the adjacent residential development as much as possible.

### *Policies:*

- a) No residential uses or developments will occur on the subject property; development will consist of industrial uses.
- b) Growth shall occur in accordance with the proposed Plan for 19 lots as shown in Figure 5. Requests to develop outside the parameters of this plan will require the approval of the M.D. of Greenview.
- c) The redesignation of the land will follow the **M.D.'s** amendment procedures and requirements.
- d) The application for subdivision or development shall be accompanied by preliminary engineering drawings and specifications for roads, stormwater, and any other information the M.D. might require in support the subdivision and development.
- e) Industrial development shall meet the parking requirements as specified in the **M.D.'s** Land Use Bylaw.
- f) Industrial development should be designed to create an attractive focal point.
- g) Lighting, including security and parking area lighting, shall use energy efficient fixtures and be designed/oriented/shaded to prevent light spillage onto any adjacent property or area.



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*Site Contours*  
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Figure 4

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## 2.2. Natural Environment and Open Space

The M.D. consists of a significant amount of crown land that is provincially controlled. These lands accommodate a large diversity of major economic activities, including oil and gas, forestry, sand and gravel extraction and agriculture. Environmental features throughout the M.D. such as rivers and lakes support a great deal of recreational activities.

The subject property is privately owned. It is heavily forested and there are no natural bodies of water for which appropriate setbacks will be required. There are no hazard lands of concern, such as those subject to slumping, erosion or flooding.

The M.D. identifies the need for resource activity such as forestry, mining, oil and gas exploration and other related industry. It is recognized that patterns of human settlement and activity can take place safely while limiting the impact to the natural environment.

The deciduous timber to be removed from the site will be salvaged and hauled to the local Norbord Inc. mill for further use. The appropriate permit applications are in place.

The land has a low capacity for agricultural use because of the heavy tree growth. An aerial photograph has been provided to give a better appreciation of the natural and physical site context.

## 2.3. Environmental Standards

As part of the General Regulations of the Land Use Bylaw, requires that development shall not be allowed to detrimentally affect natural features such as ponds, streams wetlands and forested areas.

*Policies:*

- a) stripping of vegetation or grading shall be done in a manner which will minimize soil erosion by ensuring that the extent of the disturbed area and the duration of its exposure is minimized,
- b) all necessary approvals will be obtained from Alberta Environment and Parks.

### 2.3.1. Wildlife and Vegetation

In this general area, there is the possibility of habitat for migrating birds. If that is the case, federally there may be some restriction of timing of when there can be disturbances. A more detailed look may be appropriate at the subdivision stage.

The vegetation of the parcel is very dense and appears to consist of a mixed stand of trees with multiple layers. These stands are often trees of different heights and sometimes species are intermixed throughout the stand.

A variety of balsam poplar, trembling aspen, blue spruce and willow are typical deciduous trees in this area of Alberta.

*Policy*

- a) natural vegetation will be retained wherever possible.



### 2.3.2. Soils

This area of the M.D. consists of fluvial deposits and forested soils. The site in particular is class 3 of the Canadian Land Inventory system meaning that the soils are of an average status on a scale of 1 to 5, class 1 being the best for agricultural purposes. Approximately 80% of the soils on the parcel is acceptable for agricultural but likely would yield low productivity. The other 20% is poor agricultural soil with poor drainage.

The average soil type in the area is gray soils formed under expanding clay. There is also likely a high sodium content.

#### *Policies:*

- a) Any slumping, erosion or flood prone areas to be found shall remain in their natural state to reduce risk to life or property.
- b) Development shall take place while the best effort will be made to conserve as much natural vegetation as possible.

### 2.3.3. Historical Resources

No historical significant resources are listed on this parcel with the Alberta Historical Resources Foundation.

## 2.4. Utilities and Servicing

The M.D. requires that, except for development located within the serviced area of a hamlet, all developments will provide private water and sewer services in accordance with provincial standards.

### 2.4.1. Potable Water Supply:

All individual lot owners will be responsible for their own water supply as the Developer will not be drilling any water wells on the site. **Any water wells will require licensing in accordance with the Alberta Water Act.**

### 2.4.2. Sanitary Sewage Collection:

All sanitary sewage systems will use **sewage holding** tanks. Individual lot owners will be responsible for the collection and disposal of sewage.

### 2.4.3. Stormwater Pond

The property is sloping slightly allowing drainage to flow from the southwest to the northeast. A storm pond will be constructed as a public utility lot with access to the internal road.

### 2.4.4. Electrical Services:

Electrical utility distribution and servicing will be coordinated by Atco Electric at the request of the developer.

### 2.4.5. Natural Gas Services:

Atco Gas will provide natural gas distribution to the proposed properties.

#### 2.4.6. Communications Services:

TELUS Communications is the service provider of communication services for the plan area.

#### 2.4.7. Emergency Services:

The plan area will rely on services available in the M.D. of Greenview. Fire protection services are available and will be the responsibility of the Municipal District.

#### 2.4.8. Abandoned Wells and Pipelines

There are no abandoned wells on the subject property and there are no pipelines.

#### 2.4.9. Stormwater Management

The site will be graded to direct flow from the developed lots to the ditches on either side of the internal access road. A stormwater management pond is proposed as a public utility lot (PUL) shown on the northeast corner of the property (Figure 5). Surface water will be directed to the pond through ditches and culverts constructed along both sides of the internal access road. The storm pond is to be constructed at the northeast corner of the quarter section for stormwater management purposes and for fire suppression.

#### 2.4.10. Road Standards

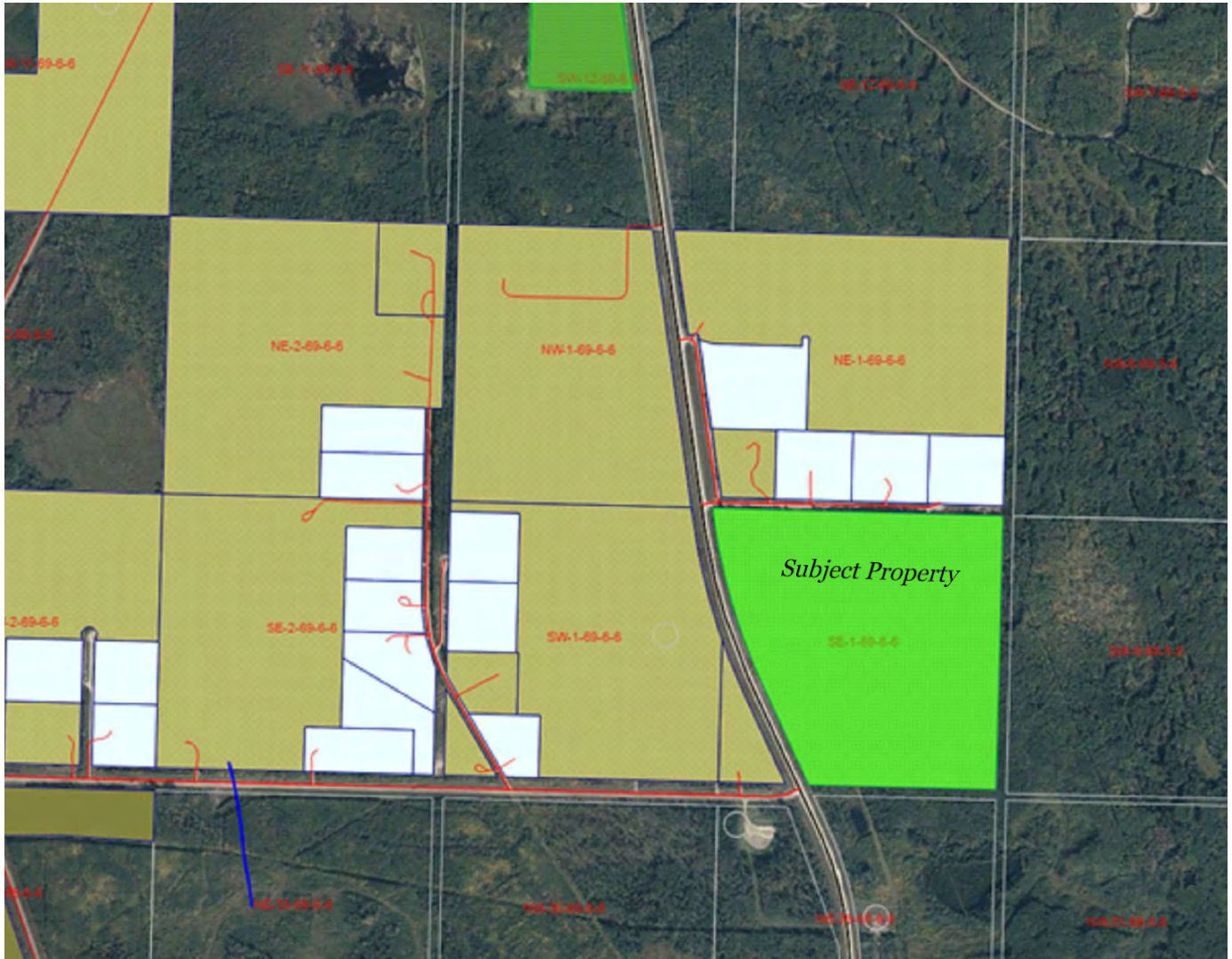
A single access roadway is proposed in the form of a loop from an access along the north boundary which initiates off Township 690A. This will be centrally located on the property with the first entry point being the access and egress and the second to be used for emergency only. Undeveloped road allowance, an extension of Township Road 690A, runs along the southern boundary of the parcel to an undeveloped road allowance along the easterly boundary.

Construction of the continuation to the east of Township Road 690A will be designed in a typical rural cross-section with ditches on both sides. Approaches to individual lots will be constructed at the development permit stage. Roads will be constructed in accordance with M.D. policies.

A 10 metre (32.8 ft.) road top is proposed for the internal roadway, as per the Greenview Engineering Design and Construction Standards. Rural roads are constructed with a gravel base and cold mix surface top.

A 30 metre right of way for an emergency exit will be provided for with knock down bollards to prevent daily use of the access (see figure 6). This width will allow for future use if required by the M.D.

There is a proposed undeveloped road allowance between Lots 5 and 6, which will remain unused until Highway 40 is twinned and the intersections of Township Road 690A and Township Road 690 are consolidated. At that time, this undeveloped road allowance may be used to provide access to a future east leg of Township Road 690, should Alberta **Transportation's Functional Planning Study deem that intersection (rather than Township Road 690A)** to be the main point of access for developments to the east of Highway 40 in the vicinity (see figure 6).



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*Surrounding Land Uses*  
1913212AlbertaLtd.  
Figure 5

38820ED60

### 3.0 PROPOSED DEVELOPMENT CONCEPT

#### 3.1. Industrial Development

Currently the district that provides the best fit in the Land Use Bylaw is the “**M-1**” – Industrial **Light** District. The purpose of the “**M-1**” – Industrial **Light** District, in this case, is to provide for **light industrial uses that do not produce significant nuisances that project beyond the parcel.**

This ASP provides a subdivision design to create 19 lots. Township Road 690A will be developed extending to the east with access to each lot being provided by way of an internal subdivision road in the northeast corner of the property there will be a storm pond which will be a Public Utility Lot (PUL) with a pan handle lot providing access.

The Municipal District supports the location and a wide range of industrial uses as identified in the “M-1”- Industrial **Light** District of the Land Use Bylaw. A proposed lot layout and phasing will be provided with the development permit applications.

##### *Goal:*

To provide for industrial activities in accordance with the MDP and the Grovedale ASP.

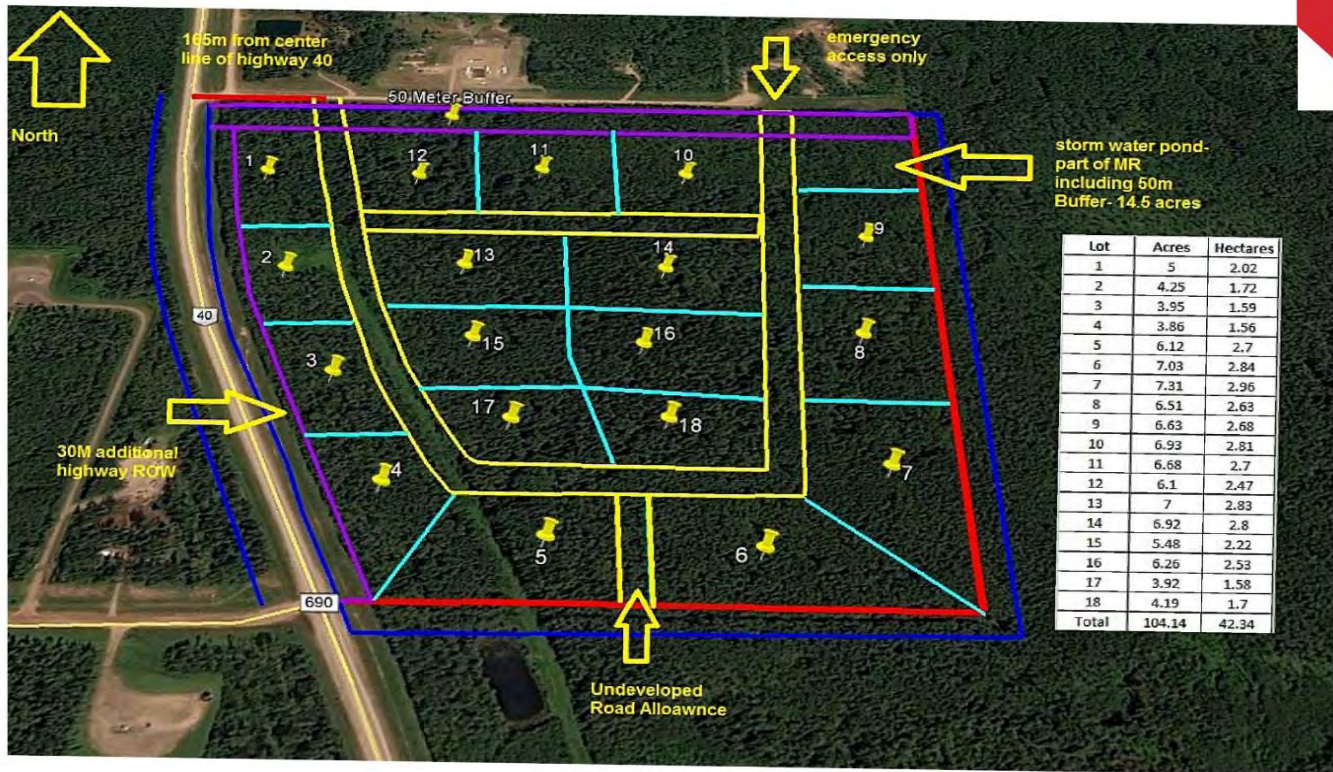
##### *Objectives:*

- a) to promote industrial development as identified in the M.D. of Greenview MDP and the Grovedale ASP,
- b) to provide for a mixture of industrial uses and activities,
- c) to encourage the use of low demand/resource efficient (water, energy, light, etc.) features in all new industrial buildings, and
- d) to minimize the impact of industrial development on adjacent residential development.

##### *Policies:*

- a) The Municipal District supports the location of the proposed development and supports a wide range of industrial uses be provided as identified in the MDP and the Grovedale ASP.
- b) New industrial developments should be constructed using features that minimize the consumption of water, energy and heating and, that reduces the output of waste (waste water, heat, light and solid waste, etc.).
- c) Industrial developments shall meet the parking requirements specified in the M.D. of Greenview Land Use Bylaw.
- d) Any portion of an industrial building that faces or fronts or backs onto Highway 40 shall be enhanced with architectural features and/or landscaping equivalent to the front of the building, to the satisfaction of the M.D. as part of the development permit application process.
- e) Lighting, including security and parking area lighting shall use energy efficient fixtures and be designed/oriented/shaded to prevent light spillage onto any adjacent properties.





Note:  
Lot Layout Image provided by Client.



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Overlay Site Layout  
1913212AlbertaLtd.  
Figure 6

### 3.2. Transportation

A new intersection at Highway 40 and Township Road 690A will be constructed. Township Road 690A will extend along the north boundary of the subject property from Highway 40 eastward. This extension of TWP 690A will be constructed within the statutory road allowance and will be built to the standards of the Municipal District and Alberta Transportation. The internal cul-de-sac will also be constructed to municipal standards.

Alberta Transportation requires that an updated Traffic Impact Assessment (TIA) be prepared for the intersection of Highway 40 and Township Road 690A. This updated TIA has been completed to incorporate proposed traffic generated by the industrial park with submission of the TIA to the municipality prior to development.

The internal road will be constructed as a cul-de-sac providing access to all 19 parcels. The cul-de-sac connects with Township Road 690A and does not have direct access to Highway 40.

#### *Policy:*

- a) The provision of roads within a proposed subdivision and approaches to individual developments are the sole responsibility of the developer and shall meet the Greenview Engineering Design and construction Standards. The M.D. is responsible for deciding the cost and the collection and distribution of funds for all road improvements.
- b) Industrial uses in the Big Mountain Industrial Park shall not have direct access to Highway 40 except via Township Road 690A.

### 4.0 MAKING IT WORK

The primary objective of this ASP is to provide a safe and attractive industrial service location with good highway access. The location of the approaches providing direct access to the individual lots will be built and approved at a location in accordance with the Engineering Design and Construction Standards.

There is access to major utilities such as power, natural gas and telephone. Each site, approximately 5 acres in size, will be serviced by a public offsite supply of water and a private sewage disposal system which will be the responsibility of the lot owners.

The land use designations in this Plan are considered flexible within the confines of the “**M-1**”- Industrial **Light** District. This development is to provide long term benefits to the region while minimizing impact on the surrounding properties.

### 5.0 PUBLIC ENGAGEMENT AND IMPLEMENTATION

The M.D. of Greenview will seek public opinion as part of the planning and approval process in order to ensure that this Plan has addressed as many concerns and points of view as possible. Interested parties and government agencies will have an opportunity to comment on the proposed amendment in accordance with the public hearing procedure established under the Municipal Government Act.

Any development agreements required by the Municipal District will be provided as a condition of the subsequent subdivision.

## 6.1 CONCLUSION

This Area Structure Plan proposes an industrial subdivision of 19 lots (including a PUL) that meets the following objectives:

- the plan demonstrates that the proposed development will be accomplished with the logical subdivision of the subject property,
- utility services have been addressed and are available,
- supply of potable water and sewer services have been addressed,
- storm water management will be addressed at the time of subdivision,
- suitable access is available externally from Highway 40,
- internal access will be provided to each lot by a loop offering appropriate circulation and an emergency exit in accordance with best planning practices.

The Area Structure Plan offers the logical development of 19 industrial lots in the Municipal District of Greenview No. 16. The proposed subdivision and development is supported by the philosophies and the policies of the M.D.





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Sherwood Park, Alberta  
780.410.2580

*Aerial View*  
1913212 Alberta Ltd.





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w: [www.opussw.com](http://www.opussw.com)

**From:** [Sally Rosson](#)  
**To:** [Lindsey Lemieux](#)  
**Subject:** FW: Bib Mountain Industrial Park Plan  
**Date:** April-27-18 9:36:22 AM

---

Comments from Adjacent Landowner for the Public Hearing for Big Mountain.

-----Original Message-----

From: [REDACTED]  
Sent: April-27-18 9:32 AM  
To: Sally Rosson <[Sally@mdgreenview.ab.ca](mailto:Sally@mdgreenview.ab.ca)>  
Subject: Bib Mountain Industrial Park Plan

Good morning Sally.

I received your letter dated April 23, 2018 regarding the Big Mountain Industrial Park Area Structural Plan. Re. SE-01-69--06-W6

About one year ago, my wife and I purchased lot # 4 in the the adjoining Meadow Creek Sub Division and are planning on building a house on our property in the near future.

We were not aware of the plan for an industrial park being build right beside us at the time of the purchase but are coming to grips with the fact that it has been approved.

Upon having a recent discussion with our neighbors, it was their understanding that the access road to the industrial subdivision would off of range road # 690.

After having conversation with the area Development Officer from M.D. 16 and viewing the map that was enclosed with this letter, it is evident that the current plan is to allocate range road 69a as the access.

I find this to be somewhat perplexing as there are four acreage owners that currently utilizing 69a to access their properties. By adding access to a potential of 18 trucking - oil patch companies, there will be continual 24 hour traffic in front of our properties.

Additionally there will be a substantial increase in drivers using their jake brakes near this intersection.

Sally, my wife and I have two major concerns with this plan.

The first one being that range road 69a was chosen to access the industrial park instead of range road 690. There aren't any acreages at junction 690 and it would be a lot easier to accept this development if we didn't have to share the access and road with a potential of hundreds of commercial vehicles.

Can you please advise what upgrades will be made on highway 40 near this property to improve the safety issues that a large number of commercial vehicles will create?

The second being that in the lay out of the industrial park, an emergency access has been allocated directly in front of my land. I was wondering what exactly this means? I was informed that there would be a gate across it and it the access would only be used during an emergency. I am wondering what stipulations would be in place to ensure that this emergency access won't be used on a regular basis.

Also, can you advise when the development of this land will take place?

Thanks Sally

Gordon Ellert



To Whom it may Concern:

May 8<sup>th</sup> 2018

We moved out to the country to enjoy less, noise, wildlife, less people. How many of you people would enjoy living next to a industrial park ??? Not ONE of you!!! Neither will I or my family and it is NOT fair that I am forced by you all to live by one! The noise, heavy traffic, Speed, dust, SAFETY and the list goes on.... We have soon to be neighbours that would like to build ~~on~~ now there. dreams are on hold due to this industrial park.... I will do anything in my power to stop this from happening! On the side road we have to monitor at all times. Due to Semi's stopping - draining off load that are unwanted and illegal to drain off and they do. Garbage dumped all the time, bathroom purposes ect. If this Industrial park is a go, our ROAD is not for them to use! Build it at the other end of it.

Leon Hutton  
May 8<sup>th</sup> 2018

May 6, 2018

Randy and Elizabeth Dyck



**RE: Big Mountain Industrial Park Area Structure Plan**

To: Municipal District of Greenview Council  
Box 1079, 4806 – 36 Ave  
Valleyview, AB, T0H 3N0

Dear Councillors,

We are writing you today to express our opposition to the Big Mountain Industrial Park Area Structure Plan. We are unable to attend the hearing scheduled on May 14<sup>th</sup> due to work.

We do not feel the plan is in the best interest of the community. We have concerns about the level of industrial traffic the development would bring to highway 40, particularly heavy industrial traffic entering and exiting the highway. The intersection of highway 40 and Township Road 690 is a high collision intersection. The Plan describes the subject land as, "primarily industrial area," but this is not accurate. The area is primarily a residential area and, in fact, the subject land would border on a residential neighbourhood and route traffic along residential roads. We feel that allowing Big Mountain Industrial Park to proceed would open the door to all and any other industrial development in our neighbourhood. This was a residential/agricultural neighbourhood when we moved here ten years ago and we do not want to live in an industrial park. We strenuously object to the development of this industrial park and believe it will have significant detrimental consequences for our community.

Thank you for hearing our concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elizabeth Dyck', written over a horizontal line.

Elizabeth Dyck



The answer is definitely no for the proposed access to this industrial park.

first thing is where is the contact from the owner by going around to all the residents in the area to. Talk about plans and getting their input and thought and concerns before proceeding with a proposal shows that the land owner has absolutely no respect for the people that live ~~also~~ shows the m.o. has no respect for the residents that live here. just want to cram shit down their throats and the biggest just shows you that the land owner who is well off to make more money with no regard for the residents as long as he makes more money. plus the m.o. is some way 'money' is only concern on their minds who cares about the residents on how this affects them.

The other thing about this proposal is about the access to this proposed industrial park. IN last meeting we the residents were told that no one was going to use our road past our homes

but now they want to use our road.  
for access, the answer is no!

Build your own road from the other  
end. on crown land because our  
concerns are the safety of people  
that live here. we have children, grand  
children, pets etc. We don't need  
all the traffic that will come from  
this proposed industrial park.

increase noise, traffic, garbage,  
dust, speeding, unwanted people  
bringing up criminal activity.

We already have enough problems  
from all the traffic that uses the  
easement rd right now. i.e. truckers  
that sleep there, then shit & piss there  
on rd leave their garbage behind  
that we have to deal with (NOT the M.D.)  
then the people that stop from the  
hiway, shit & piss, unload their garbage  
right there. and who picks this  
stuff up. Sure as hell is not the  
M.D. who barely even maintains the  
road, pr. mows ditches, or controls  
all their weeds. It is the people  
that live here that keeps the area  
looking good.

We do not want any access  
off our road into this proposed  
industrial park. What so ever.



build your own access from South  
end. down by Secure where  
Alberta Transportation has already built  
turning lanes and infrastructure has  
already been built. better yet move  
down to Gold Creek where the M.D  
County, off G.P. and city of G.P. want  
their big industrial park ~~built~~ built  
that is where this industrial park  
should be built therefore not disturbing  
the residents that live here.

Alberta Transportation has already  
deemed the 690rd way to dangerous  
so what makes you think proposing  
to put access by our road is going  
to be safe, it will not what so ever  
we as residents are partitioning.  
the government to not allow this also  
we are all united in standing  
the way all the way and are willing  
to do what it takes to get this  
stopped. it Tracks we don't need  
and industrial park here just  
because there is no justification for  
it. Can't even utilize the ones in  
Gracedale. right now the access is  
to dangerous onto & off highway 40.  
Alberta Transportation has already stated  
this so give it up, leave the land  
as it was a wildlife sanctuary.

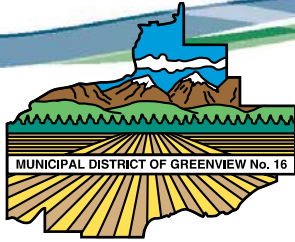
move this proposal to Gold Creek  
Tri County industrial area trade land  
to owner put this back to what it  
was, he can invest money down  
there develop that area, nobody  
lives there keep all the industrial  
crap together.

the other thing about our road is  
that it was not built for heavy traffic  
so truck hauling heavy loads would  
just destroy our road, also the noise  
from all the trucks, the dust  
speeding, parking in front of our  
homes blocking the road way.  
then comes all the idiots shitting  
& peeing right there leaving all  
there crap behind, just what we  
don't want. Don't worry already  
are having to deal with this already  
and we don't get any help from M.O  
right now.

So why don't you listen to  
the people here, have some respect for  
us not the all mighty dollar as that  
is what you seem to be more  
important.

Joe Hector  
May 07/2018





## BYLAW NO. 18-793 of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for adopting Bylaw 18-793, being the Big Mountain Industrial Park Area Structure Plan.**

**Whereas**, Council wishes to repeal Bylaw No. 16-767, "Big Mountain Industrial Park Area Structure Plan" and wishes to adopt a new area structure plan pursuant to Section 692 of the Municipal Government Act.

**Therefore**, the Council of the Municipal District of Greenview No. 16, duly assembled, hereby enacts the following

1. That Bylaw 18-793 is to be cited as the "Big Mountain Industrial Park Area Structure Plan".
2. That the Big Mountain Industrial Park Area Structure Plan, attached hereto as Schedule A, is hereby adopted.
3. That Bylaw No. 16-767 is hereby repealed.
4. That this Bylaw shall come into effect upon the date of the final passage thereof.

Read a first time this 23rd day of April, A.D., 2018.

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

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**SUBJECT:** Schedule of Fees Bylaw 18-790  
**SUBMISSION TO:** REGULAR COUNCIL MEETING  
**MEETING DATE:** May 14, 2018  
**DEPARTMENT:** PLANNING & DEVELOPMENT  
**STRATEGIC PLAN:** Development

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

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**RELEVANT LEGISLATION:**  
**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Schedule of Fees Bylaw 18-790

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**RECOMMENDED ACTION:**  
**MOTION: That Council give third reading to Bylaw 18-790 Schedule of Fees Bylaw.**

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**BACKGROUND/PROPOSAL:**

At the regular scheduled Council meeting on April 23, 2018 Council gave second reading to Bylaw 18-790 Schedule of Fees.

Each year, Greenview department managers review the Schedule of Fees Bylaw for modifications or additions needed to the Schedule of Fees (see attached Schedule 'A'). The Schedule of Fees Bylaw 17-784 was before Council in 2017 and was adopted on July 25, 2017 (see attached Schedule 'B').

Agricultural Services is requesting Council's approval of various revisions due to the changes in availability of rental equipment and the cost of removing contaminated soil was due to the presence of club root within a specified area of Greenview.

Infrastructure and Planning is requesting Council's approval for the addition of the Shelterbelt Loss compensation, the purpose of which is to compensate landowners for the loss of trees planted in the areas to be acquired by Greenview. The recommended fee is \$1,500.00 per kilometre for trees under 10 feet and \$2,500.00 per kilometre for trees over 10 feet. This proposes the most cost-effective and fair solution for both the landowner and the municipality. Other options are outlined in the attached "Shelterbelt Loss Options."

Environmental Services is requesting Council's approval of an increase to the cost of the replacement lagoon keys from \$50 to \$150. This is to ensure the replacements cost the same as the initial key fee.

Operations is requesting Council's approval of an increase of the Community Aggregate Payment Levy fee, per tonne. The increase will be from \$0.25 per tonne to \$0.30 per tonne, in step with the increase outlined in the Community Aggregate Payment Levy Regulation of the Municipal Government Act.

Planning and Development is requesting Council's approval of various revisions, due to the changes in availability and licensing of information, as well as increased costs incurred to provide the services. On May 16, 2017 Accurate Assessment was contacted to clarify what information was available. It was learned that other municipalities have decided to supply landowner mapping information on their websites, making the online ownership information available to the public at no cost. As we do not provide these online, it would be beneficial for Greenview to continue to sell printed Landowner Sheet Maps 1 to 5 from our reception areas.

Listed below are the proposed modifications and additions to the Schedule of Fees.

#### Agricultural Services

**New location addition.** Bale Wagon rental option in Grovedale. \$150.00 Each Day (3 day max if lineup)

**Pressure Washer on Trailer rental option in Valleyview.** \$50.00 Each Day (3 day max if lineup)

**Removal of Contaminated Soil.** \$60.00 per hour plus disposal fee for soil removal due to club root contamination.

#### Infrastructure and Planning

**Shelterbelt Loss.** \$1,500.00 per kilometre for trees under 10 feet; \$2,500.00 per kilometre for trees over 10 feet.

#### Environmental Services

**Lagoon Key fee.** Initial key fee of \$150 and \$150.00 per replacement key.

**Hamlet Water Distribution Systems.** DeBolt and Ridgevalley water service connection fee has been increased from \$500.00 to \$12,500 and Grovedale, Landry Heights was included to align the connection fees.

#### Operations

**Increasing Community Aggregate Payment Levy fee.** \$0.30 per tonne

**Dust control for industrial and road use agreement holders.** If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters.

#### Planning and Development

**Removal of Sections 3(k) to 3(s) Development Permit Fees: Construction commencing before obtaining a Development Permit.** These fees are now addressed in the Land Use Bylaw.

**Addition of Bare Land Condominium Plans.** These fees are now included under the Subdivisions heading. The application fees are identical while Condominium Plan Endorsement fees are set at \$40.00 per unit. Time

**Extension Requests for subdivision registrations.** \$250.00

**Developer's Area Structure Plan Amendment Request.** \$10,000.00. This includes the text, mapping completed by the Public Engagement stage.

**Development Agreement Review.** \$1,500.00 for residential projects up to a 4 lot subdivision. \$3,000.00 for residential projects greater than a 4 lot subdivision, as well as all other recreational, commercial and industrial subdivisions.

**Variance Request.** \$160.00 per parcel.

**Environmental Site Assessment Inquiries.** \$200.00 per parcel. Following a review of the fees charged by other municipalities, the average cost was determined to be \$200.00 per parcel.

**Removal of Schedule “B” GIS Map Pricing.** We are no longer able to provide them to the public due to limited licensing requirements. Tarin Ortho Imagery no longer provides our aerial data and the imagery is not available per layer per township. AltaLIS now has open data, meaning the data is available directly from them. Digital pictures of property improvements are collected by our assessors for our internal use only. EUB & Lease Data is not available for sale as Greenview has been issued a license for our use only.

**Increasing of Orthographic Printing fees.** Colour 8 ½" x 11" orthographic (aerial) photo: \$10.00 (plus tax) residents, \$15.00 (plus tax) non-residential. Colour 11" x 17" orthographic (aerial) photo: \$20.00 (plus tax) residents, \$25.00 (plus tax) non-residential.

**Updating of Cadastral Map Pricing, previous Schedule “C”.** Greenview can no longer sell digital (PDF) versions of our cadastral maps. Base Maps include the contours showing elevation changes every 50 meters, starting at 250 meters and this information is now available from AltaLIS. Additionally, Greenview is not permitted to sell Oil and Gas Wells & Pipeline information due to limited licensing. The suggested price for hardcopy maps are \$25 (plus tax) per sheet.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council adopting the revised 2018 Schedule of Fees Bylaw 18-790 is that it will allow Administration to implement the suggested additions to the Schedule of Fees Bylaw.

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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 table the Motion until a later date.

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**FINANCIAL IMPLICATION:**

**Direct Costs:** There are no direct costs associated from the recommendation.

**Ongoing / Future Costs:** 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:**

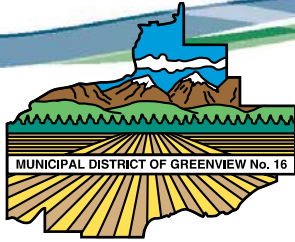
Administration will advertise the revised Schedule of Fees Bylaw where applicable.

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**ATTACHMENT(S):**

- Bylaw 18-790
- New Schedule of Fees Bylaw 18-790 – Schedule 'A'
- Revisions to the Schedule of Fees
- Shelterbelt Loss Options





## BYLAW NO. 18-790 Of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of adopting a revised Schedule of Fees, as attached to this bylaw.**

**Whereas**, the Council of the Municipal District of Greenview No. 16, duly assembled, deems it expedient from time to time to revise the Schedule of Fees for the municipality.

**Therefore**, be it resolved that in accordance with the Municipal Government Act, Chapter M-26, R.S.A. and amendments thereto; the Planning Act, Chapter P-9, R.S.A. and amendments thereto; and the Municipal Taxation Act, Chapter M-31, R.S.A. and amendments thereto; that Council adopts the Schedule of Fees, attached to and forming part of this bylaw.

Municipal District of Greenview Bylaw Number 17-784 is hereby repealed.

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

Read a first time this 26 day of March, A.D., 2018.

Read a second time this 23 day of April, A.D., 2018.

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

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



Schedule 'A'  
**Schedule of Fees**  
Bylaw 18-790

## Community Services

	Description	GST Status	Fee in \$
<b>A. Agricultural Services</b>			
<i>All decisions being at the Agricultural Fieldsman's discretion</i>			
<b>1.</b>	<b>Haying or Pasturing Permits</b>		
i.	Application fee		\$100.00
ii.	<i>plus</i> annual per acre charge		\$15.00
<b>2.</b>	<b>Spray Exemption Signs</b>		
i.	Spray Exemption Signs (One-time fee only)	T	Free
ii.	Lost or Replacement Signs, each	T	\$30.00
<b>3.</b>	<b>Guides</b>		
i.	Guide to Crop Protection - Chemical/Cultural	T	\$12.00
ii.	Weed Seedling Guide	T	\$10.00
iii.	Nutrition and Feeding Management for Horse Owners	T	\$20.00
iv.	Horse Health	T	\$15.00
<b>4.</b>	<b>Picnic Tables</b>		
i.	Non-profit organizations - community event		No charge
ii.	Private affair, non-public event - maximum of 10 days	T	\$10.00/day
iii.	Delivery charge, per loaded kilometer	T	\$2.00/km
<b>5.</b>	<b>Barbecue</b>		
i.	Non-profit organizations - community event		No charge
ii.	Private affair, non-public event - maximum of 10 days	T	\$100.00/day
iii.	Deposit (all organizations)	E	\$200.00
iv.	Delivery charge, per loaded kilometer	T	\$2.00/km
<b>6.</b>	<b>Weed &amp; Insect Control Equipment</b>		
i.	Field Sprayer c/w GPS <i>All Locations</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

	Description	GST Status	Fee in \$
ii.	Boomless Sprayer <i>Valleyview</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
iii.	Water Tank on Trailer (for spraying) <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Estate Sprayer (Pull type) <i>All Locations</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
v.	Estate Sprayer (3 Point Hitch) <i>Valleyview</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
vi.	Quad Wick Applicator <i>All Locations</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
vii.	Quad Mount Sprayer <i>All Locations</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
viii.	Backpack Sprayer (15 Liters) <i>All Locations</i>	T	\$5.00 Each Day (3 Days Maximum if Lineup)
ix.	Hand Wick Applicator (Holds 600 ml.) <i>All Locations</i>	T	Free First 3 Days, \$5.00 Each Additional Day. (3 Days Maximum if Lineup)
x.	Granular Pesticide Bait Applicator (Holds 135 lbs Bran) <i>Valleyview</i>	T	\$30.00 Each Day (3 Days Maximum if Lineup)



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

	Description	GST Status	Fee in \$
<b>7.</b>	<b>Spreaders</b>		
i.	Manure Spreader <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	Fertilizer Spreader <i>Valleyview</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
<b>8.</b>	<b>Earth Moving Equipment</b>		
i.	1000 Earth Mover <i>Valleyview, Crooked Creek</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	900 Earth Mover <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	425 Earth Mover <i>Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
iv.	12' Pull-Type Blade <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
v.	Vee Ditcher <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
<b>9.</b>	<b>Post Pounders</b>		
i.	Post Pounder <i>All Locations</i>	T	\$125.00 Each Day (3 Days Maximum if Lineup)



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

	Description	GST Status	Fee in \$
<b>10.</b>	<b>Bin Crane</b>		
i.	Bin Crane <i>Valleyview, Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
<b>11.</b>	<b>Cattle Equipment</b>		
i.	Cattle Squeeze <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
ii.	Loading Chute <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iii.	Panel Trailer <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Spare Panels <i>Crooked Creek, Grovedale</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Dehorner, Gougers, Burdizzo Clamps <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
vi.	Tag Reader <i>Valleyview</i>	T	Free, \$100.00 Deposit Required (3 Days Maximum if Lineup)
<b>12.</b>	<b>Conservation Equipment</b>		
i.	50' Heavy Harrow with Granular Applicator <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

	Description	GST Status	Fee in \$
ii.	33' Heavy Harrow with Granular Applicator <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	30' Land Roller <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
iv.	14' Disc <i>Grovedale</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
v.	No Till Drill <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
<b>13. Broadcast Seeders</b>			
i.	Truck Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
ii.	Quad Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Hand Seeder <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
<b>14. Water Pumping Equipment</b>			
i.	Water Pump and Pipe Trailer (AB. Agriculture Unit) <i>Valleyview</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
<b>15. Miscellaneous Equipment</b>			
i.	Bag Roller <i>Valleyview</i>	T	\$125.00 Each Day (3 Days Maximum if Lineup)



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

	Description	GST Status	Fee in \$
ii.	Survey Equipment <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Metal Detector <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iv.	Hay Sampler, Measuring Wheel, Bin Probe, Soil Sampler <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Scare Cannons <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
vi.	Rodent Traps (Two Styles) <i>Valleyview</i>	T	\$10.00 Each Day, \$100 Deposit Required (3 Days Maximum if Lineup)
vii.	Grain Vacuum <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
viii.	Bale Wagon <i>Valleyview, Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
ix.	Pressure Washer on Trailer <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
<b>16.</b>	<b>Recovery of A.S.B. Equipment</b> **Minimum one hour charge for recovery of equipment**		
i.	Recovery of rental equipment requiring 1-ton min. for transport	T	\$100.00/hr
ii.	Recovery of rental equipment requiring vehicle under 1-ton for transport	T	\$75.00/hr





Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

	Description	GST Status	Fee in \$
iii.	Cleaning (when equipment is returned unclean)	T	\$60.00/hr
iv.	Removal of contaminated soil (Remediation purposes for club root)	T	\$60.00/hr + Disposal Fee
<b>17.</b>	<b>Adult Wolf Carcass</b>	E	\$300.00

<b>B. Family and Community Support Services</b>			
<b>1.</b>	<b>Home Support</b> <i>*This fee can be varied as evaluated and approved by the FCSS Manager.</i>	E	\$20.00*



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

## Corporate Services

	Description	GST Status	Fee in \$
<b>A. Finance &amp; Administration</b>			
<b>1.</b>	<b>Photocopying</b>		
i.	Tax, Utilities, and other documents	T	\$0.50/page
ii.	Minutes or Bylaws	T	\$1.00/page
<b>2.</b>	<b>Documents</b>		
i.	Planning or otherwise, any size	T	\$10.00
ii.	Faxed Copies (incoming/outgoing)	T	\$1.00/page
iii.	Access to Information (FOIP), Research	T	\$25.00/hr
<b>3.</b>	<b>Taxes</b>		
i.	Tax certificate to registered landowner	E	No charge
ii.	Tax certificate to others	E	\$50.00/roll number
iii.	Tax Search to others	E	\$50.00/roll number
iv.	Online Tax Certificate to others	E	\$25.00
v.	Online Tax Search	E	\$15.00
vi.	Tax Notification Charges	E	\$75.00
<b>4.</b>	<b>Assessment</b>		
i.	Assessment record to landowner	E	\$5.00/roll number
ii.	Assessment record to others	E	\$10.00/roll number



Schedule 'A'  
**Schedule of Fees**  
Bylaw 18-790

## Infrastructure & Planning

	Description	GST Status	Fee in \$
<b>A. Infrastructure &amp; Planning</b>			
<b>1.</b>	<b>Road Allowance License</b>		
i.	Road Allowance License, application fee	E	\$100.00
ii.	<i>plus</i> advertising costs, <i>plus</i> per quarter section or portion thereof, per year	E	\$10.00
<b>2.</b>	<b>Road Closure</b>		
i.	Application Fee	E	\$1,500.00
ii.	Sale of Road Allowance for the purpose of road closure. As determined by Accurate Assessment.	E	Fair Market Value
<b>3.</b>	<b>Approaches</b>		
i.	Approach Application Request fee (non-refundable)	E	\$175.00/per approach
ii.	Construction: Gravel Approach	E	\$2000.00/per approach
iii.	Upgrade/Relocation: Gravel Approach	E	\$2500.00/per approach
iv.	Construction: Asphalt Approach	E	\$5000.00/per approach
v.	Upgrade/Relocation: Asphalt Paved Approach	E	\$5500.00/per approach
<b>4.</b>	<b>Inspections</b>		
i.	Seismic pre-inspections, per occurrence	E	\$100.00
ii.	Seismic post-inspections, per occurrence	E	\$100.00
iii.	Seismic non-compliance, per inspection	E	\$100.00
<b>5.</b>	<b>Land Acquisition</b>		
i.	Right of Way from properties up to 40 acres	T	See Schedule "A"
ii.	Right of Way from properties over 40 acres	T	\$2400.00 /acre
iii.	Right - of-Way: from properties minimum payment	T	\$150.00/per occurrence
iv.	On parcels more than 40 acres, where an existing residence is on the property, for up to 50 meters each side of the residential driveway	T	\$3,000/acre



Schedule 'A'  
**Schedule of Fees**  
Bylaw 18-790

	Description	GST Status	Fee in \$
v.	Borrow Pit Acquisition	T	\$1.00/m <sup>3</sup>
vi.	Shelterbelt Loss, tree height under 10 feet	T	\$1,500.00/km
vii.	Shelterbelt Loss, tree height over 10 feet	T	\$2,500.00/km
<b>6.</b>	<b>Fencing</b>		
i.	Removal of old fence by landowner	T	\$2,000/mile (1,250/km)
ii.	Removal of old fence by M.D. without replacement	T	\$1,000/mile (625/km)
iii.	Replacement of old fence by landowner with MD supplying material	T	\$4,000/mile (2,500/km)
iv.	Replacement of old fence by landowner including labour and materials	T	\$8,000/mile (5,000/km)
v.	Replacement of old fence by M.D.	T	No Compensation

B. Environmental Services			
	Accounts for metered services and bulk accounts if not paid within 30 days of the billing date will incur a 1.5% penalty monthly.		
	Where work is done at cost, the cost will include the amount expended by Greenview for all expenditures incurred doing the work, including administration. All invoices will be paid within 30 days of billing. If not paid within 30 of billing, are subject to interest.	1.5% penalty/month	
	Water Meter/Replacement (Owner Responsibility)	Based on actual replacement costs	
1.	Requested Turn on/Shut off of Service Curb Stop		
i.	Regular Hours	T	\$20.00 Flat Rate
ii.	After Hours	T	\$80.00/hr
2.	Hamlet Water Distribution Systems (DeBolt, Grovedale, Landry Heights, Little Smoky, and Ridgevalley)		
i.	Residential Rate (0 - 30 m <sup>3</sup> /month)	E	\$3.50/m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$4.00/m <sup>3</sup>
iii.	Non Residential Rate	E	\$4.00/m <sup>3</sup>



Schedule 'A'  
**Schedule of Fees**  
Bylaw 18-790

	Description	GST Status	Fee in \$
iv.	Installation Fee (To install from main line to property line)	E	\$8,000.00 deposit (based on actual invoice)
v.	Connection Fee (Rights to connect)	E	\$12,500.00 per service
vi.	Utilities Account Deposit	E	\$100.00
<b>3.</b>	<b>Rural Water Distribution System (Valleyview)</b>		
i.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$10.00/m <sup>3</sup>
ii.	Non Residential Rate	E	\$10.00/m <sup>3</sup>
iii.	Connection Fee	E	\$12,500.00 /per service
iv.	Utilities Account Deposit	E	\$100.00
<b>4.</b>	<b>Rural Water Distribution System (Crooked Creek)</b>		
i.	Residential Rate (0-30 m <sup>3</sup> /month)	E	\$3.50/m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$10.00/m <sup>3</sup>
iii.	Non Residential Rate	E	\$10.00/m <sup>3</sup>
iv.	Connection Fee	E	\$12,500.00
v.	Utilities Account Deposit	E	\$100.00
	<b>Rural Water Distribution System (Ridgevalley)</b>		
i.	Residential Rate (0-30 m <sup>3</sup> /month)	E	\$3.50/m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$10.00/m <sup>3</sup>
iii.	Non Residential Rate	E	\$10.00/m <sup>3</sup>
iv.	Connection Fee	E	\$12,500.00
v.	Utilities Account Deposit	E	\$100.00
<b>5.</b>	<b>Water Point Facilities</b>		
i.	Potable Water Points Residential/Agriculture	E	\$3.50/m <sup>3</sup>
ii.	Potable Water Points Commercial	E	\$8.50/m <sup>3</sup>
iii.	Non-Potable Water Points	E	\$2.00/m <sup>3</sup>
<b>6.</b>	<b>Gravity Wastewater Collection System (DeBolt &amp; Ridgevalley)</b>		
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service



Schedule 'A'  
**Schedule of Fees**  
Bylaw 18-790

	Description	GST Status	Fee in \$
<b>7.</b>	<b>Low Pressure Wastewater Collection System (Little Smoky &amp; Grovedale &amp; Ridgevalley)</b>		
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
<b>8.</b>	<b>Septage Classification</b>		
i.	Residential – Single Family Dwelling	E	\$24.00 /month
ii.	Residential – Duplex (per dwelling unit)	E	\$24.00 /month
iii.	Residential – Multi Family Dwelling (per self-contained dwelling unit)	E	\$24.00 /month
iv.	Commercial – General Store	E	\$36.00 /month
v.	Commercial – Laundromat	E	\$56.00 /month
vi.	Commercial – Hotels (rooms & beer parlor)	E	\$80.00 /month
vii.	Commercial – Cafes	E	\$48.00 /month
viii.	Commercial – Garages	E	\$48.00 /month
ix.	Commercial – Office	E	\$36.00 /month
x.	Commercial – Not elsewhere classified	E	\$36.00 /month
xi.	Community Halls & Other Recreation Facilities	E	\$48.00 /month
xii.	Churches	E	\$24.00 /month
xiii.	Schools (per classroom)	E	\$24.00 /month
xiv.	Royal Canadian Legion Hall	E	\$24.00 /month
xv.	Senior Citizen's Drop-In Centre	E	\$24.00 /month
<b>9.</b>	<b>Wastewater Lagoon</b>		
i.	Commercial/Industrial Tipping Rate	T	\$7.50/m <sup>3</sup>
	<b>Lagoon Keys</b>		
i.	Key (Initial/replacement)	T	\$150.00

<b>C. Operations</b>			
	<i>Greenview's Equipment Rates will be the same as the EOIP rates</i>		
<b>1.</b>	<b>Snowplowing Signs</b>		
i.	Any driveway up to 400 meters	T	\$50.00



Schedule 'A'  
**Schedule of Fees**  
Bylaw 18-790

	Description	GST Status	Fee in \$
ii.	Any driveway greater than 400 meters	T	\$50.00 + \$100.00/hr for time over the first ½ hour
iii.	Lost or replacement signs	T	\$30.00/hr
<b>2.</b>	<b>Culverts – used or salvaged</b>		
i.	500 mm or less	T	\$13.00/meter
ii.	600 mm	T	\$15.00/meter
iii.	700 mm	T	\$16.00/meter
iv.	800 mm	T	\$25.00/meter
v.	900 mm	T	\$28.00/meter
vi.	1000 mm	T	\$29.00/meter
vii.	1200 mm or greater	T	\$30.00/meter
<b>3.</b>	<b>Grade Blades</b>		
i.	Used	T	\$5.00/each
<b>4.</b>	<b>Dust Control</b>		
i.	Application of calcium product for <b>residents and landowners</b> (up to April 15 <sup>th</sup> each year)	E	\$150.00 per 200 meters
ii.	<i>plus: for sections over 200 meters</i>	E	\$5.35/meter
iii.	Application of calcium product for <b>multi-parcel subdivisions</b>	E	\$100.00 per 100 meters
iv.	Application of calcium product for <b>industrial and road use agreement holders</b> (up to April 15 <sup>th</sup> each year) <i>If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters</i>	E	\$1605.00 per 300 meters
v.	<i>plus: for sections over 300 meters</i>	E	\$5.35/meter
<b>5.</b>	<b>Road Bond</b>		
i.	Overload Road Bond Fees (non-refundable payment)	E	\$1,125.00/km
ii.	<i>plus: Security Deposit (refundable subject to final inspections)</i>	E	\$6,375.00/km
iii.	Fixed Fee for the TRAVIS MJ Permitting System	E	\$15.00 per permit
<b>6.</b>	<b>Community Aggregate</b>		
i.	Community Aggregate Payment Levy	E	\$0.30/tonne





Schedule 'A'  
**Schedule of Fees**  
Bylaw 18-790

	Description	GST Status	Fee in \$
<b>D. Planning and Development</b>			
<b>1.</b>	<b>Planning Bylaw (New or Amended)</b>		
i.	Land Use Bylaw Amendment Application	E	\$800.00
ii.	Developer's Area Structure Plan	E	\$10,000.00
<b>2.</b>	<b>Development Permits</b>		
i.	Development Permit Applications	E	\$50.00 per \$100,000 or portion thereof
ii.	Variance Request	E	\$160.00
<b>3.</b>	<b>Subdivisions (including Bare Land Condominium Plans)</b>		
i.	Subdivision and Condominium Plan Applications, Single Lot	E	\$450.00
ii.	<i>plus:</i> each additional lot/unit created	E	\$150.00
iii.	Plan of Subdivision Endorsement Fees	E	\$150.00 per title created
iv.	Condominium Plan Endorsement Fees	E	\$40.00 per unit
v.	Time Extension Request	E	\$250.00
<b>4.</b>	<b>Subdivision and Development Appeal Board</b>		
i.	Development Appeal Fee (refundable if successful)	E	\$500.00
ii.	Subdivision Appeal Fee (refundable if successful)	E	\$500.00
<b>5.</b>	<b>Development Agreement Review</b>		
i.	Residential: up to 4 lot subdivision	E	\$1,500.00
ii.	Residential: greater than 4 lot subdivision	E	\$3,000.00
iii.	All other Recreational, Commercial and Industrial subdivisions	E	\$3,000.00
<b>6.</b>	<b>Business Licensing</b>		
i.	Business License Fee - new application	E	\$20.00
ii.	Business License Fee - annual renewal	E	\$10.00
<b>7.</b>	<b>Rural Addressing</b>		
i.	Rural Addressing Signage New/ Replacement	T	\$50.00 per sign



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

	Description	GST Status	Fee in \$
<b>8.</b>	<b>Signage</b>		
i.	Individual Lot Sign	T	\$50.00 per sign
ii.	Large Address Sign with address Tab for Subdivisions of 4 lots or greater	T	\$800.00 per sign
<b>9.</b>	<b>Orthographic Printing</b>		
	<i>Based on size and quality of paper, image and graphics.</i>		
i.	Colour 8 ½" x 11" orthographic (aerial) photo	T	\$10.00 residents, \$15.00 non-residential
ii.	Colour 11" x 17" orthographic (aerial) photo	T	\$20.00 residents, \$25.00 non-residential
<b>10.</b>	<b>Cadastral Map Pricing</b>		
i.	Hardcopy – landowner	T	\$25.00 per sheet
<b>11.</b>	<b>Certificate of Compliance</b>	E	\$100.00
<b>12.</b>	<b>Letter of Concurrence for Communication Towers</b>	E	\$100.00
<b>13.</b>	<b>Environmental Site Assessment Inquiries</b>	E	\$200.00 per parcel



Schedule 'A'  
**Schedule of Fees**  
 Bylaw 18-790

## Schedule "A"

### Land Acquisition Right of Way from properties up to 40 acres

#### Valleyview Area

Owner Parcel	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 30,000	\$ 22,600	\$ 16,600	\$ 13,600	\$ 12,600
1-3	\$ 12,600	\$ 12,000	\$ 8,750	\$ 7,350	\$ 7,275
3-5	\$ 8,900	\$ 8,600	\$ 6,300	\$ 5,300	\$ 5,250
5-10	\$ 6,100	\$ 5,850	\$ 4,350	\$ 3,700	\$ 3,650
10-20	\$ 3,900	\$ 3,900	\$ 2,850	\$ 2,700	\$ 2,600
20-30	\$ 2,800	\$ 2,750	\$ 2,700	\$ 2,600	\$ 2,550
30-40	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

#### DeBolt Area

Owner Parcel	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200
5-10	\$ 9,900	\$ 8,900	\$ 7,850	\$ 6,150	\$ 4,250
10-20	\$ 6,250	\$ 5,650	\$ 5,000	\$ 3,950	\$ 2,850
20-30	\$ 3,810	\$ 3,950	\$ 3,550	\$ 2,850	\$ 2,700
30-40	\$ 3,450	\$ 3,150	\$ 2,800	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

#### Grovedale Area

Owner Parcel Size in Acres	Landry Heights Price/Acre	Grovedale Price/Acre	Aspen Grove Price/Acre	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES					
				Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6
0-1	\$ 55,600	\$ 43,600	\$ 23,600	\$ 49,000	\$ 47,600	\$ 30,600	\$ 29,100	\$ 26,600	\$ 25,600
1-3	\$ 27,900	\$ 22,200	\$ 12,400	\$ 25,100	\$ 2,410	\$ 15,400	\$ 14,900	\$ 13,700	\$ 13,250
3-5	\$ 19,750	\$ 15,750	\$ 8,900	\$ 17,750	\$ 17,100	\$ 10,950	\$ 10,600	\$ 9,800	\$ 9,450
5-10	\$ 13,150	\$ 10,550	\$ 6,050	\$ 11,850	\$ 11,450	\$ 7,400	\$ 7,200	\$ 6,650	\$ 6,450
10-20	\$ 8,250	\$ 6,650	\$ 3,900	\$ 7,450	\$ 7,200	\$ 4,750	\$ 4,600	\$ 4,250	\$ 4,150
20-30	\$ 5,700	\$ 4,600	\$ 2,800	\$ 5,200	\$ 5,000	\$ 3,400	\$ 3,300	\$ 3,050	\$ 2,950
30-40	\$ 4,600	\$ 3,600	\$ 2,500	\$ 4,050	\$ 3,900	\$ 2,700	\$ 2,600	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 12,400	\$ 2,400

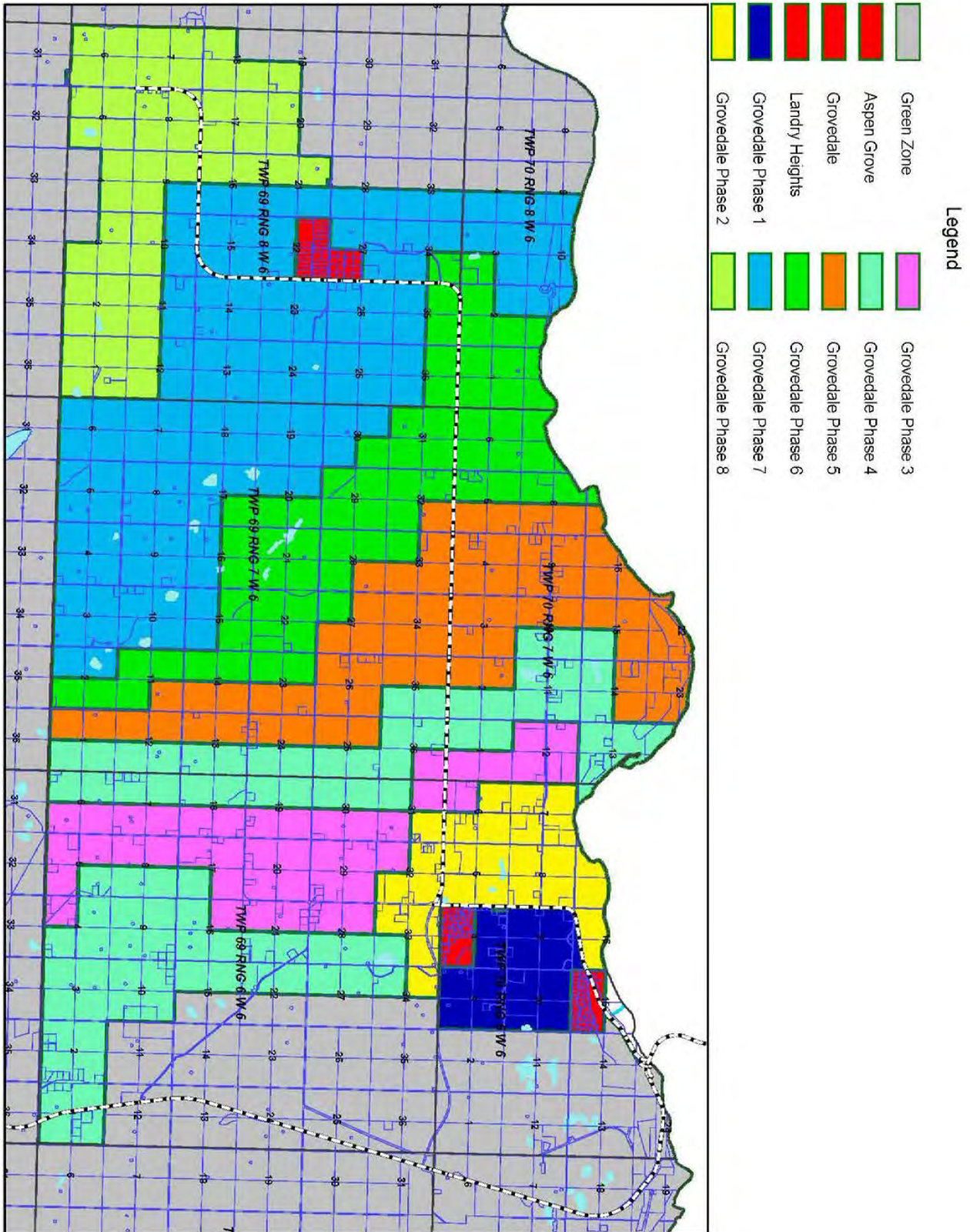








Schedule 'A'  
Schedule of Fees  
Bylaw 18-790





Revisions to the  
**Schedule of Fees**

## **Community Services**

	Description	GST Status	Fee in \$
<b>A. Agricultural Services</b>			
<i>All decisions being at the Agricultural Fieldsman's discretion</i>			
<b>1.</b>	<b>Haying or Pasturing Permits</b>		
i.	Application fee		\$100.00
ii.	<i>plus</i> annual per acre charge		\$15.00
<b>2.</b>	<b>Spray Exemption Signs</b>		
i.	Spray Exemption Signs (One-time fee only)	T	Free
ii.	Lost or Replacement Signs, each	T	\$30.00
<b>3.</b>	<b>Guides</b>		
i.	Guide to Crop Protection - Chemical/Cultural	T	\$12.00
ii.	Weed Seedling Guide	T	\$10.00
iii.	Nutrition and Feeding Management for Horse Owners	T	\$20.00
iv.	Horse Health	T	\$15.00
<b>4.</b>	<b>Picnic Tables</b>		
i.	Non-profit organizations - community event		No charge
ii.	Private affair, non-public event - maximum of 10 days	T	\$10.00/day
iii.	Delivery charge, per loaded kilometer	T	\$2.00/km
<b>5.</b>	<b>Barbecue</b>		
i.	Non-profit organizations - community event		No charge
ii.	Private affair, non-public event - maximum of 10 days	T	\$100.00/day
iii.	Deposit (all organizations)	E	\$200.00
iv.	Delivery charge, per loaded kilometer	T	\$2.00/km
<b>6.</b>	<b>Weed &amp; Insect Control Equipment</b>		
i.	Field Sprayer c/w GPS <i>All Locations</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
ii.	Boomless Sprayer <i>Valleyview</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
iii.	Water Tank on Trailer (for spraying) <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Estate Sprayer (Pull type) <i>All Locations</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
v.	Estate Sprayer (3 Point Hitch) <i>Valleyview</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
vi.	Quad Wick Applicator <i>All Locations</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
vii.	Quad Mount Sprayer <i>All Locations</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
viii.	Backpack Sprayer (15 Liters) <i>All Locations</i>	T	\$5.00 Each Day (3 Days Maximum if Lineup)
ix.	Hand Wick Applicator (Holds 600 ml.) <i>All Locations</i>	T	Free First 3 Days, \$5.00 Each Additional Day. (3 Days Maximum if Lineup)
x.	Granular Pesticide Bait Applicator (Holds 135 lbs Bran) <i>Valleyview</i>	T	\$30.00 Each Day (3 Days Maximum if Lineup)





## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
<b>7.</b>	<b>Spreaders</b>		
i.	Manure Spreader <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	Fertilizer Spreader <i>Valleyview</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
<b>8.</b>	<b>Earth Moving Equipment</b>		
i.	1000 Earth Mover <i>Valleyview, Crooked Creek</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	900 Earth Mover <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	425 Earth Mover <i>Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
iv.	12' Pull-Type Blade <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
v.	Vee Ditcher <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
<b>9.</b>	<b>Post Pounders</b>		
i.	Post Pounder <i>All Locations</i>	T	\$125.00 Each Day (3 Days Maximum if Lineup)



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
<b>10.</b>	<b>Bin Crane</b>		
i.	Bin Crane <i>Valleyview, Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
<b>11.</b>	<b>Cattle Equipment</b>		
i.	Cattle Squeeze <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
ii.	Loading Chute <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iii.	Panel Trailer <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Spare Panels <i>Crooked Creek, Grovedale</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Dehorers, Gougers, Burdizzo Clamps <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
vi.	Tag Reader <i>Valleyview</i>	T	Free, \$100.00 Deposit Required (3 Days Maximum if Lineup)
<b>12.</b>	<b>Conservation Equipment</b>		
i.	50' Heavy Harrow with Granular Applicator <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
ii.	33' Heavy Harrow with Granular Applicator <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	30' Land Roller <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
iv.	14' Disc <i>Grovedale</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
v.	No Till Drill <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
<b>13. Broadcast Seeders</b>			
i.	Truck Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
ii.	Quad Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Hand Seeder <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
<b>14. Water Pumping Equipment</b>			
i.	Water Pump and Pipe Trailer (AB. Agriculture Unit) <i>Valleyview</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
<b>15. Miscellaneous Equipment</b>			
i.	Bag Roller <i>Valleyview</i>	T	\$125.00 Each Day (3 Days Maximum if Lineup)



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
ii.	Survey Equipment <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Metal Detector <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iv.	Hay Sampler, Measuring Wheel, Bin Probe, Soil Sampler <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Scare Cannons <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
vi.	Rodent Traps (Two Styles) <i>Valleyview</i>	T	\$10.00 Each Day, \$100 Deposit Required (3 Days Maximum if Lineup)
vii.	Grain Vacuum <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
viii.	Bale Wagon <i>Valleyview, Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
ix.	Pressure Washer on Trailer <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
<b>16.</b>	<b>Recovery of A.S.B. Equipment</b> **Minimum one hour charge for recovery of equipment**		
i.	Recovery of rental equipment requiring 1-ton min. for transport	T	\$100.00/hr
ii.	Recovery of rental equipment requiring vehicle under 1-ton for transport	T	\$75.00/hr



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
iii.	Cleaning (when equipment is returned unclean)	T	\$60.00/hr
iv.	Removal of contaminated soil (Remediation purposes for club root)	T	\$60.00/hr + Disposal Fee
<b>17.</b>	<b>Adult Wolf Carcass</b>	E	\$300.00

<b>B. Family and Community Support Services</b>			
<b>1.</b>	<b>Home Support</b> <i>*This fee can be varied as evaluated and approved by the FCSS Manager.</i>	E	\$20.00*



Revisions to the  
**Schedule of Fees**

## **Corporate Services**

	Description	GST Status	Fee in \$
<b>A. Finance &amp; Administration</b>			
<b>1.</b>	<b>Photocopying</b>		
i.	Tax, Utilities, and other documents	T	\$0.50/page
ii.	Minutes or Bylaws	T	\$1.00/page
<b>2.</b>	<b>Documents</b>		
i.	Planning or otherwise, any size	T	\$10.00
ii.	Faxed Copies (incoming/outgoing)	T	\$1.00/page
iii.	Access to Information (FOIP), Research	T	\$25.00/hr
<b>3.</b>	<b>Taxes</b>		
i.	Tax certificate to registered landowner	E	No charge
ii.	Tax certificate to others	E	\$50.00/roll number
iii.	Tax Search to others	E	\$50.00/roll number
iv.	Online Tax Certificate to others	E	\$25.00
v.	Online Tax Search	E	\$15.00
vi.	Tax Notification Charges	E	\$75.00
<b>4.</b>	<b>Assessment</b>		
i.	Assessment record to landowner	E	\$5.00/roll number
ii.	Assessment record to others	E	\$10.00/roll number



Revisions to the  
**Schedule of Fees**

## **Infrastructure & Planning**

	Description	GST Status	Fee in \$
<b>A. Infrastructure &amp; Planning</b>			
<b>1.</b>	<b>Road Allowance License</b>		
i.	Road Allowance License, application fee	E	\$100.00
ii.	<i>plus</i> advertising costs, <i>plus</i> per quarter section or portion thereof, per year	E	\$10.00
<b>2.</b>	<b>Road Closure</b>		
i.	Application Fee	E	\$1,500.00
ii.	Sale of Road Allowance for the purpose of road closure. As determined by Accurate Assessment.	E	Fair Market Value
<b>3.</b>	<b>Approaches</b>		
i.	Approach Application Request fee (non-refundable)	E	\$175.00/per approach
ii.	Construction: Gravel Approach	E	\$2000.00/per approach
iii.	Upgrade/Relocation: Gravel Approach	E	\$2500.00/per approach
iv.	Construction: Asphalt Approach	E	\$5000.00/per approach
v.	Upgrade/Relocation: Asphalt Paved Approach	E	\$5500.00/per approach
<b>4.</b>	<b>Inspections</b>		
i.	Seismic pre-inspections, per occurrence	E	\$100.00
ii.	Seismic post-inspections, per occurrence	E	\$100.00
iii.	Seismic non-compliance, per inspection	E	\$100.00
<b>5.</b>	<b>Land Acquisition</b>		
i.	Right of Way from properties up to 40 acres	T	See Schedule "A"
ii.	Right of Way from properties over 40 acres	T	\$2400.00 /acre
iii.	Right - of-Way: from properties minimum payment	T	\$150.00/per occurrence
iv.	On parcels more than 40 acres, where an existing residence is on the property, for up to 50 meters each side of the residential driveway	T	\$3,000/acre





## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
v.	Borrow Pit Acquisition	T	\$1.00/m <sup>3</sup>
vi.	Shelterbelt Loss, tree height under 10 feet	T	\$1,500.00/km
vii.	Shelterbelt Loss, tree height over 10 feet	T	\$2,500.00/km
<b>6.</b>	<b>Fencing</b>		
i.	Removal of old fence by landowner	T	\$2,000/mile (1,250/km)
ii.	Removal of old fence by M.D. without replacement	T	\$1,000/mile (625/km)
iii.	Replacement of old fence by landowner with MD supplying material	T	\$4,000/mile (2,500/km)
iv.	Replacement of old fence by landowner including labour and materials	T	\$8,000/mile (5,000/km)
v.	Replacement of old fence by M.D.	T	No Compensation

B. Environmental Services			
	Accounts for metered services and bulk accounts if not paid within 30 days of the billing date will incur a 1.5% penalty monthly.		
	Where work is done at cost, the cost will include the amount expended by Greenview for all expenditures incurred doing the work, including administration. All invoices will be paid within 30 days of billing. If not paid within 30 of billing, are subject to interest.	1.5% penalty/month	
	Water Meter/Replacement (Owner Responsibility)	Based on actual replacement costs	
1.	Requested Turn on/Shut off of Service Curb Stop		
i.	Regular Hours	T	\$20.00 Flat Rate
ii.	After Hours	T	\$80.00/hr
2.	Hamlet Water Distribution Systems (DeBolt, Grovedale, Landry Heights, Little Smoky, and Ridgevalley)		
i.	Residential Rate (0 - 30 m <sup>3</sup> /month)	E	\$3.50/m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$4.00/m <sup>3</sup>
iii.	Non Residential Rate	E	\$4.00/m <sup>3</sup>



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
iv.	Installation Fee (To install from main line to property line)	E	\$8,000.00 deposit (based on actual invoice)
v.	Connection Fee (Rights to connect)	E	\$12,500.00 per service
vi.	Utilities Account Deposit	E	\$100.00
<b>3.</b>	<b>Rural Water Distribution System (Valleyview)</b>		
i.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$10.00/m <sup>3</sup>
ii.	Non Residential Rate	E	\$10.00/m <sup>3</sup>
iii.	Connection Fee	E	\$12,500.00 /per service
iv.	Utilities Account Deposit	E	\$100.00
<b>4.</b>	<b>Rural Water Distribution System (Crooked Creek)</b>		
i.	Residential Rate (0-30 m <sup>3</sup> /month)	E	\$3.50/m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$10.00/m <sup>3</sup>
iii.	Non Residential Rate	E	\$10.00/m <sup>3</sup>
iv.	Connection Fee	E	\$12,500.00
v.	Utilities Account Deposit	E	\$100.00
	<b>Rural Water Distribution System (Ridgevalley)</b>		
i.	Residential Rate (0-30 m <sup>3</sup> /month)	E	\$3.50/m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /month)	E	\$10.00/m <sup>3</sup>
iii.	Non Residential Rate	E	\$10.00/m <sup>3</sup>
iv.	Connection Fee	E	\$12,500.00
v.	Utilities Account Deposit	E	\$100.00
<b>5.</b>	<b>Water Point Facilities</b>		
i.	Potable Water Points Residential/Agriculture	E	\$3.50/m <sup>3</sup>
ii.	Potable Water Points Commercial	E	\$8.50/m <sup>3</sup>
iii.	Non-Potable Water Points	E	\$2.00/m <sup>3</sup>
<b>6.</b>	<b>Gravity Wastewater Collection System (DeBolt &amp; Ridgevalley)</b>		
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
<b>7.</b>	<b>Low Pressure Wastewater Collection System (Little Smoky &amp; Grovedale &amp; Ridgevalley)</b>		
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
<b>8.</b>	<b>Septage Classification</b>		
i.	Residential – Single Family Dwelling	E	\$24.00 /month
ii.	Residential – Duplex (per dwelling unit)	E	\$24.00 /month
iii.	Residential – Multi Family Dwelling (per self-contained dwelling unit)	E	\$24.00 /month
iv.	Commercial – General Store	E	\$36.00 /month
v.	Commercial – Laundromat	E	\$56.00 /month
vi.	Commercial – Hotels (rooms & beer parlor)	E	\$80.00 /month
vii.	Commercial – Cafes	E	\$48.00 /month
viii.	Commercial – Garages	E	\$48.00 /month
ix.	Commercial – Office	E	\$36.00 /month
x.	Commercial – Not elsewhere classified	E	\$36.00 /month
xi.	Community Halls & Other Recreation Facilities	E	\$48.00 /month
xii.	Churches	E	\$24.00 /month
xiii.	Schools (per classroom)	E	\$24.00 /month
xiv.	Royal Canadian Legion Hall	E	\$24.00 /month
xv.	Senior Citizen's Drop-In Centre	E	\$24.00 /month
<b>9.</b>	<b>Wastewater Lagoon</b>		
i.	Commercial/Industrial Tipping Rate	T	\$7.50/m <sup>3</sup>
	<b>Lagoon Keys</b>		
i.	Key (Initial/replacement)	T	\$150.00

<b>C. Operations</b>			
	<i>Greenview's Equipment Rates will be the same as the EOIP rates</i>		
<b>1.</b>	<b>Snowplowing Signs</b>		
i.	Any driveway up to 400 meters	T	\$50.00



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
ii.	Any driveway greater than 400 meters	T	\$50.00 + \$100.00/hr for time over the first ½ hour
iii.	Lost or replacement signs	T	\$30.00/hr
<b>2.</b>	<b>Culverts – used or salvaged</b>		
i.	500 mm or less	T	\$13.00/meter
ii.	600 mm	T	\$15.00/meter
iii.	700 mm	T	\$16.00/meter
iv.	800 mm	T	\$25.00/meter
v.	900 mm	T	\$28.00/meter
vi.	1000 mm	T	\$29.00/meter
vii.	1200 mm or greater	T	\$30.00/meter
<b>3.</b>	<b>Grade Blades</b>		
i.	Used	T	\$5.00/each
<b>4.</b>	<b>Dust Control</b>		
i.	Application of calcium product for <b>residents and landowners</b> (up to April 15 <sup>th</sup> each year)	E	\$150.00 per 200 meters
ii.	<i>plus: for sections over 200 meters</i>	E	\$5.35/meter
iii.	Application of calcium product for <b>multi-parcel subdivisions</b>	E	\$100.00 per 100 meters
iv.	Application of calcium product for <b>industrial and road use agreement holders</b> (up to April 15 <sup>th</sup> each year) <i>If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters</i>	E	\$1605.00 per 300 meters
v.	<i>plus: for sections over 300 meters</i>	E	\$5.35/meter
<b>5.</b>	<b>Road Bond</b>		
i.	Overload Road Bond Fees (non-refundable payment)	E	\$1,125.00/km
ii.	<i>plus: Security Deposit (refundable subject to final inspections)</i>	E	\$6,375.00/km
iii.	Fixed Fee for the TRAVIS MJ Permitting System	E	\$15.00 per permit
<b>6.</b>	<b>Community Aggregate</b>		
i.	Community Aggregate Payment Levy	E	\$0.30/tonne



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
<b>D. Planning and Development</b>			
<b>1.</b>	<b>Planning Bylaw (New or Amended)</b>		
i.	Land Use Bylaw Amendment Application	E	\$800.00
ii.	Developer's Area Structure Plan	E	\$10,000.00
<b>2.</b>	<b>Development Permits</b>		
i.	Development Permit Applications	E	\$50.00 per \$100,000 or portion thereof
ii.	Variance Request	E	\$160.00
<b>3.</b>	<b>Subdivisions (including Bare Land Condominium Plans)</b>		
i.	Subdivision and Condominium Plan Applications, Single Lot	E	\$450.00
ii.	<i>plus: each additional lot/unit created</i>	E	<i>\$150.00</i>
iii.	Plan of Subdivision Endorsement Fees	E	\$150.00 per title created
iv.	Condominium Plan Endorsement Fees	E	\$40.00 per unit
v.	Time Extension Request	E	\$250.00
<b>4.</b>	<b>Subdivision and Development Appeal Board</b>		
i.	Development Appeal Fee (refundable if successful)	E	\$500.00
ii.	Subdivision Appeal Fee (refundable if successful)	E	\$500.00
<b>5.</b>	<b>Development Agreement Review</b>		
i.	Residential: up to 4 lot subdivision	E	\$1,500.00
ii.	Residential: greater than 4 lot subdivision	E	\$3,000.00
iii.	All other Recreational, Commercial and Industrial subdivisions	E	\$3,000.00
<b>6.</b>	<b>Business Licensing</b>		
i.	Business License Fee - new application	E	\$20.00
ii.	Business License Fee - annual renewal	E	\$10.00
<b>7.</b>	<b>Rural Addressing</b>		
i.	Rural Addressing Signage New/ Replacement	T	\$50.00 per sign



## Revisions to the Schedule of Fees

	Description	GST Status	Fee in \$
<b>8.</b>	<b>Signage</b>		
i.	Individual Lot Sign	T	\$50.00 per sign
ii.	Large Address Sign with address Tab for Subdivisions of 4 lots or greater	T	\$800.00 per sign
<b>9.</b>	<b>Orthographic Printing</b>		
	<i>Based on size and quality of paper, image and graphics.</i>		
i.	Colour 8 ½" x 11" orthographic (aerial) photo	T	\$10.00 residents, \$15.00 non-residential
ii.	Colour 11" x 17" orthographic (aerial) photo	T	\$20.00 residents, \$25.00 non-residential
<b>10.</b>	<b>Cadastral Map Pricing</b>		
i.	Hardcopy – landowner	T	\$25.00 per sheet
<b>11.</b>	<b>Certificate of Compliance</b>	E	\$100.00
<b>12.</b>	<b>Letter of Concurrence for Communication Towers</b>	E	\$100.00
<b>13.</b>	<b>Environmental Site Assessment Inquiries</b>	E	\$200.00 per parcel



## Revisions to the Schedule of Fees

### Schedule “A”

#### Land Acquisition

#### Right of Way from properties up to 40 acres

##### Valleyview Area

Owner Parcel	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 30,000	\$ 22,600	\$ 16,600	\$ 13,600	\$ 12,600
1-3	\$ 12,600	\$ 12,000	\$ 8,750	\$ 7,350	\$ 7,275
3-5	\$ 8,900	\$ 8,600	\$ 6,300	\$ 5,300	\$ 5,250
5-10	\$ 6,100	\$ 5,850	\$ 4,350	\$ 3,700	\$ 3,650
10-20	\$ 3,900	\$ 3,900	\$ 2,850	\$ 2,700	\$ 2,600
20-30	\$ 2,800	\$ 2,750	\$ 2,700	\$ 2,600	\$ 2,550
30-40	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

##### DeBolt Area

Owner Parcel	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200
5-10	\$ 9,900	\$ 8,900	\$ 7,850	\$ 6,150	\$ 4,250
10-20	\$ 6,250	\$ 5,650	\$ 5,000	\$ 3,950	\$ 2,850
20-30	\$ 3,810	\$ 3,950	\$ 3,550	\$ 2,850	\$ 2,700
30-40	\$ 3,450	\$ 3,150	\$ 2,800	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

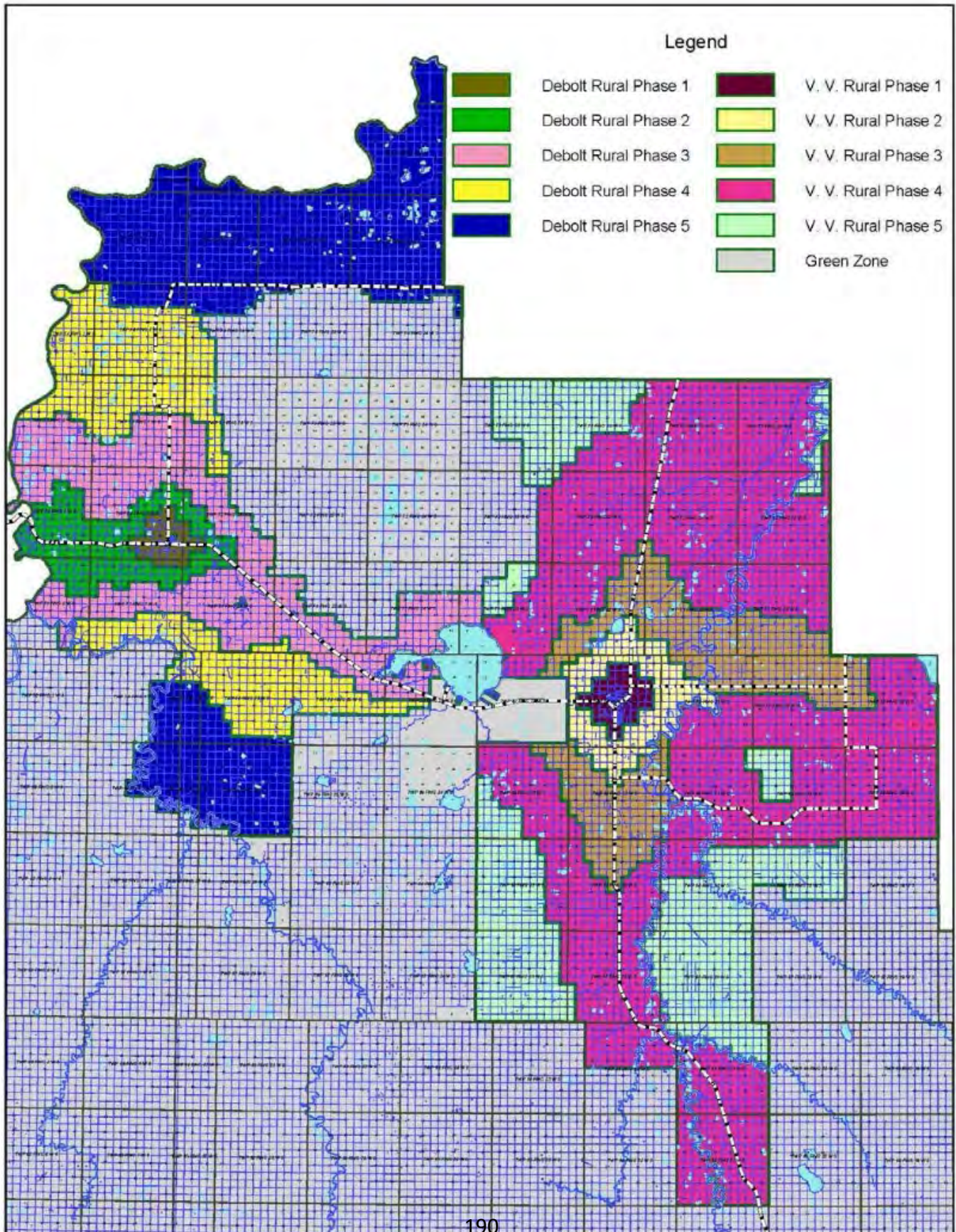
##### Grovedale Area

Owner Parcel Size in Acres	Landry Heights Price/Acre	Grovedale Price/Acre	Aspen Grove Price/Acre	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES					
				Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6
0-1	\$ 55,600	\$ 43,600	\$ 23,600	\$ 49,000	\$ 47,600	\$ 30,600	\$ 29,100	\$ 26,600	\$ 25,600
1-3	\$ 27,900	\$ 22,200	\$ 12,400	\$ 25,100	\$ 2,410	\$ 15,400	\$ 14,900	\$ 13,700	\$ 13,250
3-5	\$ 19,750	\$ 15,750	\$ 8,900	\$ 17,750	\$ 17,100	\$ 10,950	\$ 10,600	\$ 9,800	\$ 9,450
5-10	\$ 13,150	\$ 10,550	\$ 6,050	\$ 11,850	\$ 11,450	\$ 7,400	\$ 7,200	\$ 6,650	\$ 6,450
10-20	\$ 8,250	\$ 6,650	\$ 3,900	\$ 7,450	\$ 7,200	\$ 4,750	\$ 4,600	\$ 4,250	\$ 4,150
20-30	\$ 5,700	\$ 4,600	\$ 2,800	\$ 5,200	\$ 5,000	\$ 3,400	\$ 3,300	\$ 3,050	\$ 2,950
30-40	\$ 4,600	\$ 3,600	\$ 2,500	\$ 4,050	\$ 3,900	\$ 2,700	\$ 2,600	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 12,400	\$ 2,400





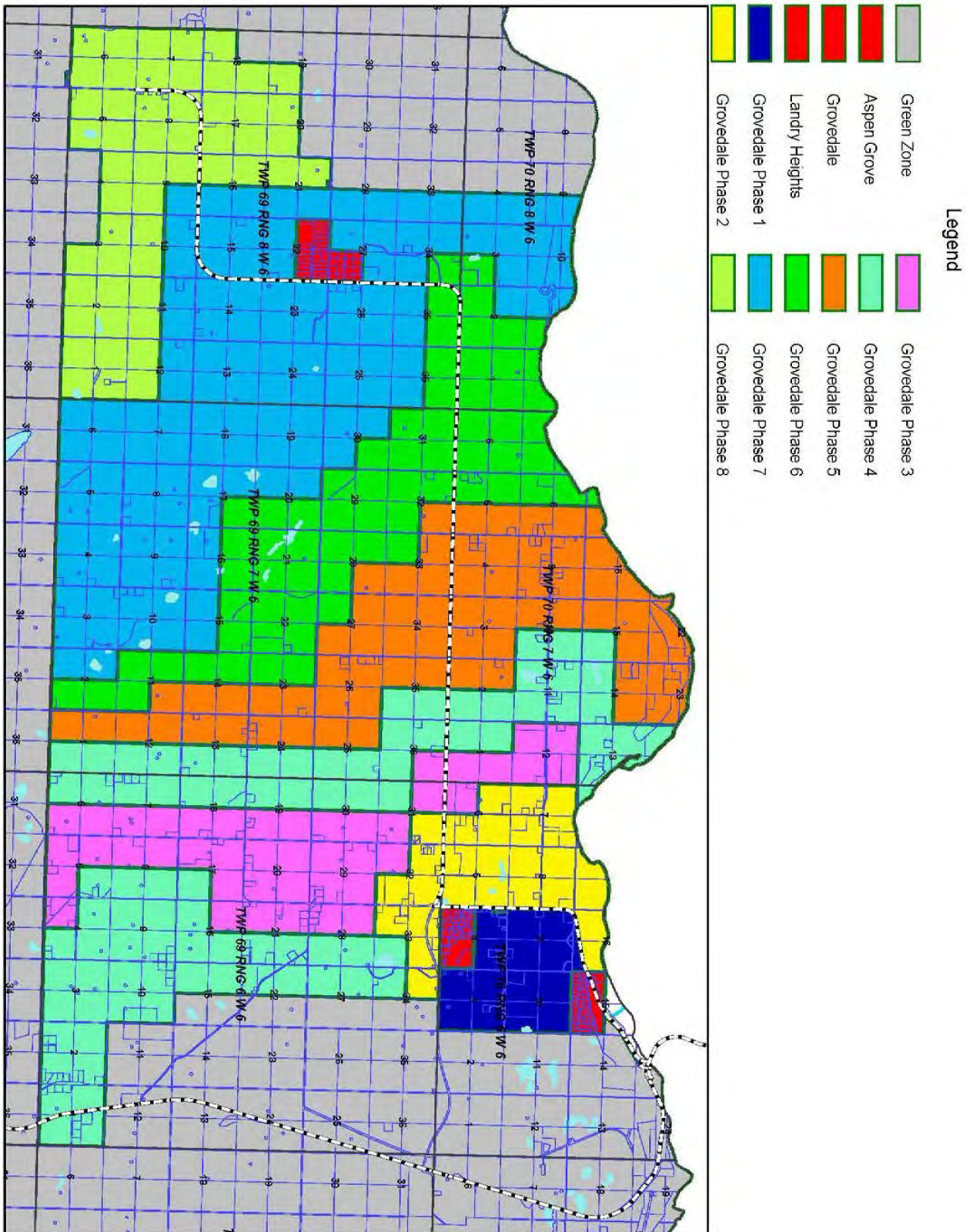
## Revisions to the Schedule of Fees







## Revisions to the Schedule of Fees



## Shelterbelt Loss Options

1. Average height:
  - \$1,500.00 per kilometre for trees under 10 feet;
  - \$2,500.00 per kilometre for trees over 10 feet.
2. Per acre
  - \$500 per acre
  - \$600 per acre
3. Per kilometre
  - Natural Shelterbelt: \$1000/km for 5 metre widening
  - Natural Shelterbelt: \$1500/km for 10 metre widening
  - Mixed Shelterbelt: \$1500/km for 5 metre widening
  - Mixed Shelterbelt: \$2000/km for 10 metre widening
  - Farmland: \$500/km for 5 metre widening
  - Farmland: \$1000/km for 10 metre widening
4. Per tree:
  - 6 inches to 2 feet: \$5
  - 2.1 feet to 4 feet: \$10
  - 4.1 feet to 6 feet: \$20
  - 6.1 feet to 8 feet: \$50
  - 8.1 feet to 10 feet: \$75
  - 10.1 feet and over: \$100



# REQUEST FOR DECISION

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SUBJECT: **Bylaw 17-785 Grovedale Area Structure Plan**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER: SAR  
DEPARTMENT: PLANNING & DEVELOPMENT GM: PRESENTER: LL  
STRATEGIC PLAN: Development

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RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, RSA 2000, c M s.

**Council Bylaw/Policy** (cite) – N/A

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RECOMMENDED ACTION:

**MOTION: That Council give Second Reading to Bylaw 17-785, for the Grovedale Area Structure Plan.**

**MOTION: That Council give Third Reading to Bylaw 17-785, for the Grovedale Area Structure Plan.**

---

BACKGROUND/PROPOSAL:

Greenview retained Scheffer Andrew Ltd., on September 30, 2015, as a consultant to complete a review of Greenview's Grovedale Area Structure Plan (GASP). Greenview's existing GASP was adopted in 2005 and was amended once in 2011, since its adoption.

The review of the existing Grovedale Area Structure Plan started with public information sessions, open houses and surveys, as well as sessions involving Council and the Citizen's Panel that focused on identifying future development concepts, future roads, water and wastewater servicing, housing form and density, and park and open space dedications.

As a result of those sessions, the following visions and guiding principles were incorporated into the Grovedale Area Structure Plan:

- Focus on 50 years of future growth and development
- Centralize growth while maintaining a small town feel
- Promote a healthy, safe and pleasant community
- Minimize the loss of the current agricultural heritage and environmentally significant land
- Foster sustainable growth and a desirable lifestyle in a livable, safe and walkable community environment
- Provide development options for housing
- Encourage the diversification of economy
- Encourage Environmental sustainability and stewardship through green initiatives

Public engagement played a role throughout the Grovedale Area Structure Plan process, with Administration attending several community events to allow citizens to comment on the proposed changes to the Plan. First Reading that was given on June 27, 2017 and a Public Hearing was held on August 21, 2017, at the Grovedale Public Service Building.

Following written comments from landowners of Landry Heights and representations made at the Public Hearing for the Grovedale Area Structure Plan, on April 13, 2018, residents of Landry Heights voted on whether or not municipal water services should be provided to the Hamlet. Fifty (50) landowners voted in favour of the resolution that municipal water services should be provided to the Hamlet, thus securing a major vote.

As a result of the Public Hearing and the outcomes of the municipal water services vote, Administration is proposing the following changes to the Grovedale Area Structure Plan:

- Page 18 and 19 - Concept area for Landry Heights be changed from Estate Living to River Valley Residential
- Page 22 - Policy 4.3.2 (4) be changed to “Individual lots within multi-lot subdivisions are to be privately serviced; however, municipal water and wastewater systems may be considered at the discretion of Greenview for new development areas”.
- Page 23 - Policy 4.3.2 (6) Future development/redevelopment within the Hamlet of Landry Heights shall be context sensitive and limited to the development of low-density housing options compatible with the existing housing form, that can be adequately serviced using private water and wastewater systems or municipal water and wastewater systems.

Administration is confident that the revisions to the Grovedale Area Structure Plan have responded to the majority of the comments received by the landowners and is recommending that Council give Second and Third Readings to the Bylaw.

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#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit to of the recommend motion is that the Grovedale Area Structure Plan process will be finalized and will ensure that development proceeds in an orderly and economical manner; and that proposed developments will not have negative implications for the municipality, the environment, adjacent landowners or future residents

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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 table the Grovedale Area Structure Plan for further discussion and revisions.

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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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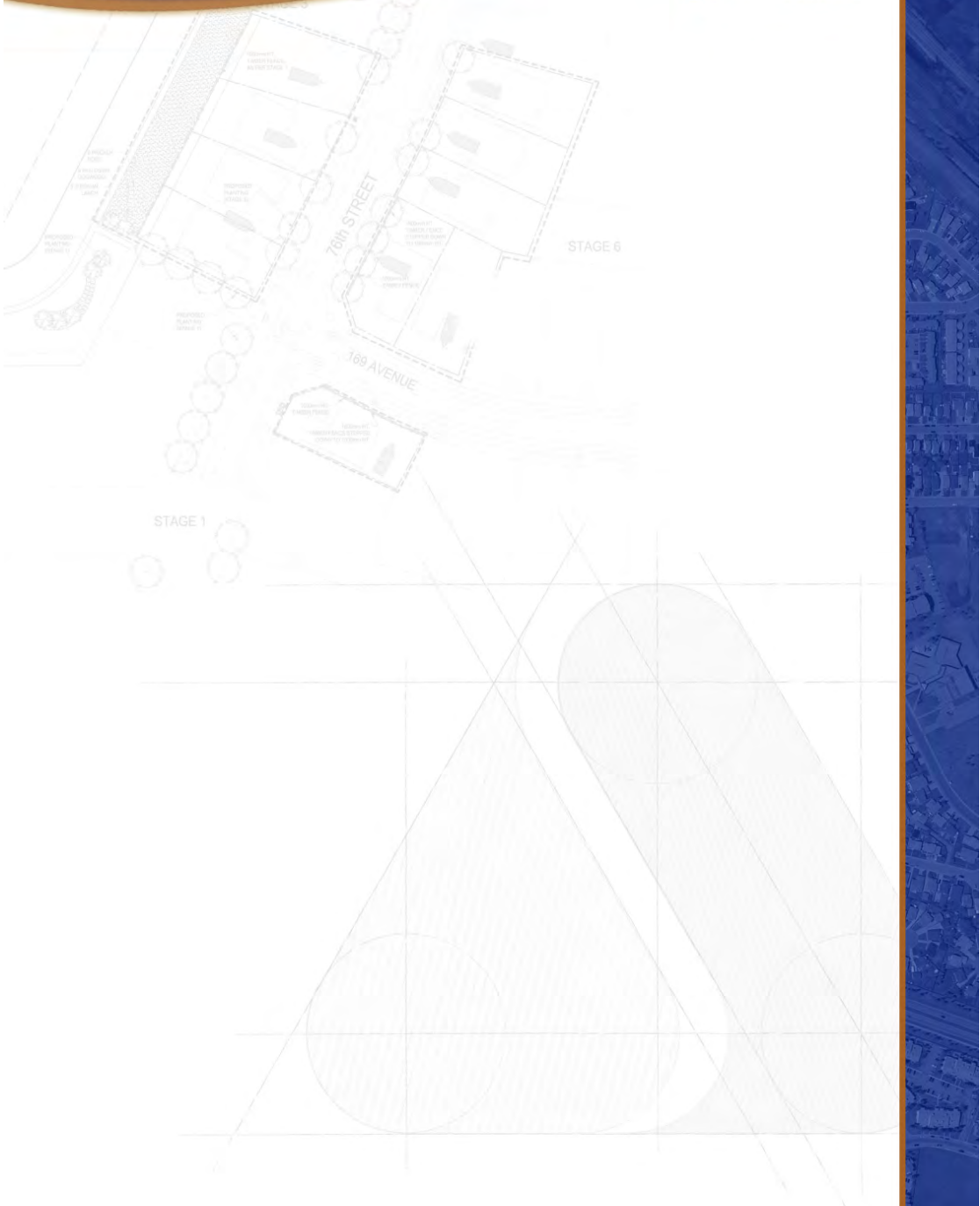
**FOLLOW UP ACTIONS:**

Administration will update Greenview's website with the adopted Grovedale Area Structure Plan.

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**ATTACHMENT(S):**

- Schedule 'A' – Grovedale Area Structure Plan
- Schedule 'B' – Bylaw 17-785





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## 1 Introduction

The Grovedale Area Structure Plan (ASP) lies in the northwestern portion of the Municipal District of Greenview (Greenview), and is located south of the Wapiti River and the County of Grande Prairie. *Figure 1: Key Map* defines the location of the Grovedale ASP in the broader provincial and regional context, while *Figure 2: Plan Context* defines the Grovedale ASP plan boundary and provides a local context. The Grovedale ASP consists of approximately 46,394 hectares of land with the Centralized Living area being approximately 2,977.9 hectares in size.

The plan area contains the Hamlets of Landry Heights and Grovedale and is approximately 8 km south of the City of Grande Prairie. See *Figure 1: Key Map* and *Figure 2: Plan Context* for further details.

The Grovedale plan area contains both titled and untitled lands, with a variety of natural and man-made features that create unique opportunities and constraints for future development. In response to these opportunities and constraints and the need to manage growth in a responsible fashion, Greenview identified the need to both guide future development and protect the natural amenities offered by the surrounding landscape.

The Grovedale Area Structure Plan (ASP) is intended to provide direction for future growth and development within the plan area, in conjunction with the goals, objectives and policies outlined within Greenview's Municipal Development Plan.

The Grovedale ASP provides a long-term framework for development with a 50-year vision while accommodating in excess of 50 years of growth.

The Grovedale ASP will act as a foundation for future plans and studies, such as Minor Area Structure Plans, municipal infrastructure reports, and off-site levies.

### 1.1 Conformance & Process

#### 1.1.1 Municipal Government Act

The Grovedale ASP has been prepared in accordance with Section 633(1) of the Municipal Government Act, which establishes the minimum requirements for Area Structure Plans in Alberta, and addresses other matters considered as necessary by the Greenview Council.

### **1.1.2 Greenview Municipal Development Plan**

The Greenview Municipal Development Plan (MDP) was adopted September 21, 2016. The Grovedale ASP is in alignment with the objectives and policies of the Municipal Development Plan. The proposed Central Living area is in alignment with Section 5 of the MDP, which accommodates the future expansion of the Hamlets of Grovedale and Landry Heights and encourages commercial, industrial and institutional uses to locate in these centres by fostering sustainable growth and a desirable lifestyle in a livable, safe and walkable community environment.

### **1.1.3 Upper Peace Regional Plan**

The boundary of the Upper Peace Regional Plan is based upon the major watershed in the region while being aligned to best fit with the boundaries of municipal districts and counties. This plan will include Greenview, as well as numerous other municipalities that fall within the watershed. This plan was prepared prior to the creation of the Upper Peace Regional Plan by the provincial government.

If any policies in this plan are in conflict with the policies of the Upper Peace Regional Plan, the latter shall take priority. This plan should be reviewed (and if necessary, amended) once the Upper Peace Regional Plan is approved by the Government of Alberta to ensure that it is consistent with the policies and concepts contained in the regional plan. As of January 2017, no work has commenced on the preparation of the Upper Peace Regional Plan.

### **1.1.4 Historical Resources**

The plan area's proximity to the Wapiti River and the presence of significant natural areas increases the likelihood that it may be home to historical or archaeological resources, such as settlement structures, buried artefacts, and fossilized remains. Lands within the plan area are identified on the Provincial *Listing of Historic Resources* as prepared by Heritage Division of Alberta Culture and Tourism. Prior to further detailed planning and subdivision and development within the plan area, approvals must be sought from Alberta Culture and Tourism to ensure that, if present, these resources can be properly preserved and protected by qualified professionals.

### **1.1.5 Community Consultation**

Community outreach has played a significant role in the preparation of the Grovedale Area Structure Plan, with the intent of having members of the community help guide the development of the plan. Consultation has consisted of meetings with the public, online surveys, as well as the establishment of a Citizens' Advisory Panel.

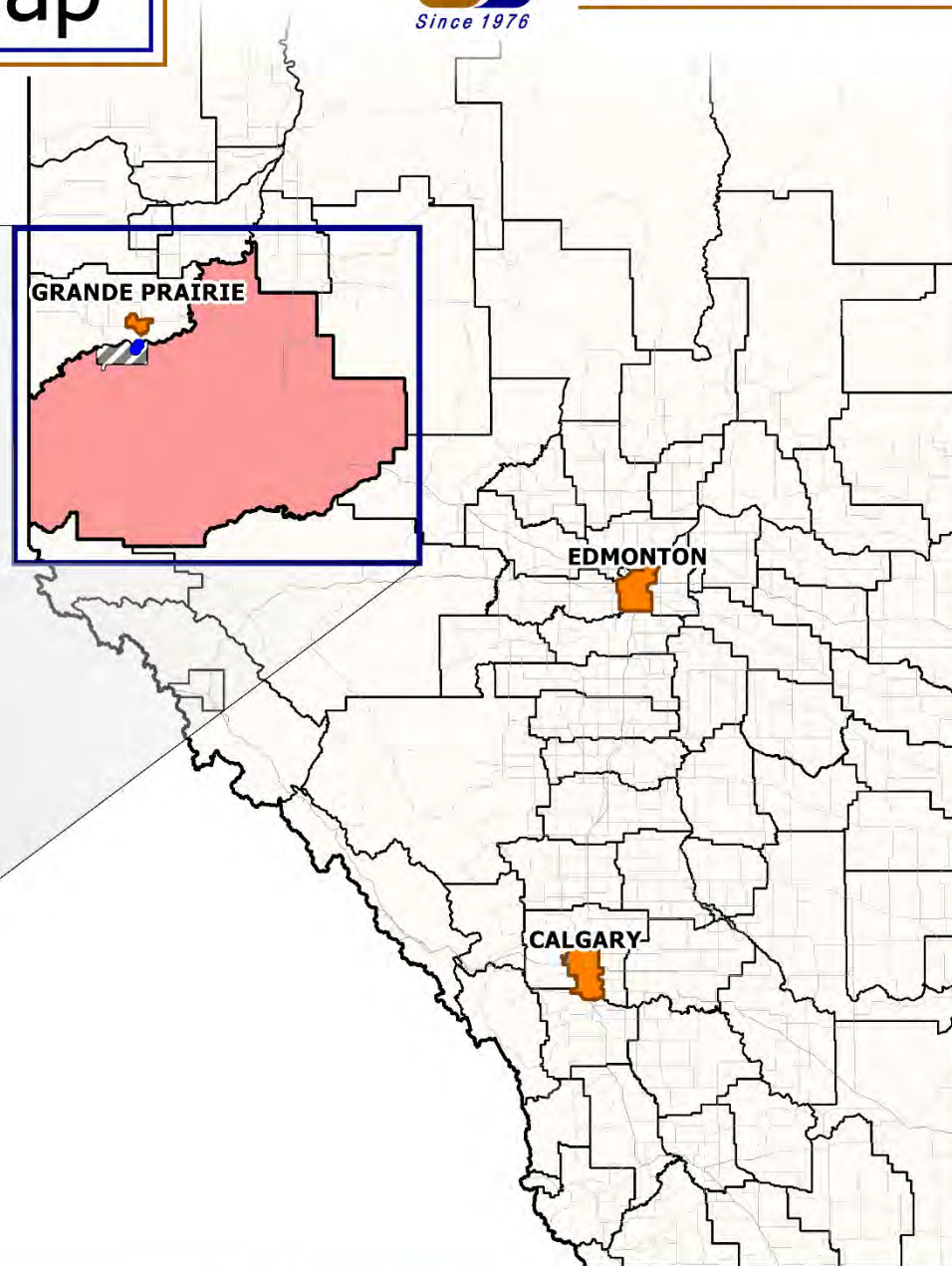
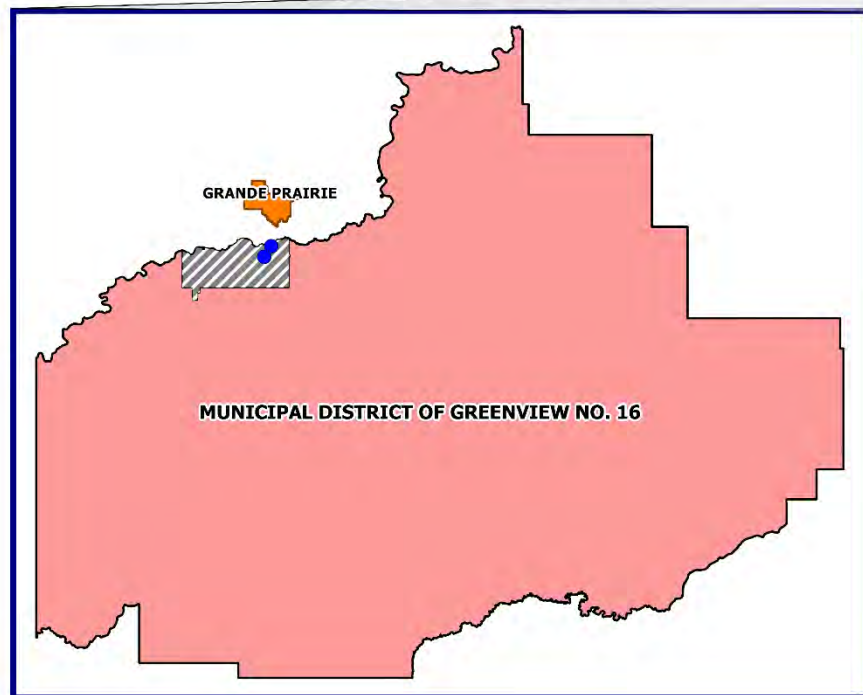


# Key Map



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## Legend

- ALBERTA BOUNDARY
- HAMLET
- ASP LOCATION
- CITIES
- MD OF GREENVIEW No.16
- RURAL MUNICIPALITY

**FIGURE 1:** Key Map

0 100 200 300 400 500 km





## 2 Existing Land Use

### 2.1.1 Green & White Areas

The plan area consists of settled (White Area) and unsettled (Green Area) lands which have been defined by the Crown. See *Figure 3: White & Green Areas* for details. The White Area is the settled portions of the Province, while the Green Area is the unsettled (and largely forested) portion of the Province. The jurisdiction for the Green Area falls with the Crown, with all public lands being managed by the Province of Alberta.

A variety of activities occur within the Green Area, such as recreational activities; agricultural activities including livestock grazing; natural resource extraction (sand and gravel), oil and gas, forestry; and heavy industrial activities.

Adherence to Section 8 of the MDP will ensure that the interests of Greenview within the plan area are addressed.

### 2.1.2 Natural Resource Extraction

Within the plan area are several sites where natural resources are extracted, including oil and gas wells operated by private businesses (both on private and public land), and aggregate and mineral extraction facilities operated by both private and public entities. The extraction of natural resources is a provincially regulated industry, municipalities typically have little control over where these sites may be developed or how they may operate, particularly those operations related to the oil and gas sectors.

Existing oil and gas facilities are identified in *Figure 4: Existing Oil and Gas Facilities*.

The role of Greenview in planning for natural resource extraction activities in the plan area is to ensure that future developments, at a minimum, adhere to Alberta Energy Regulator's recommended setbacks from these activities, in order to limit land use conflicts in the future.



### **2.1.3 Residential**

The single-family dwelling is the primary form of housing throughout the plan area, and is found in:

- Single-family residential parcels subdivided from an agricultural quarter section;
- Farmsteads;
- Aspen Grove Country Residential;
- Multi-lot Country Residential Subdivisions; and
- The Hamlets of Grovedale and Landry Heights.

The greatest concentration of housing is located in the Hamlets of Landry Heights and Grovedale.

### **2.1.4 Commercial & Industrial**

Commercial development is limited to the Hamlet of Grovedale and currently consists of two general stores, which provide a variety of goods and services.

Industrial development is located throughout the plan area. Light industrial activities with minimal impacts on the surrounding land uses can be found within and adjacent to the Hamlet of Grovedale. Greenview's Grovedale Office [is located] within a light industrial area to the north of the Hamlet of Grovedale.

Heavy industrial activities are located along Highway 40 and consist of those industries related to the oil and gas sectors and the forestry sector. The largest single industrial activity within the plan area is directly related to the forestry sector and can be found on the east side of Highway 40 north of the intersection of Township Road 700 and Highway 40.

### **2.1.5 Recreational**

A variety of recreational facilities exist within the plan area; these include O'Brien Provincial Park, Big Mountain Creek Provincial Recreation Area, Grovedale Fish Pond, as well as, Grovedale Golf & Country Club and the Nitehawk Year-Round Adventure Park, both of which are privately owned. Examples of recreational activities available (at select locations) are:

- Day use sites;
- Fishing;
- Gravity Mountain Biking Park;
- Hiking;
- Swimming;



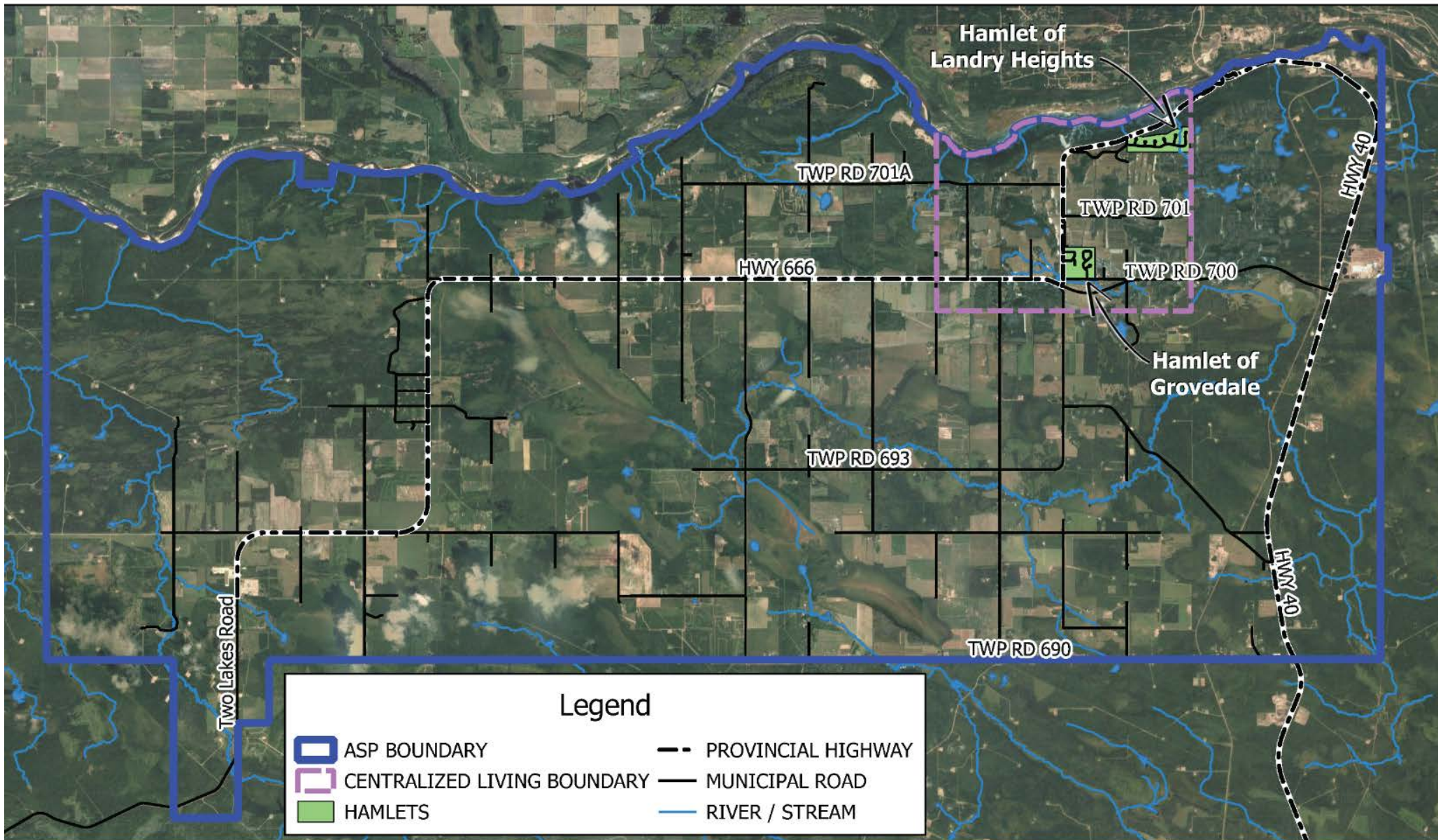
- Snowboarding and Skiing (cross-country and downhill);
- Luge Track and Freestyle Water Ramp
- Snowshoeing;
- Off-Highway All-terrain Vehicle Riding;
- Snowmobiling;
- Recreational Vehicle camping; and
- Golfing.







# Plan Context



**FIGURE 2:** Plan Context





# White and Green Areas

County of Grande Prairie No.1

MD of Greenview No.16

Two Lakes Road

TWP RD 701A

HWY 666

RGE RD 73

TWP RD 693

RGE RD 65

TWP RD 692

TWP RD 690

HWY 40

HWY 40

## Legend

- |                        |                             |                        |
|------------------------|-----------------------------|------------------------|
| --- PROVINCIAL HIGHWAY | ASP BOUNDARY                | WHITE AREA (COMMITTED) |
| — MUNICIPAL ROAD       | CENTRALIZED LIVING BOUNDARY | GREEN AREA             |
| — RIVER / STREAM       | WHITE AREA (CROWN LAND)     | GRAZING LEASES         |

**FIGURE 3: White and Green Areas**

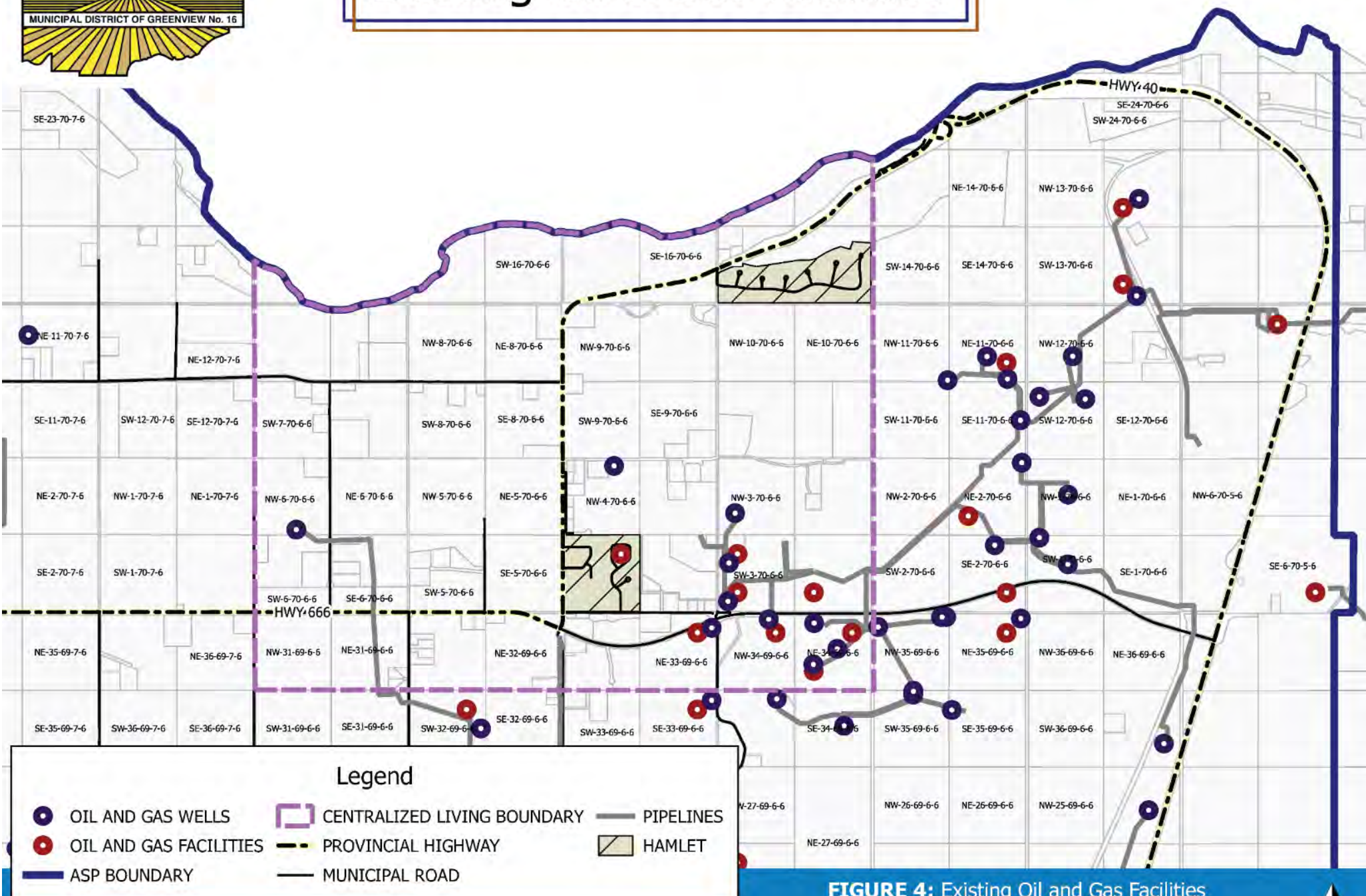
0 2 4 6 8 10 km



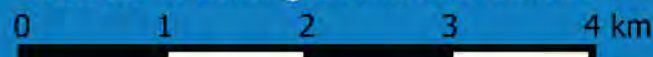




# Existing Oil & Gas Facilities



**FIGURE 4: Existing Oil and Gas Facilities**



## **2.2 Environmental Conditions**

### **2.2.1 Wapiti River**

The Wapiti River is the primary feature in the local landscape, with it and its tributaries being environmentally significant. The Wapiti River is a source of recreational and employment opportunities, along with the water supply for neighbouring communities such as the City of Grande Prairie.

The Wapiti River is navigable and can be used by motorized and non-motorized watercraft. The shores of the Wapiti River are used for a variety of recreational opportunities, with O'Brien Provincial Park providing day use sites for picnicking and opportunities for biking, cross-country skiing and snowshoeing.

Aggregate resource extraction facilities are also located along the Wapiti River.

### **2.2.2 Farmland Rating**

A detailed Farmland Assessment has been completed by Accurate Assessment on behalf of Greenview, for lands within the plan area, classifying lands into one (1) of two (2) categories based upon their capability to support agricultural activities. Lands with a Farmland Rating of 0% up to 28% are of lower quality and generally not as well suited for agricultural purposes, aside from pasture and grass, for a variety of reasons. Lands with a Farmland Assessment Rating of 28% or greater, are more suited for agricultural production and are considered Better Agricultural Land. Please see *Figure 5: Farmland Assessment* for further details.



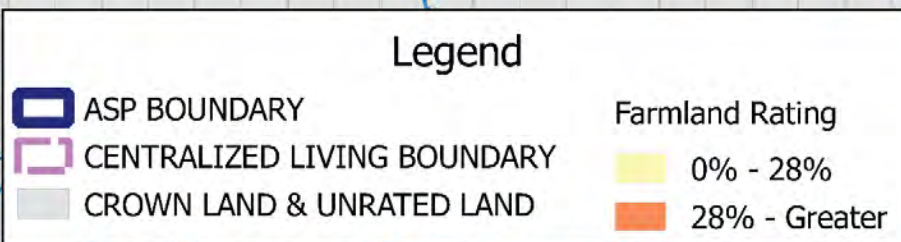
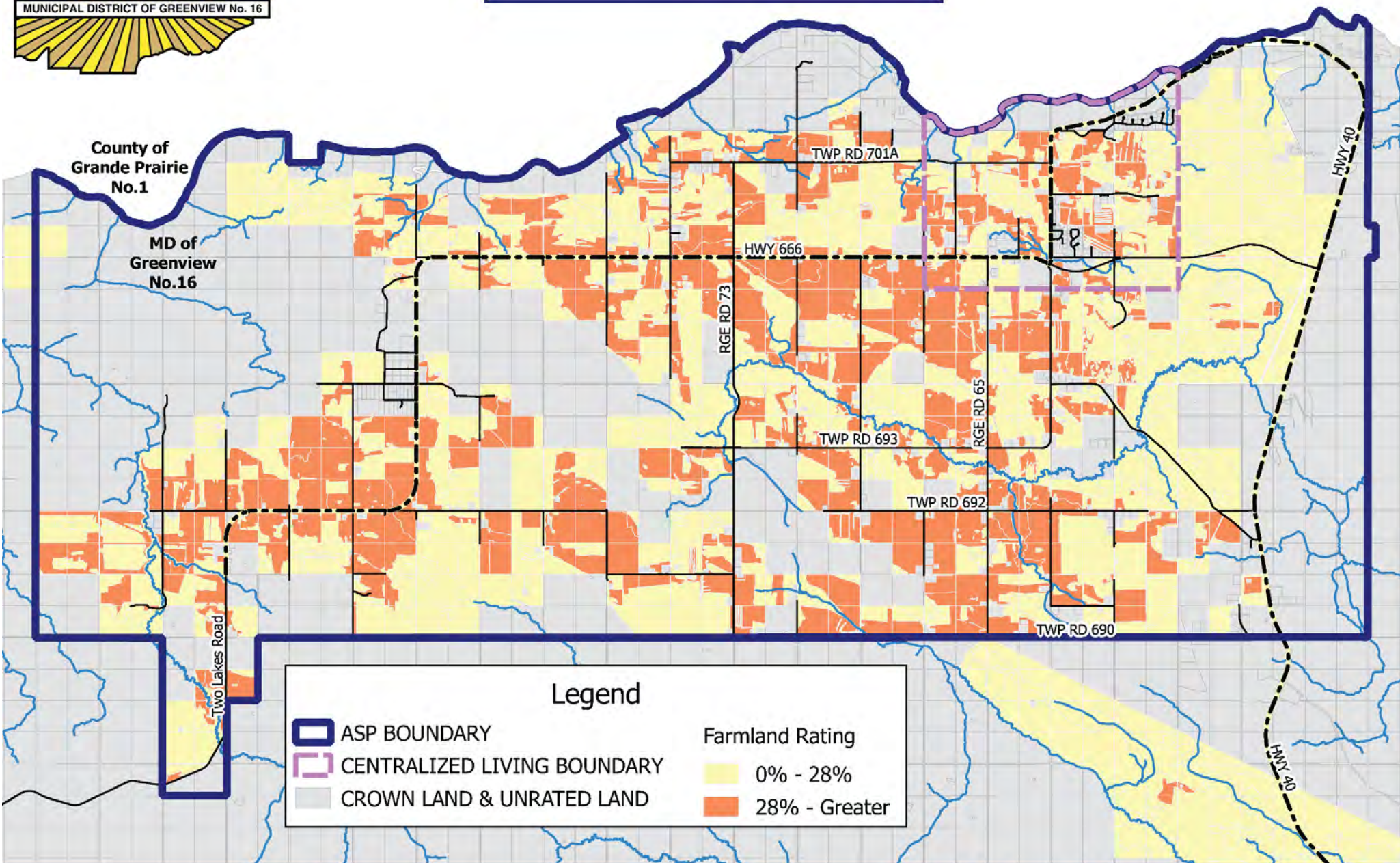


# Farmland Rating



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**FIGURE 5:** Farmland Assessment

0 2 4 6 8 10 km





### 3 Vision & Guiding Principles

Greenview has prepared this Area Structure Plan as a means of clarifying, communicating and protecting its vision for future development within the plan area.

A centralized growth area with a small town feel is envisioned, which will be the focus of 50 years of future growth and development for the community and will provide a variety of goods and services for the local and regional population. Long-term future growth and development of the plan area, and specifically the Centralized Living area, will promote a healthy, safe and pleasant community that is respectful of the local landscapes while being based upon a foundation of sound land use planning, policies and practices.

The Vision and Guiding principles found below provide a basis and direction for the policies found within the remainder of the plan.

#### 3.1 Vision & Guiding Principles

##### 3.1.1 Vision

The Grovedale Plan Area is a unique place enriched by a mixture of cultural and river valley landscapes. The Plan strives to protect and preserve the 'small town' character of the hamlet setting while minimizing the loss of the current agricultural heritage and environmentally significant land by fostering sustainable growth and a desirable lifestyle in a livable, safe and walkable community environment.





### 3.1.2 Guiding Principles

#### Environmental

The natural environment, with its natural Wapiti River Valley landscape, water bodies, wetlands and forest stands, forms part of the regional ecosystem that allows for recreational activities and employment opportunities. Care must be taken to ensure that impacts on the natural environment are minimized.

#### Cultural and Social

Area residents share a cultural identity that is characterized by the current rural lifestyle, which should be promoted and encouraged by preserving and enhancing areas of local and regional significance; while providing opportunities for social and community interaction to encourage a small town community atmosphere.

#### Economic

A strong and vibrant community is supported by a strong and diverse local and regional economy. Historically important sectors such as agriculture, forestry and oil/gas inclusive of heavy industrial activities, should be supported and encouraged to expand through the use of new and innovative practices; while new opportunities associated with tourism, value-added agriculture, green energy and manufacturing need to be fostered and nurtured in order to assist in creating a long-term sustainable local economy.

#### Housing and Infrastructure

The housing needs of the community will be met by encouraging a variety of development options while endeavouring to provide the supporting infrastructure for denser residential development that consists of an effective transportation network, a cost-efficient sanitary system, a stormwater management system and a municipal water supply system.

### 3.2 Going Green

Environmental sustainability and stewardship are to be key building blocks for future growth and development within the Grovedale Plan Area, and more specifically the core of the community as defined in *Figure 7: Development Concept – Centralized Living*. Moving forward it will be necessary to preserve and possibly enhance existing natural features such as wetlands and tree stands, as well as take measures to minimize the footprint of development on the environment through:

- managing water consumption;
- reducing waste;
- limiting the impact on local air quality;

- facilitating green energy initiatives; and
- managing water runoff.

### Policy

1. All future residential, commercial, industrial and institutional construction or renovations shall utilize low-flow plumbing fixtures.
2. Xeriscaping or low maintenance landscaping should be incorporated into all future developments within the area designated as Centralized Living in order to reduce potable water consumption.
3. Rainwater harvesting shall be incorporated into all developments. Collected rainwater may be utilized for irrigation or other approved non-potable uses.
4. The transportation network shall be developed using Fused Grid and Complete Streets methods in order to create an environment that is both cyclist- and pedestrian-friendly, while discouraging the use of automobiles for local trips.
5. All residential, commercial, industrial and commercial developments should include electric car charging points for private or public use.
6. All future residential, commercial, industrial and institutional new construction or renovations should incorporate systems for generating renewable energy, such as solar panels, geothermal heating, or wind turbines.
7. Individual geothermal heating systems are encouraged for residential, commercial, industrial and institutional uses should a District Energy Sharing System not be developed in the Centralized Living Area or in areas where a District Energy Sharing System will not be developed.



8. Green roofs shall be incorporated into all new construction of commercial, industrial, institutional and multi-family residential developments.
9. The principles of Low Impact Development shall be incorporated into all developments throughout the plan area, particularly within the Centralized Living area, these are:
  - a. Preserve natural site features and utilize existing natural systems;
  - b. Focus on limiting and minimizing runoff;
  - c. Treat and control stormwater as close to the source as possible;
  - d. Create multifunctional landscapes that allow for the integration of stormwater management facilities into other elements of the development area; and
  - e. Implement public education and municipal maintenance programs, inclusive of pollution prevention strategies.
10. Low impact development techniques, such as erosion and sediment control, bioswales, rain gardens, permeable pavement and box planters, green roofs, and on-site bioretention are to be incorporated into all developments.

## 4 Grovedale & Neighbourhood Framework

### 4.1 Development Concept

The Development Concept reflects the Vision and the Guiding Principles identified in Section 3.1, along with the outcomes from consultation with Greenview Council, Administration, community members and the Citizens' Panel.

The Plan is made up of two distinct areas: the Centralized Living Area and the Rural Area. The Centralized Living Area is the focus for future residential and compatible non-residential growth, while the Rural Area addresses all the lands outside of the Centralized Living Area. See *Figure 6: Development Concept – Plan Area* and *Figure 7: Development Concept – Centralized Living* for further details. A summary of the details associated with the land use concept can be found below:

#### **Agricultural**

Agricultural activities continue to play an important role in the plan area, now and into the future, with activities ranging from cultivation of foraging crops, keeping of livestock, and maintenance of grazing pastures. In addition to agricultural operations, a limited amount of housing is also contemplated.

#### **Aspen Grove Country Residential**

The country residential community of Aspen Grove, located to the west of Highway 666, will continue to provide a community-oriented housing option on the west side of the plan area. Further expansion of this country residential area is not contemplated, while intensification of the currently developed area is a possibility.

#### **Commercial**

Commercial lands have been identified in locations that will support the local community as well as the travelling public and have situated in order to allow for easy access and visibility from the local and regional road network.

Commercial lands will consist of the Service Commercial area as well as the Village Commercial area along Main Street.

#### **Crown Land**

Crown Land falls under the jurisdiction of the Province of Alberta and may be utilized for a variety of activities, such as recreation, forestry, oil and gas activity, resource extraction, livestock grazing or other agricultural operations.

#### **Educational Sites**

New school sites have been identified to serve the future residential population within the plan area and region in addition to the existing Penson School. The conceptual, centrally located, school sites consist of two elementary (Kindergarten to Grade 9) schools and a high school.

### **Estate Residential**

Estate Residential land use is a large lot suburban form of development that balances rural living - primarily the need for space and privacy - with urban characteristics, such as municipal water and wastewater servicing.

### **Heavy Industrial**

Heavy Industrial development is a valuable contributor to both the local community and the regional economy and will continue to be supported in designated areas.

### **Light Industrial & Business Industrial**

Light industrial and business industrial development will play an important role in the community, acting as employment centres for future residents.

### **Parks & Open Space**

A centralized park has been identified within the Centralized Living Area to act as a focal point for the community and is anticipated to be intricately connected to development within the Village Centre; acting as an extension of the main street or village square.

A linear open space has been identified north of the Hamlet of Grovedale and will act as a buffer between business industrial activities and anticipated future residential uses.

### **River Valley Residential**

River Valley Residential lands have been identified to the north of Township Road 701A and will provide an

alternative to more compact development by accommodating large lot multi-lot country residential subdivisions that are privately serviced and accessed by an internal local road network. Future development will need to be sensitive to the natural environment given the proximity to the Wapiti River.

### **Small-Scale Agriculture**

Small-scale Agriculture land use is an opportunity for agricultural operations to be located in such a fashion so as to minimize the impact on agricultural lands while maximizing the use of impacted agricultural lands. A variety of small-scale agricultural operations, from the rearing of livestock, growing produce, apiaries and u-pick berry operations are encouraged.

### **Trails**

The trail network will connect future development and parks/open spaces with existing community spaces within the plan area; while extending to O'Brien Provincial Park and the trail network proposed for the Wapiti River Valley.

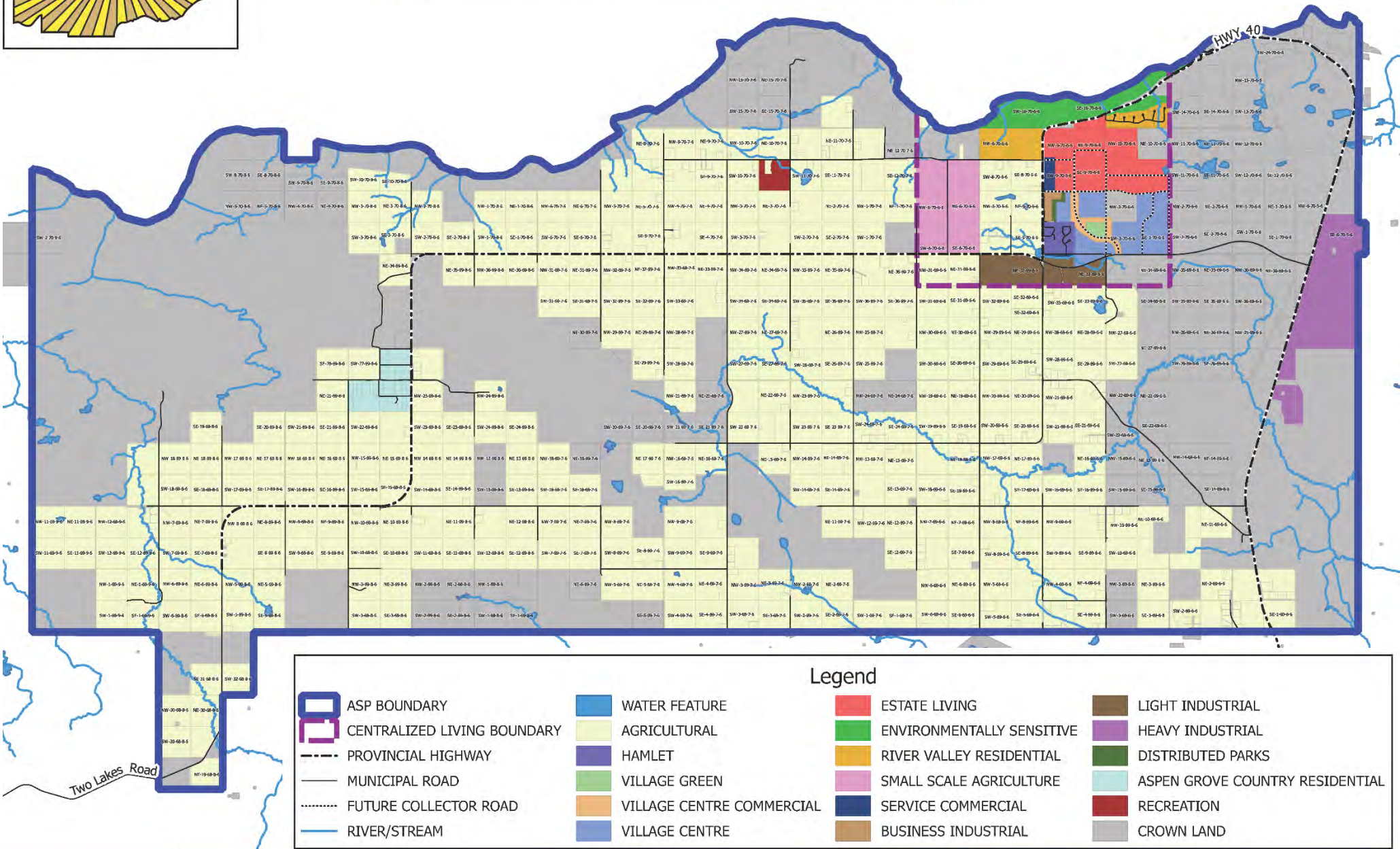
### **Village Centre**

The Village Centre will be the focus area of the Centralized Living Area and the Grovedale ASP plan area. It is intended to be vibrant and urban in nature, yet have a small town feel, with a main street/village square at its heart. The Village Centre will be mixed use in nature, pedestrian-oriented and will accommodate a variety of uses and activities.





# Development Concept



ASP BOUNDARY

CENTRALIZED LIVING BOUNDARY

PROVINCIAL HIGHWAY

MUNICIPAL ROAD

FUTURE COLLECTOR ROAD

RIVER/STREAM

WATER FEATURE

AGRICULTURAL

HAMLET

VILLAGE GREEN

VILLAGE CENTRE COMMERCIAL

VILLAGE CENTRE

ESTATE LIVING

ENVIRONMENTALLY SENSITIVE

RIVER VALLEY RESIDENTIAL

SMALL SCALE AGRICULTURE

SERVICE COMMERCIAL

BUSINESS INDUSTRIAL

LIGHT INDUSTRIAL

HEAVY INDUSTRIAL

DISTRIBUTED PARKS

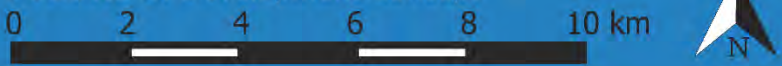
ASPEN GROVE COUNTRY RESIDENTIAL

RECREATION

CROWN LAND

**FIGURE 6: Development Concept**

Note: The Development Concept is a conceptual framework intended to guide future land use patterns within the Grovedale ASP area, and is not meant to be interpreted on a site specific basis. Areas are approximate and generalized.









## 4.2 Rural Life

### 4.2.1 Farmsteads & Rural Living

#### Intent

Living in a rural setting is a popular choice for many individuals, whether you are a farmer that lives on and works the land or a non-farmer seeking to live in the tranquillity of the countryside. Rural residential living, be it on a farmstead or not, will continue to be supported within the plan area, while ensuring that agricultural lands and operations are minimally impacted.

#### Policy

1. A maximum of four (4) subdivisions from an un-subdivided quarter section may be possible.
2. Subdivisions on lands designated as Agriculture, for non-agricultural/residential purposes, shall have a minimum lot size of 1.21 hectares (3.0 acres) and a maximum lot size of 2 hectares (4.94 acres).
3. Non-agricultural/residential lots shall be located so as to minimally impact agricultural operations.
4. Residential development on agricultural parcels shall be located in such a manner so as to minimize the development's impact on agricultural operations.
5. "Small Holdings" or "Minor Agricultural Pursuit" subdivisions of greater than 2 hectares (4.94 acres) and less than 32 hectares (80 acres) are discouraged within the plan area.
6. A minimum sixty-one (61) metre setback shall be provided from the upper bank of the Wapiti River Valley to a new property boundary in order to assist in protecting the integrity of the river valley.



#### **4.2.2 Aspen Grove Country Residential**

##### **Intent**

The Aspen Grove Country Residential area will continue to play an important role in the western portion of the plan area as an established rural neighbourhood. Though expansion of Aspen Grove is not considered at this time, further intensification may be accommodated in order to capitalize on existing municipal road infrastructure.

##### **Policy**

1. Redevelopment and further subdivision of existing lots are encouraged where: minimum lot sizing can be achieved in accordance with the Greenview Land Use Bylaw, direct access to the internal/local road network can be provided and private water and wastewater systems can be accommodated.

#### **4.3 Centralized Living**

##### **4.3.1 Small-Scale Agriculture**

##### **Intent**

The Small Scale Agriculture area is intended to facilitate the development of a variety of small-scale agricultural operations not requiring extensive amounts of land in a centralized area, so as to minimize the impacts on more traditional agricultural lands and operations. These small-scale agricultural operations can consist of anything from the rearing livestock, produce production, apiaries to u-pick operations, and are generally not the primary income source for the resident.

##### **Policy**

1. The nature and form of development is not compatible with confined feeding operations, as such, they are discouraged.
2. Individual lots within multi-lot subdivisions are to be privately serviced.
3. Access to lots within multi-lot subdivisions shall be from the internal subdivision roads.
4. Lots within multi-lot subdivisions shall range in size from a minimum of 1.21 hectares (3 acres) to a maximum of 4 hectares (9.88 acres).

5. Multi-lot subdivisions shall have a maximum lot density of 0.5 units/gross hectare and a minimum lot density of 0.25 units/gross hectare.
6. A diverse range of agricultural operations is encouraged, provided that they do not adversely impact adjacent landowners.

#### **4.3.2 River Valley Residential**

##### **Intent**

The River Valley Residential areas allow for the development of context-sensitive traditional country residential housing options consisting of large lot, multi-lot, privately serviced, residential subdivisions within close proximity to the Wapiti River Valley and urban services, while offering an alternative to more compact urban and suburban living found elsewhere within the Centralized Living Area. The River Valley Residential areas consist of undeveloped lands as well as the existing Hamlet of Landry Heights.

##### **Policy**

1. Subdivision design must have regard for the Wapiti River Valley and be context sensitive given the proximity of the Wapiti River and potential geotechnical constraints.
2. A setback with a minimum depth of sixty-one (61) metres shall be provided from the upper bank of the Wapiti River Valley in order to assist in protecting the integrity of the river valley and shall be defined during the preparation of Minor Area Structure Plans by a qualified professional. Where a Minor Area Structure Plan does not exist, the setback shall be defined as part of the subdivision and/or development permitting process, by a qualified professional.
3. Expansion of the Wapiti River trail system shall be provided as part of any multi-lot subdivision in order to ensure connectivity to the broader trail network.
4. Individual lots within multi-lot subdivisions are to be privately serviced; however, municipal water and wastewater systems may be considered at the discretion of Greenview for new development areas.
5. Lots within multi-lot subdivisions shall range in size from a minimum of 1.21 hectare (3 acres) to a maximum of 2 hectares (4.94 acres).
6. Multi-lot subdivisions shall have a maximum lot density of one (1) unit/gross hectare and a minimum lot density of 0.5 units/gross hectare.

7. Future development/redevelopment within the Hamlet of Landry Heights shall be context sensitive and limited to the development of low-density housing options compatible with the existing housing form, that can be adequately serviced using private water and wastewater systems or municipal water and wastewater systems.

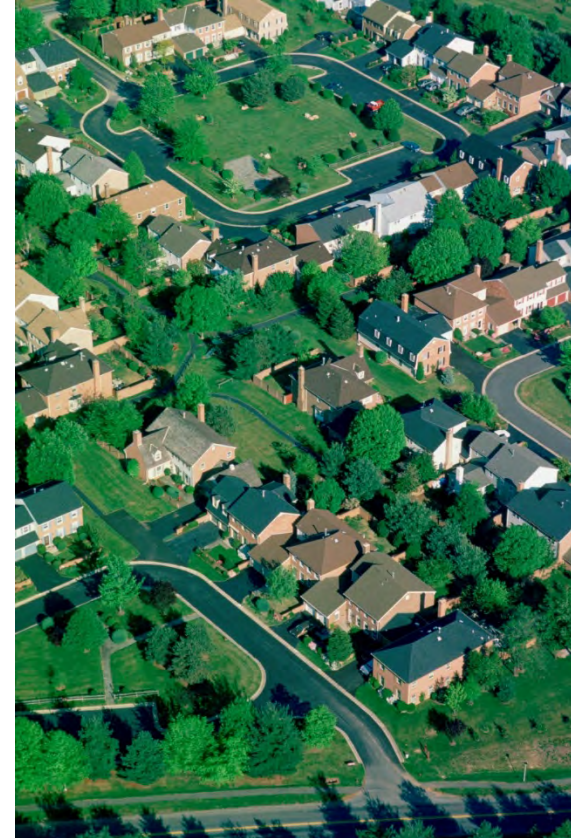
#### 4.3.3 Estate Living

##### Intent

The Estate Living area will provide housing options that blend both rural and urban characteristics on larger suburban lots. Development within the area will balance the desire for privacy and space with urban features, such as a diversity in housing form and a municipal water and wastewater system.

##### Policy

1. In order to provide diversity and choice, future residential lots may range from a minimum lot size of 0.1 hectares (0.25 acres) and a maximum lot size of 0.40 hectares (1 acre).
2. Multi-lot residential subdivisions shall have a maximum of six (6) units/gross hectare (2.4 units/gross acre).
3. A variety of housing styles may be considered, from semi-detached to stacked row housing, where it can be demonstrated that the housing form blends seamlessly with the surrounding single detached housing form.
4. Traditional suburban “cul-de-sac and loop” road networks are discouraged in favour of a curvilinear road network that balances accessibility and mobility with the need to discourage “thru traffic”, by the use of crescent streets, loop lanes and planting islands.
5. Expansion of a walking trail system shall be provided as part of any multi-lot subdivision in order to ensure connectivity to the broader trail network.
6. The intensification and redevelopment of lots within the Hamlet of Grovedale is encouraged should municipal water and wastewater services become available.



#### 4.3.4 Village Centre

##### Intent

The Village Centre will be the focus area of growth within the plan area and is to be vibrant and urban in nature, yet retain a community focused and small town feel. The Village Centre will be mixed use in nature, pedestrian-oriented and accommodate a variety of uses and activities in order to cater to a variety of individuals throughout their lives. A central feature of the Village Centre will be the Village Green and Main Street, providing opportunities for shopping and community gatherings.

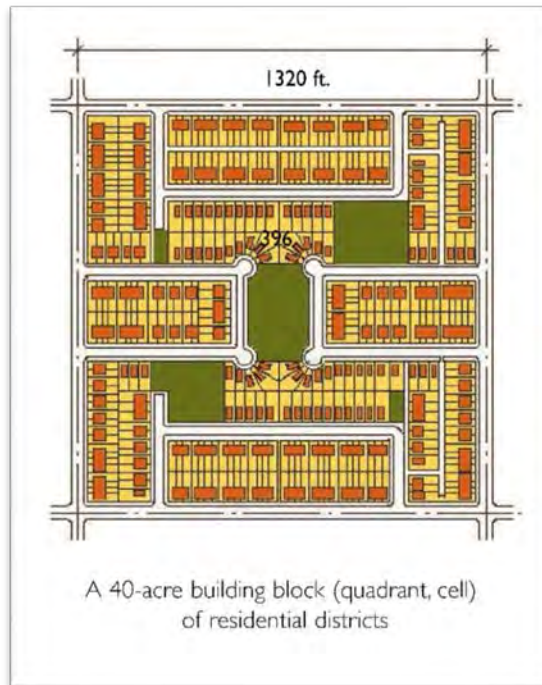
##### Policy

1. The development pattern shall reflect a Fused Grid Design in combination with a Main Street and Village Green, which will be the focal points of the Village Centre.
2. Development along the Main Street and surrounding the Village Green shall be higher density and mixed-use in nature, ranging from two to six storeys and consisting of a combination of ground-oriented commercial uses and residential uses on upper storeys.
3. Development along the main street and surrounding the Village Green shall be oriented toward the street and the Village Green, providing for a strong street edge; while also establishing a streetscape that promotes walkability and community interaction (such as wide sidewalks, benches, sidewalk cafes, planters, trees, bike racks, etc.).
4. Development within the Fused Grid quadrants shall consist of a variety of low and medium density housing options, with green spaces and walkways strategically located in order to ensure the walkability of the neighbourhood.
5. Local roads shall not traverse the entirety of a Fused Grid quadrant so as to discourage “thru traffic”.
6. Higher density, multi-storey developments should be located on the periphery of a Fused Grid quadrant along collector or arterial roadways, with lower density housing forms located towards the centre of the quadrant.
7. A system of green spaces and paths shall be designed to encourage walkability and connectivity within each Fused Grid quadrant and the community as a whole.





8. Development is to proceed in a contiguous and logical fashion with municipal infrastructure being extended in an efficient and cost-effective manner; leapfrog development is highly discouraged.
9. Density within the Village Centre for residential development shall range from 20 units/net hectare to 30 units/net hectare.
10. A variety of housing forms are encouraged throughout the Village Centre, including, single detached, semi-detached, row housing, cluster or courtyard based housing and multi-storey multi-family structures.



**A Fused Grid Quadrant Design Example**

**Source: Canada Mortgage and Housing Corporation.  
*Residential Street Pattern Design. 2002***



11. Structures within the Village Centre, excluding those along Main Street and surrounding the Village Green, should be limited to no more than four storeys in order to promote a sense of scale geared towards the pedestrian, while at the same time ensuring a sense of place is maintained.
12. A variety of housing forms and ownership models are encouraged in order to allow for individuals of varying ages and financial capabilities to reside within the community.
13. In order to promote a vibrant and active community, future schools and educational facilities shall be located within the Village Centre and in close proximity to the Village Green.
14. Development within the Village Centre shall be fully serviced with water, wastewater and stormwater infrastructure.



#### 4.4 Land Use Statistics – Centralized Living Area

Land use statistics, as well as unit and population estimates for the Centralized Living Area, are detailed in *Table 1: Land Use Statistics – Centralized Living Area* and *Table 2: Unit & Population Estimates – Centralized Living* respectively. Land use areas are presented based upon a gross developable area, with unit and population estimates also being calculated based upon gross development areas.

It is anticipated that 1829.4 ha (4,518.6 ac) of land will be available for the development of residential and mixed commercial/residential purposes within the Centralized Living Area. Given the amount of potentially developable land within the Centralized Living Area, it is anticipated that a total of 10,994 residential units, ranging from single-family housing to row housing to apartment units, may be accommodated, resulting in a total residential population of 29,682.

Grovedale Area Structure Plan		
Land Use Statistics - Centralized Living Area		
	Area (ha)	% GDA
Gross Developable Area	2977.9	100%
Environmentally Sensitive	303.4	10%
Development Area	2674.5	90%
Existing Development Areas		
<i>River Valley Residential (Landry Heights)</i>	67.7	2%
<i>Hamlet (Grovedale)</i>	57.6	2%
<i>Agricultural</i>	541.8	18%
<i>Crown &amp; Untitled Land</i>	380.4	13%
<i>Business Industrial</i>	18.4	1%
<i>Light Industrial</i>	30.6	1%
Total	1096.5	37%
Proposed Development Areas		
<i>Village Centre</i>	287.2	10%
<i>Estate Living</i>	443.4	15%
<i>River Valley Residential</i>	128.1	4%
<i>Small Scale Agriculture</i>	387.9	13%
<i>Village Centre Commercial</i>	54.0	2%
<i>Service Commercial</i>	31.2	1%
<i>Light Industrial</i>	190.6	6%
<i>Village Green</i>	16.5	1%
<i>Distributed Parks</i>	12.2	0%
Total	1551.0	52%
<b>Total Developable Area</b>	<b>2647.5</b>	<b>89%</b>

**Note:** Gross land areas are utilized in calculating the land use statistics and do not exclude wetlands, natural areas, etc.

Table 1: Land Use Statistics - Centralized Living Area

Grovedale Area Structure Plan						
Unit & Population Estimates - Centralized Living						
	Area (ha)	Units/h a	# of Units	People/ Unit	Projected Population	
Estate Living	443.4	6.00	2,660	2.7	7,183	
Village Centre & Village Centre Commercial	341.2	20.00	6,823	2.7	18,423	
River Valley Residential	128.1	1.00	128	2.7	346	
Small Scale Agriculture	387.9	0.50	194	2.7	524	
Agricultural	541.8	0.06	33	2.7	90	
Total	1842.4		9,612		25,952	
Note: estimates are based on gross density (gross developable area).						

Table 2: Unit & Population Estimates - Centralized Living

## 4.5 Commerce & Industry

### 4.5.1 Agriculture

#### Intent

Agricultural activities have played a strong role in the history of the plan area and have historically contributed to the local economy and the livelihood of residents. Through the preservation of agricultural lands and the diversification of agricultural activities, the agricultural sector will continue to be a strong presence in the community and the plan area and will continue to play an ever important role in the expanding local economy.

#### Policy

1. Support the agricultural sector by supporting Right-to-Farm legislation.
2. Do not permit the use of agriculturally designated lands for non-agricultural related activities; such as, trucking operations, oilfield services, heavy equipment repair, etc., which would be more appropriately located in an industrial setting.
3. Discourage the subdivision and fragmentation of quarter sections; where the subdivision of an agricultural quarter section occurs, it shall be 80 acres in size (more or less) unless the portion of the lands to be subdivided are fragmented from the remainder of the quarter section via a natural or manmade feature, such as a watercourse, railway or municipal/provincial highway.
4. Support the development of agriculturally related industries.
5. Land uses that conflict with agricultural activities shall not be permitted.
6. Redesignation and rezoning of agricultural lands shall not be permitted to another land use classification unless it is in conformance with the land use concept as defined within this plan.
7. Limit the expansion of existing non-agricultural uses and do not permit the establishment of new non-agricultural uses. Where non-agricultural uses occur on agricultural lands, work with the landowner to relocate those uses to a more suitable location.

8. Support the creation of a home-based business that are small in scale and do not have a detrimental impact on surrounding lands.
9. Support the development and diversification of agri-businesses that are related to primary agricultural operations, such as, harvest festivals, farm-to-plate dinners, corn mazes, market gardens, farm stands, bed and breakfasts, value-added agricultural products and other uses that support the continued development of the agricultural sector.
10. Encourage the retention of the natural landscape, such as tree stands and wetlands, as they provide an ecological benefit to the plan area.
11. Greenview will encourage the opportunity of converting Crown Lands into titled agricultural land in order to facilitate the expansion of agricultural operations within and in close proximity to the plan area.



## 4.5.2 Village Centre Commercial

### Intent

The Village Centre is the heart of the community, with Main Street and the Village Green being the focus for a vibrant commercial district where the community can come to shop, eat and play. The Main Street and Village Green are intended to be mixed-use, balancing commercial and residential development so as to create a sense of place full of vibrancy and a unique sense of self, while also ensuring that the needs of the community and visitors are met.

### Policy

1. Development along the Main Street and Village Green are to be human in scale and geared towards the pedestrian.
2. Commercial development is to range from two to six storeys with the ground floor being commercial in nature, while upper storeys may be either residential or commercial in nature.
3. A variety of commercial uses are encouraged, such as restaurants, speciality retail, professional offices, etc.
4. Large-scale and large format commercial uses are discouraged in their traditional big-box formats.
5. Off-street parking is discouraged along Main Street and the Village Green; where off-street parking is required, it shall be adequately screened to the satisfaction of Greenview.
6. Ground-oriented residential uses shall not be permitted along Main Street; however, they may be considered at the discretion of Greenview for the areas surrounding the Village Green.





7. Pedestrian access and connectivity to and from Main Street and the Village Green into the surrounding Village Centre shall be a priority.
8. Public spaces shall be incorporated along Main Street in order to encourage the congregation of people.
9. A commercial needs assessment shall be prepared prior to initiating any development or more detailed planning studies in order to further refine the amount of commercial development required along Main Street and the Village Green.
10. Urban design guidelines for Main Street and the Village Green shall be prepared by Greenview to ensure a consistent design approach for the hub of the Village Centre.

#### 4.5.3 Service Commercial

##### Intent

Geared towards the travelling public and providing quick and accessible service to surrounding industry, the Service Commercial area is vehicle oriented in nature and focused on providing those services not typically suitable for a Main Street. The intent of the Service Commercial area is to augment and support the Village Centre Commercial area and not detract from it.

##### Policy

1. Commercial uses oriented to servicing the agricultural sector, oil and gas sector and the travelling public are to locate within the Service Commercial area.
2. Commercial activities will need to ensure adequate screening and buffering from adjacent residential lands, while at the same time provide opportunities for connectivity with surrounding land uses.
3. Development within the Service Commercial area shall not be mixed-use and no residential component will be permitted.
4. At the discretion of Greenview, alternative methods of addressing water, wastewater and stormwater needs and management may be accepted in order to facilitate development in the interim until such time as full municipal water, wastewater and stormwater infrastructure is available.



5. Future development within the Service Commercial area shall be designed in a comprehensive fashion so as to ensure that the overall commercial area is developed in a functional manner.
6. Future development shall be held to a high aesthetic standard as the Service Commercial area is strategically located at one of the primary access points into the community. Landscaping and building facades shall be finished to the satisfaction of Greenview and will compliment adjacent development.
7. Access to the Service Commercial area shall not be from Highway 666 but from the local municipal road network.
8. A commercial needs assessment shall be prepared prior to initiating any development or more detailed planning studies in order to further refine the amount of commercial development required in the Service Commercial area.

#### **4.5.4 Business Industrial**

##### **Intent**

The Business Industrial area is geared towards accommodating industrial uses whose operations are primarily limited to within a building and require limited to no outdoor storage, providing a bridge for industrial uses that are not land intensive and require a higher level of servicing.

##### **Policy**

1. Residential uses shall not be permitted within the area designated for Business Industrial activities, in order to minimize land use conflicts.
2. Limited compatible non-industrial uses may be considered; however, commercial uses, such as retail, which rely heavily upon non-industrial traffic shall not be permitted within the Business Industrial area in order to minimize conflicts.

3. The Business Industrial area is located at one of the primary access points into the community and is highly visible; as such, development shall be held to a high aesthetic standard. Landscaping and building facades shall be finished to the satisfaction of Greenview and complement adjacent developments.
4. Development within the area shall be compatible with surrounding non-industrial development. Buffering of business industrial uses from surrounding non-industrial uses shall be achieved through a combination of berms, tree planting and other landscaping measures to the satisfaction of Greenview.
5. Industrial uses shall ensure that all operations and nuisances are limited to the interior of an enclosed building.
6. Limited outdoor storage shall be accommodated provided that it is ancillary to the primary use occurring on a site and is screened from adjacent roadways and other land uses to the satisfaction of Greenview.
9. At the discretion of Greenview, alternative methods of addressing water, wastewater and stormwater may be accepted in order to facilitate development in the interim until such time as full municipal water, wastewater and stormwater infrastructure is available. The use of green technology is encouraged.



#### 4.5.5 Light Industry

##### Intent

Light Industrial development servicing the agricultural, forestry and oil and gas sector is focused in future industrial parks along the Highway 666 and Township Road 695A corridor in order to provide a local employment opportunity for residents, easy access to the regional and provincial road networks, and to promote synergies between industrial users while minimizing the impact on non-industrial land uses.

##### Policy

1. Support the development of (an) industrial park(s) to address a variety of industrial activities whose operations occur both inside and outside of an industrial building.
2. Nuisances resulting from the industrial operations shall be limited to the industrial operations site and not impact adjacent properties or land uses.
3. At the discretion of Greenview, future industrial park(s) or development may be partially serviced with municipal water and wastewater infrastructure through a combination of “trickle water” and a low-pressure sanitary system. Alternatively, and at the discretion of Greenview, private water and wastewater servicing may be allowed on an interim basis until such time as municipal infrastructure is made available. Upon municipal infrastructure being made available, industrial users shall be required to connect to the municipal system.
4. The internal/local road network shall be designed so as to ensure the ease of access to and the visibility of industrial parcels.
5. All industrial parcels shall be accessed from the internal local road network. Direct access to provincial highways or township and range roads shall not be permitted.
6. Encourage a wide range of parcel sizes in order to support the needs of various industrial users while at the same time allowing for the flexibility to size industrial parcels as necessary to meet the varying needs of industrial users.
7. Landscaping and buffering to the satisfaction of Greenview shall be required for all industrial developments in order to create an aesthetically pleasing industrial streetscape.

8. Landscaping and buffering to the satisfaction of Greenview shall be required along the Highway 666 and Township Road 695A corridor in order to present a visually appealing entry into the community.
9. A trail and park system shall be developed within the industrial area in order to provide for recreation opportunities for employees, as well as to provide for pedestrian and cyclist connectivity to the trail network in other areas of the community.
10. A stormwater management system shall be developed so as to allow for stormwater management ponds to be utilized as a source of fire suppression water and green space.

#### 4.5.6 Heavy Industry

##### Intent

Heavy industrial activity in both the forestry and oil and gas sector will continue to play an important and valuable contribution in the local and regional economy; as such, existing and future heavy industrial areas need to be protected in order to manage land use conflicts between heavy industrial and non-industrial activities while facilitating the growth and expansion of the heavy industrial sector.

##### Policy

1. Promote the continued growth and expansion of the heavy industrial sector along Highway 40.
2. Limit land use conflicts with non-industrial land uses by working with industry to minimize any off-site nuisances that may impact adjacent lands.
3. Work with the Crown to encourage that future heavy industrial development be completed in an environmentally sensitive manner.
4. Encourage synergies between industrial users by encouraging the Crown to limit industrial users to the areas defined for heavy industrial use.





## 5 Trails & Open Space

### 5.1 Parks & Open Spaces

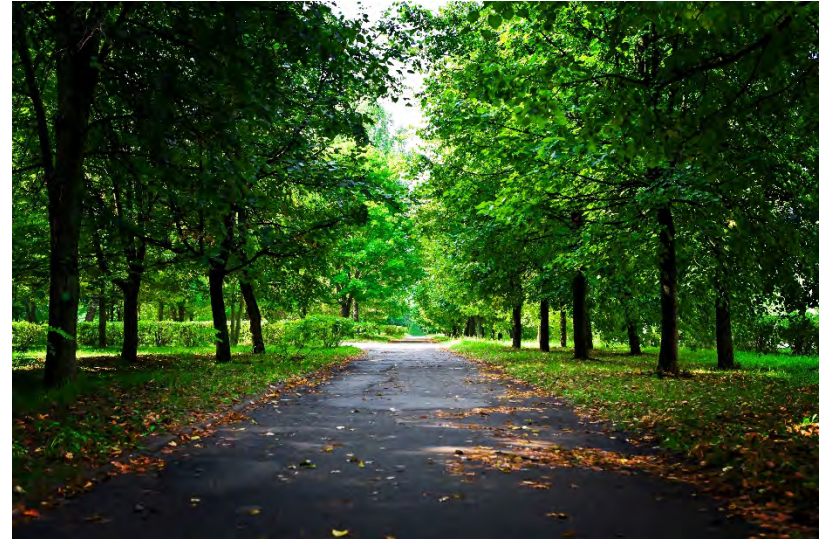
#### 5.1.1 Village Green

##### Intent

The Village Green is a central park and focal point for the community, acting as a hub for recreational and cultural activities. Along with commercial uses on its periphery, the possibilities for this space are endless. The Green will be intricately connected to the Village Centre, allowing for easy access to the Green, Main Street and beyond. It will not only act as an amenity space for residents but may also serve as a recreational space for future schools within the plan area.

##### Policy

1. Collaborate with provincial agencies in order to reclaim and repurpose the former wastewater lagoon for use as a public space.
2. Develop a long-term plan for the use of the Village Green as a hub for recreational and cultural activities. Uses such as camping and recreational vehicle camping should be discouraged along with formal recreational spaces such as baseball diamonds or soccer pitches.
3. The Village Green shall be designed in order to facilitate year-round outdoor activities celebrating all seasons.
4. A system of trails through the Village Green shall be developed in order to encourage connectivity between activities along Main Street and other developments on the periphery of the Village Green.
5. The Village Green shall not have dedicated on-site parking in the form of a traditional parking lot; however, parking along the periphery of the Village Green may be accommodated in order to provide ease of access and use of the Village Green.





6. Limited and select minor commercial activities are encouraged to locate within the Village Green, such as a café with outdoor seating.

### 5.1.2 Distributed Parks

#### Intent

A system of distributed parks shall be incorporated into future residential, commercial and industrial development in order to provide opportunities for residents to play in formal and informal spaces and to connect with one another, while at the same time providing opportunities to connect future developments with each other. The distributed park system will be a crucial component of the design of the Village Centre and the fused grid road network, acting as local hubs within the community, while contributing to the social, mental, and physical well being of community residents.

#### Policy

1. A system of distributed parks, greenways and open spaces shall be incorporated into each development in accordance with the principles of developing a fused grid road network.
2. The distributed parks shall provide for opportunities to connect one fused grid quadrant with another.
3. The distributed parks shall consist of a combination of formal and informal park spaces, with uses such as community gardens, play spaces for children, skate parks or other features included.
4. Distributed parks may include a system of linear parks, which may act as a buffer between non-compatible uses, such as the linear park buffering the Business Industrial area from the Village Centre.
5. Along Main Street, a series of pocket parks or small plazas are encouraged in order to provide opportunities to bring people together in an urban setting and facilitate such activities as farmers' markets or a variety of pop-up events.



6. The maximum amount of municipal reserve, in accordance with provincial legislation, shall be dedicated by developers in the form of land. An alternative combination of land and/or cash-in-lieu for non-residential areas may be considered by Greenview, at their discretion, in order to facilitate the development of reserve areas as required.

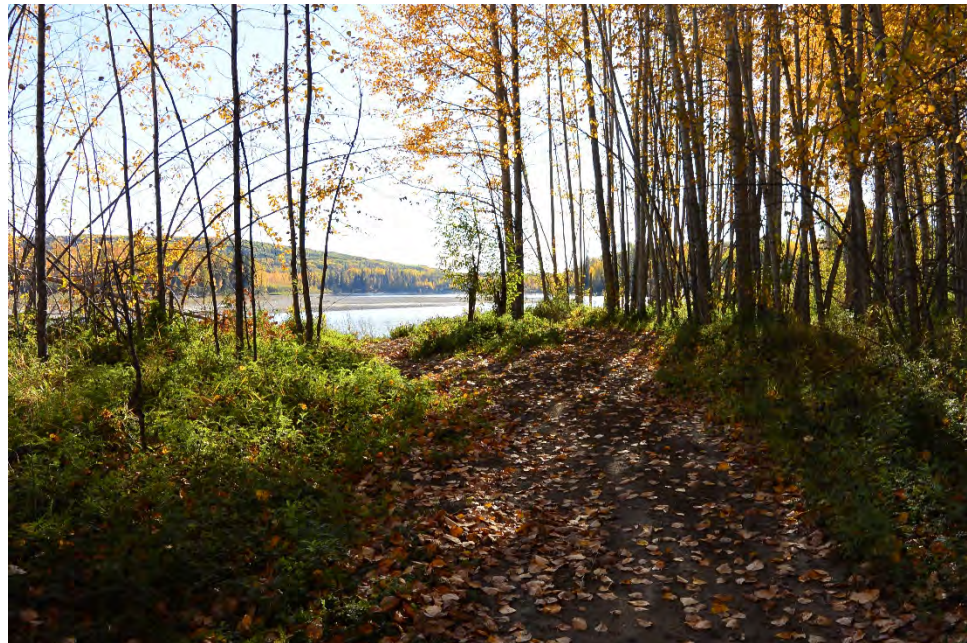
### 5.1.3 Green Spaces & Environmental Lands

#### Intent

Green spaces and environmental lands will constitute a critical component of the overall open space network in the community in conjunction with park spaces. Green spaces such as stormwater management facilities may act as features within the community, mimicking wetlands and providing opportunities to link together park spaces; while environmental features such as wetlands, watercourses or tree stands will continue to provide an ecological benefit to the plan area while also providing opportunities for improving connectivity within the community.

#### Policy

1. Where possible, stormwater management ponds and facilities should be developed to mimic a naturalized system while utilizing Low Impact Development techniques and principles.
2. Ensure that wetlands and other environmentally sensitive lands are protected and that development does not adversely impact their long-term viability or their stability. Integrate wetlands and environmentally sensitive lands with municipal stormwater management facilities by utilizing Low Impact Development best practices.
3. Incorporate and integrate stormwater management infrastructure, wetlands and environmentally sensitive lands with structured park development.



4. Context sensitive trails, developed utilizing Low Impact Development principles, may be strategically incorporated into or adjacent to environmentally sensitive lands at the discretion of Greenview.
5. Specialized studies, such as but not limited to, a biophysical assessment or wetland assessment shall be completed by a registered Biologist in support of all developments in order to define environmentally sensitive lands.
6. A geotechnical assessment, completed by a suitably certified engineer, shall be prepared in support of all developments in order to define areas not suitable for development purposes.
7. As required by Greenview, a slope stability study shall be completed for all developments in close proximity to or where steep slopes exist, Development within areas of steep slopes shall be limited and shall be at the discretion of Greenview.
8. Limit development within the Wapiti River corridor, with its steep and treed slopes, to uses such as trails which shall be designed in accordance with Low Impact Development standards and as per specialized supporting studies such as a geotechnical assessment.
9. At the discretion of Greenview, Nitehawk Year-Round Adventure Park may expand its operations if they are able to demonstrate that any proposed expansion shall be completed in an environmentally sensitive fashion and not adversely impact the local environment.
10. Low Impact Development (LID) techniques shall be utilized in an effort to minimize the impact of development on the natural hydrology of the area by attempting to manage stormwater close to its source; these techniques may consist of, but are not limited to Rain Gardens, Bioswales, Permeable Pavement, Box Planters, Natural Drainage Ways, or Green Roofs.



## 5.2 Trails

### 5.2.1 Primary Network

#### Intent

The primary trail network, conceptually identified in *Figure 8: Existing and Future Trails* will act as the principal trail corridor within the area, connecting together such features as the proposed Village Green and Main Street, Grovedale Community Hall, O'Brien Provincial Park, the Wapiti River Valley and the Grovedale Fish Pond with future planned communities. The primary trail network will act as a spine serving a broad area to which the secondary trail network will connect; thereby, providing connectivity throughout the community and beyond.

#### Policy

1. The primary trail network shall be designed to discourage the use of motorized off-road vehicles such as All Terrain Vehicles (ATVs) and snowmobiles, so as to avoid conflicts with pedestrians and non-motorized vehicles.
2. The primary trail network has been conceptually identified within this document. Further detailed work is required in order to delineate the ultimate location of the primary trail network.
3. The trail network shall be designed using Low Impact Development techniques in order to improve and potentially reduce stormwater runoff and assist in enhancing any environmental features within the plan area.
4. Where feasible, the trail network should run along the edge of environmental features, while taking steps to ensure impacts on the environmental features are minimized.
5. The trail network shall be integrated with the parks and open space system.



6. Where feasible, pocket parks shall be incorporated into the trail network so as to provide opportunities for trail users to passively enjoy significant environmental features such as wetlands or the Wapiti River.
7. At the discretion of Greenview and in accordance with Provincial legislation, trails may be incorporated within land designated as an environmental reserve.
8. The primary trail network shall be designed to primarily serve the Centralized Living Area, while also extending to other key recreational features in the plan area such as the Grovedale Fish Pond.

### 5.2.2 Secondary Network

#### Intent

The secondary trail network will act as the local trail network specific to each planned development, providing opportunities for residents to recreate and easily connect with one another at a local level while being able to access the primary network in order to reach various parts of the community safely and efficiently.

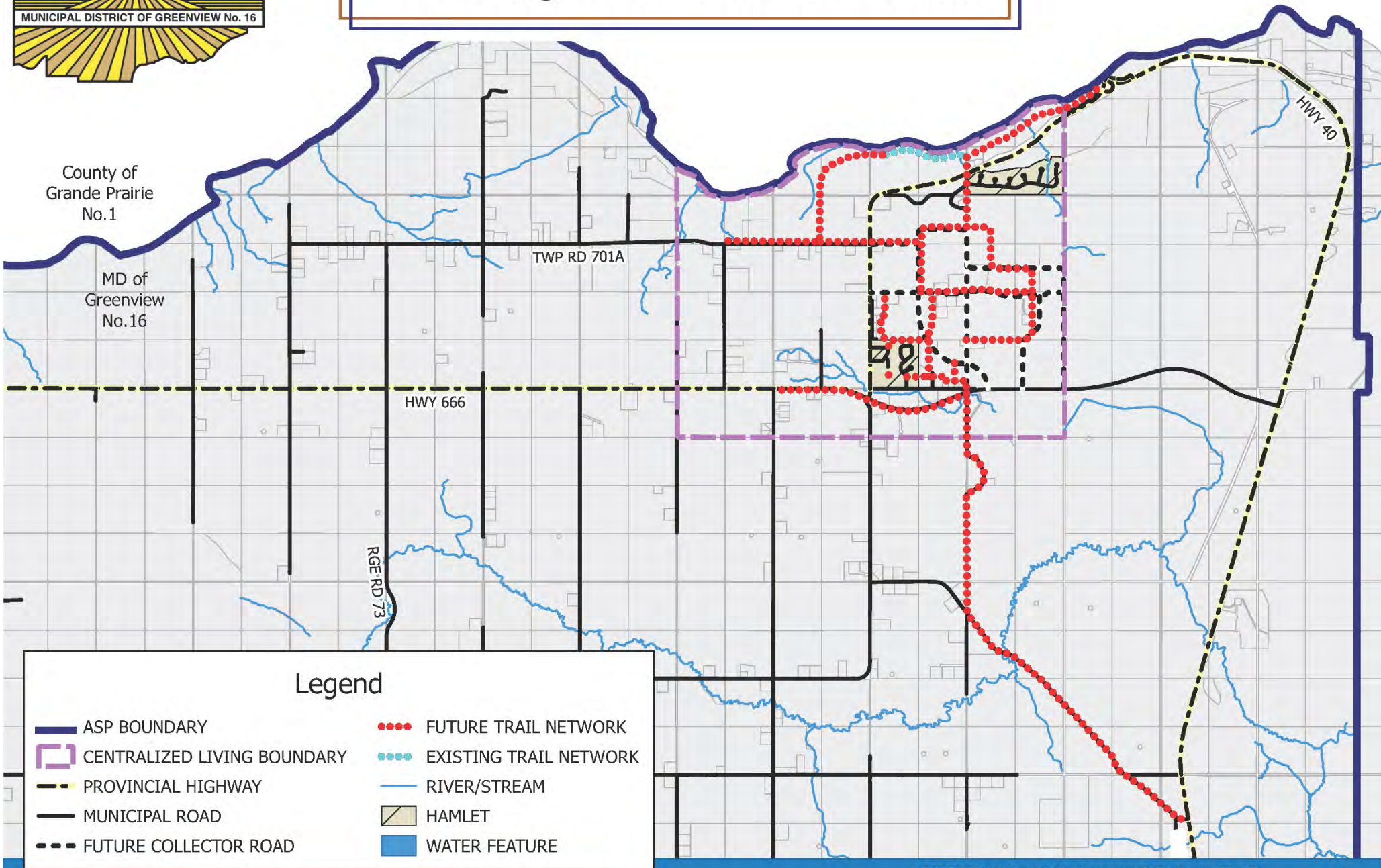
#### Policy

1. Secondary trail networks shall be incorporated into planned developments in order to meet the objectives of a fused grid design.
2. Secondary trail networks shall be integrated with Distributed Parks so as to improve access to Distributed Parks and encourage greater connectivity throughout the community.
3. In an effort to improve connectivity, trails may be incorporated into stormwater management infrastructure such as Public Utility Lots (PUL's) utilized for drainage purposes.
4. Trails shall be designed using Low Impact Development techniques so as to minimize surface drainage and assist in managing stormwater. Examples of Low Impact Development techniques are permeable pavement, bioswales along the trail corridor or selective placement of rain gardens.





# Existing and Future Trails



**FIGURE 8:** Existing and Future Trails

Note: The map is for references purposes only. The proposed trail alignment is conceptual and approximate, and is intended to guide future detailed trail design.





## 6 Getting Around

A functional and multi-modal transportation network that is safe and promotes a healthy and active lifestyle is an important component of any community. It forms the backbone of any community and allows its members to get where they need to either on foot, by bike or in a vehicle. It not only acts as a means to get you where you need to go; it helps define a sense of community and place. Given the nature of the plan area, we have three distinct transportation networks that serve various functions.

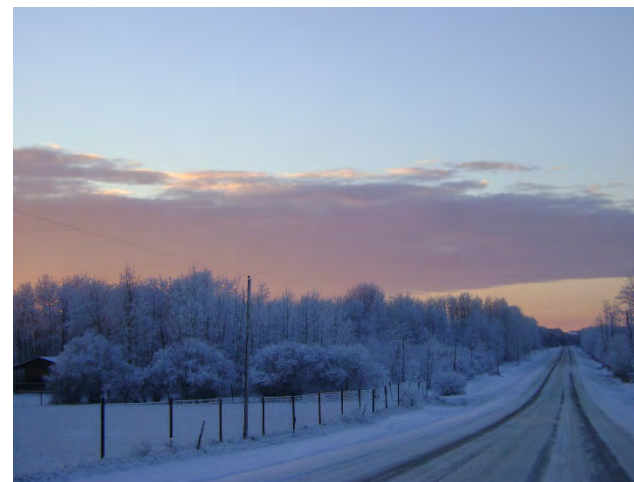
### 6.1 Rural

#### Intent

The rural transportation network has lower traffic volumes as it primarily serves agricultural lands and rural residences. Its primary focus is on the provision of access to farmland and getting the travelling public onto the provincial highway network while providing opportunities for rural residents living a rural lifestyle to safely utilize the road network as pedestrians and equestrians.

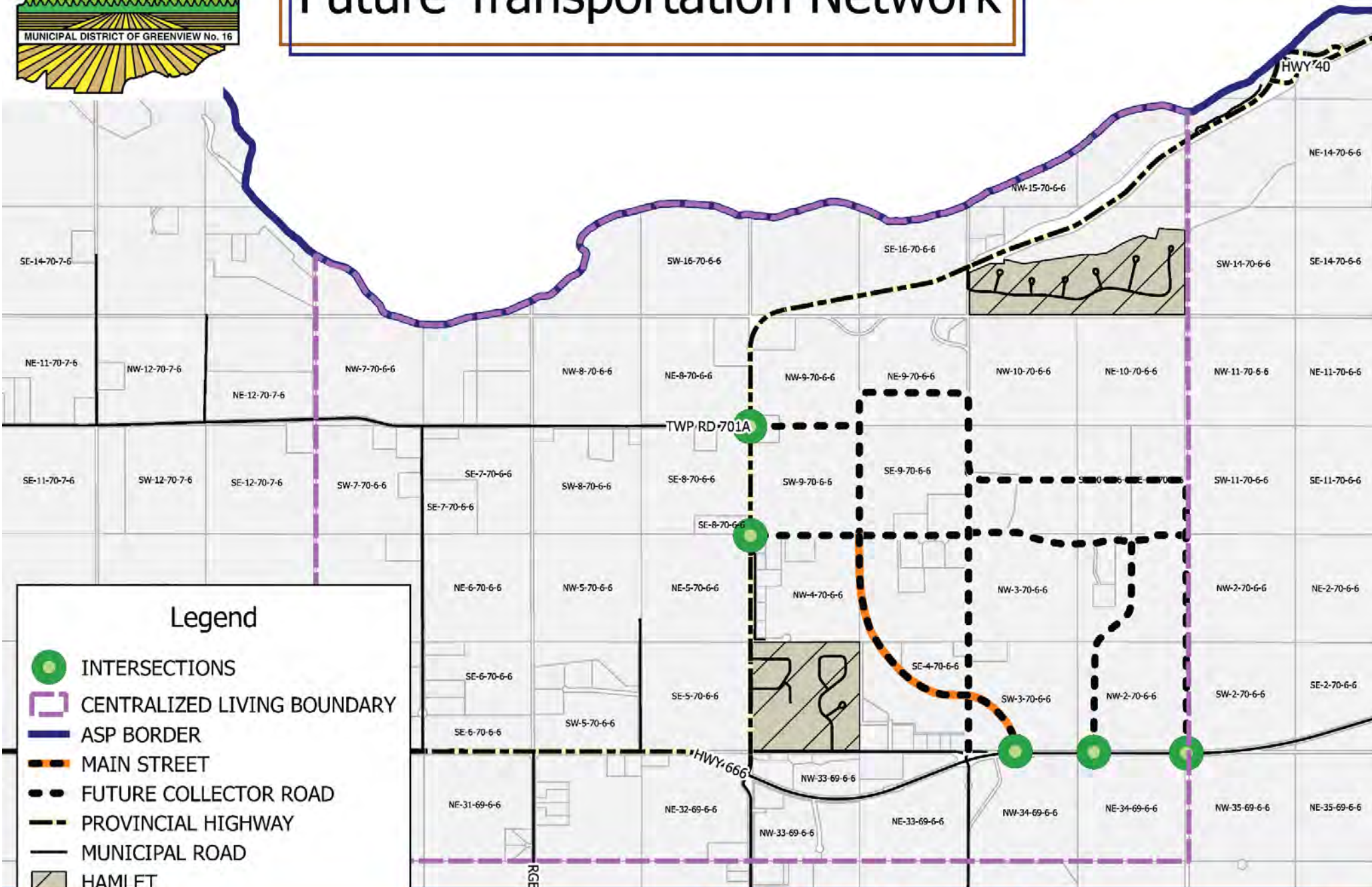
#### Policy

1. Limit the number of accesses onto the rural road network in order to minimize potential conflicts between vehicles travelling on the road and those accessing the road.
2. Rural subdivisions shall contribute to the upgrades and intersection improvements to the rural road network through a levy, yet to be established by Greenview.
3. Use of the rural road network by heavy truck traffic is discouraged in order to minimize the conflict between commercial and non-commercial vehicle traffic.
4. Separate pedestrian and equestrian traffic from vehicular traffic by encouraging and permitting the development of bridle paths along the outer edge of a rural road right-of-way for the use of pedestrians and equestrians.





# Future Transportation Network



**FIGURE 9: Future Transportation Network**

Note: The map is for references purposes only. The proposed road network is conceptual and approximate, and is intended to guide future transportation master planning and conceptual road design.



## 6.2 Estate Residential

### Intent

The Estate Residential area will have a suburban transportation network that blends rural and urban characteristics; which will regulate vehicular traffic, provide a sense of privacy and local “community” while at the same creating a permeable environment with a high level of connectivity for pedestrians, motorists and other non-motorists alike.

### Policy

1. Encourage developments to be designed using a curvilinear road network.
2. Discourage the use of conventional loops and cul-de-sacs in favour of crescent streets, eyebrow streets, loop lanes and planting islands in order to encourage greater connectivity.
3. Improve connectivity by limiting dead-ends and three-way intersections wherever possible.
4. Promote the use of smaller block lengths where feasible in order to improve connectivity.
5. Promote a high degree of pedestrian connectivity and permeability of the neighbourhood through the development of sidewalks and trails and the use of such techniques as paper streets, mid-block lanes or passageways.
6. Ensure local roads have, at a minimum, a sidewalk on one side of the street, with improved landscaping on the opposite side.
7. Ensure collector and arterial roads have sidewalks on both sides of the street.
8. Incorporate bike lanes on collector and arterial roads.
9. Trails, sidewalks and roadways shall be designed in such a way as to develop a single integrated network, allowing users to seamlessly utilize the system as a whole.

## 6.3 Village Centre

### Intent

The Village Centre will have an urban transportation network that has a high degree of connectivity and permeability, prioritizing the pedestrian over the vehicle, in an effort to create safe and tranquil neighbourhoods, opportunities for increased social interaction and vibrant community spaces while at the same time allowing for ease of access and movement of vehicles.

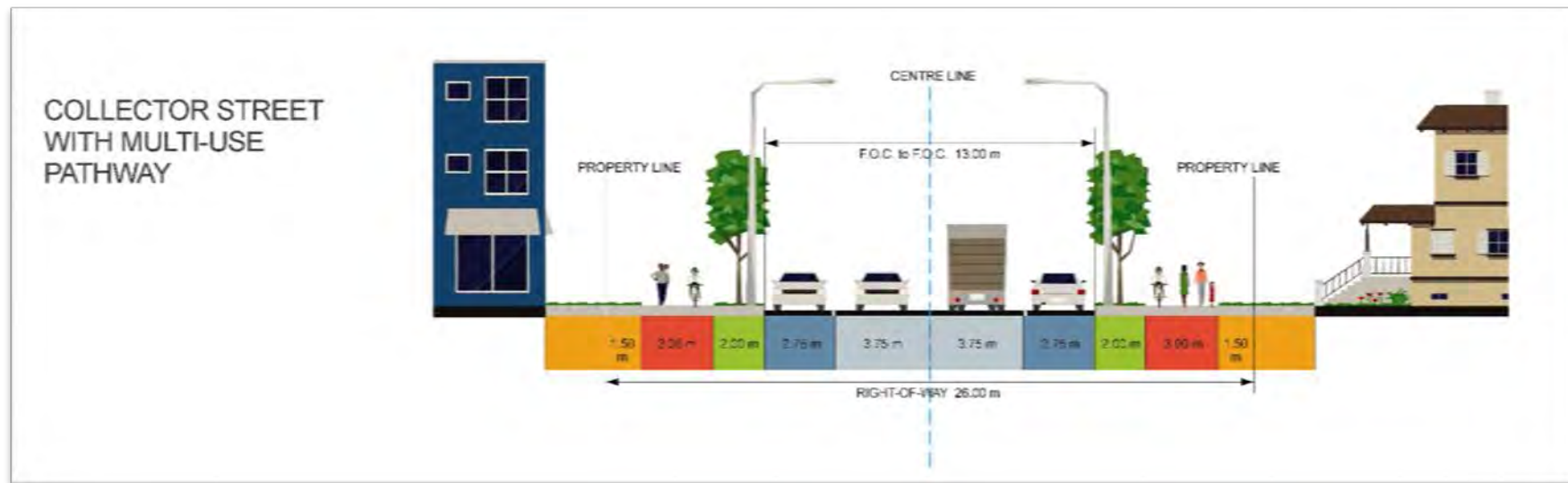
### Policy

1. The road network shall be developed using the Fused Grid model consisting of a quadrant that local roads do not traverse, with collectors and arterials being located along the periphery of the quadrant.
2. A quadrant shall be on average, 16 hectares (40 acres) in size.
3. Local roads shall not traverse the entire length or width of a quadrant in order to discourage “thru traffic”.
4. Develop green spaces that are easily accessible and interconnected with one another so as to encourage walking and cycling within the community.
5. Promote a high degree of pedestrian connectivity and permeability within the neighbourhood through the development of sidewalks and trails and the use of such techniques as paper streets, mid-block lanes or passageways.
6. Ensure that local roads have sidewalks on both sides of the street and that these sidewalks form part of, and are connected to, the trail network.
7. Ensure that collector and arterial roads have sidewalks on both sides of the street.
8. Through the use of a Fused Grid system, the pedestrian is prioritized within the quadrant, with vehicular traffic (not local in nature) being pushed to the periphery of the quadrant along a series of collector and arterial roadways. *Figure 9: Future Transportation Network* conceptually outlines a series of major collector roadways.
9. Design streetscapes so that they are a welcome and safe space for the pedestrian and cyclist alike.
10. Incorporate bike lanes along collector and arterial roads and Main Street.



11. Develop a Main Street that is welcoming to the community and consists of a sufficiently wide right-of-way in order to facilitate landscaping, street furniture and features such as sidewalk cafes.
12. A Complete Streets approach shall be taken to the development of all roadways within the Village Centre with a specific focus on the development of a pedestrian-friendly and vibrant Main Street.
13. Trails, sidewalks and roadways shall be designed in such a way as to develop a single integrated network allowing for users to seamlessly utilize the system as a whole.

Collector Street Complete Streets Cross-Section Sample



## 7 Services & Infrastructure

The degree of water, wastewater and stormwater servicing will range throughout the plan area from locations, which are entirely privately serviced to those with full municipal servicing. The level of servicing will be directly related to the form of development and the ability to deliver services in a cost-effective and efficient manner. Servicing levels will vary between rural uses and urban uses with each of the areas below being serviced in a manner unique to themselves.

### 7.1 Water Servicing

#### Intent

The level of servicing for water will range throughout the plan area with the level of service being directly related to land use, in order to develop an efficient, safe, and cost-effective water servicing network. The level of servicing will range from a private water supply for rural developments to full municipal services in urban areas.

#### Policy

1. Rural residential subdivisions and agricultural properties shall be privately serviced using an on-site private water service such as a water well or a cistern.
2. Lands designated as Small Scale Agriculture or River Valley Residential shall be privately serviced. Greenview shall require the submission of a certified groundwater feasibility assessment prepared by a qualified professional for proposed multi-lot developments within the lands designated as Small Scale Agriculture or River Valley Residential.
3. A detailed water servicing plan shall be prepared by Greenview for the central portion of the plan area as conceptually identified in *Figure 10: Existing and Future Servicing Network* of this plan.
4. Development within the Estate Residential Land use designation shall be ultimately serviced to a full municipal and urban standard. However, at the discretion of Greenview, a trickle system may be permitted in the interim until such time as full municipal services can be extended.
5. Lands designated as Village Centre, Commercial or Industrial Business shall be serviced with a water supply to a full urban standard, including satisfactory fire flows to support high-density urban development. At the discretion of Greenview, Industrial Business and Service Commercial lands may be serviced using alternative means on an interim basis until such time as an urban water supply become available.



6. Lands designated as Light Industrial, and located directly south of Highway 666, shall ultimately be serviced using a trickle water system; however, at the discretion of Greenview, these lands may be privately serviced until such time as water servicing becomes available.
7. Greenview shall require developers to submit a detailed water servicing report, prepared by qualified professionals in support of a Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.

## 7.2 Wastewater Servicing

### Intent

Wastewater servicing is to be provided in an efficient and cost-effective manner that is environmentally sensitive and effectively utilizes existing infrastructure within the plan area. The level of service will range from a private onsite wastewater treatment system for rural developments to full municipal wastewater collection and treatment systems in urban areas.

### Policy

1. Rural residential subdivisions and agricultural properties shall be privately serviced using an on-site private wastewater system; open discharge systems are discouraged.
2. Lands designated as Small Scale Agriculture or River Valley Residential shall be privately serviced; a communal wastewater treatment system may be considered at the discretion of Greenview.
3. A detailed wastewater servicing plan shall be prepared by Greenview for the central portion of the plan area as identified in *Figure 10: Existing and Future Servicing Network* of this plan.
4. Development within the Estate land use designation shall be ultimately serviced to a full municipal and urban standard; however, at the discretion of Greenview, a low-pressure collection system may be permitted.
5. Lands designated as Village Centre, Commercial or Industrial Business shall be serviced with a wastewater system designed to a full urban standard. However, at the discretion of Greenview, Industrial Business and Service Commercial lands may be serviced via alternative means on an interim basis until such time as urban wastewater infrastructure becomes available.

6. Lands designated as Light Industrial, and located directly south of Highway 666, shall ultimately be privately serviced using an on-site private wastewater system.
7. Greenview shall require developers to submit a detailed wastewater servicing report prepared by qualified professionals in support of a Concept Plan or Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.

### 7.3 Stormwater Management

#### Intent

The stormwater management system will be developed in holistic and comprehensive fashion using Low Impact Development techniques wherever possible, in order to develop a stormwater management system that effectively and efficiently manages stormwater while at the same time preserving environmental features such as creeks, streams and wetlands.

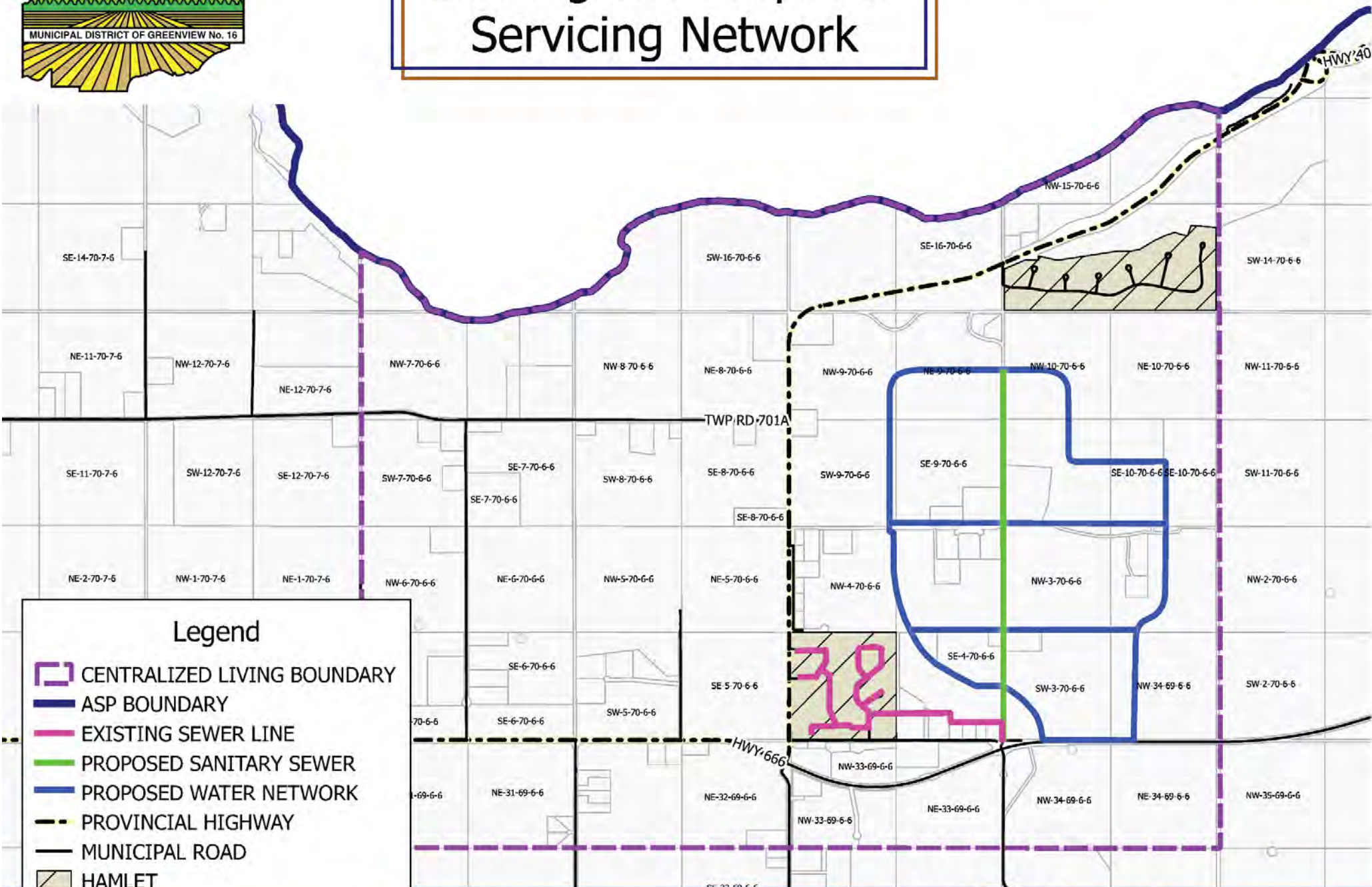
#### Policy

1. Greenview shall coordinate the preparation of a Master Stormwater Management Plan for the Centralized Living Area.
2. Stormwater management infrastructure, such as stormwater management ponds, are an important and prominent feature within a neighbourhood and shall be integrated into the overall open space and park network.
3. Low impact development techniques shall be incorporated into all developments in order to assist in regulating stormwater runoff and improving its quality.
4. Stormwater management facilities shall be integrated with natural wetlands in the plan area so as to ensure the long-term viability of the wetlands.
5. Stormwater management facilities shall be developed utilizing low impact development techniques.
6. Stormwater management facilities, such as stormwater management ponds, shall be developed as constructed wetlands, excluding those stormwater management ponds that act as a source of fire suppression water.

7. At the discretion of Greenview, stormwater management ponds may be used as a source of fire suppression water for lands designated as River Valley Residential, Small Scale Agriculture, Estate Residential, Service Commercial, Business Industrial or Light Industrial.
8. Greenview shall require developers to submit a detailed stormwater management report prepared by qualified professionals in support of a Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.



# Existing and Proposed Servicing Network



## Legend

- CENTRALIZED LIVING BOUNDARY
- ASP BOUNDARY
- EXISTING SEWER LINE
- PROPOSED SANITARY SEWER
- PROPOSED WATER NETWORK
- PROVINCIAL HIGHWAY
- MUNICIPAL ROAD
- HAMLET

**FIGURE 10: Existing and Proposed Servicing Network**

Note: The map is for references purposes only. All alignments of water services are conceptual and approximate, and are intended to guide future master planning for water and wastewater services.

## 8 Implementation

In order to effectively implement this plan, it will be necessary to complete further planning and engineering related works such as Minor Area Structure Plan or Master Infrastructure Servicing Reports prior to accommodating further development within the plan area and more specifically the Centralized Living Area. Further clarity is provided below.

### 8.1 Implications for Other Plans & Bylaws

In order to facilitate development within the Centralized Living Area, it may be necessary to amend the Land Use Bylaw by creating new land use districts that can accommodate the proposed forms of development. The new land use districts will be created by the Greenview.

Rezoning shall only be considered for areas with an approved Minor Area Structure Plan or Concept Plan.

### 8.2 Further Studies & Works

Prior to the preparation of any further detailed planning by development proponents, it will be necessary for Greenview to complete more detailed planning and engineering work for the Growth Area. More specifically it will be necessary to:

- Prepare a Master Transportation Plan;
- Prepare Master Water and Wastewater Servicing Plans;
- Prepare a Master Stormwater Management Plan;
- Prepare a commercial/market needs assessment in order to assess the quantity, composition and form of future commercial development required to service the plan area as a whole;
- Investigate the feasibility of utilizing recycled water or grey water to recharge aquifers or as a source of irrigation or process water in lieu of potable water for multi-family residential developments, recreational facilities, parks & open spaces, commercial developments and industrial developments;
- Prepare a master plan identifying areas of natural and environmental significance;
- Reclaim the former sewage lagoon;



- Prepare detailed urban design guidelines reflective of a “small town” or “village” theme for all forms of development within the Centralized Living Area, in order to ensure, at a minimum, consistency in landscaping and building facades to a standard acceptable to Greenview;
- Prepare an Open Space Master Plan and a Trails Master Plan;
- Prepare a Concept Plan for the Main Street and confirm its alignment;
- Establish a levy bylaw in order to fund municipal infrastructure improvement;
- Prepare a waste management plan for the plan area and investigate the feasibility and associated timing of implementing curbside waste collection for the area designated as Centralized Living consisting of the separate collection of garbage, recycling and organics;
- Investigate the implementation of a local and regional public transit system to serve the Centralized Living area as future development proceeds;
- Investigate the feasibility of providing public vehicle charging stations as development proceeds within the Centralized Living area; and
- Investigate the feasibility of developing a District Energy Sharing System for the Centralized Living Area in order to supply heating and cooling to future residents and business.

### **8.3 Minor Area Structure Plans and Concept Plans**

#### **8.3.1 Minor Area Structure Plans**

The preparation of Minor Area Structure Plans will be required prior to allowing the subdivision and development of lands contained within the Centralized Living Area. The Minor Area Structure Plans will be prepared and funded by the developer of future development and will provide a more detailed framework for development within the Centralized Living Area. Minor Area Structure Plans shall, at a minimum, provide detailed planning for the entirety of a quarter section and will need to address the following in greater detail:

- Environmental matters
- Water/Wastewater and Stormwater servicing

- Configuration of future developments
- Allocation of park space/open space
- Traffic generation and impacts
- Geotechnical concerns
- Market conditions
- Building and Landscaping Design Guidelines
- The interface with adjacent lands

In order to address the items referenced above, a variety of supporting studies are required, such as:

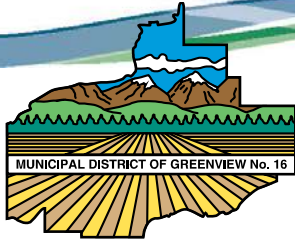
- Biophysical and Wetland Assessments
- Water, Wastewater and Stormwater Servicing Reports
- Geotechnical Reports
- Traffic Impact Assessments
- Commercial/Market Needs Assessments

### 8.3.2 Concept Plans

Concept Plans may be used, at the discretion of Greenview, in lieu of a Minor Area Structure Plan within the Centralized Living Area for areas designated as Business Industrial and Hamlet, as well as the Service Commercial area located adjacent to Township Road 700. The Concept Plan shall apply to the entirety of the designated area and shall, at the discretion of Greenview address the following:

- Environmental matters
- Water/Wastewater and Stormwater servicing

- Configuration of future developments
- Allocation of park space/open space
- Traffic generation and impacts
- Geotechnical concerns
- Market conditions
- Building and Landscaping Design Guidelines
- The interface with adjacent lands



## BYLAW NO. 17-785 of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for adopting Bylaw 17-785, being the Grovedale Area Structure Plan.**

**Whereas**, Council wishes to repeal Bylaw No. 04-432, "Grovedale Area Structure Plan", as amended and wishes to adopt a new area structure plan pursuant to Section 692 of the Municipal Government Act.

**Therefore**, the Council of the Municipal District of Greenview No. 16, duly assembled, hereby enacts the following

1. That Bylaw 17-785 is to be cited as the "Grovedale Area Structure Plan".
2. That the Grovedale Area Structure Plan, attached hereto as Schedule A, is hereby adopted.
3. That Bylaw No. 04-432 is hereby repealed.
4. That this Bylaw shall come into effect upon the date of the final passage thereof.

Read a first time this 27 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

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SUBJECT: **Alberta Environment and Parks Conditional Grant**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM  
STRATEGIC PLAN:

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council authorize Administration to ask the Town of Fox Creek to develop a detailed proposal (Skateboard Park) that would meet the criteria in obtaining the conditionally approved grant of \$94,500.00 in which Greenview would submit for approval.**

---

BACKGROUND/PROPOSAL:

In 2017 Administration was notified that Greenview is eligible for a conditionally approved grant of \$94,500.00 from Alberta Environment and Parks. Millar Western Forest Products Ltd. was operating a wood waste incinerator near the Town of Fox Creek until July of 2016 when it was decommissioned. Millar Western applied for and obtained a certificate of variance from Environment and Parks which they were required to pay a monthly financial incentive to the Province. As per the terms and conditions of the certificate, 15% of the total financial incentive payments received from the sawmill are to be allocated to a community environmental project for the Town of Fox Creek.

Greenview, in order to access the funds, are required to submit a detailed proposal on how the funds may be applied to a specific environmental project, and how it would be of benefit to the residents of the Town of Fox Creek. Administration determined that a project in Greenview may be hard to justify in meeting the criteria, however, Administration from the Town of Fox Creek was contacted as to a suitable project.

The Town of Fox Creek Administration has forwarded a proposal from the Fox Creek Lions Club as to build a new skateboard park which they deem would be a valuable asset to the community. The project may meet the necessary criteria as to receive the grant funding. Administration is recommending that the Town of Fox Creek put together all the necessary information for a proposal upon which Greenview would submit to access the funding.



---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the Town of Fox Creek may benefit with grant funds to utilize for a skateboard park, which would be a valuable asset to the Town and surrounding area.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to accept, alter or deny the recommended motion, however, Administration recommends proceeding to procure the conditional grant funding for a project that will benefit the municipality and the surrounding area.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**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 advise the Town of Fox Creek regarding their proposal accordingly with Council's decision.

---

**ATTACHMENT(S):**

- Alberta Environment and Parks Conditional Grant Notification
- Fox Creek Lions Skate Park Project



81770

ALBERTA  
ENVIRONMENT AND PARKS

*Office of the Minister  
Minister Responsible for the Climate Change Office  
MLA, Lethbridge-West*

APR 07 2017

Reeve Dale Gervais  
Municipal District of Greenview  
Box 1079  
Valleyview AB T0H 3N0

Dear Reeve Gervais:

Millar Western Forest Products Limited operated a wood waste incinerator (beehive burner) near the Town of Fox Creek until July of 2016, when the sawmill permanently decommissioned the beehive burner. In order to operate the beehive burner until 2016, Millar Western Forest Products Limited applied for and obtained a certificate of variance from Environment and Parks. Some of the terms and conditions of the certificate of variance required Millar Western Forest Products Limited to pay a monthly financial incentive to Environment and Parks.

As per the terms and conditions of the certificate of variance issued to Millar Western Forest Products Limited by Environment and Parks, 15 per cent of the total financial incentive payments received from the sawmill is to be allocated to a community environmental project for the Town of Fox Creek. As such, I have conditionally approved a grant of \$94,500.

The Municipal District of Greenview is required to submit a proposal to our department with detailed information on the specific environmental project it plans to finance with this grant, and how it would be of benefit to the residents of the Town of Fox Creek. The proposal should include at a minimum:

- nature, type and scope of the project,
- detailed project description including any engineering/technical specifications, parameters, output capacity/size/volume, etc.,
- list of anticipated environmental benefits or outcomes as a result of the project,
- anticipated schedule and total cost of the project, and
- who will benefit from the project.

It is incumbent on Environment and Parks to ensure that the disbursement of funds related to the operation of this burner directly benefit the community. A grant agreement will be prepared and funding disbursed after the proposal from the Municipal District of Greenview is reviewed and accepted by the department.

A post-project completion verification process will be conducted by the department to determine if the project was executed as proposed, and authorized. This will enable the county to focus on key areas during project execution.

For additional information on the grant process, application requirements and the verification process, please contact Mr. Okey Obiajulu, Approvals Manager in our Grande Prairie office, by phone at 780-833-4375 (dial 310-0000 for a toll-free connections) or by email at [okey.obiajulu@gov.ab.ca](mailto:okey.obiajulu@gov.ab.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "Phillips", with a stylized, cursive script.

Shannon Phillips  
Minister

cc: Okey Obiajulu  
Environment and Parks

## Community Environmental Project Grant

Alberta Environment and Parks has conditionally approved a grant of \$94,500 from financial incentive payments Millar Western Forest Products Limited paid as part of their certificate of variance. This grant money is administered by the Municipal District of Greenview however it is earmarked for the Town of Fox Creek. The following is the Town of Fox Creek proposal:

### Fox Creek Lions Skate Park

The Fox Creek Lions Club has been working very hard for the past 2 years to raise funds for and build a new skate park in Fox Creek. This new concrete park will replace the old wooden park. Having solicited input from the communities' youth the new park has been designed not only for skate boards but also scooters and bikes. Furthermore the park will be able to challenge all skill levels. The inclusivity does not stop at users as the open concept encourages spectators as well.

New Line Skateparks is an established company with many satisfied communities including Valleyview and Clairmont.

The plan is to have the new skate park placed at the new multi – plex. In doing so the group will meet the Municipal District of Greenview Master Recreation Plan (recreation amenities should be centrally located) and the Framework for Recreation in Canada (Active Living, Inclusive, and Access).

This new skate park will encourage more outdoor activity due to it being located at the multi-plex, the landscaping will be inviting, and the multi skill levels will create challenges for everyone. Furthermore the central location will decrease the amount of driving our residence need to do – one trip to all services.

This organization has already raised over \$45,000 mainly by collecting bottles at our campgrounds and volunteering at community events. They have paid for their design allowing these funds to be used to look at construction start dates. Knowing that the park takes 10 – 12 weeks to build the sooner they can get in the cue the sooner the community can be using this highly needed amenity.

The project will benefit the whole community: active youth equals healthy youth, engaged youth are less likely to get involved in unproductive actions, and adults know their children are in a safe environment.

To help move the skate park ahead in a timely manner the committee has already had 3 local companies (Kodiak, Pro-Fox, and 3 Boys) commit over \$50,000 worth of in kind services – labour and equipment. Others have expressed an interest, however, are waiting for more firm construction dates. The Town has supported this project by donating the land for the park and arranging for the install of street lamps for evening use.

When the Municipal District of Greenview releases these funds to the Town of Fox Creek the Town will in turn donate them to the Fox Creek Lions Club for the new skate park they wish to build.

On behalf of the Fox Creek Lions Club Skate Park Committee I thank you for your support.



Mitch Carter

Director of Parks and Recreation

Town of Fox Creek

Ph. 780 622 3896

Email: [mitch@foxcreek.ca](mailto:mitch@foxcreek.ca)



# Fox Creek Skatepark

## Concept Model - Site Plan

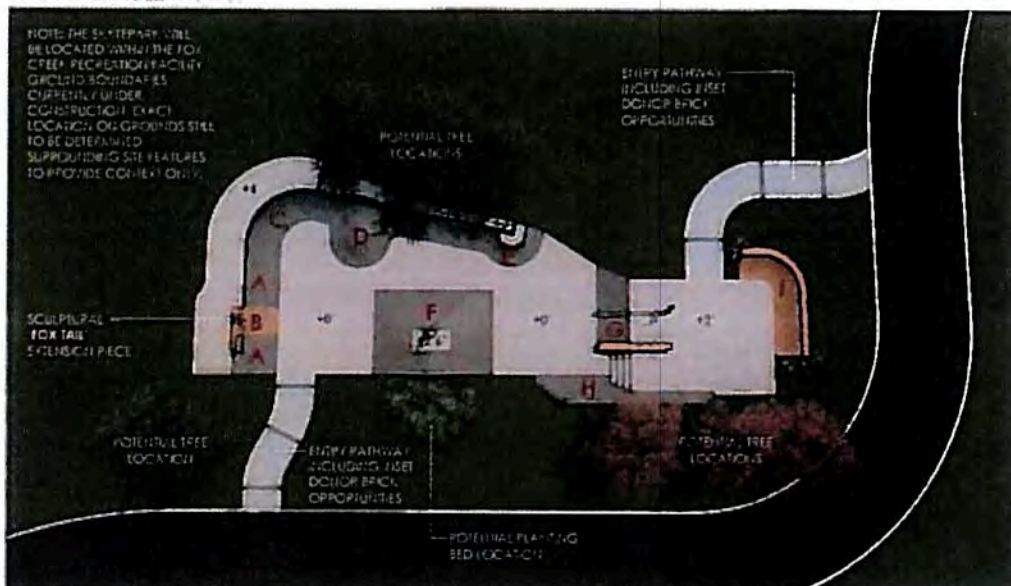
### Perspective View



### Skatepark Features

- A Drop-In/Turnaround Quarterpipe with Rail-in
- B Sculptural 'FOX TAIL' Transition Extension
- C Transition Pocket
- D Pump Bump Feature with Roller Coping Line
- E 2' Volcano Inset into 3' Transition
- F Hipped Funbox Feature with Wedge Extension
- G Mellow Roll-Down Ledge and Rail
- H Sloppy Bank Feature over 4 Stair Set
- I Transition Feature with Custom Shotcrete Detailing

### Site Plan SCALE: 1" = 10'



Fox Creek, AB

November 2016

www.ab.ca/fox-creek-skatepark





# Fox Creek Skatepark

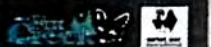
Concept Model - Overall Views



Fox Creek, AB

December 2014

www.municipal.ca/projects



# Fox Creek Skatepark

Concept Model - Detail Views



Fox Creek, AB

June 2016

www.foxcreek.ab.ca







# FOX CREEK SKATEPARK CONCEPT BUDGET

Date: 03 November 2016  
Client: Town of Fox Creek

Project File No.: SK2016-16  
Location: Fox Creek, AB

## Donations Summary

Potential In-kind Donation Opportunities	Approx Qty	Approx. Value Range
Large Aggregate 32mpa Concrete	4 Cu M	\$1,100 - \$1,300
Small Aggregate 32mpa Concrete	34 Cu M	\$8,800 - \$9,800
35mpa Shotcrete	30 Cu M	\$8,200 - \$9,100
Concrete Color Pigment	7 Cu M	\$600 - \$700
10mm Rebar	2385 Lin M	\$2,200 - \$2,500
19mm (¾") Road Base Gravel	100 Cu M	\$3,100 - \$3,400
Structural Pit Run Gravel	233 Cu M	\$11,400 - \$12,600
6ft Temporary Construction Fencing	150 Lin M	\$1,700 - \$1,900
Track hoe (200+ size)	37 Hrs	\$5,300 - \$6,000
Mini hoe	22 Hrs	\$2,000 - \$2,300
Skid steer	29 Hrs	\$1,800 - \$1,800
Compactor (Ride on)	27 Hrs	\$2,500 - \$2,900
Sod & Topsoil	350 Sq M	\$5,500 - \$6,200
Portable Washroom	6 Weeks	\$700 - \$800
Accommodation	181 Nights	\$9,500 - \$10,600

### Process for In-kind Donation Redemption

- Quantities are dependent on specific procedural assumptions and are subject to change based on NLS site management discretion and/or project specifications.
- An assessment by both the client and NLS will determine which providers meet both monetary and logistical project requirements.
- Values for in-kind donated materials must be assessed to market value at the time of implementation and must meet project specification criteria. Both the client and NLS must agree on the acceptance of a donation before it is confirmed.
- In-kind offerings for labor will not be considered unless under specific exemption due to the problematic nature of implementation and valuation.
- In-kind offerings must be timely, and represent no additional project delays or stoppages. Offerings that delay the project may be discounted.
- Offerings must be in line with quotes received by NLS for similar work, and be comparable in all respects



# REQUEST FOR DECISION

SUBJECT: **DeBolt Seniors Housing**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 14, 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 direct Administration to provide a report on various land options available to accommodate the existing two housing four-plexes, within the hamlet of DeBolt.

---

## BACKGROUND/PROPOSAL:

There are presently two senior self-contained four-plexes that are owned by the Alberta Social Housing Corporation. The residents are presently located along a creek bank that has become unstable deeming the properties to be unsafe for tenants. A study was conducted to do remedial measures on the creek bank, however it was deemed that this option would be financially non-viable.

Councillor Rutt and Councillor Burton have recently met with the executive director for senior housing for the Province an option was presented that if Greenview could come up with some alternative service land options to move the units within DeBolt the Alberta Social Housing Cooperation may provide funding as to the relocation and repair of the units in order for the residents to move in.

Administration is seeking Council's direction in order to proceed with this matter.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that a detailed report would provide Council with the various options as to providing a positive outcome.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to deny having Administration provide a report in regards to the relocation of the units.

---

**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 provide a report on the various options for accommodating the existing housing.

---

**ATTACHMENT(S):**

- DeBolt Senior Housing Relocation Proposal

**Teresa Marin**

---

**Subject:**

FW: DeBolt - Laura DeBolt Manor and Edna Stevenson Manor

**From:** Tom Burton

**Sent:** Monday, April 30, 2018 2:08 PM

**To:** Mike Haugen <[Mike.Haugen@mdgreenview.ab.ca](mailto:Mike.Haugen@mdgreenview.ab.ca)>; Dennis Mueller <[Dennis.Mueller@MDGreenview.ab.ca](mailto:Dennis.Mueller@MDGreenview.ab.ca)>

**Subject:** FW: DeBolt - Laura DeBolt Manor and Edna Stevenson Manor

Mike & Dennis

Could we place this discussion on the next council meeting?

Thanks

**From:** Dean Lussier [<mailto:Dean.Lussier@gov.ab.ca>]

**Sent:** Tuesday, April 10, 2018 12:04 PM

**To:** Roxie Rutt <[Roxie.Rutt@MDGreenview.ab.ca](mailto:Roxie.Rutt@MDGreenview.ab.ca)>; Tom Burton <[Tom.Burton@mdgreenview.ab.ca](mailto:Tom.Burton@mdgreenview.ab.ca)>

**Cc:** Lynda Cuppens <[Lynda.Cuppens@gov.ab.ca](mailto:Lynda.Cuppens@gov.ab.ca)>; 'Steve Madden' <[SMadden@grandespirit.org](mailto:SMadden@grandespirit.org)>; Mike Haugen <[Mike.Haugen@mdgreenview.ab.ca](mailto:Mike.Haugen@mdgreenview.ab.ca)>

**Subject:** DeBolt - Laura DeBolt Manor and Edna Stevenson Manor

First of all thanks Roxie and Tom for the meeting on April 4, 2018 on Laura DeBolt Manor and Edna Stevenson Manor, two seniors' self-contained four plexes located in DeBolt that are owned by the Alberta Social Housing Corporation.

We understand your desire to keep those units in DeBolt but as we discussed those units currently are unsafe for tenants to be residing in at this time with the issues of the creek bank, also it is not fiscally prudent to allocate funds to fix the bank of the creek that is currently privately owned.

As agreed to at our meeting in order for the 2 four plexes to remain in DeBolt we are looking to the MD of Green View to come up with some alternate serviced land options to move these units to in DeBolt. If this is an option it MAY be a possibility that the Alberta Social Housing Corporation will provide funding to move the units and repair them in order for residents to move in. The expectation is that the Grande Spirit Foundation would continue to operate them.

Let me know what decision the MD of Greenview comes to in regard to this matter.

Thanks

Dean Lussier

Executive Director, Alberta Seniors and Housing  
Housing Operations  
Government of Alberta

Tel 780-427-1751

Cell 780-905-7248







# REQUEST FOR DECISION

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SUBJECT: **Cranberry Rodeo Association Funding Request**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 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) – Policy 4010 Road Access Approaches

---

RECOMMENDED ACTION:

**MOTION: That Council approve the construction of an additional access approach into the Cranberry Lake Rodeo grounds at a cost of \$2,675.00, with funds to come from Community Service Miscellaneous Grant.**

---

BACKGROUND/PROPOSAL:

The Cranberry Rodeo Association is requesting an additional access approach into the Cranberry Lake Rodeo grounds. The additional approach will greatly improve the flow of traffic on the grounds and lead to safer conditions for rodeo participants, volunteers and the general public.

Presently, there are two approaches into the Cranberry Lake Association property, however, when there are large events at the site there is a lot of traffic congestion at the locations. The group deems the additional approach would alleviate these concerns as well as address safety issues.

Greenview's present Policy 4010 does not allow for the construction of an additional approach as requested by the association, however, Council may consider an exception to the policy as to the above stated circumstances.

The cost of the additional approach as per Greenview's schedule of fees is \$175.00 application fee and a \$2,500.00 construction fee for a total of \$2,675.00.

The Community Service Miscellaneous Grant has a balance of \$25,607.68 as of May 13, 2018.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be assisting a community organization in addressing traffic safety issues during major events.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Council will be approving an action that is contrary to Council's existing policy.

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to deny the recommended motion, however, a traffic safety issue would remain at the Cranberry Lake Rodeo property.

**Alternative #2:** Council has the alternative to approve the additional access approach with the Cranberry Rodeo Lake Association assuming all related costs, however the additional costs may result in a financial impact to the community group.

---

FINANCIAL IMPLICATION:

**Direct Costs:** \$2,675.00 (Greenview's I&P Department would invoice Community Services for the associated costs).

---

STAFFING IMPLICATION:

The Greenview staff would be required to construct the additional approach.

---

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 respond to the Cranberry Lake Rodeo Association accordingly as per Council's decision and implement the required action.

---

ATTACHMENT(S):

- Cranberry Lake Rodeo Association Grant Request
- Policy 4010 Road Access Approaches





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

## GRANT APPLICATION

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

APR 26 2018

VALLEYVIEW

### Organization Information:

Name of Organization: Cranberry Rodeo Association

Address of Organization: Box 500, DeBolt

Contact Name and Phone Number: Terry Adolf

Position of Contact Person: Member of the Board of Directors

### Purpose of organization:

The Cranberry Rodeo Association registered as a society in 1983. The purpose of the organization is to promote the g

\_\_\_\_\_

\_\_\_\_\_

What act are you registered under? Societies Registration No. 50288344

### Grant Information:

Total Amount Requested \_\_\_\_\_ 2175.00

Operating \_\_\_\_\_ Capital \_\_\_\_\_

Proposed Project: Create a New Gravel Access to the Cranberry Lake Rodeo Association.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Operating costs are the costs of day-to-day operations.*

*Capital costs are costs more than \$2,500, 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.



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

**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 \$ 60,000.00 Year 2016

Purpose: Purchase bleachers tractor and complete maintenance for the Rodeo Grounds

2. Amount \$ 15,000 Year 2017

Purpose: Enhance the 2017 Cranberry Lake Rodeo to celebrate the 150 Canadian

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?

2016 Grant is not quite spent. Majority allocated Tractor - \$15,500. Bleachers - \$15,000.00

2017 Please find attached Report.

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?

We are currently Fund Raising to enable our Association to Hold the 2018 Rodeo.

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

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: Terry Adolf for the Cranberry Rodeo Association

Signature: 

Address: Box 500, DeBolt A.B. T0H/1B0

Telephone Number: 780-518-5126

Date: 2018 - 04 -24



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

APPLICATION FOR GRANT  
FORM B - CAPITAL

Purpose for Grant (please provide full description and detailed project budget);

To INSTALL 3 APPROACH  
INTO SITE

Estimated Completion Date: June 20 th, 2018

Quotes for Project (minimum of three quotes if available. Attach additional quotes if required):

1. MD of Greenview

Amount \$2175.00

2.

Amount \$

3.

Amount \$

\*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.

# **CRANBERRY RODEO ASSOCIATION**

**FINANCIAL STATEMENT  
DECEMBER 31, 2017**

Unaudited

Review prepared by:

  
Rose Shaver

CRANBERRY RODEO ASSOCIATION

BALANCE SHEET  
December 31, 2017  
Unaudited

ASSETS

CURRENT:

Cash	General Account	\$	38,064
	Casino Account	\$	1,664

\_\_\_\_\_ \$ 39,728

LIABILITIES

CURRENT:

Accounts Payable	\$	512
	_____	\$ 512

MEMBERS EQUITY

ACCUMULATED SURPLUS

\$	39,216
_____	\$ 39,216

On behalf of the  
Crooked Creek Community Recreation Club

Director \_\_\_\_\_

Director \_\_\_\_\_

CRANBERRY RODEO ASSOCIATION  
STATEMENT OF REVENUE & EXPENDITURES  
YEAR END DECEMBER 31, 2017

Unaudited

REVENUE	
Grants	\$ 4,000
General Operational	\$ 10,564
W.R.A Rodeo	\$ 33,594
Team Roping	\$ 2,105
Wagons	\$ 12,465
Local Rodeo	\$ 5,570
Beer Gardens/Concession	\$ 25,445
Spring Supper /Dance	\$ 10,559
Bull Riding	\$ 14,000

---

\$ 118,302

EXPENSES	
General Operational	\$ 10,062
W.R.A Rodeo	\$ 42,900
Team Roping	\$ 841
Wagons	\$ 11,660
Local Rodeo	\$ 5,115
Beer Gardens/Concession	\$ 13,312
Spring Supper/Dance	\$ 7,318
Bull Riding	\$ 12,850
Other-2016 Cheques	\$ 2,419

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\$ 106,477

OPERATING SURPLUS (DEFICIT)	\$ 11,824
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**Title: ROAD ACCESS APPROACHES**

**Policy No: 4010**

**Effective Date: January 8, 2018**

**Motion Number: 18.01.20**

**Supersedes Policy No: (OP-03)**

**Review Date:**



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Purpose:** The revised Road Access Approaches Policy provides further guidelines for administering general approach requests.

## DEFINITIONS

**Development Guidelines & Municipal Servicing Standards** means the design and construction standards establishing the minimum allowable levels to which municipal improvements are to be designed and built.

**Schedule of Fees** means Bylaw 17-784 outlining the amounts the Municipal District of Greenview No. 16 may charge for the supply of information, goods and services.

## POLICY

One access approach per quarter section of land along developed roads will be provided when deemed feasible on the condition that no other approach exists.

1. The Municipal District of Greenview may provide additional approaches to a quarter section if the parcel is severed by a topographical feature that divides the quarter section into smaller parcels.
2. The General Manager of Infrastructure & Planning or his/her designate will determine the size and location of the approach, in consultation with the landowner and in accordance with the Development Guidelines & Municipal Servicing Standards.
3. If a quarter section of land has one existing approach, the applicant may apply to upgrade the approach subject to the cost established by Council in the Schedule of Fees.
4. Upon receipt of a fully completed Greenview approach application and accompanied by a non-refundable Request Fee established in the Schedule of Fees, the General Manager of Infrastructure and Planning or his/her designate may approve the installation of an additional approach on an existing roadway, The approach application fees are established by Council within the Schedule of Fees Bylaw.
5. If an approach is approved and upon payment from the landowner being received, Greenview will construct the new approach as resources and weather permit within a

reasonable time period.

6. The General Manager of Infrastructure and Planning or his/her designate will inform Council annually of all approaches that were undertaken and of all expenditures that occurred.
7. The applicant will enter into a signed agreement with Greenview prior to the installation of the approach by Greenview.
8. The General Manager of Infrastructure and Planning or his/her designate may allow landowners or respective companies to construct temporary approaches, which must be removed within 6 months.
9. All approaches will be under the authority and control of the Municipal District of Greenview, except for temporary approach installations.



# REQUEST FOR DECISION

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SUBJECT: **Friends of the Fox Creek Hospital Society**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM  
STRATEGIC PLAN:

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council accept for information the request from the Friends of Fox Creek Hospital Society for the purchase of a portable x-ray machine for information, as presented.**

---

BACKGROUND/PROPOSAL:

The Friends of Fox Creek Hospital Society have launched a campaign to raise funds for the purchase of a portable x-ray machine for the Fox Creek Health Care Centre. The total cost for the portable x-ray machine is \$95,000.00.

The organization states that the portable x-ray machine would be an invaluable piece of equipment for the doctors, aiding to provide high quality, effective patient care. The portable x-ray machine would allow staff to obtain images of critically ill or injured patients in the trauma room without having to move the patient back and forth between the x-ray and emergency room.

Recently a request from the Valleyview Health Centre Foundation for grant funding for hospital equipment was denied as it was deemed essential equipment. Administration recommends that Council consider requesting that the society seek funding for the equipment from Alberta Health Services.

The Community Service Miscellaneous Grant has a balance of \$25,607.68 as of May 13, 2018.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the request for grant funding for information is that Council will be informed of the requested grant for the portable x-ray machine.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to provide the grant funding for the hospital equipment, however, Council has to consider the level of contribution they should provide to hospitals for Alberta Health Service equipment.

---

**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 respond to the Friends of Fox Creek Hospital Society accordingly with Council's decision.

---

**ATTACHMENT(S):**

- Friends of Fox Creek Hospital Society Funding Request

March 15, 2018

Friends of Fox Creek Hospital Society  
Box 852  
Fox Creek, AB T0H 1P0

Mr. Dale Gervais  
Reeve of M.D. of Greenview  
P.O. Box 1079  
Valleyview, AB T0H 3N0

Dear Mr. Gervais,

The Friends of Fox Creek Hospital Society have launched a campaign to raise funds for the purchase of a portable x-ray machine, for the Fox Creek Health Care Centre. The total cost for the portable x-ray machine is \$95,000.00.

A portable x-ray machine would be an invaluable piece of equipment for our doctors, aiding to provide high quality, effective patient care. The portable x-ray machine would allow staff to obtain images of critically ill or injured patients in the trauma room, without having to move the patient back and forth between the x-ray and emergency room. Some examples would be, to assess tube placement in patients who require an airway be inserted (intubated) and in trauma patients with potentially unstable fractures.

Alberta Health Services Diagnostic Imaging has agreed to provide funding for the annual service contract required to operate the machine.

As a group we continually strive to ensure we have the highest quality equipment available to treat all patients who utilize our facility. We are requesting any financial assistance, towards this major purchase, that the M.D. might have available.

Please feel free to contact me should you have any questions, or would like more information.

Sincerely,



Lynn Bartlett  
Secretary/Vice President  
780-622-7709





# REQUEST FOR DECISION

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SUBJECT: **Place 18 – National Student Planning Conference**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM  
STRATEGIC PLAN:

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council accept the Place 18 funding request for the National Student Planning Conference for information, as presented.**

---

## BACKGROUND/PROPOSAL:

The Geography and Planning Students' Society (GAPSS) at the University of Alberta is organizing the National Student Planning Conference for students, academics, and professionals from across Canada to learn from each other and take home valuable skills to further improve their communities.

The conference will be the first to be held in Canada since 2014 and is seeking sponsorship for the event.

The Community Service Miscellaneous Grant has a balance of \$25,607.68 as of May 13, 2018.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be informed that the National Student Planning Conference will be held in Canada.
- 

## 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 or to provide sponsorship funding, however, Council may have to determine if these types of funding requests comply with Council's philosophy in providing sponsorship to various organizations.

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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:**

Administration will contact Place 18 as to Council's decision.

---

**ATTACHMENT(S):**

- Sponsorship Package

## **Teresa Marin**

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**From:** Jared Candlish <jcandlis@ualberta.ca>  
**Sent:** Sunday, March 25, 2018 9:05 PM  
**To:** Lianne Kruger  
**Cc:** Teresa Marin; Leah Thompson  
**Subject:** Opportunity for Municipality of Greenview Involvement With National Planning Conference  
**Attachments:** Sponsorship Enclosure.pdf

Dear Lianne Kruger,

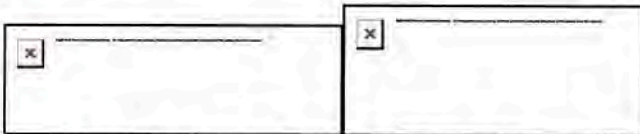
We are pleased to announce that **PLACE 18**, the first National Student Planning Conference to be held in Canada since 2014, is currently accepting sponsors.

The Geography and Planning Students' Society (GAPSS) at the University of Alberta is organizing this conference for students, academics, and professionals from across Canada to learn from each other and take home valuable skills to further improve their communities.

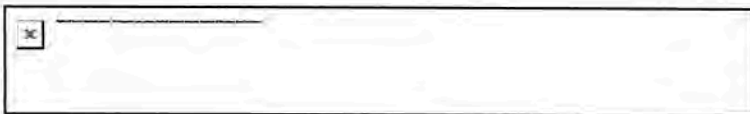
For more information about, and to sponsor **PLACE 18**, please see the attached sponsorship package and submit the completed forms to [sponsors@placeconference.ca](mailto:sponsors@placeconference.ca).

Any contributions are greatly appreciated. Thank you for your consideration and please feel free to contact us if you have any questions or concerns.

Sincerely,



Jared Candlish & Hayley Wasylycia, Conference Directors  
& the **PLACE 18** Conference Team



--

Jared Candlish  
MScURP Student, BCD Urban Design and Sustainability.  
University of Alberta  
Faculty of Science, Urban and Regional Planning  
[jcandlis@ualberta.ca](mailto:jcandlis@ualberta.ca)



# PLACE 18

Canadian Planning Students Conference

**Sponsorship  
Package**



**Municipal District of Greenview**



# PLACE 18

Canadian Planning Students Conference

**Municipal District of Greenview**  
Box 1079 Valleyview, AB  
T0H 3N01



Dear Lianne Kruger,



## About PLACE 18

**PLACE 18** is the first National Student Planning Conference to be held in Canada since 2014. The Geography and Planning Students' Society (GAPSS) at the University of Alberta recognizes the value of a student-led national conference, as it provides a centralised space for students, academics, and professionals from across Canada to learn from each other and take home valuable skills to further improve their communities. This conference will see strong attendance from undergraduate and graduate students, academics, and industry professionals with a background in planning, geography, and related disciplines.

## When and Where

**PLACE 18** will be held from October 19-21, 2018 at the University of Alberta.

## Theme

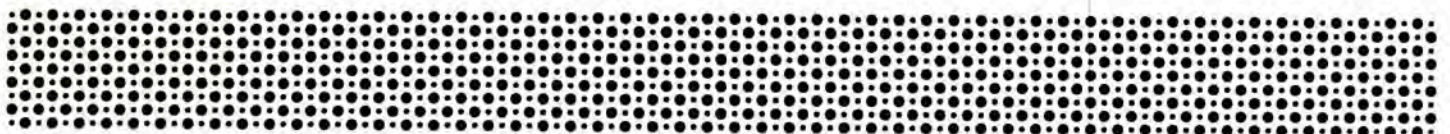


The official theme of **PLACE 18** is (re)connect. We are working to bring in influential speakers to discuss the relationships and connections in a variety of Canadian planning topics.

## Why Sponsor PLACE 18?

**PLACE 18** is not possible without sponsorship and volunteers from the Canadian planning community. Sponsorship funds will be allocated towards conference operations, facilities, and student registration fees.

Sponsors will receive monthly progress and financial updates on the conference; financial transparency is important to us, and therefore sponsors will know exactly how their money is being spent. Final updates will be sent at the end of October to confirm and assess the success of the conference.



# Sponsorship Tiers

## Gold (\$2,500+)

---

- Full page and in program book & prominent recognition on all conference marketing, advertising, and content materials.
- Prominent banner advertising at all registration entrances and at gala & social events.
- Recognition from event speakers at the podium at banquet & keynote speakers.
- Listed recognition with large logo (with hotlink) on the website home page and sponsorship page.
- 2 free corporate registrations.

## Silver (\$1,000 - \$2,499)

---

- Small logo recognition in program book.
- Listed recognition with medium logo (with hotlink) on the website sponsorship page.
- 1 free corporate registration.

## Bronze (< \$1,000)

---

- Listed company or name recognition on website and in program book.

## Additional Options

---

If you are interested in other ways to support **PLACE 18**, please let us know by contacting [sponsors@placeconference.ca](mailto:sponsors@placeconference.ca). Additional options include hosting ancillary events and site tours, providing a guest speaker, or sponsoring supplementary attendee expenses.

# Become a Sponsor

To sponsor **PLACE 18**, please complete the attached sponsorship form and submit the completed form to [sponsors@placeconference.ca](mailto:sponsors@placeconference.ca). Payments can be issued via cheque or direct deposit. Please feel free to contact us at [sponsors@placeconference.ca](mailto:sponsors@placeconference.ca) with any questions or concerns.

Thank you,



Jared Candlish & Hayley Wasylycia, Conference Directors  
& the **PLACE 18** Conference Team

**PLACE 18**





# Sponsorship Contract:

Thank you for your time and interest in supporting **PLACE 18**. Your donation is integral to the success of this conference and we are very excited to host it with your help. Please submit an electronic version of your company's logo (preferably in .png format) to [sponsors@placeconference.ca](mailto:sponsors@placeconference.ca) if you are selecting the Silver or Gold package.

Please select the following sponsorship option:

- Gold** (\$2,500 or desired amount \_\_\_\_\_)  
**Silver** (\$1,000 - \$2,499: desired amount \_\_\_\_\_)  
**Bronze** (< \$1,000: desired amount \_\_\_\_\_)

Contact Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

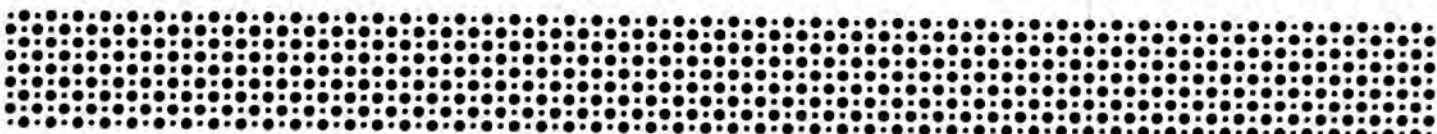
Date: \_\_\_\_\_

Payment Method: \_\_\_\_\_

Cheques: Please make cheques out to Geography and Planning Students' Society

Direct Deposit: Please contact [sponsors@placeconference.ca](mailto:sponsors@placeconference.ca) for direct deposit information.

Mailing Address (for cheques):  
1-26 Earth Sciences Building  
University of Alberta  
Edmonton, Alberta  
Canada T6G 2E3  
Attention: GAPSS







# REQUEST FOR DECISION

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SUBJECT: **Grande Prairie Children's Festival Sponsorship Request**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM  
STRATEGIC PLAN:

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council provide sponsorship in the amount of \$1,200.00 to the Grande Prairie Children's Festival to be held May 23, 2018, Grande Prairie, AB, with funds to come from the Community Services Miscellaneous Grant.**

---

## BACKGROUND/PROPOSAL:

The Grande Prairie Children's Festival is in its second year under the Umbrella society of Grande Prairie Live Theatre. The board of working volunteers consists of retired teachers, business owners, employees, and young parents. Our overall objective is to provide arts experiences for students in school ages 5-12 years old that support Alberta Learning curriculum. There are over 30 local, provincially, and nationally acclaimed children's entertainers or instructors in about 12 different venues around the city. The organization's mission is to inspire children to embrace the joy of creative expression through the arts.

The group is requesting that Greenview provide sponsorship in the amount of \$1,200.00 to be specifically utilized to bus students from Greenview to Grande Prairie for the Children's Festival. Sponsorship for the event includes local businesses, the City of Grande Prairie, the County of Grande Prairie (to be confirmed), Grande Prairie Rotary etc.

The Community Service Miscellaneous Grant has a balance of \$25,607.68 as of May 13, 2018.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be sponsoring a cultural event that may benefit students within Greenview.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of providing sponsorship to the Grande Prairie Children's Festival is that funding requests of a similar nature may be received.

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to accept, alter or deny the recommended motion, however, Greenview has provided funding for a similar event in the past (Grande Cache), Administration is recommending that the funding be awarded as to provide a means of consistency in awarding sponsorship.

---

FINANCIAL IMPLICATION:

**Direct Costs: \$1,200.00**

---

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 reply to the Grande Prairie Children's Festival's sponsorship request accordingly with Council's decision.

---

ATTACHMENT(S):

- Grande Prairie Children's Festival's Sponsorship Request

## **MD of Greenview Grant Application**



**Name of Organization:** Grande Prairie Children's Festival

**Umbrella Society:** Grande Prairie Live Theatre (GPLT)

**Mailing Address:** 10130 98 Ave, Grande Prairie, AB T8V 0P6

**Contact Name:** Aum Nicol-Director

**Contact Phone:** 780-933-9597 cell GPLT: 780-538-1616

**Registered as:** Non-Profit Society

**Registration No.:** 93138669RR0001

**Purpose of the Organization:** The Grande Prairie Children's Festival is in its second year under the Umbrella society of Grande Prairie Live Theatre. We are a board of working volunteers: retired teachers, business owners, employees, and young parents. Our overall objective is to provide arts experiences for students in school ages 5-12 years old that support Alberta Learning curriculum. There are over 30 local, provincially, and nationally acclaimed children's entertainers or instructors in about 12 different venues around the city. Our mission is to inspire children to embrace the joy of creative expression through the arts. The sessions we have this year: visual arts, pottery, musical variety, multicultural dance, Metis and Francophone sessions, acapella singing, magic, clowns, drumming, and more. Our current overall budget is \$73,200.

**Total Amount Requested:** \$1200 Operating

**Purpose of the Application** is to request \$1200 to be specifically used to bus students from the MD of Greenview to Grande Prairie for the Children's Festival for May 23 or 24th, 2018. There are 2 schools confirmed to send classes: St. Steven's in Valleyview and Grovedale School (2 more are considering if funding for busses is approved.) Travelling distances such as from Valleyview incurs a cost over and above the ticketing. The application is to also reduce the ticketing cost: Early Bird Ticket Price (deadline passed) \$7 per person, Regular Ticket Price per person is \$15. Should this grant be denied, it comes upon each school teacher to request to go over and above their existing classroom budget to send classes to this unique Festival. Some school principals may deny attendance due to lack of funds.

The Festival is organized in a conference-style format. Teachers/parents take children from one registered session to another. These sessions provide exposure to skills that promote confidence building, critical thinking, problem-solving, empathy, and more. These skills are essential in any business or community and through collaborating with local organizations, we become an example of working together. Our board's efforts is supported by the City of Grande Prairie and receiving funds from Arts Development. A request for financial support is with the County of Grande Prairie (to be confirmed), GP Rotary, Kev's Kids. These, along with local businesses are helping to provide funds needed for venue and performer fees.

**Past Financial Statements:** is attached separately by the Grande Prairie Live Theatre.

**Funding Sources that Denied this Application:** Swan City Rotary

**Previous Grant and Reporting History (if applicable):** N/A We have not requested funds from the MD of Greenview before because outlying schools did not feel they could attend.

**Sources of Grants Received *other* than MD of Green View:**

- a. Kev's Kids: \$18,000
- b. GP Rotary: \$15,000
- c. City of GP Arts Development: \$10,000
- d. Fundraising and Ticket Sale Profits 2017: \$26,000 (from last year's and this year's fundraising \$15,000)

**Applicant Information**

**Name:** Aum (Ohm) Nicol-Educator and Festival Director

**Signature:** 

**Personal Address:** 9410-65 Avenue, Grande Prairie, AB T8W 2A8

**Telephone:** 780-933-9597

**Date:** April 10, 2018

						<b>Revenue</b>
CARRIED FORWARD FROM 2017- FUNDRAISING, GIK, CUTTING BACK, DONATONS						21,000.00
<b>GP ROTARY</b>						15,000.00
<b>KEV'S KIDS</b>						18,000.00
Fundraising			In progress			5000.00
<b>City of GP Arts Development</b>						10,000.00
<b>Total Revenue</b>						69,000.00
Target Amount						73,200.00
Performing Artist Costs						
	Arts & Crafts costs				1,300.00	
	Cyntia Meades				500	
	Dan the One Man band				2,500.00	
	<b>Grace Hussey</b>				<b>1500</b>	
	Donna Ross				650	Driving
	Gilbert Parent				2,800.00	Driving
	Halo Tribal				2,200.00	
	Heather Blush-Singer				2,000.00	2 Flights
	Hoja-Acapella				2,000.00	Driving
	Kathy Jessup-Oral Storyteller				1,300.00	Driving
	Kinkonauts				2,000.00	2 Flights
	Kiruthika Rathanaswami				1,000.00	1 Flight
	Laura Vinson				1,600.00	Driving
	Mandi Hoop Flicks				1,500.00	
	Mark Brazier				600	
	Matthew Charbonneau				400	
	Peter & Mary – 4 shows				2,000.00	Driving
	Peter Puffin – 4 shows				3,000.00	flying
	Pottery & Visual arts costs				1,600.00	
	Steve Harmer- Magician				2,000.00	Driving
	Sue Farrell-Holler				750	
	Theresa Shanks				600	
	Tia Stanway				600	
	Toddler Town rentals (Tent, play material)				500	
	Visual arts instructor – Janet Enfield				400	
					35,300.00	
Travel & Accomodations for						
	Travel mileage			5,300.00		
	3 meals/day x 10 people = \$70 + extra			2,200.00		

	MEET THE PERFORMER Dinner	2,000.00	9,500.00	
Venue costs				
	Centre for Creative Arts	1,200.00		
	Portable toilets	600		
	Teresa Sargent Hall/day - \$750/Tech \$200	1,700.00		
	Tents 100 capacity x 2	2,800.00		
	Sound, tech rental, subfloor tent	2,500.00		
	GPLT	800		
	LEGION	500		
	Curling rink	500		
	FENCING	3,000.00		
	SECURITY	1,000.00		
	FIRST AID	400		
			15,000.00	
Marketing				
	Photographer	250		
	Stationary, paper, inkjet, thank you cards,	1,200.00		
	Website	800		
	Brochures & programs	1,200.00		
	Posters - 200	1,000.00		
	Community Calendar	500		
	Advertising - Radio	2,000.00		
	Business Cards	50		
	Opening Ceremonies and Elder Ask	200		
	Other	1,800.00	9,000.00	
Volunteer				
	T-shirts and printing/tie-dye	2,000.00		
	Snacks & water	400	2,400.00	
Fundraising				
	* * * RAFFLE LICENSING, TICKETING, SILENT AUCTION....	2,000.00	2,000.00	
<b>TOTAL</b>			<b>73,200</b>	



**Grande Prairie Live Theatre Society**  
**Financial Statements**

*May 31, 2017*

*(Unaudited - see Notice to Reader)*

**MNP**  
LLP

## Notice To Reader

---

On the basis of information provided by management, we have compiled the statement of financial position of Grande Prairie Live Theatre Society as at May 31, 2017 and the statements of net invested in capital assets, accumulated surplus, theatre improvement fund, revenue over expenditures, cash flows and schedules for the year then ended. We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon. Readers are cautioned that these statements may not be appropriate for their purposes.

Grande Prairie, Alberta

August 4, 2017

**MNP LLP**  
Chartered Professional Accountants

**Grande Prairie Live Theatre Society**  
**Statement of Financial Position**

As at May 31, 2017  
(Unaudited - see Notice to Reader)

	2017	2016
<b>Assets</b>		
<b>Current</b>		
Cash	328,685	280,089
Accounts receivable	15,966	27,308
Inventory	1,557	4,007
Prepaid expenses	8,273	11,418
	354,481	322,822
<b>Capital assets (Note 2)</b>	281,267	330,340
	635,748	653,162
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals	44,816	35,817
Deferred revenue (Note 3)	21,448	23,149
	66,264	58,966
<b>Net Assets</b>		
Invested in capital assets	281,267	330,340
Accumulated surplus	272,547	248,186
Theatre improvement fund	15,670	15,670
	569,484	594,196
	635,748	653,162

**Grande Prairie Live Theatre Society**  
**Statement of Invested in Capital Assets, Statement of Accumulated Surplus**  
**and Statement of Theatre Improvement Fund**

**Statement of Invested in Capital Assets**

*For the year ended May 31, 2017  
(Unaudited - see Notice to Reader)*

	2017	2016
<b>Balance, beginning of year</b>	<b>330,340</b>	357,121
Outlays transferred from accumulated surplus for capital asset additions	<b>18,024</b>	44,770
Amortization transferred from accumulated surplus	<b>(67,097)</b>	(71,551)
<b>Balance, end of year</b>	<b>281,267</b>	330,340

**Statement of Accumulated Surplus**

*For the year ended May 31, 2017  
(Unaudited - see Notice to Reader)*

	2017	2016
<b>Balance, beginning of year</b>	<b>248,186</b>	231,786
Deficit of revenue over expenditures	<b>(24,712)</b>	(10,381)
Transfer to invested in capital assets for outlays	<b>(18,024)</b>	(44,770)
Amortization transferred to invested in capital assets	<b>67,097</b>	71,551
<b>Balance, end of year</b>	<b>272,547</b>	248,186

**Statement of Theatre Improvement Fund**

*For the year ended May 31, 2017  
(Unaudited - see Notice to Reader)*

	2017	2016
<b>Balance, beginning of year</b>	<b>15,670</b>	15,670
Transfer from accumulated surplus	-	-
<b>Balance, end of year</b>	<b>15,670</b>	15,670

**Grande Prairie Live Theatre Society**  
**Statement of Revenue Over Expenditures**

*For the year ended May 31, 2017*  
*(Unaudited - see Notice to Reader)*

	<b>2017</b>	<b>2016</b>
<b>Revenue</b>		
Box office	<b>36,618</b>	18,706
Casino	-	38,587
Donations	<b>371</b>	3,124
Facility rental	<b>17,134</b>	8,571
Interest income	<b>3,712</b>	114
Operating grants	<b>106,899</b>	94,312
Performance sponsorship	<b>34,827</b>	40,308
Special programming	<b>73,080</b>	71,293
Tickets	<b>216,296</b>	177,054
	<b>488,937</b>	452,069
<b>Expenditures</b> (Schedule 1)	<b>544,156</b>	490,085
<b>Deficiency of revenue over expenditures before concession earnings</b>	<b>(55,219)</b>	(38,016)
<b>Earnings from concession</b> (Schedule 2)	<b>30,507</b>	27,635
<b>Deficiency of revenue over expenditures</b>	<b>(24,712)</b>	(10,381)



**Grande Prairie Live Theatre Society****Statement of Cash Flows**

For the year ended May 31, 2017  
(Unaudited - see Notice to Reader)

	2017	2016
<b>Cash provided by (used for) the following activities</b>		
<b>Operating activities</b>		
Deficiency of revenue over expenditures	(24,712)	(10,381)
Amortization	67,097	71,551
	42,385	61,170
Changes in working capital accounts		
Accounts receivable	11,342	(1,680)
Inventory	2,450	(2,648)
Prepaid expenses	3,146	(3,548)
Accounts payable and accruals	8,999	(8,606)
	25,937	44,688
<b>Financing activities</b>		
Increase (decrease) in deferred revenue	(1,701)	4,610
	66,621	49,298
<b>Investing activities</b>		
Purchases of capital assets	(18,024)	(44,770)
<b>Increase in cash resources</b>	48,597	4,528
<b>Cash resources, beginning of year</b>	280,088	275,560
<b>Cash resources, end of year</b>	328,685	280,088

**Grande Prairie Live Theatre Society**  
**Notes to the Financial Statements**  
For the year ended May 31, 2017  
(Unaudited - see Notice to Reader)

**1. Incorporation and operations**

Grande Prairie Live Theatre Society was incorporated under the Canada Society's Act as a not-for-profit organization and is a registered charity under the Income Tax Act.

**2. Capital assets**

	<b>Cost</b>	<b>Accumulated amortization</b>	<b>2017 Net book value</b>	<b>2016 Net book value</b>
Computer equipment and software	30,742	25,919	4,823	2,828
Equipment	149,057	94,106	54,951	57,359
Furniture and fixtures	53,349	48,600	4,749	5,937
Leasehold improvements	1,155,959	1,042,468	113,491	136,370
Production equipment	377,489	274,236	103,253	127,846
	<b>1,766,596</b>	<b>1,485,329</b>	<b>281,267</b>	<b>330,340</b>

**3. Deferred revenue**

	<b>2017</b>	<b>2016</b>
Deposits received	15,679	17,364
Gift certificates	5,769	5,785
	<b>21,448</b>	<b>23,149</b>

**4. Comparative figures**

Certain comparative figures have been reclassified to conform with current year presentation.

**Grande Prairie Live Theatre Society****Schedule 1 - Schedule of Expenditures**

*For the year ended May 31, 2017  
(Unaudited - see Notice to Reader)*

	<b>2017</b>	<b>2016</b>
Advertising and promotion	<b>52,054</b>	51,095
Amortization	<b>67,097</b>	71,551
Costumes and makeup	<b>13,526</b>	6,608
Donations	<b>10,000</b>	-
Events	<b>51,939</b>	14,286
Goods and Services Tax	<b>5,906</b>	5,313
Insurance	<b>10,927</b>	11,350
Interest and bank charges	<b>15,831</b>	12,312
Memberships and fees	<b>2,472</b>	2,207
Office	<b>15,775</b>	13,351
Professional fees	<b>3,000</b>	2,900
Repairs and maintenance	<b>4,146</b>	16,597
Salaries, wages and benefits	<b>193,580</b>	172,911
Scholarships (recovery)	<b>(600)</b>	1,800
Scripts and royalties	<b>8,179</b>	50,470
Supplies	<b>4,849</b>	5,714
Set construction	<b>46,403</b>	13,545
Security	<b>747</b>	809
Staff development	<b>3,548</b>	1,488
Telephone and utilities	<b>21,120</b>	21,085
Travel and entertainment	-	8,863
Volunteer	<b>13,657</b>	5,829
	<b>544,156</b>	490,085

**Grande Prairie Live Theatre Society****Schedule 2 - Schedule of Concession**

For the year ended May 31, 2017  
(Unaudited - see Notice to Reader)

	2017	2016
<b>Concession sales</b>	<b>56,906</b>	<b>53,239</b>
<b>Expenditures</b>		
Beverages	<b>10,032</b>	6,004
Food and catering	<b>13,044</b>	17,809
Concession expense	<b>3,323</b>	1,791
	<b>26,399</b>	<b>25,604</b>
<b>Excess of revenue over expenditures</b>	<b>30,507</b>	<b>27,635</b>



# REQUEST FOR DECISION

---

SUBJECT:	<b>Multiplex Surplus Construction Funds</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 14, 2018	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	PRESENTER: DM
STRATEGIC PLAN:			

---

## RECOMMENDED ACTION:

**MOTION: That Council approve that the Greenview Regional Multiplex net surplus funds be transferred to the Town of Valleyview and be utilized in the establishment of a capital replacement program for the Greenview Regional Multiplex.**

---

## BACKGROUND/PROPOSAL:

Note: At the last Multiplex Design Committee meeting there were not enough members to establish a quorum, however the board members elected to have Administration forward the applicable motions to the respective Councils.

The multiplex project has realized a surplus in the amount of \$1,234,354.87. Administration is seeking the Committee's direction as to how the surplus funds will be addressed. Administration requested to retain \$200,000.00 contingency for additional works, leaving a net construction surplus of \$1,034,354.87. The committee may make recommendations to be presented at the respective Municipal Council's for their ultimate approval.

Alternatives may be as follows:

- As per the multiplex joint agreement any surplus funds may be utilized to reduce each jurisdictions original financial contribution to the project (83%: \$29,083,347.00 and 17%: \$5,956,830.00), article 7.8:

*If the actual Construction Costs are below the estimated \$31,000,000.00 the Parties' respective funding contributions shall be reduced in accordance with the Construction Funding Model.*

- As per the joint agreement an appropriate fund is required to be established for the purpose of replacing the facility at the end of its life cycle, article 11.1:

*The Town and Greenview will establish an appropriate fund for the purpose of replacing the Facility at the end of its lifecycle. The establishment of this reserve does not commit either Party to replacement of the Facility or to the respective contribution levels outlined in this Agreement and does not prohibit other methods of financing a replacement Facility (such as borrowing).*

- The funds may be utilized for future capital upgrades within the facility.

Administration is recommending that the surplus funds be utilized to establish a fund for the future replacement of the facility at the end of its life cycle. It should be noted that both municipal jurisdictions will have to determine a future financial plan that addresses article 11.1 in the joint multiplex agreement.



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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council approving the recommended motion is that a capital replacement fund for the Greenview Regional Multiplex facility would be established with the surplus funds.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to provide another option as to how the surplus funds may be utilized or addressed, however Administration deems it important that a capital replacement fund be initiated in order to replace the facility in the future.

---

**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 actions regarding the construction surplus as decided by Council.

---

**ATTACHMENT(S):**

- Multiplex Construction Expenses

Category	Vendor Contractor	Description	Net Expense	Budget
Architect	Atb / Stantec	Architecture Design	\$ 1,620,761.04	\$ 1,672,400.00
Subtotal:			\$ 1,620,761.04	\$ 1,672,400.00
Contractor	Scott Builders	Construction Company	\$ 30,916,715.77	\$ 30,197,468.70
Contingency				\$ 2,415,797.44
Subtotal:			\$ 30,916,715.77	\$ 32,613,266.14
Project Manager	Kew Illustrations Ltd.		\$ 388,287.00	\$ 418,860.00
Subtotal:			\$ 388,287.00	\$ 418,860.00
Engineering	Parkland	Pile, Soil and Concrete Testing	\$ 89,035.60	
Engineering	Qualimet	Steel Inspection	\$ 19,852.00	
Engineering	Wade Engineering	Roof Inspection	\$ 13,950.00	
Engineering	Town of Valleyview	Geotechnical Investigations	\$ 12,700.00	
Engineering	Town of Valleyview	Topographical Survey WSP	\$ 7,180.00	
Subtotal:			\$ 142,717.60	\$ 141,340.00
FF&E	Alberta Food Equipment	Kitchen Equipment	\$ 39,204.10	
FF&E	Apple Fitness Store	Exercise Equipment	\$ 313,888.58	
FF&E	Burnstad	Kitchen Consultant - Design	\$ 19,337.94	
FF&E	Automated Aquatics	Pool Equipment	\$ 44,606.52	
FF&E	Grimshaw Trucking	Delivery of Pool Equipment	\$ 3,080.11	
FF&E	CDI Spaces	Office Furniture	\$ 167,364.34	
FF&E	Evolution	IT Supplies and Services (Audio and Visual Equipment)	\$ 45,064.67	
FF&E	Town of Valleyview (Dryand)	IT Supplies and Services	\$ 59,409.71	
FF&E	Flaghouse	Gym Equipment	\$ 33,758.07	
FF&E	Shannons	Boot Racks	\$ 6,995.00	
FF&E	Town of Valleyview	Washer and Dryer	\$ 2,305.80	
FF&E	Town of Valleyview	Floor Scrubber	\$ 25,368.00	
FF&E	Town of Valleyview	Telephone System	\$ 15,809.66	
FF&E	Town of Valleyview	Child Play Structure	\$ 70,500.00	
FF&E	Burke Sign (King)	Multiplex Interior Signs	\$ 2,420.53	
FF&E	Town of Valleyview	Multiplex Signs	\$ 420.00	
FF&E	Town of Valleyview (Burke Signs)	Multiplex Signs	\$ 314.00	
FF&E	Rock Advertising	Time Clocks	\$ 3,849.00	
FF&E	Worksite Signs	Sponsorship/Donation Signage	\$ 54,079.94	
FF&E	Organizations Fundraising	25% share of funds they raised	\$ 17,576.25	
FF&E	Grand Opening Brett Kissel Event	Revenue - Expenses	\$ 24,486.29	
Subtotal:			\$ 949,838.51	\$ 815,000.00
Land Purchase	Town of Valleyview (Brian and Joanne Gordon)	Land Purchase: Greenview Payment	\$ 72,388.00	

Category	Vendor Contractor	Description	Net Expense	Budget
Land Purchase	Town of Valleyview (Brian and Joanne Gordon)	Land Purchase: Town of VV Payment	\$ 14,477.60	
Subtotal:			\$ 86,865.60	\$ 130,000.00
Legal Fees and Permits	Reynolds Mirth Farmer	Multiplex related legal fees	\$ 3,618.15	
Legal Fees and Permits	Town of Valleyview (Legal for Land Purchase from Gordons)	Legal Fees	\$ 956.66	
Legal Fees and Permits	Town of Valleyview	Development Permit	\$ 11,141.25	
Legal Fees and Permits	Town of Valleyview	Building Permit and Safety Code Fee	\$ 104,380.00	
Subtotal:			\$ 120,096.06	
Miscellaneous	Town of Valleyview	Sponsorship Tour Meeting Expense - Food	\$ 364.92	
Subtotal:			\$ 364.92	
Preconstruction Expense	Hi Sign	Construction Sign	\$ 774.00	
Preconstruction Expense	RC Strategies	Professional Fees: Dev. RFP, VV Business Plan, Logo and Fundraising Brochure	\$ 27,268.40	
Preconstruction Expense	Verena Schar	Decorations - Public Presentation of Multiplex Design	\$ 199.50	
Preconstruction Expense	Town of Valleyview	Van Rental and Gas Expense	\$ 253.94	
Preconstruction Expense	The Backpage	Advertising	\$ 60.00	
Subtotal:			\$ 28,555.84	
Total:			\$ 149,016.82	\$ 121,678.40
Utilities	Atco Electric	Electric Service Connection and installationof a concrete vault for switch cube.	\$ 229,924.00	
Utilities	Campbell Ryder	Gas Connection	\$ 8,213.40	
Utilities	Excalibur	Gas Connection	\$ 133,733.81	
Utilities	Town of Valleyview	Gas Connection	\$ 30,697.27	
Utilities	Telus	Internet Connections	\$ 70,580.00	
Utilities	Town of Valleyview	Sewer Charges	\$ 45,434.76	
Utilities	Town of Valleyview	Storm/Water Multiplex	\$ 28,376.25	
Utilities	Town of Valleyview	Water Meter	\$ 4,661.30	
Subtotal:			\$ 551,620.79	\$ 440,161.99
Total Construction Expense:			\$ 34,805,823.13	\$ 36,352,706.53
Difference:			\$ 1,546,883.40	
Approved Budget:				\$36,040,178.00
Total Construction Expense:				\$34,805,823.13
Construction Surplus:				\$1,234,354.87
Contingency for additional works:				\$200,000.00
Net Construction Surplus:				\$1,034,354.87



# REQUEST FOR DECISION

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SUBJECT:	<b>Multiplex Surplus Fundraising Funds</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 14, 2018	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: DM	PRESENTER: DM
STRATEGIC PLAN:			

---

## RECOMMENDED ACTION:

**MOTION: That Council approve that the Greenview Regional Multiplex net fundraising surplus funds be transferred to the Town of Valleyview under the governance of the Greenview Regional Multiplex Board and be utilized for future FF&E (furniture, fixtures and equipment) requirements of the Greenview Regional Multiplex facility.**

---

## BACKGROUND/PROPOSAL:

Note: At the last Multiplex Design Committee meeting there were not enough members to establish a quorum, however the board members elected to have Administration forward the applicable motions to the respective Councils.

The multiplex project has realized a net fundraising surplus in the amount of \$1,844,479.25 as of April 19, 2018. The original budget was for \$1,000,000.00 to be raised from fundraising initiatives, however that has been surpassed leaving a balance of \$844,479.25 that has been generously raised in support of the multiplex project from all the community members. The original intent of the funds raised were to assist with the FF&E requirements for the facility.

Council has the following possible alternatives that may be considered:

- As per the joint use agreement any surplus fundraising funds may be utilized to reduce the contributions of the respective jurisdictions (83%: \$29,083,347.00 and 17%: \$5,956,830.00), article 7.8:  
*If the actual Construction Costs are below the estimated \$31,000,000.00 the Parties' respective funding contributions shall be reduced in accordance with the Construction Funding Model.*
- The funds in the spirit of the fundraising initiative may be utilized for future FF&E requirements of the facility.

Administration is suggesting that Council consider the recommended motion be approved as presented in keeping with the dialogue that was presented to the respective fundraising contributors.

---

## BENEFITS OF THE RECOMMENDED ACTION:

- The benefit of Council approving the recommended motion is that the surplus fundraising funds will be utilized for the betterment of all multiplex users in the community.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to provide another option as to how the surplus fundraising funds may be utilized, however Administration is recommending that the funds be utilized to enhance activities within the multiplex facility.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**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 follow up with actions regarding the fundraising surplus as decided by Council.

---

**ATTACHMENT(S):**

- Fundraising Sponsorship Net Surplus



## Greenview Regional Multiplex Fundraising/Sponsorship Surplus

Details	Amount Collected:
Fundraising/Sponsorship	\$ 1,844,479.25
Funds to Multiplex Construction Project (FF&E Furniture, Fixtures and Equipment)	\$ 1,000,000.00
Net Fundraising/Sponsorship Surplus:	\$ 844,479.25





# REQUEST FOR DECISION

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SUBJECT: **Multiplex Committee Dissolution**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: May 14, 2018

DEPARTMENT: COMMUNITY SERVICES

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH

MANAGER:

GM: DM

PRESENTER: DM

---

RECOMMENDED ACTION:

**MOTION: That Council approve the dissolution of the Valleyview Multiplex Working Committee as per the joint Multiplex Agreement.**

---

BACKGROUND/PROPOSAL:

Note: At the last Multiplex Design Committee meeting there were not enough members to establish a quorum, however the board members elected to have Administration forward the applicable motions to the respective Councils.

The Multiplex Working Committee was created to guide the design and development of the multiplex facility.

The Greenview Regional Multiplex construction is complete with the exception of some scheduled change order work, exterior landscaping (grass seeding) and possible addition of a street access entrance.

Article 12.8 in the joint multiplex agreement states the following:

*The VMWC (Valleyview Multiplex Working Committee) shall operate until construction of the Facility has been completed, at which point the VMWC shall cease to operate.*

Administration is recommending that the Valleyview Multiplex Working Committee cease to operate as the majority of the construction has been completed.

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BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council approving the recommended motion is that Council will formally conclude their responsibilities with regard to designing and developing the multiplex.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to continue the operation of the Valleyview Multiplex Working Committee until construction is 100% complete.

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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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FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

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ATTACHMENT(S):

- N/A



# REQUEST FOR DECISION

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SUBJECT:	<b>Northwest Alberta Road Safety Coalition - Funding</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 28, 2018	CAO:	MANAGER: KK
DEPARTMENT:	ECONOMIC DEVELOPMENT	GM:	PRESENTER: KK
STRATEGIC PLAN:	Regional Cooperation		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**Motion: That Council appoint a Councillor (and alternate) to sit on the Northwest Alberta Road Safety Coalition committee and appoint one member of Administration to represent Greenview to the Northwest Alberta Road Safety Coalition committee.**

**MOTION: That Council approve a \$10,000 contribution to the Northwest Alberta Road Safety Coalition as presented with funds to come from the Contingency Reserve.**

---

## BACKGROUND/PROPOSAL:

The Northwest Alberta Road Safety Coalition is a new initiative spearheaded by regional leaders of the petrochemical industry, local government and community agencies. The primary focus of this coalition is to address the concerns around safety and traffic demands on Highway 40 south of Grande Prairie through Greenview. The coalition will undertake reviews on how industry can improve traffic flow and collisions along the highway while lobbying the provincial government for improvements to this vital corridor. March 28, 2018 Greenview Council received an invitation to be part of a steering committee for the Northwest Alberta Road Safety Coalition. Councillor Bill Smith was able to attend the inaugural meeting. At that time the governing principles of the coalition were outlined and numerous steering committees were identified to promote the goals of road safety and awareness to local and provincial regulators.

As part of the Northwest Alberta Road Safety Coalition's formation a request was extended for partners to commit a \$10,000.00 contribution to assist in the first year operations of this coalition.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of supporting these motions are that Greenview will be seen as an active participant in this local issue that directly affects the lives of Greenview residents and also affects the economic diversity of Greenview. Administration recommends supporting this initiative.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the stated motion.

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the option to approve amend or deny the requested motion.

---

FINANCIAL IMPLICATION:

**Direct Costs: \$10,000 funds from Contingency to Economic Development budget.**

**Ongoing / Future Costs: N/A**

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Administration will advise the Northwest Alberta Road Safety Coalition of Council's decision on this matter in writing.

---

ATTACHMENT(S):

- Copy of Alberta Northwest Road Safety Coalition Invitation
- Term of Reference - Alberta Northwest Road Safety Coalition Invitation
- Agenda May 28 - Alberta Northwest Road Safety Coalition Invitation



Shell Canada Limited  
302-55 Street Suite 1  
Edson, Alberta  
T7E 1L5  
Canada  
Tel (780) 725-5311  
Internet <http://www.shell.ca>

March 20, 2018

On December 14, 2017, a Shell Canada contractor was tragically killed in a collision at the intersection of Highway 40 and the Canfor Road south of Grande Prairie. As a fellow industry member, I know you understand the devastation an incident like this causes to an organization. While it's been devastating, it's also been incredibly motivating for our team to focus our attention and resources into addressing the issues associated with Highway 40 to ensure that every one of our workers gets home safe at the end of the day.

I know that Shell is not unique in our deep commitment to road safety and that's why we're reaching out to you. We would like to formally invite you into the Alberta Northwest Road Safety Coalition. It would be an honour if you would join us in our mission to improve road safety in the Grande Prairie area as a Steering Committee member.

If the economic benefits of resource development in this area are to come to fruition in the future, we need to build the infrastructure that is required today. This will require a united voice of industry and government to come together to find workable solutions to the problem.

I have attached a draft Terms of Reference for the Coalition. We are also looking to organize an initial Steering Committee meeting in Grande Prairie on April 20 from 8:00 a.m. to 12:00 p.m. The goal of this meeting would be to align on the Coalition's mandate, focus areas and governance, and to identify near-term plans to begin improving road safety in the area. If you can attend this initial meeting, please let me know.

Please consider joining us in the Coalition and if you have any questions, please do not hesitate to contact me.

Yours sincerely,

Simon Paradis  
Operations Manager, Shell Canada  
[Simon.Paradis@shell.com](mailto:Simon.Paradis@shell.com)  
+1 (780) 725 7007

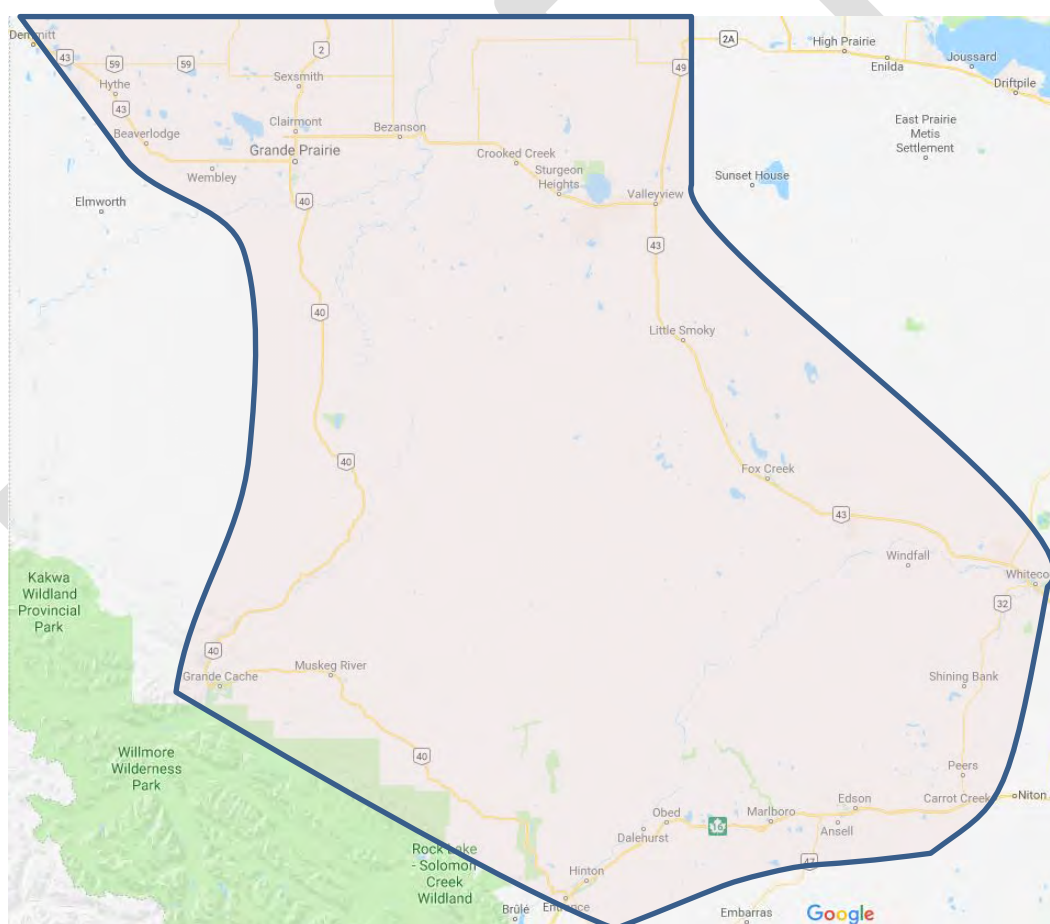
# Alberta Northwest (NW) Road Safety Coalition Terms of Reference

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## 1 Background & Opportunity

Motor vehicle crashes are a leading cause of traumatic workplace deaths in Alberta. Road safety is an issue for all of industries, so industry performance and response to this concern is critical. Road-related fatalities impact families, industries, local communities and society, at large. Transport Canada estimates that the total annual social cost of traffic crashes for each province is between 2-3% of the provincial Gross Domestic Product. The estimated costs<sup>1</sup> to the economy of Alberta in 2016 was \$8.6 Billion. Most motor vehicle collisions involve injury to occupants, yet many motor vehicle-related injuries can occur among pedestrians, cyclists, and motorcyclists.

### ROAD SAFETY COALITION AREA



### Traffic Collision Casualties

Motor vehicle collisions impact a significant number of people yearly. Individuals who are directly impacted are motorists who tragically lose their life or are injured in a collision. In 2015, Alberta had a total of 140,705 motor vehicle collisions, which resulted in 18,205 people becoming injured and of that total, 330 people lost their lives.



### CASUALTY RATES 2015

	PER 100,000 POPULATION <sup>1</sup>		PER BILLION VEHICLE-KILOMETRES <sup>2</sup>		PER 100,000 LICENSED DRIVERS	
	FATALITIES	INJURIES	FATALITIES	INJURIES	FATALITIES	INJURIES
CANADA	5.2	451.6	5.1	442.5	7.4	640.6
NL	7.9	624.4	8.2	647.8	11.5	906.2
PE	12.3	353.7	12.3	354.5	17.0	488.9
NS	5.6	511.5	4.8	433.4	7.5	686.2
NB	6.6	355.8	6.0	321.6	9.0	484.3
QC	4.4	447.9	4.9	499.3	6.6	673.1
ON	3.6	401.1	3.7	401.9	5.1	562.5
MB	6.0	921.2	5.5	837.4	8.9	1,354.6
SK	10.7	489.4	8.7	396.3	15.4	707.0
AB	7.9	429.4	5.5	298.2	10.5	574.0
BC	6.3	478.9	7.7	583.7	8.8	669.5
YT	10.7	556.3	6.1	319.5	14.2	736.6
NT	6.8	183.1	7.6	204.0	11.5	310.4
NU	2.7	134.1	26.3	1,289.5	13.6	668.3

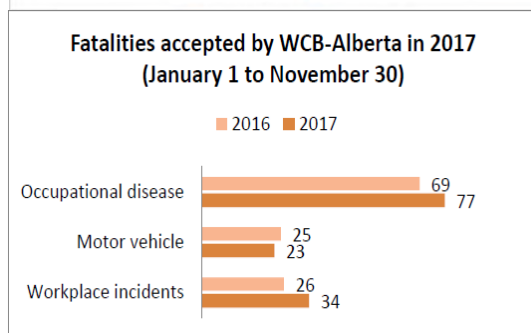
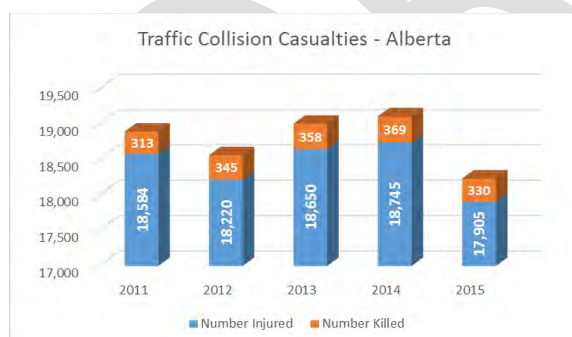
1. Statistics Canada, Annual Demographic Estimates: Canada, Provinces and Territories, 2016, Catalogue No. 91-215-X.
2. Statistics Canada, 'Canadian Vehicle Survey', Catalogue No. 53-223-XIE.

Notes: Vehicle kilometres travelled data were not available for 2015 so they were estimated using average yearly change for the years 2012-2014.

Data for Ontario are preliminary for 2015. Data for New Brunswick were estimated.

Recent changes in how traffic accident reports are collected in Manitoba resulted in an increased number of injuries of a minimal nature being captured in 2015.

### <sup>1</sup> Government of Alberta – Economic Dashboard



The impact of a motor vehicle collision ripples outwards and touches the lives of immediate families, friends and coworkers. Additional statistics can be found in section 4 of this document.

## 2 Objectives & Benefits

Develop a collaborative organization of like-minded, industry leaders operating within NW Alberta focused on road transport safety with the mission of getting everyone home safely. Industry sectors include: oil and gas producers, service and trucking companies, forestry (sawmill operators and trucking companies), hydro, mining, non-governmental and governmental organizations.

The intent of the Road Safety Coalition is to improve road safety by focusing on the following four categories:

1. Sharing best practices and setting consistent operating standards and procedures for all industries companies' staff and contractors related to road transportation and driver behavior.
2. Advocating for improvements to road infrastructure, signage and rule changes in partnership with other industry companies where there are known engineering issues, a high number of serious crashes based on data obtained from Provincial Governments, RCMP, other Government entities, and where there are joint interests that involve further industrial development. Identify priorities and request support for additional law enforcement to reduce unsafe driving. *Improvements to road infrastructure will be worked in collaboration with the Provincial Government's Transportation departments, with adherence to their guidelines.*
3. Public education and awareness outreach, while leveraging existing groups (Industry Associations and NGOs) with active channels to various stakeholders.
4. Seek engagements with regulators, agencies and Provincial Government where appropriate and when support is required (in coordination with the Road Safety Coalitions Members' Government Relations Teams) to raise standards and ensure adequate resourcing to support road safety improvements which are supported by industry and the community.

Each subcommittee will identify 2-3 near term goals and 2-3 long term goals. The three Sub-committees will be:

- 1) Driver Behaviour & Education
- 2) Public Awareness & Advocacy
- 3) Infrastructure & Analytics

## 3 Roles & Governance

The Coalition's Steering Committee is responsible for drafting the Road Safety Coalition Charter, further defining the goals and objectives, organizing and sponsoring meetings, setting the agenda and working with various companies, governmental and non-governmental organizations to set priorities and ensure timely delivery of agreed to actions.

In addition to these roles, the establishment of subcommittees will enable the development of near-term and long-term goals. Each subcommittee will review its specific objectives to determine who is needed on the team to make sure its goals can be accomplished.

Consideration shall be taken to reach out to all current Road Safety Coalitions within Alberta to establish a working relationship with each.

Organization:

The Steering Committee will consist of a Chair, Co-Chair, Secretary, Treasurer and Sub-Committee Leads.

All volunteers are to be from the ranks of coalition members and will administer the leadership of the organization. Term lengths for all positions will be a minimum of 2 years.

Roles and Responsibilities:

Chair:

- Responsible for the coordination and chairing of all scheduled meetings.
- Ensure the Steering Committee functions properly. This includes managing resources and budget, ensuring the mandate is being followed and providing strategic guidance to the overall coalition.
- Represent the organization externally, where appropriate.

Co-Chair:

- Support the Chair in the coordination of all scheduled meetings.
- Act as a back-up for Chair responsibilities, including external engagements, where required.

Secretary:

- Ensure meetings are effectively organized and minuted.
- Maintain effective records and administration.
- Manage communication and correspondence on behalf of the Steering Committee.

Treasurer:

- Provide general financial oversight, including overseeing and presenting budgets, accounts and financial statements to the Steering Committee.
- Ensure that appropriate financial systems and controls are in place.
- Ensure that record-keeping and accounts meet the conditions of funders.
- Ensure compliance with relevant legislation.

Sub-Committee Leads:

- Oversee the research, development and implementation of the program which he/she volunteered for.
- Recruit Sub-Committee members and provide guidance / strategic direction from the Steering Committee to the Sub-Committee Members.
- Develop working plan to deliver on Sub-Committee mandate and ensure all required activities are completed on time.

Sub-Committee Members:

- Support the development and implementation of the Program plan.

***\*\* If a volunteer is unable to meet the commitment requirements to fulfil their position, the volunteer is to contact the Chair immediately, so that a replacement can be found.***

Overview of Sub-Committees:

Each Sub-Committee shall seek to engage with the appropriate stakeholders to improve road safety within NW Alberta. The following is a summary of the intent of each Sub-Committee and is NOT all encompassing. Each sub-committee will develop its own goals and strategies in further detail.

**1) Drivers Behaviour and Education**

- Develop road safety material/programs to inform and educate the community and Coalition Member's drivers.
- Seek already developed driving-related material from Coalition Members and third-parties and leverage where appropriate.
- Evaluate current standards from a wide variety of industries to see if they can be standardized and implemented in NW Alberta or within specific industries.
- Develop and communicate Best Practices (i.e. Load securement, resource roads, In-Vehicle Monitoring Systems, etc.).

**2) Public Awareness and Advocacy**

- Internal and external communication lead of the Road Safety Coalition.
- Inform and educate community and Coalition Member's employees by utilizing the material developed by the Drivers Behaviour and Education Sub-Committee.
- Research and evaluate current communication strategies/practices utilized to aid in the development of the Coalition's messaging strategy.
- Research the value, costs and requirements to build and maintain a website for the Coalition to be used to communicate and share information, data, news and events related to the Coalition. Website examples:
  - Coalition for a Safer 63/881: <https://safer63and881.com/>
  - Permian Road Safety Coalition: <http://permianroadsafety.org/>
- Support Infrastructure and Analytics Sub-Committees efforts to improve road safety and infrastructure through the development and execution of a government advocacy strategy, if required.

**3) Infrastructure and Analytics**

- Regular engagement with law enforcement, Provincial & Municipal Governments and other road safety advocates to ascertain data to aid in improving road safety within NW Alberta.
- Engage stakeholders within NW Alberta to understand where the issues are (i.e. Highway 40 south of Grande Prairie) and evaluate means to improve (i.e. reduced speed limits, increased signage, removal of non-permitted roadside signs which block a driver's view, increased lighting and/or infrastructure improvements).
- Leverage Public Awareness and Advocacy Sub-Committee to progress improvement measures through government engagement and advocacy, where required.

Additional Program information from the Break-out session from the November 2017 Meeting can be found in Section 4 of this document.

Coalition Membership:

The Road Safety Coalition is open to any organization or company focused on improving road safety within NW Alberta. To become an active member of the Road Safety Coalition, the organization/company must attend 100% of the yearly meetings (2 meetings/year) and provide the key contact information to the Coalition and update the information when changes occur. The annual dues for Steering Committee members shall be \$10,000 per member organization/company and must be in good standing. These funds are required to

maintain the Coalition's operation. Coalition members are encouraged to provide volunteer support for at least one Sub-Committee.

#### Associate Members:

Associate members are comprised of government organizations, municipalities, and non-governmental organizations. Associate members are expected to provide the key contact information to the Coalition and update the information when changes occur. Associate members are expected to send at least one representative to each meeting. No cost or membership fees will be borne by an associate member other than the cost of personnel attending meetings.

#### Authority and Empowerment:

To minimize duplicate requests to nongovernmental and governmental organizations, all requests for data/information should be sent to the Steering Committee Secretary, who will make requests on behalf of the Road Safety Coalition.

Any external communication or advocacy, on behalf of the Coalition, must be approved and supported by the Public Awareness and Advocacy Sub-Committee Lead.

#### Resources and Support Needed:

Each team should identify resources needed to accomplish its goals. This includes: budgets, time, data and people.

#### Volunteers for Steering Committee and Sub-Committees:


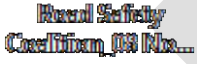

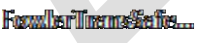

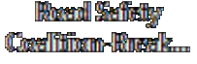
During the initial Road Safety Coalition Meeting held in Grande Prairie, AB in November 2017, the following individuals volunteered to participate on the Steering Committee and the Sub-Committees.

STEERING COMMITTEE				
#	Company	Committee Member	Title	Committee Position
1	CNRL			
2	Seven Generations			
3	Shell Canada Ltd	Simon Paradis	Operations Manager	
4	Canfor			
5	Weyerhaeuser			
6	Halliburton			
7	STEP			
8	Tri Municipality			
9				
10				
11				

SUB-COMMITTEE VOLUNTEERS				
#	Company	Committee Member		Committee Name
1	Precision Well Servicing	Chris Frank	HSE/Transport Specialist	
2	Rockwater	Holly Jones	Director Safety	
3	Ferus	Sharon Wilkinson	HSE Coordinator	
4	Pembina Hills Public Schools	JoAnna Dautel		
5	Stone Insurance (Avenge's Broker)	Dwayne Stone		
6	ENTREC Corporation	Vince Paniak	HSE Road Safety	
7	Nalco Champion	Jamie Rutledge	HSE Road Safety	

8	PVT Group	Chris Mackenzie	VP HSE	
9	Shell Canada Ltd	Morag Volek	Logistics Delivery Manager	
10	High Prairie School Division No. 48	Harry Davis	Director of Transportation	
11	Peace Wapiti School Division No. 76	Ted Gobin	Director of Transportation	
12	Government of AB, Commercial Vehicle	Mitch Stukings	Sergeant	
13	Regulators Oilfield Hauling	Erick Hansen	HSE	
14	Capital Pressure	Karl Vivian	Operations Supervisor	
15	Avenge Energy Services	Tim Greenacre	Director HSE	
16	Ensign Drilling Partnership	Eric Schappert	Safety Manager	
17	Northwell Oilfield Hauling	Harold Drok	HSE Road Safety	
18	Shell Canada Ltd	Leanne Laverick	External Relations Advisor	
19				
20				
21				

## 4 Supporting Documentation

<b>Presentation: Road Safety Coalition Meeting</b>   	<b>Presentation: Tom Fowler</b> Director, Public Education & Outreach Office of Traffic Safety   	<b>Break-out session Summary</b>   
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Registry of Changes				
Rev No.	Action	Responsible Party	Status	Revision Date
0	Draft ToR	Mike Bertamini	Draft	31-Jan-18
1	<ul style="list-style-type: none"> <li>Added clarification of Roles and Responsibilities for Steering Committee and Sub-Committee members.</li> <li>Added outline of the intent of each Sub-Committee.</li> <li>Added details on Membership requirements.</li> </ul>	Mike Bertamini	Updated	12-Feb-18
2	<ul style="list-style-type: none"> <li>Revised Steering Committee and Sub-Committee member listing.</li> </ul>	Mike Bertamini	Updated	23-Feb-18



## **NORTHWEST ALBERTA ROAD TRANSPORT SAFETY COALITION MEETING AGENDA**

**Date:** Monday, May 28, 2018 from 12:00 – 4:00 p.m.

**Location:** Grande Prairie, AB – Exact location TBD

### **Objective for the meeting:**

1. Draft near-term focus and action plan for each sub-committee.

### **Agenda:**

12:00 – 1:00 p.m.      **Lunch / Networking** (60 mins)

1:00 – 1:30 p.m. **Report out on Governance Progress** (TBD – 30 mins)

- Outline proposed organizational structure, funding model, confirmed participation.

1:30 – 3:30 p.m. **Committee Break-Outs** (all – 2 hours)

- Within each committee (four groups: Steering Committee, Driver Behaviour & Education, Public Awareness & Advocacy, Infrastructure & Analytics), brainstorm current focus areas and action plan.

3:30 – 4:00 p.m. **Committee Report Outs / Q&A / Next Steps Discussion**  
(all – 30 mins)

- Each committee will report out near-term plan and next steps.



# REQUEST FOR DECISION

---

SUBJECT: **5<sup>th</sup> Annual Big Lakes County Charity Golf Tournament**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 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

---

RECOMMENDED ACTION:

**MOTION: That Council approve sponsorship in the amount of \$500.00 to Big Lakes County for the 5<sup>th</sup> Annual Big Lakes County Charity Golf Tournament, with funds to come from Community Services Miscellaneous Grant.**

---

BACKGROUND/PROPOSAL:

The Big Lakes County 5<sup>th</sup> Annual Big Lakes Invitational Charity Golf Tournament will take place on Thursday, August 16, 2018 at the High Prairie & District Golf Course. The goal is to raise funding that will be donated to the Heart and Stroke Foundation, the Stollery Children's Hospital Foundation, and the High Prairie Health Foundation. In order to meet the goals, they are asking for sponsorship and participation from businesses and individuals, by way of providing sponsorship or registering a team.

Big Lake County has previously donated \$500.00 to the 2015 Greenview Golf Tournament and Administration is recommending that Greenview reciprocate the sponsorship.

The Community Service Miscellaneous Grant has a balance of \$25,607.68 as of May 13, 2018.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a neighboring County in its goal to support a worthwhile charity.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Council may receive similar requests of this nature.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to not accept the recommended motion, deny the request or provide an alternate amount, however Administration is recommending that the amount previously provided by Big Lakes County to Greenview be reciprocated for public relations purposes.

---

**FINANCIAL IMPLICATION:**

**Direct cost:** \$500.00

---

**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 respond to Big Lakes County accordingly with Council's decision.

---

**ATTACHMENT(S):**

- Invitation and Sponsorship Package



## BIG LAKES COUNTY

5305-56 Street Box 239, High Prairie, AB T0G 1E0

Ph: 780-523-5955 Fax: 780-523-4227

April 9, 2018

Mr. Dale Gervais  
M.D. of Greenview  
Box 1079  
Valleyview AB T0H 3N0

Dear Mr. Gervais,

Re: 5<sup>th</sup> Annual Big Lakes Invitational Charity Golf Tournament

Our 5<sup>th</sup> Annual Big Lakes Invitational Charity Golf Tournament will take place on Thursday, August 16, 2018 at the High Prairie & District Golf Course. Our goal is to raise funding that will be donated to the Heart & Stroke Foundation, the Stollery Children's Hospital Foundation, and the High Prairie Health Foundation. In order to meet our goals, we are asking for sponsorship and participation from businesses and individuals.

By supporting this annual event you'll be supporting very worthy charities and helping us provide assistance to local organizations within our community. We ask that you consider sponsoring or registering a team. A copy of our registration/sponsorship form has been attached. As a sponsor, your name will be placed on signage that is posted at the event.

We hope that we can count on you to help support our charities. If you have any questions please feel free to contact Jessica Martinson at 780-523-5955 or [jmartinson@biglakescounty.ca](mailto:jmartinson@biglakescounty.ca).

Thanks in advance for your consideration!

Sincerely,

Ken Matthews  
Reeve

Enclosure



# 5<sup>TH</sup> ANNUAL BIG LAKES CHARITY GOLF TOURNAMENT

AUGUST 16, 2018  
HIGH PRAIRIE & DISTRICT GOLF COURSE

## SPONSORSHIP PACKAGES

GOLD - \$3,000  
Two Complimentary Entries

SILVER - \$2,000  
One Complimentary Entry

BRONZE - \$1,000  
One Complimentary Entry

HOLE #1 - \$1,500  
One Complimentary Entry

HOLE IN ONE - \$1,500  
One Complimentary Entry

GOLF CARTS - \$2,000  
One Complimentary Entry

REGULAR HOLE - \$1,500  
One Complimentary Entry

BBQ - \$3,000  
Two Complimentary Entries

BREAKFAST - \$2,000  
One Complimentary Entry

PEROGIES & SAUSAGE - \$1,500  
One Complimentary Entry

WINGS & BEER - \$1,500  
One Complimentary Entry

SHRIMP & CAESARS - \$1,500  
One Complimentary Entry

BEVERAGE CART - \$1,500  
One Complimentary Entry

SCOTCH & SHOTS - \$1,500  
One Complimentary Entry

TITLE SPONSOR

# TOLKO



QUESTIONS: PLEASE CONTACT JESSICA MARTINSON AT 780-523-5955  
OR [JMARTINSON@BIGLAKESCOUNTRY.CA](mailto:JMARTINSON@BIGLAKESCOUNTRY.CA)





# REQUEST FOR DECISION

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SUBJECT: **Valleyview and District Recreation Department – Fireworks**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 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 approve a grant amount of \$1,000.00 to the Valleyview Recreation Department for the Valleyview 2018 Canada Day fireworks display, with funds to come from Community Service Miscellaneous Grant.**

---

BACKGROUND/PROPOSAL:

The Valleyview Recreation Department is requesting financial support for Canada Day fireworks celebrating Canada's 150<sup>th</sup> Birthday on July 1<sup>st</sup>. Greenview has previously provided funding in the amount of \$1,000.00 for the 2016 Canada Day celebration.

Administration has discussed with the Recreation Department the alternative of adding this to the annual recreation expenditure invoice rather than solicited annually.

The Community Service Miscellaneous Grant has a balance of \$25,607.68 as of May 13, 2018.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Valleyview Canada Day fireworks may proceed in a similar capacity as displayed to the community in the past.
- 

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that the funds will be taken from the Community Service Miscellaneous Grant rather than from the Community Service Valleyview Recreation Budget.
- 

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to deny or alter the funding request, or request that the Town of Valleyview include the fireworks expense in the recreation expenditures received by Greenview annually.

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FINANCIAL IMPLICATION:

**Direct Costs: \$1,000.00**

---

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 inform the Valleyview Recreation Department regarding their funding request for the fireworks accordingly with Council's decision.

---

ATTACHMENT(S):

- Valleyview Recreation Department – Funding Request



**VALLEYVIEW AND DISTRICT RECREATION DEPARTMENT**

**Box 270**

**Valleyview, Alberta**

**T0H 3N0**

**Phone: 524-5158**

**Fax: 524-3831**

**E-mail: [ebarr@valleyview.ca](mailto:ebarr@valleyview.ca)**

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16

**RECEIVED**

**APR - 3 2018**

**VALLEYVIEW**

March 20, 2018

Dear Local Businesses and Organizations:

With Canada Day only a few months away, the Valleyview Recreation Department is starting its campaign to raise money for the fireworks display, known to be one of the best in the area. Along with a wide variety of organized activities on July 1<sup>st</sup>, we hope to continue the tradition of spectacular evening of fireworks to conclude our 2018 Canada Day festivities.

At this time, I would like to ask for your financial support to keep these fireworks going. Any donation at all would be greatly appreciated. A list of donors will be displayed at the Canada Day festivities on July 1<sup>st</sup> and all will be thanked in the Valleyview Town & Country newspaper following the event.

Donations can be mailed to:

Town of Valleyview

"Fireworks"

Box 270

Valleyview, Alberta

T0H 3N0

Thank you for time and consideration of this request. Should you have any questions, please contact myself or Pat Brothers at 780-524-5158.

Sincerely,

Ethan Barr

Recreation Program Facilitator

Valleyview Recreation Department

SERVING THE COMMUNITIES OF

Hamlet of Little Smoky – Town of Valleyview

Communities of Sunset House, Sweathouse & New Fish Creek



# REQUEST FOR DECISION

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SUBJECT: **Forestry Truck Road Phase IV Road Construction Contract Award**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER: KS  
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: PRESENTER: KS  
STRATEGIC PLAN: Infrastructure

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council award the road construction contract for the Forestry Truck Road Phase IV to Prairie North Construction Ltd. for the upset limit of \$9,064,758.10 with funds to come from the Road Construction Budget**

**MOTION: That Council authorize Administration to transfer \$1,395,771.17 from Contingency Reserve to the Roads Construction Budget.**

---

BACKGROUND/PROPOSAL:

The 2018 approved road construction budget for this project is \$9,600,000.00. Greenview received grant funding from Alberta Transportation in the amount of \$3,000,000.00 for this project, the remaining \$6,600,000.00 will come from Tax Revenue.

The original estimated cost used to apply for the resource road funding; prior to tendering was \$9,600,000.00. This including other project costs outlined below. Administration is requesting an increase of budget in the amount of \$1,395,771.17.

The Forestry Trunk Road Phase 4 project will be from South of Peyto Plant (Approximately FTR km 138) to South of Simonette Forestry Tower (Approximately FTR km 129). The project encompasses clearing of right-of-way within Phase IV limits, excavation and replacement of all materials as per design cross-sections and grade lines identified within construction limits and installation of culverts, permanent and temporary erosion control protection.

The Tender was publicly advertised on Alberta Purchasing Connection with a total of seven bids received by the closing date of April 10<sup>th</sup>, 2018 at 2:00p.m.

The lowest tender was submitted by Prairie North Construction Ltd. with a bid of \$9,364,758.10 which includes 75 days of site occupancy at \$300,000.00. The tender amount minus the site occupancy is \$9,064,758.10.

<b>Contractor</b>	<b>Amount of Bid</b>	<b>Non-Compliant</b>
Prairie North Construction Ltd.	\$9,364,758.10	N/A
Thompson Bros. Construction LP.	\$9,741,047.00	N/A
Howitt Construction Co. Ltd.	\$10,363,454.00	N/A
Acre Prime Inc.	\$10,695,693.15	N/A
Cox Contractors Ltd.	\$11,796,617.58	N/A
Crow Enterprises Ltd.	\$11,999,548.00	N/A
Norellco Contractors Ltd.	\$15,251,878.16	N/A

<b>Construction Costs</b>	
Contract Amount (Less Site Occ)	\$9,064,758.10
Contingency (7%)	\$634,533.07
Estimated Engineering	\$1,288,480.00
Potential Site Occ. Bonus (2 days)	\$8,000.00
<b>TOTAL</b>	<b>\$10,995,771.17</b>

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended motion will allow the 2018 Capital Road Construction projects to proceed as per the approved Capital Budget.

---

**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, however this is not recommended as it could result in potentially higher cost of construction later in the year.

---

**FINANCIAL IMPLICATION:**

The funding source is a combination of grant funding, tax revenue approved in the Road Construction budget and funds from the Contingency Reserve.

**Direct Costs: \$10,995,771.17**

**Ongoing / Future Costs:** Ongoing maintenance and dust control of a larger roadway.

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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 contact WSP and advise them to proceed with forwarding the construction contract to Prairie North Construction Ltd. for signature and arrange a pre-construction meeting date.

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

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

Posted on the Greenview website, which automatically is posted on Twitter and Facebook.

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ATTACHMENT(S):

- Consultant's recommendation to award.



May 3, 2018

WSP File: 171-12784-00

MD of Greenview No. 16  
Infrastructure and Planning  
Box 1079  
Valleyview, AB T0H 3N0

**ATTENTION: Kevin Sklapsky, Manager, Construction and Maintenance**

**RE: Contract No. 171-12784-00  
Forestry Trunk Road – Phase IV  
From: South of Peyto Plant (FTR km 138)(km 35.787)  
To: South of Simonette Forestry Tower (FTR km 129)(Km 43.750)  
Local Road Grading and Other Work**

Tenders were received from a total of seven (7) bidders for the above noted project on April 10, 2018. The low bidder was **Prairie North Construction Ltd.** with a total tender value of **\$9,364,758.10** (excluding GST). We have reviewed the bid from **Prairie North Construction Ltd.** and have found they have essentially met the contractual requirements at the bid stage.

If awarded to Prairie North Construction Ltd., we anticipate expenditures for this project as follows:

35+787 to 43+750 (7.963 km)	Totals
Contract Amount (Less Site Occ.)	\$ 9,064,758.10
Contingency (7 %)	\$ 634,533.07
Estimated Engineering	\$ 1,288,480.00
Potential Site Occ.Bonus (2 days)	\$ 8,000.00
<b>Total</b>	<b>\$ 10,995,771.17</b>

*The above noted totals do not include GST.*

Your council's decision regarding the awarding of this contract to **Prairie North Construction Ltd.** is hereby requested. The complete listing of the tender results and the complete tender summary are also attached for your information. Please contact the undersigned if you require further information or clarification.

Yours truly,

for Willie Gamble, Project Manager

/ml  
Attachments

c: Doug Buyar, Area Manager, WSP  
Garth McCulloch, Regional Manager, WSP  
Michael Mikael, MD of Greenview No. 16  
Leah Thompson, MD of Greenview No. 16  
Amanda Stroebel, MD of Greenview No. 16  
Grant Gyurkovits, MD of Greenview No. 16





# REQUEST FOR DECISION

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SUBJECT: **Legal Surveying and Registering of the Entire Forestry Trunk Road Project.**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER: KS  
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: PRESENTER: KS  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council authorize the legal surveying and registration of the entire Forestry Trunk Road with an upset limit of \$1,250,000.00 with funds to come from the Construction and Maintenance Operational Budget.**

**MOTION: That Council authorize Administration to transfer \$1,250,000.00 from Contingency Reserve to the Construction and Maintenance Operational Budget.**

---

## BACKGROUND/PROPOSAL:

On April 16<sup>th</sup>, 2018 at the Committee of a Whole meeting held at the Grovedale Public Service Building, as a delegate WSP provided a presentation on the legal surveying and registration of the Forestry Trunk Road. In the past, sections of the roadway were surveyed and registered as the re-grade projects were completed.

Based on feedback received from the presentation Administration recommends moving forward with the surveying and registration, to protect the integrity of the existing and future roadway alignment. Once a complete road plan has been registered it will clearly define the ownership and right of ways. Industry developers will have access to this data through the Land Titles Office and will be able to utilize the information to accurately submit applications for new pipelines, approaches, access roads, temporary workspaces, development permits, etc. This will eliminate any potential conflicts and prevent costly pipeline relocations or realignments for oilfield companies.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Industry developers will be able to determine ownership and right of ways of the Forestry Trunk Road as a part of their application process.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. Council will have to authorize a transfer of \$1,250,000.00 to the operating budget for the legal surveying and registration of the Forestry Truck Road.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to not accept the recommended motion therefore, any future development conflicts to be resolved on a case by case basis. Keeping the roadway unregistered leaves our future plans unclear to industry developers.

---

**FINANCIAL IMPLICATION:**

There is no approved budget, Administration is asking for Council to authorize \$1,250,000.00 from the contingency reserve to the operating budget.

**Direct Costs:** \$1,250,000.00

**Ongoing / Future Costs:** N/A

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will proceed with procuring estimate for survey works. Make the funding adjustment from reserves to the operating budget.

---

**ATTACHMENT(S):**

- N/A



# REQUEST FOR DECISION

---

SUBJECT: **Dust Control Application Little Smoky/Township 672 Intersection**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER: GM  
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: PRESENTER: GM  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council approve the ongoing application of 200 metres of dust control from the Little Smoky Road/Township Road 672 intersection east, with no charge to area residents.**

---

## BACKGROUND/PROPOSAL:

During the April 23<sup>rd</sup>, 2018 Council meeting a dust control concern was brought forward from a resident adjacent to the Little Smoky Road/Township Road 672 intersection. As a result of the traffic generated from the Regional Landfill, dust has become a safety concern and is affecting the resident adjacent to the intersection. An application for dust control has already been submitted to the Operations department from the resident on the Little Smoky Road.

Council discussed applying 200 meters of dust control from the Little Smoky Road east on Township Road 672, however a motion was never made.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is it would address the dust and safety concern brought forward.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to not accept the recommended motion, however this would not resolve the safety or resident concern.

---

## FINANCIAL IMPLICATION:

The cost of the additional 200 meters of dust control would be absorbed by the current operating budget.

---

**Direct Costs: \$150.00**

**Ongoing / Future Costs: \$150.00/year**

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Operations will add and complete the application when the dust control program starts.

---

**ATTACHMENT(S):**

- N/A



# REQUEST FOR DECISION

---

SUBJECT: **Bradley Hyacinthe – Hy-Fab Industries Ltd Agreement**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER: DD  
DEPARTMENT: CORPORATE SERVICES GM: PRESENTER: GG  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION:** That Council direct Administration to enter into a “Set off Agreement” with Hy-Fab Industries Ltd to deduct the outstanding municipal taxes owing to Greenview by the owners of Hy-Fab Industries Ltd.

---

## BACKGROUND/PROPOSAL:

At the Committee of the Whole Meeting held at the Public Services Building in Grovedale on April 16<sup>th</sup>, Mr. Hyacinthe requested permission to present his case to the Committee of the Whole.

Mr. Hyacinthe indicated that due to him having outstanding taxes owing to Greenview his company Hy-Fab Industries Ltd was not able to attain work with Greenview through the EOI process. Therefore, he requested the Committee of the Whole members allow him to enter into an agreement with Greenview to permit Greenview to deduct the outstanding taxes owing by him from any payments made to Hy-Fab Industries Ltd by Greenview.

Following Mr. Hyacinthe’s presentation; the Committee of the Whole members passed motions 18.04.25 to “recommend to Council to enter into an agreement to hire Hy-Fab Industries Ltd as per the EOI process, under the condition that they agree to sign an agreed deduction equal to the tax arrears owing to Greenview.”

Due to the majority of Councillors being present at the Committee of the Whole on April 16<sup>th</sup>, and Administration under the impression that Council will follow the Committee’s recommendation, Administration in the interest Hy-Fab Industries Ltd has proceeded with creating and sending an agreement to Mr. Bradley Hyacinthe of Hy-Fab Industries Ltd.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Mr. Hyacinthe of Hy-Fab Industries Ltd will be pleased that Council accepted the Committee of the Whole’s recommendation to enter into the set off agreement to allow his company access to be hired through the EOI process.
-

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage that will result by following the recommended action is that Council will have sidestepped Council Policy 4004.

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council could advise the ratepayer that they must pay their outstanding taxes prior to being hired through the EOI process as per Council Policy 4004.

---

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):





# REQUEST FOR DECISION

---

**SUBJECT:** Letter of Permission 2106642 Alberta Ltd. (o/a Greenview Eatery) for a Class B Liquor Licence

<b>SUBMISSION TO:</b>	REGULAR COUNCIL MEETING	<b>REVIEWED AND APPROVED FOR SUBMISSION</b>	
<b>MEETING DATE:</b>	May 14, 2018	<b>CAO:</b> MH	<b>MANAGER:</b> SAR
<b>DEPARTMENT:</b>	PLANNING & DEVELOPMENT	<b>GM:</b>	<b>PRESENTER:</b> LD
<b>STRATEGIC PLAN:</b>	Development		

---

**RELEVANT LEGISLATION:**

**Provincial (cite) – N/A**

**Council Bylaw/Policy (cite) - N/A**

---

**RECOMMENDED ACTION:**

**MOTION: That Council authorize Administration to write a letter permitting 2106642 Alberta Ltd. (o/a Greenview Eatery) to operate the Greenview Golf Resort Clubhouse and Restaurant with a Class B Liquor Licence.**

**MOTION: That Council authorize Administration to provide letters permitting Class B Liquor Licence applications when requested.**

---

**BACKGROUND/PROPOSAL:**

Greenview Eatery is the Lessee of the Restaurant and Clubhouse at the Greenview Golf Resort and requests permission to obtain a Class B Liquor Licence for the sale and consumption of liquor within the establishment.

The Alberta Gaming and Liquor Commission (AGLC) sets forth the requirements and conditions of licensing, including the requirement of municipal approval. Attached are AGLC's Policies specific for this type of licence for Council's review.

Greenview has provided letters in the past for operation with a Class B Liquor Licence.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action is that Greenview Eatery will be able to operate with a Class B Liquor Licence.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

**ALTERNATIVES CONSIDERED:**

---

**Alternative #1:** Council has the alternative to deny the request and not give municipal authorization however this may be a financial impact to both Greenview Eatery and the Greenview Golf Resort.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

---

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will notify Greenview Eatery as to Council's decision.

---

**ATTACHMENT(S):**

- Schedule 'A' – Letter from Greenview Eatery
- Schedule 'B' – Alberta Gaming & Liquor Commission 'Class B Licences'

## Schedule 'A'

April 24, 2018

M D of Grenview No. 16  
Box 1079  
Valleyview, AB  
T0H 3N0

Attention: Council

Dear Sirs/Madam:

Re: Class B Liquor Licence – 2106642 Alberta Ltd. (o/a Greenview Eatery)  
Located at: Greenview Golf Resort Clubhouse and Restaurant / SW-33-70-24-W5

I, Leah Badger, the owner of 2106642 Alberta Ltd. (o/a Greenview Eatery), who am leasing the Greenview Golf Resort Restaurant, wish to apply to the Alberta Gaming and Liquor Control Board to obtain a Class B Liquor Licence for the sale and consumption of liquor within the clubhouse and restaurant at the Greenview Golf Resort.

I require municipal approval to obtain a liquor licence from the Alberta Gaming and Liquor Control Board, which I am hereby requesting. I have concurrently submitted an application for a Business Licence to operate Greenview Eatery at the Greenview Golf Resort Clubhouse and Restaurant.

Thank you in advance for considering my application. I look forward to your early response in this matter.

Yours truly,

2106642 Alberta Ltd.



Per:  
Leah Badger

## Schedule 'B'



# Class B Licences



Class B licences are for the sale and consumption of liquor in premises that are open to people who have paid an entrance fee, purchased a ticket, or are otherwise entitled to use the facility.

### **Convention Centre Licence**

Issued for sale and consumption in a location designed and used for conventions, meetings, receptions, trade shows, conferences, or other functions.

### **Racetrack Licence**

Issued for sale and consumption in a location used primarily for horse racing regulated under the *Racing Commission Act*.

### **Recreational Facility Licence**

Issued for the sale and consumption in a location where members of the public engage in recreational activities such as bowling, racquetball, golf, curling, and billiards.

### **Sports Stadium Licence**

Issued for the sale and consumption in a location where the primary purpose is hosting sporting events such as baseball, hockey, football, and auto racing.

### **Theatre Licence**

Issued for the sale and consumption in a location where the public may watch a live theatrical or musical performance.

### **Public Conveyance Licence**

Issued for the sale and consumption of liquor in commercial aircraft, trains, limousines, buses, and water excursion craft licensed to operate in Alberta.

## STEPS

There are normally four steps involved in the licensing process for new premises. The time required to process an application varies among applications.

### **Preliminary Assessment**

Contact the Regulatory Services Division as early as possible to start your application.

Required information includes:

- Location
- Floor plan with kitchen equipment details (if applicable)
- Details of the applicant
- Food menu
- Application fee
- Current Criminal Record Check provided by RCMP or local police for all directors, shareholders and manager.

### Advertising of Application

All initial applications are posted on the AGLC website at [aglc.ca](http://aglc.ca) for 21 calendar days. If there are no objections to the application, you must submit any remaining documentation to complete the application.

If there is an objection to the application, you may apply to the Board for a hearing.

### Submission of Application and Documentation

If approved, other documents may also be required:

- In the case of a company, a copy of the Certificate of Incorporation and completion of a Particulars of Incorporation form
- A copy of the lease or title
- Approvals of any other regulatory agencies, including federal and municipal approval
- Annual licence fee

### Final Inspection and Issue of Licence

Once the application and construction (if applicable) has been completed, an AGLC Inspector will contact you. Inspectors ensure that the premises is completed as approved and will discuss the terms and conditions of the licence with you.

The Inspector typically issues an interim licence at the final inspection and the licence certificate will be sent to you soon after.

Liquor licences are not transferable. They become void if the premises are sold, leased, assigned or otherwise transferred to another individual or party.

Licensees that plan to purchase another existing licensed premises, must apply to the AGLC once the licensee has accepted an offer to purchase or lease. The AGLC requires approximately three weeks to review the application.

## OPERATING GUIDELINES

### Physical Requirements

- Liquor service areas must be suitably equipped for storing and dispensing liquor.
- Class B licensed premises must have public washrooms in accordance with the Alberta Building Code, unless otherwise approved.
- Recreational facilities and convention centres must have clearly defined, enclosed areas, and good quality furnishings.
- Theatre licences may be issued for the lobby and concourse areas.
- Sports stadium and racetrack licensees may sell liquor in the enclosed area of the stands on the concourse level or other approved areas. A stadium licence may be restricted by a municipal by-law.
- Adequate equipment must be maintained to provide food service.
- Single-use glassware, dishware and cutlery are acceptable.

### Food Service

Except for theatres and public conveyance, Class B licensees must offer a selection of hot or cold food items suitable for a light meal or snack.

### Hours of Operation

Convention Centre	As set by the AGLC
Racetrack	Two hours before post time until the end of the last race
Recreational Facility	10:00 a.m. – 2:00 a.m.
Sports Stadium	Two hours before start of the event until the end of the event, unless otherwise stated in the stadium by-laws
Theatre	Two hours before opening curtain until final curtain
Public Conveyance	As set by the AGLC

UNRESTRICTED

### Supervision and Control

As a licensee, you will be responsible for the proper supervision and control of your licensed facilities. To assist you in these areas, we conduct staff seminars. Contact a Regulatory Services Division office listed below to arrange for a seminar.

### ProServe Training

All staff at a licensed premises, excluding kitchen staff and bus persons, must complete AGLC ProServe training requirements.

All ProServe training must be completed within 30 days of their employment start date. Training is valid for five years. [smartprograms.aglc.ca](http://smartprograms.aglc.ca)

## MORE INFORMATION

View the Liquor Licensee Handbook at [aglc.ca](http://aglc.ca) or contact the nearest Regulatory Services Division office.

### REGULATORY SERVICES DIVISION OFFICES

Head Office	Calgary Office	Red Deer Office	Lethbridge Office	Grande Prairie Office
50 Corriveau Avenue St. Albert, Alberta T8N 3T5 Ph: 780-447-8600 Fax: 780-447-8911	110, 6715 - 8 Street NE Calgary, Alberta T2E 7H7 Ph: 403-292-7300 Fax: 403-292-7302	3-7965 - 49 Avenue Red Deer, Alberta T4P 2V5 Ph: 403-314-2656 Fax: 403-314-2660	3103 - 12 Avenue North Lethbridge, Alberta T1H 5P7 Ph: 403-331-6500 Fax: 403-331-6506	100-11039 78 Avenue Grande Prairie, Alberta T8W 2J7 Ph: 780-832-3000 Fax: 780-832-3006





# REQUEST FOR DECISION

---

SUBJECT: **Norbord Mill Entrance Upgrade Request**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: May 14, 2018 CAO: MH MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER:  
STRATEGIC PLAN: Level of Service

---

RELEVANT LEGISLATION:

**Provincial** (cite) – NA

**Council Bylaw/Policy** (cite) – NA

---

RECOMMENDED ACTION:

**MOTION:** That Council accept the request from Norbord for information as presented.

---

BACKGROUND/PROPOSAL:

Please see the attached letter of April 24<sup>th</sup>, 2018 from Noel Roberts of Norbord.

This request was originally made of Council in August of 2017. At that time Council reviewed a request for assistance/partnership in upgrading the illumination at the Norbord intersection on Highway 40. Council opted not to participate in the project as Highway 40 is a Provincial Road. The original request was somewhat vague on what Greenview's participation would be.

Recently, MLA Wayne Drysdale contacted Administration and, among other questions, asked if Greenview would contact Mr. Roberts regarding this request. Administration agreed to contact Mr. Roberts and did so shortly after. During the discussion, it was conveyed to Mr. Roberts that if Norbord submitted another request, this time including more specifics about Greenview's participation or making a specific and detailed request, that the item would be put before Council for consideration once again.

The April 2018 correspondence requests that Greenview provide \$10,000.00 to match the financial contribution the Norbord would make towards the project. This could be viewed as a grant request to Norbord and could be funded from the Community Miscellaneous Grants line item if Council chose to provide funding. The funding would be provided to Norbord. There is currently \$25,607.68 remaining in the Community Miscellaneous Grants budget.

The project being advanced by Norbord is for illumination lighting only.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. This project would help to address a large safety concern in partnership with local industry and the Province.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. This project is for upgrades on Highway 40, which is under Provincial jurisdiction. Council has previously denied a similar request so as not to be providing funding that should be coming from the Province.

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may either grant or deny the requested funding. Council may also grant the request with a modified funding amount.

---

FINANCIAL IMPLICATION:

**Direct Costs: \$10,000.00**

**Ongoing / Future Costs: NA**

---

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 inform Norbord of Council's decision.

---

ATTACHMENT(S):

- 1) Letter of April 24<sup>th</sup>, 2018 from Mr. Noel Roberts of Norbord.

April 24, 2017

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

**Re: Safety Concerns Near the Norbord Mill Entrance**

Dear Mr. Haugen:

Further to my letter of August 4, 2017, I am writing to you today on behalf of Norbord Inc. (Norbord), who along with its predecessor Ainsworth Lumber Co. Ltd., has operated a world class Oriented Strand Board (OSB) South of Grande Prairie within the Municipal District of Greenview since 1996.

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

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

To move forward on this important issue, Norbord is keenly interested in a partnership approach involving Norbord, Alberta Transportation and the Municipal District of Greenview. Specifically, Norbord is prepared to contribute \$10,000 towards improving visibility at this intersection and respectfully requests the Municipal District of Greenview to match our contribution. Together, our significant financial contribution along with Alberta Transportation's commitment to completing the engineering and construction of lighting

standards in the summer of 2018 will resolve this important safety concern in a reasonable timeframe.

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

Regards,

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

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

Tel 780 831 2508  
Fax 780 831 2501  
[noel.roberts@norbord.com](mailto:noel.roberts@norbord.com)  
[www.norbord.com](http://www.norbord.com)



# REQUEST FOR DECISION

SUBJECT: **Bulk Water Usage Policy**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 14, 2018  
DEPARTMENT: ENVIRONMENTAL SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council accept the Bulk Water Usage Policy as presented.**

---

## BACKGROUND/PROPOSAL:

The policy described has been presented to the Policy Review Committee on April 17<sup>th</sup>, 2018 where it was recommended for Council approval with the following changes:

- Maximum water usage per customer is limited to 5 (was originally proposed as 4) meters cubed (m<sup>3</sup>) per day at each of the water point stations, unless the user has obtained prior approval from Greenview administration.

Currently, Greenview owns and operates eight metered bulk water stations. Although Administration has procedures and practices that are implemented in regards to the usage of the bulk water stations, no formal policy is in effect. The “Bulk Water Usage” policy has been developed to provide formal procedures and practices for Administration to establish a system of metering bulk water usage and applying charges to account holders.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The new policy will provide procedures and practices that will be followed by Administration to ensure prompt, efficient and courteous service to the customers that utilize the bulk water truck fill stations throughout Greenview.

---

## 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 the “Bulk Water Usage” policy which would result in the lack of a policy, current practices and procedures for Administration to adhere by.

---

FINANCIAL IMPLICATION:

**Direct Costs:** N/A

**Ongoing / Future Costs:**

There are no financial implications to the recommended motion.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Administration will provide the approved policy to records management and FOIP clerk to be added to the website and filing.

---

ATTACHMENT(S):

- Bulk Water Usage Policy



**Title: Bulk Water Accounts**

**Policy No: TBD**

**Effective Date: TBD**

**Motion Number: TBD**

**Supersedes Policy No: (None)**

**Review Date:**



**Purpose:** The purpose of this policy is to establish a system of metering bulk water usage and applying usage charges to account holders.

## DEFINITIONS

**Schedule of Fees** means Bylaw 17-784 outlining the amounts the Municipal District of Greenview No. 16 (Greenview) may charge for the supply of information, goods and services.

**Water Point Supply Application** means the application provided by, and submitted to Greenview Administration, which constitutes an agreement to receive water from municipal water point stations within Greenview.

## POLICY

1. Greenview will provide potable and non- potable metered water via water point stations to the ratepayers and non-ratepayers of Greenview and surrounding districts.
2. All users will be required to enter an agreement to receive water from Greenview's water point stations.
3. The water rates are in accordance with the Schedule of Fees Bylaw.
4. Maximum water usage per customer is limited to 5 meters cubed (m<sup>3</sup>) per day at each of the water point stations, unless the user has obtained prior approval from Greenview Administration.
5. All water containers must be free of all contaminants and used for the sole purpose of water hauling.
6. Activities at the municipal water point stations must be in compliance with the municipal regulatory requirements. As a result, this policy establishes control over access to these facilities.

## PROCEDURE

1. All users will be required to submit a Water Point Supply Application and enter in to an agreement with Greenview to receive water from the water point stations.
2. The account holder will be responsible for the payment for the amount of water invoiced to their account.
3. Rate payers will be invoiced monthly for their water usage.
4. Non- rate payers will be required to have a pre-paid account for their water usage.
5. Failure to pay the invoice within 60 days of billing may result in the disconnection of the water service until the water invoice has been paid in full.

REVISED



# REQUEST FOR DECISION

SUBJECT: **Water Meter Invoicing Policy**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 14, 2018  
DEPARTMENT: ENVIRONMENTAL SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy No. EES 10

---

## RECOMMENDED ACTION:

**MOTION: That Council accept the revised “Water Meter Invoicing” policy as presented.**

---

## BACKGROUND/PROPOSAL:

The policy described has been presented to the Policy Review Committee on April 17<sup>th</sup>, 2018 where it was recommended for Council approval with the following changes:

- POLICY – 1. Greenview will provide water meters to all residential, institutional, commercial and industrial water users obtaining water through Greenview’s metered water distribution systems. (removed DeBolt, Ridgevalley, Valleyview rural line and Little Smoky.

Upon reviewing Policy Number EES 10, Administration became aware that the effective policy was outdated. A revision of the policy was drafted for the purpose of establishing a current system for metering water usage and applying usage charges to account holders that will pertain to all the distribution systems that supply metered water within Greenview. The policy was changed to reflect updated policy standards. Water and sewer installation application was added as a definition to reinforce the need to fill out the application and enter into an agreement with Greenview. Procedure 1 was added to specify the need for all users to fill out the application form to receive metered water from Greenview.

---

## BENEFITS OF THE RECOMMENDED ACTION:

- The revised policy will provide procedures and practices that will be followed by administration to ensure prompt, efficient and courteous services to the ratepayers of Greenview. This will also provide efficient billing of water and provide collection procedures in a consistent manner to all ratepayers.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

- There are no perceived disadvantages to the recommended motion.

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council could chose not to accept the revised “Water Metering” policy. This decision however, would result in the present policy EES 10 staying in affect, which is not current with the procedures and practices that are followed by Administration in regards to water meter invoicing.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:**

**Ongoing / Future Costs:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---


**FOLLOW UP ACTIONS:**

Administration will provide the approved policy to records management and FOIP clerk to be added to the website and filing.

---

**ATTACHMENT(S):**

- Policy EES 10 Water Meter Invoicing Policy
- Revised Water Meter Invoicing Policy

	<b><i>M. D. OF GREENVIEW NO. 16</i></b> <b><i>POLICY &amp; PROCEDURES MANUAL</i></b>	Section:  <b>ENGINEERING &amp; ENVIRONMENTAL SERVICES</b>
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**POLICY NUMBER: EES 10**

<b>POLICY TITLE:    WATER METER INVOICING</b>  <b>Date Adopted by Council / Motion Number:</b>	<b>Page 1 of 1</b>  <b>10.03.824</b>
--	--

**PURPOSE:**

To establish a system of metering water usage and applying usage charges to account holders.

**POLICY:**

The M.D. of Greenview will provide water meters to all residential, institutional, commercial and industrial water users obtaining water through M.D. of Greenview water systems in DeBolt and Ridgevalley.

The property owners will be responsible for the payment for the amount of water used by themselves or their tenants.

All users are required to enter into an agreement to receive water from the M.D. of Greenview (see attached). Failure to pay the invoice within 60 days of billing may result in the disconnection of the water service until the water invoice is paid in full or the outstanding balance may be applied against the taxes on the property and the owner will be notified.

(Original signed copy on file)  
 REEVE \_\_\_\_\_

\_\_\_\_\_  
 C.A.O.



## **WATER AND SEWER INSTALLATION APPLICATION**

APPLICATION NO: \_\_\_\_\_

*The personal information on this form is being collected for the purpose of processing the Application for Water and Sewer installation under the authority of the Municipal Government Act, or if no specific legislation applies it is under the Freedom of Information and Protection of Privacy Act, Section 32(c), or both, if you have any questions about the collection, contact the Municipal District of Greenview FOIP Assistant at 780.524.7600*

### **FOR OFFICE USE ONLY**

RECEIPT NO.	HOOK-UP FEE	DEPOSIT FEE

### **SECTION 1: TO BE COMPLETED BY APPLICANT**

TYPE OF INSTALLATION

TO BE INSTALLED IN THE HAMLET OF \_\_\_\_\_

PROPOSED INSTALLATION DATE \_\_\_\_\_

<input type="checkbox"/> WATER	<input type="checkbox"/> SEWER	<input type="checkbox"/> WATER & SEWER		
--------------------------------	--------------------------------	--	--	--

### **NAME AND ADDRESS OF APPLICANT**

Name			Name of Registered Property Owner		
Mailing Address			Mailing Address		
City, Town, Village, Etc.			City, Town, Village, Etc.		
Postal Code	Telephone(Bus)	Telephone (Res)	Postal Code	Telephone(Bus)	Telephone (Res)
Provide name of Occupant if Different From Registered Property Owner					

### **PROPERTY LOCATION**

### **TYPE OF BUILDING**

Registered Plan	Block	Lot(s)	<input type="checkbox"/> Residence	<input type="checkbox"/> Other (Specify)
-----------------	-------	--------	------------------------------------	--

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF REGISTERED PROPERTY OWNER

### **SECTION 2: MUNICIPAL DISTRICT DECISION**

TAKE NOTE that the above application has been:

☐ **APPROVED** with the attached conditions

☐ **REFUSED** for the attached reasons

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF INSPECTOR

### **SECTION 3: TO BE COMPLETED BY INSTALLER** (Please Read the Conditions on the Attached Sheet)

Name of Installer:	Plumbing Ticket No.	Plumbing Permit No.
Name of Firm/Company	Telephone No.	
Address of Firm/Company	Postal Code	

I CERTIFY THAT THIS INSTALLATION WILL BE COMPLETED IN ACCORDANCE WITH THE REGULATIONS OF THE PLUMBING AND DRAINAGE ACT AND THE CONDITIONS, AS LISTED ABOVE, OF THE MUNICIPAL DISTRICT.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF INSTALLER

### **SECTION 4: TO BE COMPLETED BY M.D. INSPECTOR PRIOR TO THE CLOSING OF THE TRENCH**

DATE OF INSPECTION: \_\_\_\_\_ DATE SERVICE TURNED ON: \_\_\_\_\_

Comments: \_\_\_\_\_





# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## APPLICATION FOR WATER AND/OR WASTEWATER SERVICE FOR EXISTING ACCOUNTS FOR LANDOWNERS

The personal information on this form is being collected for the purpose of processing the Application for Water and/or Wastewater Service under the authority of the Municipal Government Act, or if no specific legislation applies it is under the Freedom of Information and Protection of Privacy (FOIP) Act, Section 33(c), or both. If you have any questions, contact the Municipal District of Greenview FOIP Co-coordinator at 780-524-7600.

Type of Service:

Water  
Wastewater  
Both

For Office Use Only:

Date

Deposit

Receipt No.

Account No.

SERVICE IS TO BE: CONNECTED / DISCONNECTED: \_\_\_\_\_  
(CIRCLE ONE) DATE

METER READING \_\_\_\_\_

TYPE OF METER: METRIC / IMPERIAL NUMBER OF DIALS \_\_\_\_\_  
(CIRCLE ONE)

NAME AND ADDRESS OF LANDOWNER:

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TOWN/HAMLET: \_\_\_\_\_  
POSTAL CODE: \_\_\_\_\_  
PHONE: \_\_\_\_\_ (RES) \_\_\_\_\_ (WRK)

PROPERTY LOCATION:

REGISTERED PLAN: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT(S) \_\_\_\_\_

**\*\*PLEASE NOTE\*\***

**\$100.00 DEPOSIT IS REQUIRED BEFORE ANY HOOK-UPS WILL BE DONE**

DATE

SIGNATURE OF LANDOWNER

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan 0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7711	Box 214, 10028-99st Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143
Toll Free: 1.888.524.7601			www.mdgreenview.ab.ca	

**Title: Water Meter Invoicing**

**Policy No: TBD**

**Effective Date: TBD**

**Motion Number: TBD**

**Supersedes Policy No: EES 10**

**Review Date:**



**Purpose:** The purpose of this policy is to establish a system of metering water usage and applying charges to the account holders.

## DEFINITIONS

**Water and Sewer Installation Application** means the application submitted to Greenview Administration, which constitutes an agreement to receive metered water from Greenview.

## POLICY

1. Greenview will provide water meters to all residential, institutional, commercial and industrial water users obtaining water through Greenview's metered water distribution systems.
2. There is a no charge fee for the cost of the initial standard sized water meter (5/8"x3/4"), for each property.
3. In the event that a larger meter is required than the standard sized water meter, the property owner will be responsible to pay the cost above the price of the standard sized water meter.
4. The property owner will be responsible for the cost of replacement meters or parts caused by damage such as freezing or damages done to the meter during home renovations.
5. All users are required enter into an agreement to receive metered water from Greenview.

## PROCEDURE

1. All users will be required to submit a Water and Sewer Installation Application and enter into an agreement with Greenview to receive metered water.
2. All utility accounts must be in the name of the property owner.
3. The property owner will be responsible for the payment of the amount of water used by themselves or their tenants.

4. Failure to pay the invoice within 60 days of billing may result in the disconnection of the water service until the water invoice is paid in full or the outstanding balance may be applied against the taxes on the property and the owner will be notified.

REVISED



# REQUEST FOR DECISION

SUBJECT: **Sewer Line Maintenance Policy**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 14, 2018  
DEPARTMENT: ENVIRONMENTAL SERVICES  
STRATEGIC PLAN: Level of Service

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

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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 “Sewer Line Maintenance” policy as presented.**

---

## BACKGROUND/PROPOSAL:

The policy described has been presented to the Policy Review Committee on April 17<sup>th</sup>, 2018 where it was recommended for Council approval with the following changes:

- The purpose of this policy is to formalize the responsibilities of Greenview and landowners in the maintenance, repair or replacement of sewer connections. The original wording was *“The purpose of this policy is to formalize the responsibility to maintain, repair or replace sewer connections from the M.D. of Greenview sewer line main to the property line.”*

Administration has in good faith, assisted property owners with locating and resolving sewer blockages on private property which has not always resulted in a favorable outcome for Greenview. Due to lack of a formal policy there is no official way to identify the responsibility of Greenview or the property owner in regards to sewer maintenance and repairs. The “Sewer Line Maintenance” policy has been drafted to provide Administration with clear and concise guidelines and directives when dealing with this issue. The policy will provide administration with an official document that will clearly define the parts of the sewer system for which Greenview is responsible and those parts of the sanitary sewer system for which another party (the property owner) is responsible for. It will provide clarity to who is responsible for the maintenance of the sewer main, connections and private sewer lines.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The “Sewer Line Maintenance” policy will provide clear directives and guidelines for administration to adhere by when dealing with sewer line issues throughout the Hamlets in Greenview.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council could chose not to recommend the “Sewer Line Maintenance” policy for approval which would result in the lack of policy that would have the current practices and procedures for Administration to adhere by.

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FINANCIAL IMPLICATION:

**Direct Costs:**

**Ongoing / Future Costs:**

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:

**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 provide the approved policy to records management and FOIP clerk to be added to the website and filing.

---

ATTACHMENT(S):

- Sewer Line Maintenance Policy

**Title: Sewer Line Maintenance Policy**

**Policy No: TBD**

**Effective Date: TBD**

**Motion Number: TBD**

**Supersedes Policy No: (None)**

**Review Date:**



**Purpose:** The purpose of this policy is to formalize the responsibilities of Greenview and landowners in the maintenance, repair or replacement of sewer connections.

## POLICY

1. Greenview is responsible for the maintenance, repair and replacement of the municipality's main sewer lines.
2. Greenview will be responsible to rectify problems that occur between the property line and Greenview's main sewer lines, within the street right-of-way, with the exceptions listed in Procedure 3.

## PROCEDURE

1. If a property owner encounters problems with a sewer connection to their building or property, it is the owner's responsibility to determine the type and location of the problem. This should be done by the property owner engaging a licensed plumber to determine the problem.
2. If the problem with the service connection is located on the person's private property, then the owner is responsible for the total cost, including the connection to Greenview's service lines provided at the property line.
3. If the problem occurs between the property line and Greenview's main sewer lines (within the street right-of-way), Greenview will be responsible for the repairs or replacement with the following exceptions:
  - a) Greenview will not be responsible for the initial cost of the plumber to locate the problem.
  - b) Greenview will not be responsible for the costs of the repair or replacement of any part of a service line if it can be shown that the problem had originally occurred by the property owner due to improper use of the service line. Examples are:



- i. grease build-up caused by owner
  - ii. blockage of sewers with objects entering the sewer from the property which may cause a blockage and not proper for sewer disposal
  - iii. sewer blockage caused by roots from trees located on the private property
- c) Greenview will not be responsible if it can be shown that the service line was not installed using proper grades, materials, or sufficient ground cover between the property line and the building or service in question.

REVISED



# REQUEST FOR DECISION

SUBJECT: **Wastewater Lagoon Access Policy**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 14, 2018  
DEPARTMENT: ENVIRONMENTAL SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy 4007 Wastewater Lagoon Access

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## RECOMMENDED ACTION:

**MOTION: That Council approve the revised Policy 4007 “Wastewater Lagoon Access” policy as presented.**

---

## BACKGROUND/PROPOSAL:

The purpose of this Policy is to govern the use of Greenview’s wastewater lagoons.

The policy described has been presented to the Policy Review Committee on April 17<sup>th</sup>, 2018 where it was recommended for Council approval with the following changes:

- Small formatting adjustment to bring it in line with the new formatting.
- Implementation of a penalty under Section 5.3: \$1000 fine on third offence and will be barred from all Greenview Lagoon sites, was amended to include “for a period of one year”.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The revised policy will provide procedures and practices that are current with the updated policy standards.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council could chose not to approve the policy which would result in the present policy 1002 staying in affect that is not current with the updated policy standards.

---

## FINANCIAL IMPLICATION:

**Direct Costs:**

**Ongoing / Future Costs:**

---

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

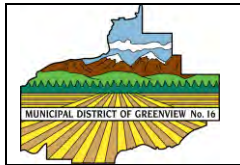
**FOLLOW UP ACTIONS:**

Administration will provide the approved policy to records management and FOIP clerk to be added to the website and filing.

---

**ATTACHMENT(S):**

- Policy No: EES 11 "Septage Dumping"
- Policy No: 4007 "Wastewater Lagoon Access"



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

Section:  
**ENGINEERING &  
ENVIRONMENTAL**

**POLICY NUMBER: EES 11**

**POLICY TITLE: SEPTAGE DUMPING**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**11.04.206**

**PURPOSE:**

The M.D. of Greenview may provide access to designated wastewater lagoons to accepted companies for the purpose of discharging septage that was collected within the M.D. of Greenview.

**POLICY:**

Any company or person wishing to discharge at one of the M.D. of Greenview septage dumping facilities must sign a Septage Dumping Agreement (see attached). Once this Agreement has been signed, a key will be issued for access to a MD lagoon site.

Access to the Lagoon(s) will be regulated by the regulatory requirements set out by Provincial and Federal statutes and policy.

Any company or person violating these current regulations will be held liable for any damages caused or any illegal activities carried out at these septage dumping sites.

The company or person discharging septage will be required to send a monthly activity report (faxed, emailed or mailed) to the Manager of Environmental Services for review.

The Manager of Environmental Services will inform the party to the agreement of any change in regulations that will affect the agreement.

Only the dumping of domestic wastewater from holding tanks or septic tanks will be permitted at the Grovedale, Little Smoky and Sturgeon Heights lagoons.

Tanks used for hauling wastewater will be used for domestic wastewater only and will not contain any materials or residue that may be considered harmful to the integrity of the wastewater system. A grab sample may be taken to ensure there is no contaminated waste. If contamination is found in any load, the carrier will be responsible for all costs related to the lagoon clean up and site repairs. If a driver refuses to allow the MD of Greenview employee to take a sample, further access will be denied.

(Original signed copy on file)

REEVE

C.A.O.

## SEPTAGE DUMPING AGREEMENT

**BETWEEN:** M.D. of Greenview No. 16, a municipal authority incorporated under the laws of the province of Alberta. The mailing address for the M.D. of Greenview is:  
P.O. Box 1079, Valleyview Alberta T0H 3N0

**AND:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone #: \_\_\_\_\_

(hereinafter referred to as the "Carrier")

The MD of Greenview and the Carrier agree as follows:

1. The Carrier agrees to be responsible for a gate access key which will allow them to discharge into their designated septage dumping facility. Should the company or person lose the key, they will be responsible for the cost of replacing the lock.
2. In the event that the Carrier's key is lost or misplaced, the Carrier must contact the MD of Greenview to have the key replaced. If the Carrier has a load and wants to discharge it at an MD of Greenview lagoon, the carrier must make prior arrangements with the MD of Greenview Manager of Environmental Services by calling (780-524-7638) a minimum of three hours in advance.
3. The carrier must provide a completed manifest to the Manager of the Environmental Services (Schedule "B" attached) for each lagoon discharge by the end of the calendar month in which the dumping took place. These manifests can be faxed to (780) 524-4432.
4. During heavy snow falls, lagoon sites receive low priority. They will only be ploughed when higher priority area roads and facilities are finished.
5. Anyone found abusing the privilege of using these sites will be denied access without notice.

See Schedule "A" for Terms and Conditions of Agreement.

## **SCHEDULE “A”**

### **Terms and Conditions of Agreement**

1. The services of the Carrier will be performed to the specifications and satisfactions of the M.D. of Greenview.
2. This Agreement will not come into effect until signed by both parties.
3. Failure to fulfill the conditions of this Agreement will entitle the M.D. of Greenview to terminate this Agreement without notice.
4. The carrier is an independent contractor and will not for any purpose be a servant, employee or agent of the M.D. of Greenview.
5. The M.D. of Greenview may at its' sole discretion delegate any duties, powers and functions related to this Agreement to any employee or agent of the M.D. of Greenview.
6. This Agreement will not be assigned by the Carrier without first obtaining the written consent of the M.D. of Greenview.
7. The Carrier will comply with:
  - a. Any Act of the Legislature of the Province and of the Parliament of Canada now in force or enacted after this time and any regulations enforced from time to time under such Acts that applies to the Carrier in respect to the Agreement; and
  - b. Any bylaw or resolution of the M.D. of Greenview which the Carrier is lawfully subject to, that applies to the Carrier in respect of this Agreement.
8. The Carrier acknowledges its responsibility either as the principal contractor, an employer or worker as defined in the Occupational Health and Safety Act, and that it will, as a condition of this Agreement, comply with the Occupational Health and Safety Act and the regulations thereto.
9. It is agreed that this written document contains the entire Agreement of the parties in regard to the matters dealt with and that no understandings or Agreements, verbal or otherwise, exist between the parties except where expressly set out.
10. The validity and interpretation of this Agreement of each clause or part is to be governed by the laws of the Province of Alberta.
11. The M.D. of Greenview reserves the right to cancel this Agreement at any time due to operational requirements.



## SCHEDULE "B"

### DOMESTIC WASTEWATER MANIFEST

**PLEASE PRINT ALL INFORMATION**

#### **PART A – GENERATOR**

Name: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Box/Street City/Town Prov. Postal Code

Site Waste Picked Up From: \_\_\_\_\_

Waste Description: \_\_\_\_\_

#### **PART B – CARRIER**

Company Name: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Box/Street City/Town Prov. Postal Code

Drivers Name: \_\_\_\_\_ Telephone No: \_\_\_\_\_

License Plate No. Of Truck \_\_\_\_\_

Drivers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### **PART C – RECEIVER**

M.D. of Greenview lagoon Site \_\_\_\_\_

\_\_\_\_\_  
Estimated Load Volume Time Date

The liability for the wastes disposed of at the M.D. of Greenview's facility will always remain with the CARRIER.

**Title: Wastewater Lagoon Access**

**Policy No: 4007**

**Effective Date: January 26, 2016**

**Motion Number: 16.01.27**

**Supersedes Policy No: EES 11 & EES 18**

**Review Date:**



**Purpose:** This policy is intended to provide access control to Greenview Wastewater Lagoons used by the public for the purpose of discharging septage collected within Greenview in compliance with the Provincial Environment Code of Practice and Federal requirements.

## DEFINITIONS

**Hauler** means any commercial or civilian based equipment hauling sewage to a Greenview Lagoon.

**Septage Dumping Agreement** means the application form constituting an agreement with the M.D of Greenview for the discharge of septage in Greenview Wastewater Lagoons to ensure that disposal activities are controlled, monitored, and in compliance with applicable regulations.

**Sewage Generator** means any commercial or civilian based generators of sewage which is taken to a Greenview Lagoon.

## POLICY

1. Activities at Municipal Wastewater Lagoons must be in compliance with Federal, Provincial and Municipal Codes of Practice and regulatory requirements. As a result, this policy establishes control over access to these facilities.
2. All users of Greenview's Municipal Wastewater Lagoons will be required to enter into a Septage Dumping Agreement to ensure that disposal activities are controlled, monitored, and in compliance with applicable regulations.
3. Any Hauler or Sewage Generator violating these regulations will be held liable for damages caused by any illegal activities carried out at these septage dumping sites.
4. Every visit, and prior to any activity, users are required to Call-In to Greenview "Utilities On Call" (780-552-4825) and must provide all the required information in accordance with Procedure 3.
5. Any Hauler or Sewage Generator found on a Greenview Lagoon site without calling "Utilities On Call" prior to dumping will be subject to the penalties outlined in Procedure 4.

## PROCEDURE

1. Prior to any dumping all users must contact Greenview Administration to confirm the nature of activities and verify that a current agreement is in place.
2. The Hauler or Sewage Generator discharging septage will send a monthly manifest (faxed, emailed or mailed) to Greenview for review within 30 days.
3. Call-Ins to Greenview's "Utilities On Call" (780-552-4825) are required for EVERY visit prior to:
  - 3.1 Greenview Lagoon Site Entry
  - 3.2 Unloading Sewage
  - 3.3 Additional Information to be provided includes:
    - 3.3.1 Time
    - 3.3.2 Date
    - 3.3.3 Site Location
    - 3.3.4 Hauler Name and Contact Information
    - 3.3.5 Sewage Generator and Contact Information
    - 3.3.6 Volume
4. Any Hauler or Sewage Generator found on a Greenview Lagoon site without calling "Utilities On Call" prior to dumping will be subject to:
  - 4.1 A warning letter on first offence;
  - 4.2 A \$500 fine on second offence;
  - 4.3 A \$1000 fine on third offence and will be barred from all Greenview Lagoon sites for a period of one year.



# REQUEST FOR DECISION

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SUBJECT:	<b>Greenview Facilities: Salvaging &amp; Scavenging Policy</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 14, 2018	CAO: MH	MANAGER: DC
DEPARTMENT:	ENVIRONMENTAL SERVICES	GM:	PRESENTER: GC
STRATEGIC PLAN:	Level of Service		

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## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) – Policy 1022

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## RECOMMENDED ACTION:

**MOTION: That Council approve the revised “Facilities: Salvaging & Scavenging” policy as presented.**

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## BACKGROUND/PROPOSAL:

The policy described has been presented to the Policy Review Committee on April 17<sup>th</sup>, 2018 where it was recommended for Council approval with the following changes:

- Update the Policy number

Upon reviewing Policy 1022, Administration was aware that the effective policy was in need of revising. Firstly, the policy will be renumbered to the appropriate 4000 Infrastructure services policy number. Minor editing was made to the policy to ensure that the document aligned with the updated policy standards. To eliminate redundancy the appendices were removed as this information is included in the policy. Clause 5 was identical to procedure 4 so this was reformatted as well.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The revised policy will provide procedures and practices that are current with the updated policy standards.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council could chose not to revise the “Salvaging & Scavenging” policy for approval which would result in the present policy 1022 staying in affect that is not current with the updated policy standards.

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## FINANCIAL IMPLICATION:

**Direct Costs:**

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**Ongoing / Future Costs**

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:****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 provide the approved policy to records management and FOIP clerk to be added to be added to the website and filing.

---

**ATTACHMENT(S):**

- Policy 1022 Facilities: Salvaging and Scavenging Policy
- Revised Facilities: Salvaging and Scavenging Policy

**Title: Greenview Facilities: Salvaging & Scavenging – Policy**

**Policy No: 1022**

**Effective Date: January 26, 2016**

**Motion Number: 16.01.24**

**Supersedes Policy No: 1022**



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Purpose:** To establish a policy and procedure for Employees and the Public to follow in regard to Salvaging and Scavenging in any of Greenview's facilities.

## DEFINITIONS

**Employees** – on-duty, paid staff and contractors of Greenview who enter any Greenview facilities during hours of employment and operation

**Greenview Regional Landfill** – a Greenview affiliated Landfill staffed/serviced by Greenview Employees

**Intake Sticker/Tag** – a dated and brightly colored sticker/tag placed on the Salvageable Material by a Greenview Landfill and Transfer Station Employee at the time of arrival in the Take It Or Leave It

**Landfill** – a regulated site for disposal of Waste in or on the ground by burial

**Non-salvageable Material** – items of no perceived value or use to the Public (beds, clothes, foods, animals, dangerous goods)

**Public** – citizens and off-duty Employees of Greenview

**Salvageable Material** – items of perceived value or use to the Public (appliances, machinery, building supplies, hardware)

**Salvaging** – the act of retrieving Salvageable Material from Greenview's Landfill and Transfer Station facilities' Take It Or Leave It

**Scavenging** – the act of searching through Waste deposited in any of Greenview's facilities

**Take It Or Leave It** – a designated building in select Greenview Landfill and Transfer Station facilities where Salvageable Material is placed for Public Salvaging

**Transfer Station** – a multi-purpose facility consisting of solid waste, recyclable material, and household hazardous waste collection depots

**Waste** – any materials deposited in Greenview's Landfill and Transfer Station facilities in any area other than the Take It or Leave It



## **POLICY**

1. Scavenging is prohibited in all of Greenview's facilities.
2. All Salvageable Material and Waste delivered to Greenview's Landfill and Transfer Station facilities is the property of Greenview.
3. All Salvageable Material deposited and located within Greenview's Landfill and Transfer Station facilities' Take It Or Leave It must be approved by a Greenview Landfill and Transfer Station Employee and have a visible, affixed Intake Sticker/Tag on it.
4. Salvageable Material deposited and located within Greenview's Landfill and Transfer Station facilities' Take It Or Leave It are for Public Salvaging.
5. Salvageable Material remaining in the Take It Or Leave It for 30 days, or sooner if space is limited, will be deemed Non-Salvageable and disposed of.

## **PROCEDURE**

1. Employees and the Public are permitted to deposit Salvageable Materials in Greenview's Landfill and Transfer Station facilities' Take It Or Leave It once it has been approved by a Greenview Employee and an Intake Sticker/Tag has been placed on it.
2. Off-duty Employees and the Public are permitted to retrieve Salvageable Material from the Take It Or Leave It only during regular business hours.
3. At Greenview's discretion, items placed in the Take It Or Leave It may be deemed as waste and treated accordingly.
4. Salvageable Material remaining in the Take It Or Leave It for 30 days, or sooner if space is limited, will be deemed Non-Salvageable and disposed of.

## **APPENDIX**

1. Greenview Landfills and Transfer Stations: Take It Or Leave It Salvageable Item – Sticker/Tag
2. Greenview Landfills and Transfer Stations: Take It Or Leave It Salvageable Item – Signage

**Title: Greenview Facilities: Salvaging & Scavenging**

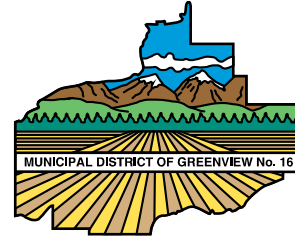
**Policy No: TBD**

**Effective Date: January 26, 2016**

**Motion Number: 16.01.24**

**Supersedes Policy No: 1022**

**Review Date:**



**Purpose:** To establish a policy and procedure for Employees and the Public to follow in regard to Salvaging and Scavenging in any of Greenview's facilities.

## **DEFINITIONS**

**Employees** means on-duty, paid staff and contractors of Greenview who enter any Greenview facilities during hours of employment and operation.

**Greenview Regional Landfill** means a Greenview affiliated Landfill staffed/serviced by Greenview. Employees

**Intake Sticker/Tag** means a dated and brightly colored sticker/tag placed on the Salvageable Material by a Greenview Landfill and Transfer Station Employee at the time of arrival in the Take It Or Leave It.

**Landfill** means a regulated site for disposal of Waste in or on the ground by burial.

**Non-salvageable Material** means items of no perceived value or use to the Public (beds, clothes, foods, animals, dangerous goods).

**Public** means citizens and off-duty Employees of Greenview.

**Salvageable Material** means items of perceived value or use to the Public (appliances, machinery, building supplies, hardware).

**Salvaging** means the act of retrieving Salvageable Material from Greenview's Landfill and Transfer Station facilities' Take It Or Leave It.

**Scavenging** means the act of searching through Waste deposited in any of Greenview's facilities.

**Take It Or Leave It** means a designated building in select Greenview Landfill and Transfer Station facilities where Salvageable Material is placed for Public Salvaging.

**Transfer Station** means a multi-purpose facility consisting of solid waste, recyclable material, and household hazardous waste collection depots.

**Waste** means any materials deposited in Greenview's Landfill and Transfer Station facilities in any area other than the Take It or Leave It.

## **POLICY**

1. Scavenging is prohibited in all of Greenview's facilities.
2. All Salvageable Material and Waste delivered to Greenview's Landfill and Transfer Station facilities is the property of Greenview.
3. All Salvageable Material deposited and located within Greenview's Landfill and Transfer Station facilities' Take It Or Leave It must be approved by a Greenview Landfill and Transfer Station Employee and have a visible, affixed Intake Sticker/Tag on it.
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## **PROCEDURE**

1. Employees and the Public are permitted to deposit Salvageable Materials in Greenview's Landfill and Transfer Station facilities' Take It Or Leave It once it has been approved by a Greenview Employee and an Intake Sticker/Tag has been placed on it.
2. Off-duty Employees and the Public are permitted to retrieve Salvageable Material from the Take It Or Leave It only during regular business hours.
3. At Greenview's discretion, items placed in the Take It Or Leave It may be deemed as waste and treated accordingly.
4. Salvageable Material remaining in the Take It Or Leave It for 30 days, or sooner if space is limited, will be deemed Non-Salvageable and disposed of.



# REQUEST FOR DECISION

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**SUBJECT: Septage Tipping Fee Program Policy**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: May 14, 2018**

**DEPARTMENT: ENVIRONMENTAL SERVICES**

**STRATEGIC PLAN: Level of Service**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: MH**

**GM:**

**MANAGER: DC**

**PRESENTER: GC**

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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 accepts the “Septage Tipping Fee Reimbursement Program” policy as presented.**

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**BACKGROUND/PROPOSAL:**

The policy described has been presented to the Policy Review Committee on April 17<sup>th</sup>, 2018 where it was recommended for Council approval with the following changes:

- Receipts submitted after 90 days (used to be 60 days) from the date of service will not be eligible for reimbursement.

Currently, Greenview takes part in a Septage Tipping Fee Reimbursement Program for the Greenview residents of the Grande Cache Coops and Enterprises. This program was created to cover the tipping fee charges that would result from a residential septic tank being professionally cleaned and the domestic waste water being disposed of at the Grande Cache Wastewater Treatment site. A policy has been created to provide formal procedures and practices to adhere by in regards implementing the Septage Tipping Fee Reimbursement Program. This policy was structured from the procedures and practices that Administration currently follow.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The new policy will provide procedures and practices that will be followed by Administration to ensure prompt, efficient and courteous service to the Greenview residents of the Grande Cache coops and enterprises in relations to the Septage Tipping Reimbursement Program.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council could chose not to recommend the “Septage Tipping Fee Reimbursement Program” policy in which would result in lack of policy that would have the current practices and procedures for Administration to adhere by.

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FINANCIAL IMPLICATION:

**Direct Costs:**

**Ongoing / Future Costs:**

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:

**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 provide the approved policy to records management and FOIP clerk to be added to the website and filing.

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ATTACHMENT(S):

- Septage Tipping Fee Reimbursement Program Policy

**Title: Septage Tipping Fee Reimbursement Program**

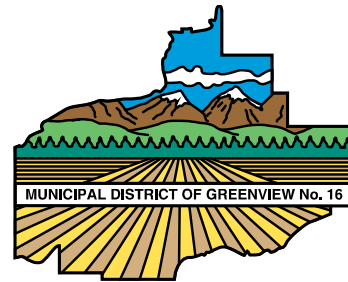
**Policy No: TBD**

**Effective Date: TBD**

**Motion Number: TBD**

**Supersedes Policy No: (None)**

**Review Date:**



**Purpose:** The purpose of this policy is to establish a system for the reimbursement of the septage tipping fees for domestic waste water for the Grande Cache Coops and Enterprises.

## DEFINITIONS

**Septage Tipping Fee Reimbursement Program Application** means the application form constituting an agreement with Greenview for the reimbursement of septage tipping fees for residents of the Grande Cache area Co-ops and Enterprise.

## POLICY

1. Greenview will reimburse the domestic wastewater tipping fees for residents of the Grande Cache area Co-ops and Enterprise that is disposed of at the Town of Grande Cache Wastewater Treatment site.
2. Residents applying for this program must provide proof of residency by submitting their municipal address to the Administration office.
3. Receipts must be submitted to Greenview Administration for reimbursement in Grande Cache.
4. The septage tipping fee rate is established by the Town of Grande Cache. Greenview will reimburse the rate per m<sup>3</sup> in accordance to this fee.

## PROCEDURE

1. Residents wishing to utilize this program must submit a Septage Tipping Fee Reimbursement Program application along with proof of residency to Greenview Administration.
2. Receipts and Application forms can be submitted to the Grande Cache Administration office.
3. Receipts submitted after a 90 days from the date of service will not be eligible for reimbursement.
4. Reimbursement cheques will be mailed directly to the mailing address provided on the Septage Tipping Fee Reimbursement Program Application Form.





## MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Function:** Infrastructure & Planning

**Submitted by:** Grant Gyurkovits, General Manager Infrastructure & Planning

**Date:** 5/14/2018

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### **General Manager, Infrastructure & Planning, Grant Gyurkovits**

- Out of office April 25<sup>th</sup>, 2018 – May 7<sup>th</sup>, 2018.

### **Manager Construction & Maintenance, Kevin Sklapsky**

- We received 7 bids for the Forestry Trunk Road phase 4 project, so will be bringing it to Council for recommendation to award.
- Scheduling meetings with the one remaining landowner for the Goodwin Phase 2 project in order to proceed with advertising the tender.
- Reviewing RFP's that were received for geotechnical drilling and report for the Forestry Trunk road Km 7 hill realignment at the slide area.
- We were able to successfully negotiate the claim that was submitted for the Gordey Drainage Rehabilitation project.
- Monitoring spring flooding and drainage areas.
- Working with consultants on the replacement of BF75356 on the Young's Point road. We will be bringing an estimated cost for this unscheduled replacement to Council this spring for anticipated fall replacement.
- Using the Greenview Road Criteria to evaluate road request applications. Expecting to bring recommendations to Council this spring.
- Received survey questionnaires from local landowners from the open house held in Grovedale. Reviewing options for the RR60A residential road alignment.
- Preparing the 2018 approach construction program.
- Attending numerous meeting and training sessions.

**Supervisor, Facility Maintenance, Alfred Lindl**

- The reception renovations and upgraded window tinting has been completed at FCSS Building.
- Installed directional signs at the entrance of the DeBolt Public Service Building.
- Working with Environmental Services department for the installation of security cameras at the Tony Creek, Sturgeon Heights and Grovedale Lagoons.
- Replaced some old window tinting at the Operations building.
- Seasonal staff starting on April 30<sup>th</sup>, 2018.

**Manager Operation, Gord Meaney****East Sector**

Tenders and quotes

Professional Services for Crushing Projects

## Goodwin Pit SML 030052

Company	Price	Comments
WSP	\$36,098.80	Awarded
Project Engineering	\$66,762.44	-
All North	\$76,940.00	-
CPP Environmental	\$79,655.00	-

## Railrock Pit SML 790035

Company	Price	Comments
WSP	\$31,208.10	Awarded
CPP Environmental	\$69,580.00	-
All North	\$83,713.00	-
Project Engineering	\$83,400.90	-

## Athabasca SML 060086

Company	Price	Comments
WSP	\$56,767.70	Awarded
CPP Environmental	\$67,960.00	-
All North	\$87,199.00	-
Project Engineering	\$95,657.55	-

**Note:** An interview was conducted with WSP to determine why their prices were low and through the interview their reasoning was acceptable to Administration.

### Grader Beats

The grader beats were awarded as per Council's direction. The Sunset House/Sweat House beat will be presented to Council for direction on May, 14, 2018.

- Everything possible is being done to avert major flooding damages, keeping the rate payers informed as well as all other organizations that require this information and maintaining our roads so that we achieve the highest level of safety.
- Our gravel haul From the Athabasca SML 060086 to our Little Smoky stockpile site continues.

### West Sector

- Everything possible is being done to avert major flooding damages, keeping the rate payers informed as well as all other organizations that require this information and maintaining our roads so that we achieve the highest level of safety.
- We were called out by Ledcor three (3) times this month to assist on Hwy. 666.

### Shop

#### Windshield Repair Quotes

Company	Price	Comments
Ken James Contracting	\$8,160.00	Awarded
CSN Star Autobody	\$11,710.00	-

A third quote was requested but we received no response.

- The tools for the service truck in Grovedale were purchased

### Manager Environmental Services, Gary Couch

- Dealing with critical flooding sewer issues in the Hamlet of Ridgevalley for just over a week. Sewer lift station pumps have been running non-stop most days to keep up with infiltration from the spring melt. Staff have done an excellent job to minimize as much surface water infiltration as possible under the current conditions.
- The main DeBolt sewer lift station had a backup in the early morning of the 26<sup>th</sup> when flood water over ran the system. A number of spots were isolated by staff that contributed to the inflow.
- Worked a number of hours with the Auditors to prepare and present the 2017 Audit to the Greenview Regional Waste Management Commission. Thanks Chelsea for your hard work.
- Presented 6 policies to the PRC for approval.
- Attended MPC for subdivision approval of the new Grovedale water treatment plant site.

- Managing the Regional landfill traffic to minimize the impact on the site from the muddy spring conditions.
- Finalized the funding correspondence for the tire marshalling area in Sturgeon to receive the maximum funding of \$30,000.00. Thanks Donna Cross for your efforts.
- Received the final payment of \$1.18 M from the Alberta Municipal Water and Wastewater Program Grant funding for Ridgevalley. Total funding received was \$2,182,125.00.
- Worked on four RFD's for Environmental Services to present to Council.
- Practiced shared accountability coaching techniques with staff.
- Multiple Capital Projects ongoing within Environmental Services, the biggest being the Grovedale/Landry Heights Water Supply.
- Reconciliation of water on the Valleyview rural water line continues. Working with administration to simplify the process. Losses are down on average by 60% in the south system.
- Working on Grande Cache Bottled Water Project presentation to Senior Leadership.

#### **Manager Planning & Development, Sally Rosson**

- CPAA (Community Planning Association of Alberta) Conference was held April 30 to May 2, 2018 in Red Deer
- Tender opening May 4, 2018 @ 2 pm (14:00 hrs) for Valleyview Intermunicipal Development Plan proposals
- Tender Opening May 11, 2018 @ 2 pm (14:00 hrs) for Sturgeon Lake Area Structure Plan proposals
- Year End Report to Committee of Whole meeting Agenda for May 22 meeting
- Census mapping showing rural addressing to assist workers was finalized
- Bylaw 17-785 Grovedale ASP to Council May 14
- Public Hearing Bylaw 18-792 Disher-Cornelsen Rezoning from A to CR-1 May 14
- Public Hearing Bylaw 18-793 Big Mountain to Council May 14
- Bylaw 18-790 RFD for Schedule of Fees to Council for 3 Reading May 14
- The following information provides a breakdown of the new applications received in the various development categories whereby the activity has increased from previous month:

<b>Monthly Summary of Activity in April 2018</b>	
<b>TYPE OF PLANNING &amp; DEVELOPMENT ACTIVITY</b>	<b>NUMBER OF APPLICATIONS</b>
<b>BUSINESS LICENSES:</b>	3
<b>DEVELOPMENT PERMIT APPLICATIONS:</b>	34
<b>LEASE REFERRALS:</b>	3
<b>LAND USE AMENDMENTS (RE-DESIGNATION):</b>	2
<b>SUBDIVISION APPLICATIONS:</b>	4
<b>APPROACH APPLICATIONS:</b>	1



# Manager's Report

**Function:** Community Services

**Submitted by:** Dennis Mueller, General Manager

**Date:** 5/14/2018

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### **General Manager Community Services, Dennis Mueller**

#### **W.D. Stevenson Building**

Administration met with the Town of Valleyview Manager to discuss the demolition of the WD Stevenson building. The process includes ensuring that the Alberta Health Service requirements are met on the leased land. Community Services had led the project and due to requirements more specific to the Town of Valleyview, the Town will assume the lead through to demolition completion.

#### **Fox Creek Helipad**

Administration met with the Town of Fox Creek Administration regarding the proposed Fox Creek Helipad. The helipad project will be a beneficial service enhancement to the Town of Fox Creek.

#### **Greenview Flood Claims/Recovery**

The Province has made contact to provide Greenview with the forms and instruction on submitting claims for the recent flood damages within Greenview. A teleconference call will be held to discuss the recovery efforts in detail.

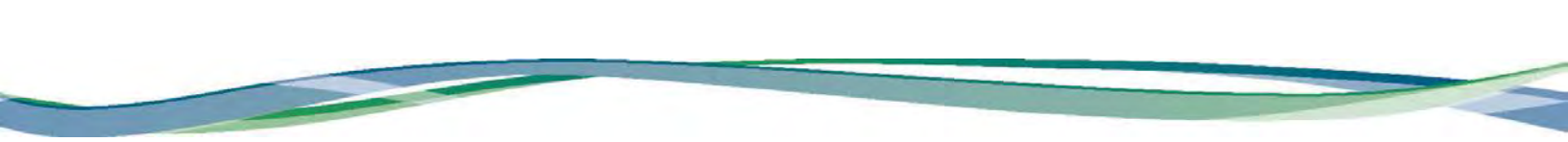
### **Agricultural Services Manager, Quentin Bochar**

#### **Fish Spawning Habitat**

Working on a project with Alberta Conservation Association on removing barriers to fish spawning habitat on a tributary to Iosegun River, which is apparently the one stream that the Walleye spawn in. The PWO (problem wildlife officer) was out there with the Alberta Conservation Association wildlife technician, and they did a reconnaissance to determine which dams will have to be removed. This project is still on track and ongoing.

#### **Weed Control**

On May 2, 2018 a meeting was held at the Eagles Nest Hall with the Enterprises/Co-ops in Grande Cache area regarding invasive species control, herbicide safety, and identifying some invasive species. Four Co-ops/Enterprises were represented at the meeting.



On May 30, 2018 Greenview Ag. Dept. will be helping facilitate a meeting for the Grande Cache Environment Committee regarding invasive species control in the Town. This meeting will have a gardening component and a talk about herbicide safety by a former Dow AgroSciences researcher, and then an Invasive Species ID session by Greenview Ag. Dept.

**Economic Development Officer, Kevin Keller**

**Business and Public Engagement**

The Manager of Economic Development made a presentation to the Rotary Club of Grande Prairie on April 11<sup>th</sup>, 2018. The presentation was well received and discussion focused on a high-level overview of the Tri-Municipal Industrial Partnership, its current status, development, potential look and overview of industries to be attracted. The economic benefits of this regional project was also discussed.

**Tri-Municipal Industrial Partnership (TMIP)**

The TMIP Memorandum of Agreement has been approved by the Councils of the three partner municipalities. This document will guide the future development and eventual corporate governance of the project.

**Dinosaur Tracks CARES grant**

Economic Development was successful in attaining its third CARES grant. The funds will be awarded to the Grande Cache Dinosaur Society for the completion of the feasibility study on the Grande Cache dinosaur tracks. The Grande Cache office did an excellent job taking the lead and providing support to the project partners: Town of Grande Cache and Community Futures West Yellowhead.

**Emerging Renewable Power Program**

Administration and Terrapin Geomatics were able to complete the Emerging Renewable Power Program grant application for a potential geothermal research/ demonstration facility to be located within Greenview. This project, that will complement the TMIP, may have immeasurable positive economic spin offs and will attract industry and investors interested in co-promoting renewable and non-renewable energy sources.

**Alberta's Industrial Heartland Association**

Economic Development will meet with the Economic Development Officers representing the partner municipalities of the Alberta's Industrial Heartland Association in early May to learn about models of operations and governance suitable for the TMIP.

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

**Green View FCSS Board**

Board members will attend the Northwest Spring Regional Meeting hosted by Manning FCSS on May 16<sup>th</sup> and 17<sup>th</sup>. The annual meeting provides a platform for all FCSS programs within the northwest region to participate in a business meeting, discuss current trends, and obtaining provincial updates.





### **Health, Education and Action in Relationships Team (HEART)**

HEART has once again been awarded a Family and Community Safety Grant of \$27,000.00 from the Province of Alberta. This grant will enable us to continue funding the services provided by the Odyssey House Outreach Worker who comes to the Community Resource Center twice a month to assist victims of domestic violence. Additional grant funds will be used to host another Domestic Violence conference in the spring of 2019.

### **Canadian Volunteer Income Tax Program (CVITP)**

The CVITP is available to eligible participants at the Community Resource Centre during the months of March and April. In addition to the clinics offered in Valleyview, a volunteer in DeBolt provides this service. Grovedale residents typically access Seniors Outreach, an externally funded agency, in Grande Prairie. These clinics provide free income tax filing for low income Individuals who have simple tax returns.

### **Kidz Festival**

Green View FCSS is collaborating with other community groups in Valleyview to organize and facilitate the first ever Kidz Festival in Valleyview. This event will take place on May 3<sup>rd</sup> from 9:00 am to 2:45 p.m. at the Greenview Regional Multiplex. The intent of the festival is to engage children, from birth to grade three, and their families in activities that explore physical literacy, culture and the arts and entertainment.

### **Protective Services Manager, Jeff Francis**

#### **Health & Safety**

The new Occupational Health and Safety (OHS) legislation will be in effect on June 1, 2018. Significant revisions are in progress to meet the requirement in the areas of supervisor responsibilities, safety committee responsibilities, violence and harassment measures, and training to support these changes.

A new Leadership for Safety Excellence (LSE) online course will be offered to all supervisory staff to review the new OHS legislation and specific responsibilities for supervisors in the workplace. Under the new OHS legislation, employers must provide appropriate training to any staff who direct the work of others

In response to seasonal hiring, training schedules have been arranged for the last two weeks in May and possibly into the first week of June. These courses will be available for all staff and include First Aid, Workplace Hazardous Material Information Systems (WHMIS), and Fire Extinguishers. A new internal course will be developed for bear/wildlife awareness with cooperation from Greenview's Problem Wildlife Officer. External training failed to ensure staff are trained in practical use of the bear deterrent devices and consistent methods to mitigate wildlife encounters.

### **Recreation Services Manager, Stacey Wabick**

## Dollar Lake

Over the past 2 years the Dollar Lakes (also known as East Dollar Lakes) conservation site has received some significant upgrades and Greenview played a significant role. Through a partnership with the Alberta Conservation Association and Alberta Environment and Parks a new lease was acquired, walking trails have been build and new docks have been installed. The final piece was new signage recognizing all of the partners. This sign is currently being made and will be installed this spring.



## Moody's Crossing

Administration continues its work to acquire leases on land from Alberta Environment and Parks and Alberta Transportation to build a campground and day use area where highway 43 crosses the Smoky River between DeBolt and Bezanson. In the month of March, Administration reported that a lease agreement with Alberta Transportation had been granted. In the month



of April this project cleared the First Nations Consultation process and Administration has met with Alberta Environment and Parks to request the formalization of the lease agreement or in the interim grant Temporary Field Authorization to allow the tender process for construction to take place. Administration anticipates that the tender for this project will be advertised this spring.

## Site Signage

Over the summer and fall of 2017 new information kiosks were installed at all of the Greenview recreation sites. The purpose of these upgrades were to ensure that all visitors have a safe and well informed visit. While the kiosks were being installed, recreation staff designed new signage which were placed on the kiosks in the month of April.





## MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Function:** Corporate Services

**Submitted by:** Rosemary Offrey, General Manager Corporate Services

**Date:** 5/14/2018

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### **General Manager Corporate Services, Rosemary Offrey**


The Auditors have completed Greenview's 2017 Financial Statements and the Financial Information Returns for the Minister of Municipal Affairs.

The Shared Accountability/Rapid Team Results has been ongoing for three months. As mentioned in the past this process included the Chief Administrative Officer, General Managers, Managers and Supervisors. The intent of the process is to create an accountable team that shares ideas, clear communications, and creates cooperative cross functional activities, trust and respect and holds each other accountable. Based on the initial results of the time the leadership team spent together we estimate to have saved approximately \$300,000 (annually) in cross functional actions that are being reinvested in more strategic actions. Greenview's leadership team have committed to continuing with the Shared Accountability Model which will ensure more cross functional support and benefits.

Corporate Services newest team member started on April 16<sup>th</sup>. Faraja was pleased to have the opportunity to spend April 30<sup>th</sup> sitting in the Council Chambers during the Regular Council meeting deliberations. The time he has spent listening to the Council meeting has helped him gain an understanding of how Council make the decisions that were made that day. One of the items that the intern is tasked with from Municipal Affairs is to provide insight to them on how Council makes its decisions. With this in mind, Faraja will attend many Council meetings to help him provide that insight to Municipal Affairs.

We have had numerous planning conversations with Questica (Budgeting Software) and CaseWare (Budget Book Automation Software) to determine what we need to be ready for the new budget book automations software. Wanda, Faraja and I are in the midst of learning how to set up and operate the CaseWare Software.

On April 25<sup>th</sup>, the senior leadership team, hosted a luncheon for Greenview's Administrative Support staff at the Burnside Theatre. Thank you to Shane and Wanda for setting up the room for us and to Horizon Steakhouse who supplied good food and service.



Through the new Records Management System (FileHold), Karen has a consultant working with her to help us create some automated processes that will help with efficiencies. He has started designing the accounts payables automation process that will remove most of the data entry and will scan the invoices into the ERP System. Although the workflow will change, Carey will still be needed to ensure that the captured information is correct and continue with coordinating the accounts payables process.

Wanda coordinated a WorkTech Demo for Greenview's managers in April. I wasn't able to attend the meeting but I understand from her that the demo was well received by the managers. We are waiting on the managers to provide input on where they want to go with the WorkTech programming.

#### **Finance & Administration Manager, Donna Ducharme**

Donna has been busy this month with extra work added to her already busy schedule. She attended the Intern Orientation in Edmonton on my behalf on April 12<sup>th</sup>. She has been providing supporting documents to the auditors for the last minute information requests. Donna attended the Shared Accountability Training and Celebrations. She is gathering information from department managers to submit grant applications for the allocated Municipal Sustainable Initiative (MSI) and the Federal Gas Tax (FGT) funding from the province.

Donna went on a road trip to Grovedale with the new administrative assistant and the new finance intern in April.

#### **Human Resources (Recruitment), Donna May**

Open positions: I&P- Assistant Manager, Operations – a second interview has been set; Heavy Equipment Technician – Grovedale – recruitment is ongoing; *General Manager, Community Services* – interviews are in progress; Utilities Operator – recruitment is ongoing and Apprentice Mechanic – recruitment is ongoing.

Resignations: Community Services – FCSS- Youth Coordinator; In & P- Administrative Support, Operations and Community Services – Administrative Support, Protective Services & Recreation.

#### **Information Systems, Shane Goalder**

Shane advises that work is nearly complete on the Active Directory and Folder Migration Project with PCIT. Some folders will not be moved until a linking issue is resolved. The vendor working on the upgrades/updates of the Council Chamber equipment will commence installation on April 30<sup>th</sup>, 2018 and the work will be complete by May 4<sup>th</sup>, 2018.

Shane has set up 3 full-time employees with IT equipment and have set up all of the IT equipment for 25 seasonal employees as well. He continues to configure computer equipment that was budgeted for in the 2018 budget. Shane has reinstalled the restored computer equipment in the Grovedale Public Service Building. He attended the Committee of the Whole in Grovedale on April 16<sup>th</sup> and supplied IT set up support for the Volunteer Appreciation event hosted by the FCSS department on April 25<sup>th</sup>.



# CAO's Report

**Function:** CAO

**Date:** May 14<sup>th</sup>, 2018

**Submitted by:** Mike Haugen

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### **Census**

The municipal census is currently ongoing. Participation in the early stages has been good so far. Statistics will be provided to Council at the end of the process.

### **Grande Cache Workshops**

The following workshops are currently being organized by staff in Grande Cache in assistance of Greenview's Economic Development program:

- Setting up your Organization (for profit, not-for-profit, charity, etc.) - May 30 & 31, 2018
- Minute Taking Workshop – June 15, 2018

### **Grande Cache Visitor Friendly Program**

Greenview is approaching the Town to be a partner in this initiative. The program is facilitated by Alberta Culture and Tourism and works to provide an assessment of how visitor friendly and ready a community is.

### **Grande Cache Joint Advertising**

Staff are working with the Town of Grande Cache to conduct joint billboard promotions with Town of Grande Cache. Specifically on Highway 16 near Edson and electronic signage in Grande Prairie.

### **Dinosaur Track Feasibility Study**

The tender for this project closes May 21<sup>st</sup>, 2018. Applicants will be reviewed at the scheduled May 24<sup>th</sup>, 2018 meeting.

### **Grants for Financial Assistance**

Greenview provided a financial assistance for achievement recognition grant to Brooke Loewen for competing in the 2018 Alberta Provincial Music Festival for Musical Theatre in Edmonton, AB.

### **Upcoming Dates**

FCM                      May 31<sup>st</sup> – June 3<sup>rd</sup>





# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 2 Reeve Dale Gervais		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/24/2018	Valleyview & District Medical Clinic	
4/25/2018	Other	Family Community Support Services Volunteer Appreciation Dinner
4/26/2018	Other	Greenview Regional Multiplex Design Committee Meeting held at the Multiplex.
4/29/2018 – 5/2/2018	Other	Community Planning Association of Alberta (CPAA), Red Deer, AB.
5/3/2018	Other	Meeting with Bill Given and Devco
5/3/2018	Other	Greenview Regional Multiplex Board Development Workshop
5/8/2018	Other	All Staff Day
5/8/2018	Other	Caribou Ranger Planning (conference Call)
5/9/2018	Other	State of the City Address
5/9/2018	Philip J Currie Dinosaur Museum	
5/10/2018	Tri Municipal Industrial Partnership	Meeting held in Grande Prairie.





# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 3 Councillor Les Urness		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/26/2018	Greenview Regional Multiplex Board	Memberships and daily visits still strong.
4/29/2018	Conference	Travel to Community Planning Association of Alberta (CPAA) conference in Red Deer.
4/30/2018	Conference	CPAA
5/1/2018	Conference	CPAA
5/2/2018	Conference	CPAA and travel.
5/7/2018	Other	All Staff Day



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/23/2018	Regular Council Meeting	
4/25/2018	Other	Volunteer dinner
4/30/2018	Other	Community Planning Association of Alberta (CPAA),
4/30/2018	Other	Community Planning Association of Alberta (CPAA),
5/1/2018	Other	Community Planning Association of Alberta (CPAA),
5/2/2018	Other	Community Planning Association of Alberta (CPAA),
5/7/2018	Other	All Staff Day
5/8/2018	Valleyview & District Recreation Board	



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Deputy Reeve Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/26/2018	Water North Coalition	
4/29-5/2/2018	Community Planning Association of Alberta	
5/3/2018	The New World of Work in Alberta (RMRF)	
5/5/2018	Ridgevalley Graduation Address	
5/8/2018	All Staff Day	
5/10/2018	Valleyview Library MOU	
5/11/2018	Tri Municipal Industrial Partnership	



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Rutt		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/23/2018	Crooked Creek Recreation Club	<ul style="list-style-type: none"> <li>Revising policies and contracts for upcoming season.</li> <li>Compiled a list of summer projects to complete.</li> </ul>
4/24/2018	Valleyview & District Medical Clinic	<ul style="list-style-type: none"> <li>Held Organizational Meeting, Reeve Gervais is again Chair with Mayor Lymburner as Vice-Chair.</li> <li>Presentation from Holly Handfield, Rural Consultant, RhPAP regarding attracting and retaining health providers and the establishment of a Rural Health Professions Action Plan Attraction and Retention Committee.</li> <li>Proposed budget was approved.</li> <li>Demolition of W.D. Stevenson building on hold.</li> </ul>
4/26/2018	Conference	<ul style="list-style-type: none"> <li>Attended the Alberta Library Conference, a highlight for me was how some libraries are initiating a program to combat Ageism. This involved gathering items of important memorabilia from seniors' lives and from teenagers of today then starting conversations around these items. I also enjoyed author presentations.</li> </ul>
4/30/2018	Conference	<ul style="list-style-type: none"> <li>Attended Community Planning Association of Alberta (CPAA), many interesting sessions, a few I learned from were:               <ul style="list-style-type: none"> <li>-negotiations</li> <li>-rural revitalization</li> <li>-off site levies</li> <li>-annexation</li> </ul> </li> </ul>
5/3/2018	Community Education Committee	<ul style="list-style-type: none"> <li>Discussion around, offering First Aid Training, Lunch and Learns (Health Careers and Job Searches, The Knowledge Tree)</li> <li>Students planning year end trip to Banff</li> </ul>

5/7/2018	Other	<ul style="list-style-type: none"> <li>• Attended All Staff Day, highlights for me were: <ul style="list-style-type: none"> <li>-Keynote on Multigenerational Workplace</li> <li>-Personal Accountability Model</li> </ul> </li> </ul>
5/8/2018	Grande Prairie Library Board	<ul style="list-style-type: none"> <li>• Revising Risk Management Policy</li> <li>• Operational Strategies Report</li> <li>• Update on Wayfinding and environmental graphics proposal</li> </ul>
5/10/2018	Other	<ul style="list-style-type: none"> <li>• GP State of the City Address</li> </ul>
5/10/2018	Other	<ul style="list-style-type: none"> <li>• Valleyview Library MOU presentation</li> </ul>
5/11/2018	Peace Region Economic Development Alliance	<ul style="list-style-type: none"> <li>• Update on CARES Grants – Commodity Production and Export</li> <li>• Call for submissions for Municipal Project Fund</li> <li>• Update on Abandoned Oil Wells, proposal for an Alberta Reclamation Trust</li> <li>• Speakers: <ul style="list-style-type: none"> <li>-Alberta Innovates</li> <li>-FCM's Climate Innovation Program</li> <li>-Next round of CARES grants for municipalities</li> </ul> </li> </ul>