



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday, August 27, 2018

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	
	3.1 Regular Council Meeting minutes held July 23, 2018 to be adopted.	3
	3.1 Special Council Meeting Minutes held July 30, 2018 to be adopted.	18
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	3.2 Business Arising from the Minutes	
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#5	DELEGATION	
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#7	OLD BUSINESS	
#8	NEW BUSINESS	
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#10	CORRESPONDENCE	
	PARDS – Save the Date	
	Philip J Currie Professor of Vertebrate Palaeontology	
	FRAC Meeting Minutes	
	Indigenous Relations	
	TransCanada Update	
	Correspondence received from Grande Prairie Chamber of Commerce	
#11	IN CAMERA	
#12	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Monday, July 23, 2018

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

PRESENT	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton Shawn Acton Winston Delorme Roxie Rutt Bill Smith Dale Smith Les Urness
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ATTENDING	Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services General Manager, Infrastructure & Planning Communications Officer Recording Secretary	Mike Haugen Rosemary Offrey Stacey Wabick Grant Gyurkovits Diane Carter Teresa Marin
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ABSENT

#2: MOTION: 18.07.397. Moved by: COUNCILLOR WINSTON DELORME
AGENDA That Council amend the July 23rd, 2018 Regular Council Agenda to:

- In Camera 11.1 and 11.2 agenda items moved to before agenda Item 4.0

CARRIED

MOTION: 18.07.398. Moved by: COUNCILLOR ROXIE RUTT
That Council adopt the July 23rd 2018 Regular Council Agenda with amendments.

CARRIED

#3.1 MOTION: 18.07.399. Moved by: DEPUTY REEVE TOM BURTON
REGULAR COUNCIL That Council adopt the minutes of the Regular Council Meeting held on Monday
MEETING MINUTES July 9th, 2018 as amended:

- Members Business to include that Councillor Winston Delorme and Councillor Roxie Rutt were in attendance at the June 29th Special Council Meeting.

CARRIED

**#3.2
BUSINESS ARISING
FROM MINUTES**

3.2 BUSINESS ARISING FROM MINUTES:

Alberta Environment and Parks has been contacted regarding access for emergency purposes to the Simonette River. Other emergency access areas will be considered once the river inventory has been reviewed to locate suitable sites for the boat launch.

#11 IN CAMERA

11.0 IN CAMERA

IN CAMERA

MOTION: 18.07.400. Moved by: COUNCILLOR SHAWN ACTON
That the meeting go to In-Camera, at 9:06 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

11.1 DISCLOSURE HARMFUL TO PERSONAL PRIVACY

11.2 DISCLOSURE HARMFUL TO PERSONAL PRIVACY

OUT OF CAMERA

MOTION: 18.07.401. Moved by: COUNCILLOR ROXIE RUTT
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 10:34 a.m.

CARRIED

**#4
PUBLIC HEARING**

4.0 PUBLIC HEARING

4.1 BYLAW 18-789 PARTIAL ROAD ALLOWANCE CLOSURE SW 29-70-24 W5M

**BYLAW 18-789
PUBLIC HEARING**

Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-789 at 10:03 10:41 a.m.

IN ATTENDANCE

Development Officer
Manager, Planning and Development

Lindsey Lemieux
Sally Rosson

INTRODUCTIONS

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

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

None in attendance.

**REFERRAL AGENCY
& ADJACENT LAND
OWNER
COMMENTS**

Development Officer, Lindsey Lemieux provided a summary of the responses from referral agencies.

**QUESTIONS FROM
COUNCIL**

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

THOSE IN FAVOUR

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

THOSE AGAINST

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

**QUESTIONS FROM
COUNCIL**

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

**QUESTIONS FROM
APPLICANT
PRESENTER**

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

**FAIR & IMPARTIAL
HEARING**

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

**BYLAW 18-789
PUBLIC HEARING
ADJOURNED**

Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-789 at 10:43 a.m.

**4.2 BYLAW 18-794 RE-DESIGNATE FROM AGRICULTURAL ONE DISTRICT TO
COUNTRY RESIDENTIAL ONE DISTRICT**

**BYLAW 18-794
PUBLIC HEARING**

Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-794 at 10:44 a.m.

IN ATTENDANCE

Development Officer
Applicant
Applicant
Applicant

Lindsey Lemieux
Clark Turley
Dayle Turley
Kiven Kettyle

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

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

REFERRAL AGENCY & ADJACENT LAND OWNER COMMENTS Development Officer, Lindsey Lemieux provided a summary of the responses from referral agencies.

THOSE IN FAVOR The Chair requested that anyone in favour of the application come forward.

The applicant, Clark Turley explained that his application was submitted to increase his pasture area.

THOSE AGAINST The Chair requested that anyone against the application come forward.
None were heard.

FAIR & IMPARTIAL HEARING The Chair asked the Applicant if they have had a fair and impartial hearing.
Applicants responded, yes.

BYLAW 18-78994 PUBLIC HEARING ADJOURNED Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-794 at 10:54 a.m.

Reeve Gervais recessed the meeting at 10:55 a.m.
Reeve Gervais reconvened the meeting at 10:58 a.m.

4.3 BYLAW 18-795 RE-DESIGNATE FROM AGRICULTURAL ONE DISTRICT TO COUNTRY RESIDENTIAL ONE DISTRICT

BYLAW 18-795 PUBLIC HEARING Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-795 at 10:58 a.m.

IN ATTENDANCE Development Officer
Applicant
Applicant

Lindsey Lemieux
Lou Maffret
Judy Maffret

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

None were heard.

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

None were heard.

**REFERRAL AGENCY
& ADJACENT LAND
OWNER
COMMENTS**

Development Officer, Lindsey Lemieux provided a summary of the responses from referral agencies.

THOSE IN FAVOUR

The Chair requested that anyone in favour of the application come forward.

The applicant, Lou Maffret explained that the application would allow for the subdivision of the existing residence and yard site. An access driveway would be constructed to meet the access requirements.

THOSE AGAINST

The Chair requested that anyone against the application come forward.
None were heard.

**FAIR & IMPARTIAL
HEARING**

The Chair asked the Applicant if they have had a fair and impartial hearing.
Applicants responded, yes.

**BYLAW 18-795
PUBLIC HEARING
ADJOURNED**

Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-795 at 11:09 a.m.

**#5
DELEGATIONS**

5.0 DELEGATIONS

5.1 TRANSCANADA PIPELINES LIMITED PRESENTATION

**TRANSCANADA
PIPELINES LIMITED**

MOTION: 18.07.402. Moved by: DEPUTY REEVE TOM BURTON
That Council accept the update from TransCanada Pipelines Limited for information, as presented.

CARRIED

**5.2 GRANDE PRAIRIE REGIONAL HOSPITAL FOUNDATION KEY TO CARE CAPITAL
CAMPAIGN FUNDING REQUEST**

**KEY TO CARE
CAPITAL
CAMPAIGN**

MOTION: 18.07.403. Moved by: COUNCILLOR DALE SMITH
That Council accept the Grande Prairie Regional Hospital Foundation presentation for the Key to Care Capital Campaign Funding Request as presented, for information.

CARRIED

Reeve Gervais recessed the meeting at 12:01 p.m.
Reeve Gervais reconvened at 1:05 p.m.

5.3 PEACE LIBRARY SYSTEM PRESENTATION

**PEACE LIBRARY
SYSTEMS**

MOTION: 18.07.404. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the presentation from the Peace Library System regarding the overview of services, funding sources and benefit to area libraries and residents, for information, as presented.
CARRIED

5.4 GREENVIEW REGIONAL GOLF COURSE PRESENTATION

Earl and Paulette Langenecker, owners of the Greenview Regional Golf Course were in attendance to present their future development plans for the golf course.

**#6
BYLAWS**

6.0 BYLAWS

6.1 BYLAW 18-789 UNDEVELOPED ROAD ALLOWANCE CLOSURE SW 29-70-24 W5M

Councillor Les Urness vacated the meeting at 1:57 p.m.

**BYLAW 18-789
FIRST READING**

MOTION: 18.07.405. Moved by: COUNCILLOR DALE SMITH
That Council give First Reading to Bylaw 18-789, to close a portion of the undeveloped road allowance adjoining the south boundary of the southwest quarter of SW 29-70-24-W5M.

CARRIED

6.2 BYLAW 18-794 RE-DESIGNATE FROM AGRICULTURAL ONE DISTRICT TO AGRICULTURAL TWO DISTRICT

**BYLAW 18-794
SECOND READING**

MOTION: 18.07.406. Moved by: COUNCILLOR BILL SMITH
That Council give Second Reading to Bylaw No. 18-794, to re-designate a 26.0-hectare ± (64.2 acre) area from Agricultural One (A-1) District to Agricultural Two (A-2) District within SE-21-69-6-W6 and Plan 0525741, Block 1, Lot 1.

CARRIED

**BYLAW 18-794
THIRD READING**

MOTION: 18.07.407. Moved by: COUNCILLOR BILL SMITH
That Council give Third Reading to Bylaw No. 18-794, to re-designate a 26.0-hectare ± (64.2 acre) area from Agricultural One (A-1) District to Agricultural Two (A-2) District within SE-21-69-6-W6 and Plan 0525741, Block 1, Lot 1.

CARRIED

6.3 BYLAW 18-795 RE-DESIGNATE FROM AGRICULTURAL ONE DISTRICT TO COUNTRY RESIDENTIAL ONE DISTRICT

Councillor Les Urness returned to the meeting at 2:04 p.m.

**BYLAW 18-795
SECOND READING**

MOTION: 18.07.408. Moved by: COUNCILLOR SHAWN ACTON
That Council give Second Reading to Bylaw No. 18-795, to re-designate a 3.4-hectare ± (8.5 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NW-11-70-7-W6.

CARRIED

**BYLAW 18-795
THIRD READING**

MOTION: 18.07.409. Moved by: COUNCILLOR ROXIE RUTT
That Council give Third Reading to Bylaw No. 18-795, to re-designate a 3.4-hectare ± (8.5 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NW-11-70-7-W6.

CARRIED

**#7
OLD BUSINESS**

7.0 OLD BUSINESS

There was no Old Business presented.

**#8
NEW BUSINESS**

8.0 NEW BUSINESS

8.1 GROVEDALE AREA STRUCTURE PLAN – DEVELOPMENT CONCEPT

**GROVEDALE AREA
STRUCTURE PLAN**

MOTION: 18.07.410. Moved by: COUNCILLOR ROXIE RUTT
That Council direct administration to incorporate the two areas NW 09-70-6W6 to be designated service commercial and the north portion of NE 32-69-6W6 to be designated as agriculture with mail out notices to be sent to adjacent landowners and referral agencies.

CARRIED

8.2 RESIDENTIAL ACCESS 60A

RESIDENTIAL ACCESS

MOTION: 18.06.353. Moved by: COUNCILLOR WINSTON DELORME
That Council approve the application for a residential road realignment (Option 5) for 0.57 km's on Range Road 60A for a resident located at NE 2-69-6 W6M in the amount of \$300,000 to come from the 2018 Residential Access Roads Block Funding.

CARRIED

8.3 TESTING OF THE TANGENT PIT IN BIRCH HILLS COUNTY

TANGENT PIT

MOTION: 18.07.411. Moved by: COUNCILLOR SHAWN ACTON
That Council allow administration to excavate for quantities of pit run at the Tangent Gravel Pit located at 30-78-23-W5 in Birch Hill County, currently owned by Wanham Trucking Ltd. for \$15,000 funded through the Gravel Exploration Services budget.

DEFEATED

8.4 OPERATIONS 2018 BUDGET OVERRUNS

2018 BUDGET OVERRUNS

MOTION: 18.07.412. Moved by: DEPUTY REEVE TOM BURTON
That Council direct Administration to transfer \$900,000 from the Forestry Trunk Road – Contractor Services GL account to the Gravelling Program – Contractor Services GL account.

CARRIED

8.5 CENSUS 2018 PRELIMINARY REPORT

CENSUS

MOTION: 18.07.413. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the presentation on the preliminary results of the 2018 Census for information, as presented.

CARRIED

8.6 POST-RECEIVERSHIP TAX DEBT – PAYMENT

POST RECEIVERSHIP TAX DEBT

MOTION: 18.07.414. Moved by: COUNCILLOR WINSTON DELORME
As authorized by Section 347(c) of the Municipal Government Act, that Council direct Administration, upon written request from the Receiver, to defer all Pre-Receivership tax arrears and accrued penalties owing for Pre-Receivership tax arrears in situations where companies have gone into Receivership, until the earlier payment of all Post-Receivership taxes or the disposition of the property that is subject to the tax assessment, upon written request from the Receiver.

CARRIED

8.7 GRANDE CACHE LADDER TRUCK MOU

GRANDE CACHE LADDER TRUCK MOU

MOTION: 18.07.415. Moved by: COUNCILLOR WINSTON DELORME
That Council authorize Administration to enter into a funding Memorandum of Understanding (MOU) with the Town of Grande Cache for the purchase of a Ladder Truck with a maximum amount of \$1,665,000.00 to be cost shared on a 1:1 ratio, with funds to come from the Protective Service Budget.

CARRIED

TRANSFER FROM OPERATING CONTINGENCY RESERVES

MOTION: 18.07.416. Moved by: DEPUTY REEVE TOM BURTON
That Council authorize Administration to transfer \$832,500.00 from the 2018 Operating Contingency Reserves to the 2018 Protective Service Budget.

CARRIED

8.8 ROAD ALLOWANCE RESTRICTIONS

ROAD ALLOWANCE RESTRICTIONS POLICY

MOTION: 18.05.285. Moved by: COUNCILLOR ROXIE RUTT
That Council approve the “Road Allowance Restrictions” Policy as presented.

TABLED ROAD ALLOWANCE RESTRICTIONS POLICY

MOTION: 18.07.417. Moved by: COUNCILLOR DALE SMITH
That Council table motion 18.05.285 regarding the “Road Allowance Restrictions” Policy.
CARRIED

8.9 SCHOLARSHIPS POLICY

SCHOLARSHIPS POLICY

MOTION: 18.07.418. Moved by: COUNCILLOR WINSTON DELORME
That Council provide direction regarding the draft “Scholarships” policy.

**TABLED
SCHOLARSHIPS
POLICY**

MOTION: 18.07.419. Moved by: COUNCILLOR BILL SMITH
That Council table motion 18.07.418 regarding the “Scholarships” policy.
CARRIED

Reeve Gervais recessed the meeting at 3:30 p.m.
Reeve Gervais reconvened the meeting at 3:37 p.m.

8.10 GREENVIEW SPONSORSHIPS POLICY

**GREENVIEW
SPONSORSHIP
POLICY**

MOTION: 18.07.420. Moved by: COUNCILLOR LES URNESS
That Council approve the Greenview Sponsorships Policy as presented.
CARRIED

8.11 COUNCIL STAKEHOLDER OUTREACH EVENT 2018

**2018 COUNCIL
STAKEHOLDER
OUTREACH EVENT**

MOTION: 18.07.421. Moved by: COUNCILLOR SHAWN ACTON
That Council host the 2018 Greenview Stakeholder Outreach Event at the Shot
Shell Sporting Clay Range in Valleyview on September 6th or 20th, 2018.
CARRIED

8.12 PHILIP J. CURRIE – FUNDRAISING EVENT

**PHILIP J. CURRIE
DINOSAUR
MUSEUM**

MOTION: 18.07.422. Moved by: DEPUTY REEVE TOM BURTON
That Council approve sponsorship in the amount of \$10,000.00 to the Philip J.
Currie Dinosaur Museum for two corporate tables at the Night for the Museum
event, August 25, 2018, with funds to come from the Community Service
Miscellaneous Grant.
CARRIED

8.13 TERRAPIN GEOTHERMIC INC. PROPOSAL

**TERRAPIN
GEOTHERMIC INC.**

MOTION: 18.07.423. Moved by: COUNCILLOR ROXIE RUTT
That Council deny the Terrapin Geothermic Inc. partnership request with a 15%
equity stake in the Greenview Geothermal Project Development.
CARRIED

8.14 VAN HORNE INSTITUTE FUNDING REQUEST

**VAN HORNE
INSTITUTE
FUNDING REQUEST**

MOTION: 18.07.424. Moved by: COUNCILLOR DALE SMITH
That Council deny the requested funding proposal from the Van Horne Institute
for the Peace Region Access to Container Transportation Study, as presented.
CARRIED

8.15 GRANDE CACHE COOPERATIVES & ENTERPRISES CEMETERY COMMITTEE

**GRANDE CACHE
COOPERATIVES &
ENTERPRISES
CEMETERY
COMMITTEE**

MOTION: 18.07.425. Moved by: COUNCILLOR WINSTON DELORME
That Council approve the Grande Cache Cooperatives and Enterprises Cemetery Committee Members as follows: Ronnie Moberly from Victor Lake Coop, Colin Moberly from Kamisak Development Corporation, Alfred Wanyandie from Wanyandie Flats, Denise Moberly from Joachim Enterprises, Josephine Leavitt from Muskeg Seepee, and Tara Moberly from Susa Creek Coop.

CARRIED

8.16 APPOINTMENT OF PEST INSPECTORS

PEST INSPECTORS

MOTION: 18.07.426. Moved by: DEPUTY REEVE TOM BURTON
That Council appoint: Sue LePage, Stephanie Williams, Logan Perron, Marlee Ratzlaff and Matthew Thomas as Pest inspectors for the Municipal District of Greenview No. 16 under Section 10 of the Agricultural Pests Act A-8 for the term of their employment.

CARRIED

8.17 REFUND PAYMENT OF TAX ARREARS AND DEFER TAX ARREARS ON TAX ROLL 311273

REFUND TAXES

MOTION: 18.07.427. Moved by: COUNCILLOR DALE SMITH
That Council direct Administration to provide a refund in the amount of \$44,231.47 to Enercapita Energy Ltd, due to the company inadvertently making an overpayment on taxes owed by that company.

CARRIED

DEFER TAXES

MOTION: 18.07.428. Moved by: COUNCILLOR ROXIE RUTT
That Council direct Administration to defer prior years' taxes, interest and penalties in favour of current and subsequent year's taxes for Roll #311273.

CARRIED

5.4 GREENVIEW REGIONAL GOLF COURSE PRESENTATION

**GREENVIEW
REGIONAL GOLF
COURSE**

MOTION: 18.07.429. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the presentation from Earl Langenecker (Greenview Golf Resort) for information, as presented.

CARRIED

**AMEND SCHEDULE
E OF THE
DEVELOPMENT
AGREEMENT**

MOTION: 18.07.430. Moved by: COUNCILLOR ROXIE RUTT

That Council authorize Administration to amend the Condition 1 of Schedule 'E' of the Development Agreement to read: "Construction of an internal gravel road and approaches to each lot to a residential standard in accordance with the Municipal Servicing Standards. The approach apron from Range Road 244 must be paved."

CARRIED

**AGREEMENT –
FOREBEAR
ENFORCEMENT OF
CONDITION 8 OF
THE SUBDIVISION
APPROVAL**

MOTION: 18.07.431. Moved by: REEVE DALE GERVAIS

That Council direct Administration to work towards an Agreement to forebear enforcement of Condition 8 of the subdivision approval requiring the removing of the recreational vehicle (RV) stalls prior to the registration of the plan of subdivision. The Agreement to forebear would come to an end for each lot upon the sale of such lot, unless there was a replacement Sturgeon Lake Area Structure Plan which addressed density in a manner that would not require the removal of the RV stalls.

CARRIED

**#9
COUNCILLORS
BUSINESS &
REPORTS**

9.1 COUNCILLORS' BUSINESS & REPORTS

9.2 MEMBERS' REPORT: Council provided reports on activities and events attended, additions and amendments include the following:

WARD 1

COUNCILLOR WINSTON DELORME updated Council on his recent activities, which include no report.

WARD 2

REEVE DALE GERVAIS submitted his update to Council on his recent activities, which include;
July 9th, 2018 Regular Council Meeting
Municipal Planning Commission Meeting
Policy Review Committee Meeting
Philip J Currie Dinosaur Museum Board Meeting
Northern Alberta Elected Leaders Meeting
Grovedale Ratepayer BBQ
Meeting at Seven Generations with Energir, Equitable Origin and Pembina Institute
2018 Alberta Summer Games Opening Ceremonies

WARD 3

COUNCILLOR LES URNESS updated Council on his recent activities, which include;
Municipal Planning Commission Meeting

Policy Review Committee Meeting

- WARD 4** **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;
July 9th, 2018 Regular Council Meeting
Municipal Planning Commission Meeting
Sunset House Hall Meeting
Grovedale Ratepayer Barbecue
- WARD 5** **COUNCILLOR DALE SMITH** submitted his update to Council on his recent activities, which include;
July 9th, 2018 Regular Council Meeting
Grovedale Ratepayer Barbecue
Agriculture Service Board Meeting
Water North Coalition Meeting
Municipal Planning Commission Meeting
- WARD 6** **DEPUTY REEVE TOM BURTON** submitted his update to Council on his recent activities, which include;
July 9th, 2018 Regular Council Meeting
DeBolt Ratepayer BBQ
Municipal Planning Commission Meeting
Policy Review Committee Meeting
Community Planning Association of Alberta Strategic Planning Session
- WARD 7** **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;
July 9th, 2018 Regular Council Meeting
DeBolt Ratepayer Barbecue
Municipal Planning Commission Meeting
Grovedale Ratepayer Barbecue
Staff Barbecue Challenge (DeBolt)
Crooked Creek Recreation Club
- WARD 8** **COUNCILLOR BILL SMITH** updated Council on his recent activities, which Include;
Municipal Planning Commission
Grovedale Ratepayer Barbecue

**REPORT –
REGARDING
DEFICIENCIES OF
THE VICTOR LAKE
ACCESS ROAD**

MOTION: 18.07.432. Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to bring a report to the September 10th Council Meeting regarding recommendations to address the deficiencies of the Victor Lake access road upon confirming Greenview ownership of the said road.
CARRIED

**MEMBERS
BUSINESS**

MOTION: 18.07.433. Moved by: DEPUTY REEVE TOM BURTON
That Council accept the Members Business for information.
CARRIED

**#10
CORRESPONDENCE**

10.0 CORRESPONDENCE

MOTION: 18.07.434. 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: 18.07.435. Moved by: COUNCILLOR DALE SMITH
That the meeting go to In-Camera, at 4:52 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

11.3 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS
(FOIPP; Section 21)

OUT OF CAMERA

MOTION: 18.07.436. Moved by: COUNCILLOR SHAWN ACTON
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 5:02 p.m.
CARRIED

**REINSTATEMENT
OF THE FTR
PREMIUM FOR
GRAVEL HAULS**

MOTION: 18.07.437. Moved by: COUNCILLOR DALE SMITH
That Council authorize the reinstatement of the Forestry Trunk Road premium of \$10.00 per hour for hourly rate gravel hauls retroactive to the start of the 2018 Expression of Interest season.
CARRIED

**SPECIAL COUNCIL
MEETING –
MONDAY, JULY 30,
2018**

MOTION: 18.07.438. Moved by: COUNCILLOR BILL SMITH
That Council authorize a Special Council Meeting at 9:00 a.m., Monday, July 30, 2018 in the Council Chambers at the Greenview Administration Building.

CARRIED

**COMMUNITY
DEVELOPMENT
INITIATIVE
FUNDING**

MOTION: 18.07.439. Moved by: COUNCILLOR LES URNESS
That Council confirm the Community Development Initiative funding granted to the Towns of Valleyview, Grande Cache and Fox Creek for the period up to and including 2017, as the correct amount.

CARRIED

12.0 ADJOURNMENT

**#12
ADJOURNMENT**

MOTION: 18.07.440. Moved by: COUNCILLOR WINSTON DELORME
That this meeting adjourn at 5:13 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

Minutes of a
SPECIAL COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Monday, July 30, 2018

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

PRESENT	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton Shawn Acton Winston Delorme(Teleconference) Roxie Rutt Bill Smith(Teleconference) Dale Smith Les Urness
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ATTENDING	Chief Administrative Officer General Manager, Community Services General Manager, Corporate Services Recording Secretary	Mike Haugen Stacey Wabick Rosemary Offrey Lianne Kruger
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ABSENT

#2: MOTION: 18.07.441. Moved by: COUNCILLOR DALE SMITH
AGENDA That Council adopt the July 30th, 2018 Special Council Agenda as presented.
CARRIED

#11 IN CAMERA **11.0 IN CAMERA**

IN CAMERA MOTION: 18.07.442. Moved by: COUNCILLOR SHAWN ACTON
That the meeting go to In-Camera, at 9:03 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.
CARRIED

11.1 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS

OUT OF CAMERA MOTION: 18.07.443. Moved by: COUNCILLOR DALE SMITH
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 9:49 a.m.
CARRIED

VIABILITY REVIEW MOTION: 18.07.444. Moved by: DEPUTY REEVE TOM BURTON
That Greenview proceed with a Viability Review for the Town of Grande Cache as per the Municipal Government Act.

CARRIED

OPTIONS TO BE TAKEN MOTION: 18.07.445. Moved by: COUNCILLOR DALE SMITH
That Council request that an alternate approach, presented to Council as Option "1" be taken by the Ministry of Municipal Affairs to complete the Viability Review.

CARRIED

INTERIM COUNCIL MOTION: 18.07.446. Moved by: COUNCILLOR ROXIE RUTT
That Council agree that an interim council consisting of the current eight (8) member Greenview Council, subject to any by-elections or resignations that may occur, and two (2) Councillors from the current Town of Grande Cache form the MD of Greenview Council until the next general municipal election.

CARRIED

WARD BOUNDRIES MOTION: 18.07.447. Moved by: COUNCILLOR SHAWN ACTON
That Council agrees that an interim Council would be responsible for reviewing the electoral ward boundaries prior to the 2021 general election, as per section 148 and 149 of the Municipal Government Act.

CARRIED

WARD 1 BOUNDARIES MOTION: 18.07.448. Moved by: COUNCILLOR BILL SMITH
That Council desires to generally maintain the current Greenview Ward 1 should a ward boundary review take place.

CARRIED

Reeve Gervais recessed the meeting at 9:54 a.m.
Reeve Gervais reconvened the meeting at 10:22 a.m.

IN CAMERA MOTION: 18.07.449. Moved by: COUNCILLOR SHAWN ACTON
That the meeting go to In-Camera, at 10:23 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

Recording Secretary Lianne Kruger vacated the meeting.

11.2 DISCLOSURE HARMFUL TO PERSONAL PRIVACY

OUT OF CAMERA

MOTION: 18.07.450. Moved by: DEPUTY REEVE TOM BURTON
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 11:25 a.m.

CARRIED

Recording Secretary Lianne Kruger re-entered the meeting.

12.0 ADJOURNMENT

#12
ADJOURNMENT

MOTION: 18.07.451. Moved by: COUNCILLOR ROXIE RUTT
That this meeting adjourn at 11:26 a.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

Minutes of a
SPECIAL COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Friday August 17, 2018

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

PRESENT

Reeve	Dale Gervais
Deputy Reeve	Tom Burton
Councillors	Shawn Acton
	Winston Delorme(Teleconference)
	Roxie Rutt
	Bill Smith(Teleconference)
	Dale Smith
	Les Urness

ATTENDING

Chief Administrative Officer	Mike Haugen
General Manager, Corporate Services	Rosemary Offrey
Recording Secretary	Lianne Kruger

ABSENT

General Manager, Community Services	Stacey Wabick
General Manager, Infrastructure & Planning	Grant Gyurkovits

#2: MOTION: 18.08.452. Moved by: COUNCILLOR DALE SMITH
AGENDA That Council adopt the August 17, 2018 Special Council Agenda as presented.
CARRIED

#11 IN CAMERA **11.0 IN CAMERA**

IN CAMERA MOTION: 18.08.453. Moved by: COUNCILLOR ROXIE RUTT
That the meeting go to In-Camera, at 9:03 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.
CARRIED

11.1 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS

OUT OF CAMERA

MOTION: 18.08.454. Moved by: COUNCILLOR WINSTON DELORME
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 11:46 a.m.

CARRIED

**GRANDE CACHE
VIABILITY REPORT**

MOTION: 18.08.455. Moved by: COUNCILLOR ROXIE RUTT
That Council direct Administration to submit the Grande Cache Viability Report to Municipal Affairs as amended.

CARRIED

12.0 ADJOURNMENT

**#12
ADJOURNMENT**

MOTION: 18.08.456. Moved by: COUNCILLOR LES URNESS
That this meeting adjourn at 11:57 a.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE



REQUEST FOR DECISION

SUBJECT: **Contract Award for Sturgeon Heights Lagoon Expansion**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: August 27, 2018 CAO: MH MANAGER: GC
DEPARTMENT: ENVIRONMENTAL SERVICES GM: GG PRESENTER: GC
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Administration to award the Sturgeon Heights Lagoon Expansion Project to Roughrider Civil Infrastructure Ltd. in the amount of \$658,617.00, with funds to come from the Environmental Services 2018 Capital Budget.

BACKGROUND/PROPOSAL:

The proposed Sturgeon Heights Lagoon Expansion project was posted July 17th on the Alberta Purchasing Connection (APC), to obtain bids for construction of an additional storage cell and expanded facultative cell at the current site in Sturgeon Height.

The New West Partnership Trade Agreement allows the municipality to sole source the water treatment equipment if Greenview desired but we chose to invite 4 reputable companies to compete. Only two bids were received for the project and they were opened on August 2 at 2:00 pm in Edmonton at Associated Engineering's office.

The lowest bid, from Kichton Contracting Ltd. at \$514,065, was considered to be a Non-Compliant Bid, for reason of not complying with the "instructions to bidders" and by submitting conditions and exclusions. It was then recommended by Associated Engineering that Kichton Contracting's tender bid be considered non-compliant.

Table 2.0 – Anticipated Project Cost

Item	Estimate (excludes GST)
Construction - Roughrider	\$658,617
Contingency (15%)	\$98,800
Engineering Design and Services during Construction (AE)	\$321,300
TOTAL	\$1,078,717

The 2018 approved funding for this project is \$1,319,000.00.

The bid submitted by Roughrider falls within our budget estimates and would not require additional funds.

Administration feels it prudent to award the contract to Roughrider, as they complied with the submission requirements.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion will be the needed expansion of the wastewater treatment lagoon in Sturgeon Heights.
2. The benefit of Council accepting the recommended motion is project schedules will likely stay on track allowing for the 2018 construction schedule.

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. This will likely not allow administration to meet the 2018 construction schedules

Alternative #2: Council has the alternative to re submit the Request for Bids. This is not recommended as there no guarantee that results would change (could come in higher), and we could lose our 2018 construction window.

FINANCIAL IMPLICATION:

Direct Costs: \$658,617.00 to come from Environmental services 2018 Capital Budget

Ongoing / Future Costs: Long term operating costs associated with an expanded wastewater treatment lagoon are included in upcoming environmental services annual operational budget. No more operating costs due to expansion

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 complete a "Notice of Award" letter and send to selected company

ATTACHMENT(S):

- Sturgeon Heights Lagoon Expansion Recommendation for Award of Contract



August 13, 2018
File: 2017-3986

Gary Couch
Manager, Environmental Services
Municipal District of Greenview No. 16
P.O.Box 1079
Valleyview, Alberta T0H 3N0

**Re: STURGEON HEIGHTS LAGOON EXPANSION
RECOMMENDATION FOR AWARD OF CONTRACT**

Dear Gary:

Two (2) bids were received for the above project and opened at 2:00pm on August 2, 2018 in our Edmonton office. A summary of bids received, and the pre-bid project cost estimate are attached. All tenders have been checked and the amounts shown in the summary have been found to be correct.

Bidder	Total Bid Price (excludes GST)
Kichton Contracting Ltd. (Kichton)	\$514,065
Roughrider Civil Infrastructure Ltd. (Roughrider)	\$658,617

Although Kichton is the low bidder, their bid included the following a list of exclusions:

1. Suitable lay down area for materials storage, equipment and tool cribs.
2. Line Locates and/or hydrovac.
3. Site security and work area lighting.
4. Environmental measures or management (dust control, street cleaning etc.).
5. Any and all liquidated, consequential and punitive damages.

Kichton has applied conditions that do not comply with Section 00200, Instruction to Bidders, Item 1.7.1.1:

*"Bids that are unsigned, improperly signed or sealed, **conditional**, illegible, obscure, contain unbalanced prices, arithmetical errors, erasures, alterations, or irregularities of any kind, may, at the discretion of the Owner, be declared informal. If so declared, the bid will be rejected".*

As well, the exclusions indicated are items that are required in the specification.



August 13, 2018
Gary Couch
Municipal District of Greenview No. 16
- 2 -

Roughrider's bid complies with the submission requirements. Roughrider is a Contractor based in Fort McMurray. Our experience with this company is that they have done well in construction projects but would need assistance on documentation and invoicing.

Table 2 below provides a projected total project value based on Roughrider's bid. The total anticipated cost for Engineering and Construction is as follows:

Table 2.0 – Anticipated Project Cost

Item	Estimate (excludes GST)
Construction - Roughrider	\$658,617
Contingency (15%)	\$98,800
Engineering Design and Services during Construction (AE)	\$321,300
TOTAL	\$1,078,717

Our Engineering fees are based on the Contractor completing the work adequately and in a timely manner. Additional effort may be required from AE if it is found that the Contractor is not completing the work in accordance with Specifications or exceeds the contract duration.

We recommend the contract be awarded to Roughrider. If you are in agreement with our recommendation, pursuant on Item 1.9 of Section 0020, Instruction to Bidders, it would be in order for MD of Greenview to issue a Notice of Award to Roughrider Civil Infrastructure Ltd. For your convenience, we have enclosed a draft Notice of Award to be retyped on your letterhead. Please provide a copy of that letter to us for our records.

Yours truly,

Alan Lui, P.Eng.
Project Manager

JT/AL
Enclosure(s)



REQUEST FOR DECISION

SUBJECT: **Wapiti River Source Water Protection Plan**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	August 27, 2018	CAO: MH MANAGER: GC
DEPARTMENT:	ENVIRONMENTAL SERVICES	GM: GG PRESENTER: GC
STRATEGIC PLAN:	Intergovernmental Relations	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the Manager of Environmental Services as representation for Greenview on the Wapiti River Source Water Protection Plan team.

BACKGROUND/PROPOSAL:

Greenview has been invited by the Mighty Peace Watershed Alliance to have representation on a project team to look at possible impacts to water quality in the Wapiti River watershed.

The project team will identify potential hazards that can affect water quality and their likeliness of happening. The team will also determine the severity of the potential hazards and help develop ways in reducing negative impacts on the rivers water quality.

Greenview has had representation on the Wapiti River Water Management Plan Steering Committee for a number of years and further involvement in this team would also be considered beneficial to the environment and therefore beneficial to Greenview's interests.

The team will meet every two months, 6 times a year, for 2 years.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that an assessment at the watershed scale of risk to surface water quality. Regardless of whether Greenview residents are getting water through Aquatera, other withdrawal points in the Wapiti watershed, including potential future withdrawal sites, there would be a proactive assessment and recommended protective measures in place.
2. The benefit of the recommended motion is this is a proactive process (hazard identification, risk assessment and mitigative strategies) this process may contribute to safety plan consideration. For instance, the potential for a spill on the Highway 40 Bridge will be assessed.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that the drawbacks would only be with potential recommended mitigated strategies. I cannot say what exactly the recommendations will be until the assessment happens but conceivably there may be a recommendation about road de-icing, drainage BMPs, riparian zones, etc. that may be something that Greenview views as a disadvantage.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose not to have a representative on the Wapiti River Source Water Protection Team.

Alternative #2: Council has the alternative to not accept the recommended motion for information.

FINANCIAL IMPLICATION:

Direct Costs: Time and travel costs for one staff member. Travel would be minimal and staffing cost would be absorbed by the staff member's salary.

Ongoing / Future Costs: Future costs are not expected but there is a possibility if the project team identifies an issue that requires attention, a request could be made to assist.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

Administration will inform the Mighty Peace Watershed Alliance of Greenview's intentions.

ATTACHMENT(S):

- Letter of Invitation from MPWA



Mighty Peace Watershed Alliance
PO Box 217
McLennan, AB, T0H 2L0
May 10, 2018

Reeve Dale Gervais
MD of Greenview No. 16
Box 1079
Valleyview, AB, T0H 3N0

RE: Wapiti Watershed Source Water Protection Plan

Dear Reeve Gervais:

I would like to invite the MD of Greenview No. 16 to join the Wapiti River Watershed Source Water Protection Plan Project Team. This Project Team is being struck by the Mighty Peace Watershed Alliance, who will act as the Project Lead.

One of the recommendations from the Wapiti River Water Management Plan (2018) is that the Mighty Peace Watershed Alliance (MPWA) should lead a watershed management plan process to ensure appropriate management and stewardship of the water resources in the Wapiti watershed. Additionally, Alberta and Environment and Parks has indicated to MPWA that a Source Water Protection Plan for the Wapiti River is a high priority. To this end, the MPWA is initiating a process meant to address both of these concerns.

The recommended process is driven by the focussed work of a small project team that then solicits input from the broader community in forum engagement events. This process emulates that used for the Camrose Source Water Protection Plan. A small project team will be struck and the following organizations have been identified for invitation for membership: Horse Lake First Nation and Sturgeon Lake Cree Nation; Métis Local 1990 Grande Prairie and Métis Local 1929 Valleyview; Aquatera, as the primary water utility provider in the watershed; the municipalities of the City of Grande Prairie, the County of Grande Prairie and the Municipal District of Greenview; Alberta Environment and Parks as the provincial government; and the Mighty Peace Watershed Alliance as the regional Watershed Planning and Advisory Council.



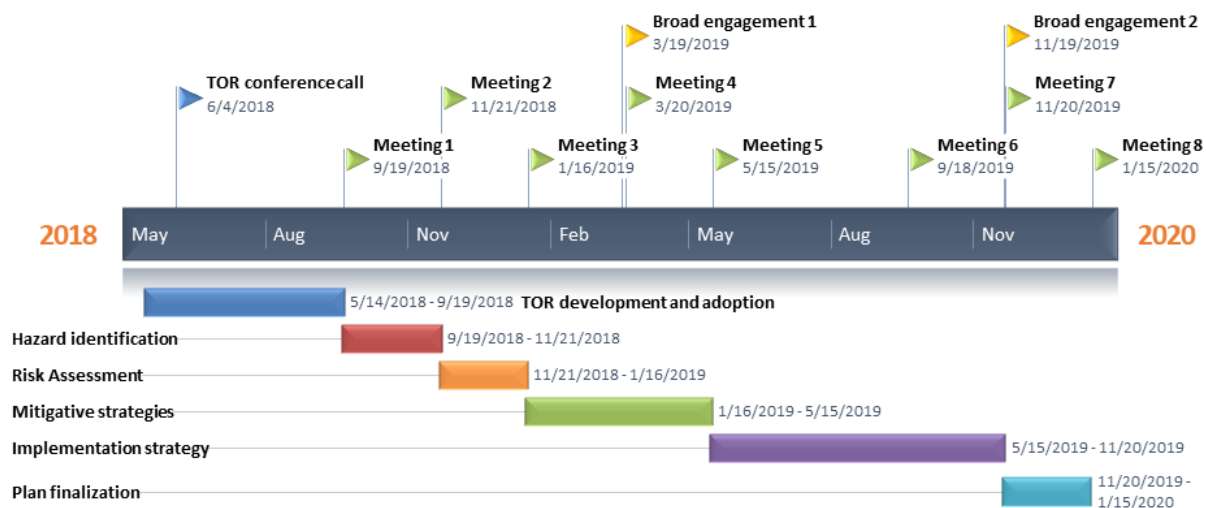
Each member organization may supply one representative for the project team as well as identify an alternate.

Meetings of the project team will be a full day meeting and occur every two months for an expected duration of two years. The project team will pull together information, identify hazards, assess risks and develop mitigative strategies for the Wapiti watershed. At appropriate junctures, public forums will be held where different organizations are invited in as well as the public. The forums will present the work of the project team and solicit input and feedback from the full range of stakeholders, rights holders and the public.

The anticipated start date is June 4th 2018 (depending upon project team availability) and this will be a conference call to review the Draft Terms of Reference and schedule dates for the upcoming year. Regular meetings would begin in September 2018 and there is an anticipated completion date of January 2020.

Implementation is expected to occur through engagement of municipalities and the provincial government. The Project Team will finalize the implementation strategy and seek the most efficient mean of implementation.

Tentative Wapiti Watershed Source Water Protection Plan Schedule





Please contact me if there are any questions or if you are interested in being a part of the Project Team. A timely response is greatly appreciated as we are hoping to begin shortly.

Sincerely,

A handwritten signature in black ink that reads "Adam Norris".

Adam Norris, M.Sc., B.i.T.
Watershed Coordinator

CC: Gary Couch
Mike Haugen
Quentin Bochar



REQUEST FOR DECISION

SUBJECT: **Water Point Restrictions**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: August 27, 2018
DEPARTMENT: ENVIRONMENTAL SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Water Point limit restriction report for information, as presented.

BACKGROUND/PROPOSAL:

Councillor Acton submitted an Agenda Item Request form to Administration to discuss the water point restrictions. Farmers had complained that they can't get enough water when they need to spray. Administration has fielded a few calls over the limits now that the software won't allow customers to go over the limit of 5 cubic meters. It is understood that several Councillors have received calls as well.

To divert and use ground water in Alberta requires a licence under the province's Water Act. The licence identifies the location of the diversion site, volume, rate and timing of of water to be diverted, priority of the "water right" established by the licence, and any conditions the diversion must adhere to. Each of the wells that are used for the purpose of water supply at Greenview's Water Points follow this mandate which is set forth by Alberta Environment and Parks.

To ensure that all conditions established by the licence are being adhered to, and that there is water available for all customers upon arrival at the water point, Administration had set a daily limit per customer of 5 meters cubed. This is in accordance with Council Direction in Policy 4016 "Bulk Water Usage" which was passed May 14, 2018.

In the past, administration has used the honor system with the customers and advised them of the daily limit when setting up an account. When a situation occurred that there was no water available for a customer, administration would review the transaction report for the particular water point and contact the customer that did not comply with the limit restriction.

This would usually resolve the issue with that particular customer, but it did not resolve the problem of exceeding the maximum daily limit set by Alberta Environment, or the lack of water issue for other customers upon arrival at the site.

Due to the over usage and the calls from concerned customers, administration has now added the limit restriction to each account through the billing software program as of June. Since adding this feature, administration has had no issues in the ability to supply water to all customers while staying in the parameters of the authorized water limits set by Alberta Environment.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the history and the reasoning for the water point restrictions.

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:

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: **Residential Access Application**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: August 27, 2018
DEPARTMENT: INFRASTRUCTURE & PLANNING
STRATEGIC PLAN: Infrastructure

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments; Policy EES 02 Dedication of Right-Of-Way for Subdivisions; Policy EES 08 Fencing & Borrow Pit Policy;

RECOMMENDED ACTION:

MOTION: That Council approve a residential road application located at NW-8-70-19-W5M on Township Road 702 for 575 metres in length for \$250,000 with funds to come from the Residential Road Block Funding in 2019.

BACKGROUND/PROPOSAL:

Greenview received a subdivision application for a first parcel out consisting of a 3.6 hectare ± (8.89 acre) parcel, within NW-8-70-19-W5 in the Sunset House area, Ward 4.

On September 13, 2017, the Municipal Planning Commission tabled the application due to concerns regarding inadequate road access to the proposed subdivision. The applicants, who own the quarter sections to the north (SW-17-70-19-W5) and south (NW-8-70-19-W5) of the road in question, submitted a road construction request to upgrade Township Road 702 in order to meet Greenview's requirements for a residential road, as outlined in the Development Guidelines & Municipal Servicing Standards.

This residential road application is for 575 metres east of the intersection of Township Road 702 and Range Road 195. The construction is estimated to cost \$250,000 with funds to come from the 2019 Residential Road Block Funding.

Should Council approve the motion, Administration suggests the following conditions:

1. The applicants are to sell road widening of 5.03 metres on both sides of the road including corner cuts at the north & south east corners of the intersection, while dedicating the portion adjacent to the subdivided parcel at the time of the subdivision, as per Policy EES 02.
2. The applicants will be responsible to have filled in any dugouts within 40 metres of the right-of-way on both quarter sections (SW-17-70-19-W5 and NW-8-70-19-W5). Greenview will assist with the fill

in of the required dugouts in conjunction of any required borrow to construct the residential road if needed.

3. The applicants are to provide borrow area for the construction of the road if needed with compensation, as per Policy EES 08.
4. The applicant will be held to the fees for security deposit, as set out in Policy 4001.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Administration would move forward with the construction of the residential road.
2. The benefit of Council accepting the recommended motions is the Municipal Planning Commission would move forward with subdivision application S17-013.

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 the proposed application presented, however, Administration does not recommend this course of action as this would not allow for the subdivision application to be approved.

FINANCIAL IMPLICATION:

Direct Costs: \$250,000

Ongoing / Future Costs: Regular road maintenance

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Letters will be sent to the applicants informing them of Council's decision. Work will be scheduled for survey clearing and construction.

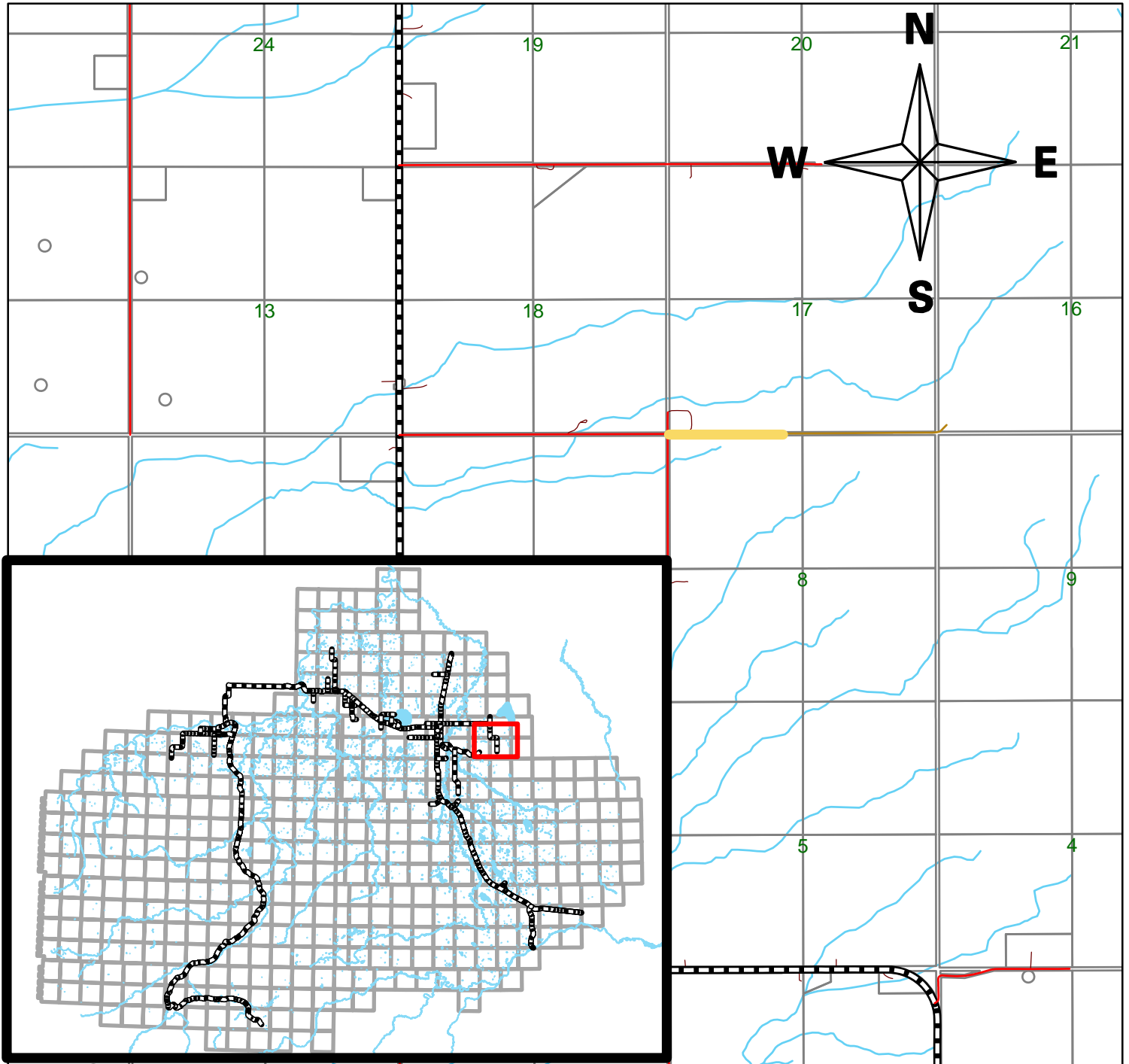
ATTACHMENT(S):

- Proposed Residential Access Map
- Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments
- Policy EES 02 Dedication of Right of Way for Subdivisions
- Policy EES 08 Fencing and Borrow Pit



Municipal District of Greenview #16

Proposed Residential Access Road



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

Policy No: 4001

Effective Date: May 9, 2017

Motion Number: 17.05.176

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



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

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

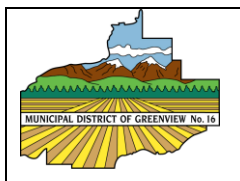
DEFINITIONS

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

POLICY

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

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



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

Section:
**ENGINEERING &
ENVIRONMENTAL
SERVICES**

POLICY NUMBER: EES 02

POLICY TITLE: DEDICATION OF RIGHT-OF-WAY FOR SUBDIVISIONS

Page 1 of 1

Date Adopted by Council / Motion Number:

10.04.940

PURPOSE:

In accordance with subdivision and development guidelines and decisions of the Municipal Planning Commission, this policy provides guidelines for the dedication of right-of-way as part of the subdivision process.

POLICY:


Dedication of right-of-way will be taken on all subdivided parcels in accordance with the Municipal Government Act.

- 1.0 The Municipal District will require a dedicated right-of-way as recommended by the Director of Engineering & Environmental Services adjacent to all subdivided parcels at the time of subdivision.
- 2.0 The Municipality will determine the area required for the dedicated right-of-way based upon roadway requirements, network importance, future construction considerations and other relevant factors.
- 3.0 The dedicated right-of-way will be surveyed by the Municipality at no cost to the developer.
- 4.0 The Municipality will enter negotiation with the developer for purchase of right-of-way balance.
- 5.0 Fences, trees, or other appurtenances will not be paid for as part of the right-of-way dedication and survey. Such costs will be borne by the landowner.
- 6.0 The Municipality will coordinate all surveys as soon as possible and within the limits of the established budgets and programs.
- 7.0 The Municipality will register a road plan for the dedicated right-of-way.

(Original signed copy on file)

REEVE

C.A.O.

	<i>M. D. OF GREENVIEW NO. 16</i> <i>POLICY & PROCEDURES MANUAL</i>	Section: ENGINEERING & ENVIRONMENTAL SERVICES
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POLICY NUMBER: EES 08

POLICY TITLE: FENCING & BORROW PIT POLICY	Page 1 of 2
Date Adopted by Council / Motion Number:	10.02.750

PURPOSE:

To establish compensation prices for the removal and replacement of fence and for the removal of earth material.

POLICY:

The Municipal District will compensate landowners for fence replacement and/or earth removal when undertaking a project that directly affects their land.

FENCING:

- 1.0 The Municipal District will compensate a landowner for the replacement of a fence if an existing fence is to be relocated for a construction project. The fencing agreement will be included with land negotiations.
- 2.0 Fences shall be compatible with existing fences. Standards are defined in the M.D.'s current Engineering standards manual.
- 3.0 Administration will obtain an agreement with the landowner to replace the fence at the rates established in the Schedule of Fees Bylaw.
- 4.0 Administration may:
 - 4.1 Negotiate with the landowner for additional compensation if special circumstances warrant (i.e. game farming).
 - 4.2 Negotiate with the landowner for less compensation if special circumstances warrant (i.e. sub-standard fence).
- 5.0 Release of payment will not occur until the work has been completed.

POLICY TITLE: FENCING & BORROW PIT POLICY

Page 2 of 2

Date Adopted by Council / Motion Number:

03.04.168

BORROW PITS:

- 1.0 The Director of Engineering & Environmental Services or his/her designate will obtain an agreement with the landowner to purchase borrow earth material at a compensation rate as shown on the land acquisition chart and \$500.00 per acre of area disturbed, including back sloping and/or access.
- 2.0 Administration may negotiate with the landowner for additional or less compensation if special circumstances warrant.

(Original signed copy on file)

REEVE

C.A.O.



REQUEST FOR DECISION

SUBJECT: **DeBolt Community Walking Trails**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: August 27, 2018
DEPARTMENT: RECREATION
STRATEGIC PLAN: Development

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

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve additional funding of \$54,000.00 for the purpose of completing the DeBolt Community Walking Trail, with funds to come from Recreation Budget.

MOTION: That Council approve the transfer of \$54,000.00 from Contingency Reserve to Recreation Budget.

BACKGROUND/PROPOSAL:

In 2016 community walking trails became a point of interest for the Recreation Services Department when Council directed Administration to research and develop opportunities within its communities. This service can provide an important component in accomplishing Greenview's Strategic Plan. "Greenview is home to communities with exceptional quality of life. The services we provide are designed to meet the needs of the people who live here and our mission and vision support this view." *Greenview Strategic Plan 2017, Strategic Goal – Quality of Life.*

During the preparation for the development of Walking Trails, Administration recognized the lack of cost history for projects such as this, and therefore its inability to create an accurate cost estimate. As a result, Administration completed a cost analysis exercise by inquiring with three surrounding municipalities as to their cost to develop trails within their borders.

As a result of the information collected, Administration established a budget of \$100,000.00 for the completion of approximately 1.5 kilometers of trail. Subsequently, estimates were requested from five local contractors from the Expression of Interest List, with two estimates being received at a value of \$160,000.00 and \$134,000.00. Upon further review, it has been determined that from the time of the cost analysis research to receiving the quotes costs for completing similar projects had increased.

Administration believes that the lower bid of \$134,000.00 to be acceptable and therefore recommends proceeding with it along the addition of a 15% contingency. As such, Administration requests that Council approve an additional \$54,000.00 to be transferred from Contingency Reserve to the Recreation Budget.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Administration can complete Greenview's plan to build a walking trail in the community of DeBolt.
2. By completing the walking trail, it will better establish a foundation for expected development costs for future community walking trails.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended action is that the contingency reserve funds will be reduced by \$54,000.00.

ALTERNATIVES CONSIDERED:

Alternative #1: An alternative to the recommended motion is to remove a section of the walking trail in order to fit development within the current budget, however, Administration does not recommend this as it will decrease the level of service to the community and may also decrease future use of the trail.

Alternative #2: An alternative to the recommended motion may be to not proceed with the walking trail as it does not fit within current budget, however, Administration does not recommend this as it will not result in an increased level of service for the hamlet of DeBolt.

FINANCIAL IMPLICATION:

Direct Costs: The direct cost of the project is \$154,000.

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:

If Council approves the recommended motion construction will begin in late August/early September 2018.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT:	Moody's Crossing Recreation Area		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	August 27, 2018	CAO: MH	MANAGER: MN
DEPARTMENT:	RECREATION	GM: SW	PRESENTER: MN
STRATEGIC PLAN:	Development		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council award Phase 1 of the Moody's Crossing Recreation Area Tender to Mainline Construction, Grande Prairie, Alberta in the amount of \$525,831.31, with funding to come from the Recreation Capital Budget.

BACKGROUND/PROPOSAL:

In December of 2016, Council authorized Administration to pursue the development of a day use area and campground where highway 43 crosses the Smoky River between Bezanson and DeBolt. From 2017 to present day, Administration developed a concept plan containing multiple phases and secured approximately 109 acres of land.

The Moody's Crossing Recreation Area will be Greenview's first combination campground and day use area that will be built from scratch on completely undeveloped land. As a result of this uncharted territory, Administration tendered the construction of the project in a manner that would provide options of how to proceed. Therefore, generally speaking, the tender requested two different quotes. Quote 1 was to provide the cost of constructing a day use area, parking lot and camping loop containing approximately 16 campsites. Option 2 was to provide the cost of constructing everything identified in option 1, plus an extension to the camping loop to provide an additional 18 campsites.

Allnorth Engineering was retained during the tender process to assist Administration with contractor inquiries, and be present during the public tender opening where the total of 9 bids that were submitted were opened. Once opened, Allnorth examined all of the submitted tenders according to their completeness and price.

As a result of this process, Allnorth recommended that Greenview retain the services of Mainline Construction (Mainline) to complete the project. Mainline was not the lowest bidder, however, they are the lowest bidder to meet all of the requirements of the tender and as a result in the opinion of Allnorth

represents the lowest risk to Greenview. Below is a chart produced by Allnorth displaying all bidders, price and criteria of the tender that was met or not met.

Contractor	Price (Phase 1)	Price Total (Phase 1 & 2)	Bid Security (10%)	Consent of Surety	COR	Tender Forms	Bidders Schedule	Signed and Sealed Tender	Addenda
T Loewen Construction Ltd.	\$ 371,377.04	\$ 549,910.92	Y	N	Y	Y	Y	Y	N
Eager Construction Ltd.	\$ 476,722.00	\$ 729,935.50	Y	N	Y	N	Y	N	N
Mainline Construction (2014) Ltd.	\$ 525,831.31	\$ 743,166.84	Y	Y	Y	Y	Y	Y	Y
A.B. Hollingworth and Son Construction Ltd.	\$ 557,433.60	\$ 820,463.60	Y	N	Y	Y	Y	Y	Y
RECO Construction 2010 Ltd.	\$ 613,560.00	\$ 895,110.00	Y	Y	Y	N	Y	N	Y
Green Acre Ventures Ltd.	\$ 689,000.00	\$ 1,000,250.00	Y	Y	Y	Y	Y	Y	Y
Knelsen Sand & Gravel Ltd.	\$ 778,725.52	\$ 1,140,826.79	Y	Y	Y	Y	Y	Y	Y
Wapiti Gravel Suppliers	\$ 887,403.65	\$ 1,341,094.23	Y	Y	Y	Y	Y	Y	Y
MUR-CAL Services Ltd.	N/A	N/A	Y	Y	N	N	Y	N	N

Upon review of all tender submissions, as well as consideration of the recommendations made by Allnorth, Administration recommends that Council grant the Moody's Crossing Recreation Area Tender to Mainline Construction Ltd. Moody's Crossing 2018 Capital Budget is \$700,000 and currently has a balance of \$696,690.00, therefore allowing for sufficient funds for the completion of Phase 1 by Mainline. Below is a summary of Mainlines price with contingency and construction consultant support.

Schedule	Phase 1	Total Tender (Phase 1 & 2)
Tender Bid	\$ 525,831.31	\$ 743,166.84
15% Contingency	\$ 78,874.70	\$ 111,475.03
Consultant (Construction Supervision and Support, Contract Admin, Surveying, Project Management, Inspections, Testing)	\$ 49,000.00	\$ 63,000.00
Total	\$ 653,706.01	\$ 917,641.87

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Phase 1 of Moody's Crossing can be built within the approved 2018 Recreation Budget.
2. The benefit of the recommended motion is that Greenview's risk of the contractors' commitment to the understanding and financial requirements of the project is minimized.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Administration will be unable to complete both Phase 1 and 2 in 2018 due to the cost exceeding the budgeted amount.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to complete both Phase 1 and 2 using the recommended contractor Mainline by authorizing Administration to transfer \$221,000 from Contingency Reserves to the Recreation Budget.

Alternative #2: Council has the alternative to award the tender to a bidder other than Mainline, however, awarding a bid that does not meet the submission requirements can have legal implications on Greenview. In addition, this may affect the credibility and the industry's interest in bidding on Greenview projects in the future and may set a precedence for contractors to not respect the submission requirements.

FINANCIAL IMPLICATION:

Direct Costs: The direct cost of the recommended motion with a 15% contingency and contract supervision is \$653,706.00.

Ongoing / Future Costs: If Council authorizes Administration to proceed with the recommended motion future costs include the site furnishings, signage and completion of Phase 2.

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 contractor who is awarded the tender of Councils decision and proceed accordingly.

ATTACHMENT(S):

- Allnorth's Award Consideration document
- Moody's Crossing Phase Map

August 3, 2018

Contract Number: RE18004

Municipal District of Greenview No. 16
Box 1079 Valleyview,
AB T0H 3N0

Dear Mr. Stacey Wabick, General Manager or Deborah Wood, Recreation Coordinator

RE: Contract Award Consideration- Contract No. RE18004
Moody's Crossing Campground
Clearing, Grading, Granular Base Course and Other Work

A total of nine (9) tender packages were received for the above noted contract on July 24, 2018. Not all tenders submitted were in accordance with the submission requirements. The following table summarizes the results of the tender packages received and identifies any requirements missing.

Contractor	Price (Phase 1)	Price Total (Phase 1 &2)	Bid Security (10%)	Consent of Surety	COR	Tender Forms	Bidders Schedule	Signed and Sealed Tender	Addenda
T Loewen Construction Ltd.	\$ 371,377.04	\$ 549,910.92	Y	N	Y	Y	Y	Y	N
Eager Construction Ltd.	\$ 476,722.00	\$ 729,935.50	Y	N	Y	N	Y	N	N
Mainline Construction (2014) Ltd.	\$ 525,831.31	\$ 743,166.84	Y	Y	Y	Y	Y	Y	Y
A.B. Hollingworth and Son Construction Ltd.	\$ 557,433.60	\$ 820,463.60	Y	N	Y	Y	Y	Y	Y
RECO Construction 2010 Ltd.	\$ 613,560.00	\$ 895,110.00	Y	Y	Y	N	Y	N	Y
Green Acre Ventures Ltd.	\$ 689,000.00	\$ 1,000,250.00	Y	Y	Y	Y	Y	Y	Y
Knelsen Sand & Gravel Ltd.	\$ 778,725.52	\$ 1,140,826.79	Y	Y	Y	Y	Y	Y	Y
Wapiti Gravel Suppliers	\$ 887,403.65	\$ 1,341,094.23	Y	Y	Y	Y	Y	Y	Y
MUR-CAL Services Ltd.	N/A	N/A	Y	Y	N	N	Y	N	N

Y: YES (Received/Included)

N: NO (Missing)

N/A: Not Applicable

The low bidder was **T. Loewen Construction Ltd.** with a total tendered value of **\$549,910.92**. Allnorth have reviewed the tender submitted by T. Loewen Construction and have found they have **not** met the contractual requirements at the bid stage. Awarding a bid that doesn't meet the submission requirements can have legal implications on the MD of Greenview. In addition, this may affect the credibility and the industry's interest in bidding on the MD's projects in the future and may set a precedence for contractors to not respect the submission requirements. The following is a list of the requirements that weren't met by T. Loewen submission:

- **Consent of Surety was not submitted in the bid package.** Consent of Surety is a letter from the bidder's bonding company confirming that the bonding company is willing to bond the bidder in case they were to be awarded the work. Having bonding in place is critical as it protects the MD from unsatisfactory Contractor's performance or incompleteness of the required work under a signed contract. Bonding is also crucial as it protects any subcontractors or employees working for the prime contractor from not being compensated and paid for the work they are performing.
- **Addenda were not included or acknowledged in the submission package.** The MD issued seven (7) addenda as a part of this tender. These addenda after being issued become part of the tender. T Loewen Construction did not acknowledge receiving all the Addenda issued for this tender. Addenda can affect the contractor's bid/price; so ensuring all contractors acknowledge the issued addenda is important to ensure fair submission and bid comparisons. This is a risk to the MD, as the addenda not acknowledged define the way the contractor gets paid. Not acknowledging receiving and understanding all the addenda can cause claims and conflicts during construction. A copy of the Addendum not acknowledges is attached at the end of this letter.
- **Contractor not adhering to the specifications of the tender:** T. Loewen have included a note in their submission that contradicts the requirements and specifications of this tender. T. Loewen may have based their bid on the MD's acceptance of their note included in their submission. The note included contains a big risk to the project, as it can lead to increased costs and delayed schedule of the project. A copy of T. Loewen's note referenced above is attached at the end of this letter.

The lowest bidder to meet all submission requirements was **Mainline Construction Ltd.** with a total tendered value of **\$743,166.84**.

The table below summarizes the anticipated expenditures for this project if the MD of Greenview elects to take the risk of awarding this contract to **T. Loewen Construction**:

Schedule	Phase 1	Total Tender (Phase 1 & 2)
Tender Bid	\$ 371,377.04	\$ 549,910.92
15% Contingency	\$ 55,706.56	\$ 82,486.64
Consultant (Construction Supervision/Support, Contract Admin, Surveying, Project Management, Inspections, Testing)	\$ 49,000.00	\$ 63,000.00
Total	\$ 476,083.60	\$ 695,397.56

The table below summarizes the anticipated expenditures for this project if the MD of Greenview elects to award this contract to **Mainline Construction**:

Schedule	Phase 1	Total Tender (Phase 1 & 2)
Tender Bid	\$ 525,831.31	\$ 743,166.84
15% Contingency	\$ 78,874.70	\$ 111,475.03
Consultant (Construction Supervision and Support, Contract Admin, Surveying, Project Management, Inspections, Testing)	\$ 49,000.00	\$ 63,000.00
Total	\$ 653,706.01	\$ 917,641.87


The above engineering costs are an estimate based on our experience of the average Contractor's production rate. This estimate can vary based on Contractor's efficiencies and experience. Please note that Allnorth have not been involved in the design and field investigations for this project. Allnorth's involvement on this project so far is limited to providing support to the MD on tender administration and review.

Please find attached the tender results summary for your files and records. Please note that some minor math errors were found in the bid submissions of T. Loewen Construction, Eager Construction, and AB Hollingworth and Son Construction. These errors were minor and didn't affect the ranking of the bids.

Once the MD of Greenview Councils' approval to award is received, Allnorth will proceed with the formal execution of the contract documents. Please contact the undersigned if you require further information.

Yours truly,

Allnorth Consultants Limited



Hussein Bzeih, P.Eng., PMP

Attachments

- Consent of Surety Template
- Addendum 5 (not included in T. Loewen Construction bid package)
- T. Loewen's additional note/ Not adhering to specification note



SAMPLE CONSENT OF SURETY

Should it be required, we, the undersigned Surety Company, do hereby consent and agree to become bound as sureties in both a Contract Performance Bond and a Labour and Materials Payment Bond, each for the amount of _____ Canadian Dollars (50% of the Contract amount) for the fulfilment of the Contract for the Works named in the annexed specifications, which may be awarded to

at the prices set forth in the attached Tender, which Bonds we understand are to be filed with the Owner within 15 days of the awarding of the Contract.

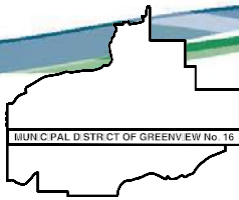
We hereby further declare that our Company is legally entitled to do business in the Province of Alberta and has its business address in Alberta and/or we have a representative agent with an address in the Province of Alberta.

We further state that our Company is worth over and above our present liabilities the amount herein set forth.

Name of Surety Company

Per: _____

Per: _____



ADDENDA #5

Date: July 20th, 2018

Re: Moody's Campground Tender

A- In Section 5 SPECIAL PROVISIONS

In Section 5.30 CULVERTS- SUPPLY AND INSTALLATION

In Sub-Section 5.30.1 General

Delete the last paragraph

Excavation of the culvert bed, undercut, or streambed transitions will be classified as "Common Excavation" and has been included in the estimated quantities for "Culverts- Supply and Install".

And replace with

Excavation of the culvert bed, undercut, or streambed transitions will be classified and paid as "Common Excavation".

B- In Section 5 SPECIAL PROVISIONS: Add the following additional SPECIAL PROVISIONS:

5.35 QUANTITY VARIATIONS

Section 1.2.2.3 Quantity Variations, of the General Specifications for Highway and Bridge Construction, Edition 15, 2013 will not apply to this Contract.

Design modifications may be dictated by unforeseeable conditions, including but not limited to, unsuitable soils, right-of-way restrictions, budgets, etc.

The Contractor shall have no claim against the Owner or the Consultant in case any design modifications and/or quantity variations occurred on any of the bid items.

Each Work item will be paid as per the applicable bid item unit price as defined in the unit price schedule and the Special Provisions of this Contract.

5.35 OVERHAUL

Contrary to Section 2.3.4.9 Overhaul, there will be no separate bid item for overhaul on this project. The Contractor shall not be paid for any overhauling of material required, the cost of any overhaul required is considered incidental to the bid items for the various classes of excavation and no separate additional payment will be made.

5.35 SURPLUS OF COMMON EXCAVATION

The Contractor shall haul and stockpile any surplus material to a stockpile location onsite (MD of Greenview's Lease site) approved by Greenview. There will be no separate payment for hauling and stockpiling of surplus material. The Costs required to complete this work shall be considered incidental to the unit price bid for "Common Excavation".

END OF ADDENDUM NO. 5

MD of Greenview No 16

To whom it may concern.

Refence: Moody's Crossing Campsite bid package

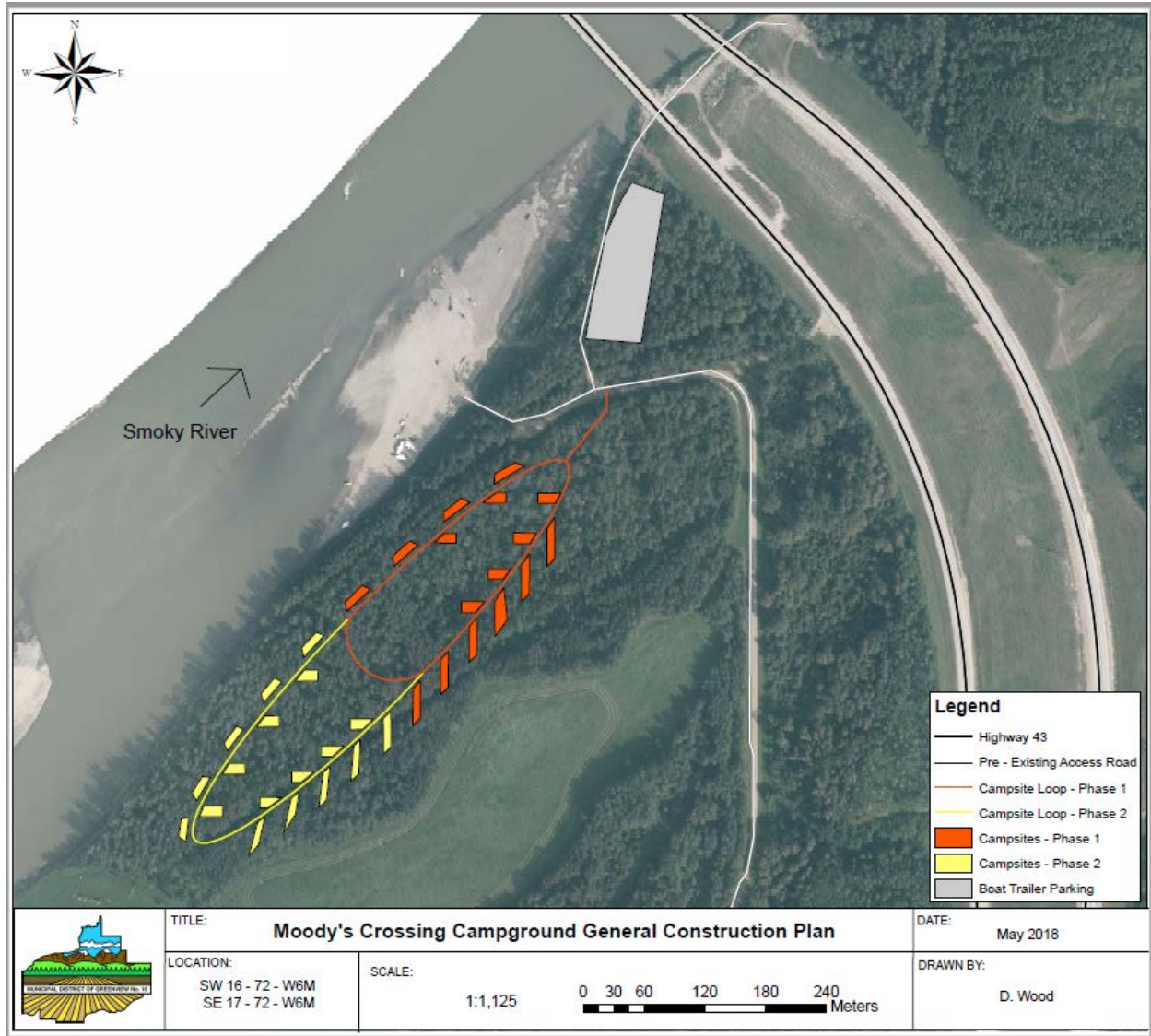
All changes done to the revised tender sent out on July 18, 2018 done after the closing date of 2:00pm July 24, 2018 that affects the work to be completed will then be completed by hourly rates supplied by the Alberta Road Builders Rate Book 2018 addition. This would also wave the completion date of October 15, 2018 without penalties. If the start date of August 14, 2018 given in our tender is delayed by the MD of Greenview No 16 in any way the completion date of October 15, 2018 is waved with no penalties.

The gravel access road from the top of the hill down to the worksite will not be our responsibility to maintain due to the current shape of the road, due to the lack of being maintained after this springs flooding.

T. Loewen Construction LTD



Tommy Loewen





REQUEST FOR DECISION

SUBJECT:	BF 75356 Tender Results		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	August 27, 2018	CAO: MH	MANAGER:
DEPARTMENT:	CONSTRUCTION & MAINTENANCE	GM: GG	PRESENTER: GG
STRATEGIC PLAN:	Infrastructure		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to re-tender Bridge File 75356 in 2019.

BACKGROUND/PROPOSAL:

Council previously passed Motion 18.07.378: *That Council authorize the transfer of \$770,305 from the Capital Infrastructure Reserve for the replacement of Bridge File 75356 located on Young's Point road.*

This project was tendered and results received. To summarize the tender results: the tender was opened on August 10, 2018 and the a bid summary sheet is attached. Only two bidders submitted bids for this project and the bid from 1690882 AB Ltd. was disqualified as they failed to recognize Addendum 1 until after the tender opening. As such, there is a single qualified bid from Cox Contractors Ltd. Both bids are significantly higher than the C-estimate from Jul 24, 2018: 169088 (contractor) is \$110,455 (23%) higher and Cox Contracting is \$151,758 (32%) higher.

Administration believes that the limited interest from bidders and the higher prices are a result of the tender being issued late in the 2018 season. There are some inconsistencies with both bids that serve to reinforce this understanding, such as inflated cost on certain bid items.

The over-all bid of \$676,059 from Cox contracting is still under the approved 2018 budget of \$770,305.

If Greenview opts to pay the "late tender premium" and award the tender there is a risk that the project will not be completed prior to the October 31st completion date due to the small construction window and the susceptibility of the work to be effected by cold weather, further forcing the project cost to rise.

Assuming that Greenview awards on August 27th, the soonest any contractor would be able to proceed with the work would be September 13, which is 48 days before the Contract completion date of October 31. The sole qualifying bid included 30 site occupancy days, which the contract specifications would allow up to 8 days off. Further the project includes backfilling, roadwork and Asphalt Concrete Pavement (ACP), all of which

are susceptible to cold weather conditions. While backfill can be heated, this typically adds additional time to the project. Some aspects of the roadway work cannot be completed during frozen conditions. At the end of the day Greenview would risk paying a premium price for a project that may still be completed in 2019. It should be noted that although completion of the project in 2019 would result in the Contractor being assessed damages, it is not expected that these damages would recoup the full cost of the premium.

If Greenview opts to not award the tender in 2018, the project could be re-issued in 2019. This would likely result in lower bid prices and prevent the cold weather concerns. The primary risk with this is the condition of the existing culvert. The culvert is in poor condition and there is a possibility of blockage or collapse of the inlet end due to the existing condition.

If decided that Greenview is going to re-tender in early 2019 then administration will complete some preventative measures to mitigate the risks of any continued culvert failure, thus reducing the possibility of blockages that could back up water on the inlet side of the pipe.

Administration did receive verbal confirmation from Reynolds Mirth Richards & Farmer that Council could reject the tender bid based on price timing of the project and weather.

Administration is suggesting that Council re-tender early in 2019, not only due to the premium cost but most importantly the potential problems due to cold weather and the small window of construction in relation to the completion date of October 31st.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of following the recommended motion will attract more contractors and lower pricing.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that the project will need to be retendered.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to award Bridge File 75356 to Cox Contracting Ltd. in the amount of \$676,059.00 with funding coming from approved Capital Budget for Project BF75356

FINANCIAL IMPLICATION:

Direct Costs: \$676,059 from Capital Budget BF75356

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:

Depending on decision of Council, administration will inform Cox Contracting of Council's decision.

ATTACHMENT(S):

N/A



Tender Opening Results - Tender 75356-18

Municipal District of Greenview No. 1



Culvert Replacement and Other Work

August 10, 2018

Bid Item	Description	1690882 AB Ltd.				Cox Contractors Ltd.				Engineer's Estimate		
		Est. Quant.	Unit Price	Amendment	Sub-Total	Est. Quant.	Unit Price	Amendment	Sub-Total	Est. Quant.	Unit Price	Sub-Total
BF 13897												
1	Mobilization	1	\$ 259,105.00	\$ -	\$ 259,105.00	1	\$ 50,000.00	\$ -	\$ 50,000.00	1	\$ 55,000	\$ 55,000.00
2	Site Occupancy for Bridge Construction	38	\$ 1,500.00	\$ -	\$ 57,000.00	30	\$ 1,500.00	\$ -	\$ 45,000.00	0	\$ 800	\$ -
3	Traffic Accommodation for Bridge Construction	1	\$ 56,000.00	\$ -	\$ 56,000.00	1	\$ 21,800.00	\$ -	\$ 21,800.00	1	\$ 95,000	\$ 95,000.00
4	Total Suspended Solids (TSS) Testing	10	\$ 250.00	\$ -	\$ 2,500.00	10	\$ 100.00	\$ -	\$ 1,000.00	10	\$ 1,000	\$ 10,000.00
5	Demolition and Disposal of Bridge Structure	1	\$ 3,450.00	\$ -	\$ 3,450.00	1	\$ 68,300.00	\$ -	\$ 68,300.00	1	\$ 15,000	\$ 15,000.00
6	Care of Water	1	\$ 23,000.00	\$ -	\$ 23,000.00	1	\$ 8,000.00	\$ -	\$ 8,000.00	1	\$ 20,000	\$ 20,000.00
7	Excavation - Structural	1	\$ 10,000.00	\$ -	\$ 10,000.00	1	\$ 75,258.00	\$ -	\$ 75,258.00	1	\$ 12,000	\$ 12,000.00
8	SPCSP - Assembly	1	\$ 18,000.00	\$ -	\$ 18,000.00	1	\$ 104,400.00	\$ -	\$ 104,400.00	1	\$ 52,000	\$ 52,000.00
9	Concrete End Treatment	1	\$ 28,000.00	\$ -	\$ 28,000.00	1	\$ 20,000.00	\$ -	\$ 20,000.00	1	\$ 25,000	\$ 25,000.00
10	Backfill	1	\$ 77,500.00	\$ -	\$ 77,500.00	1	\$ 159,891.00	\$ -	\$ 159,891.00	1	\$ 43,000	\$ 43,000.00
11	Roadway Work	1	\$ 86,000.00	\$ -	\$ 86,000.00	1	\$ 92,040.00	\$ -	\$ 92,040.00	1	\$ 115,000	\$ 115,000.00
12	Heavy Rock Riprap (Class 1)	120	\$ 150.00	\$ -	\$ 18,000.00	120	\$ 197.00	\$ -	\$ 23,640.00	120	\$ 250	\$ 30,000.00
13	Erosion Control Barrier (Silt Fence)	100	\$ 5.00	\$ -	\$ 500.00	100	\$ 7.00	\$ -	\$ 700.00	100	\$ 12	\$ 1,200.00
14	Class 1M Rock Lined Ditch Drains	10	\$ 500.00	\$ -	\$ 5,000.00	10	\$ 395.00	\$ -	\$ 3,950.00	10	\$ 350	\$ 3,500.00
15	Erosion Control Barrier (Straw Fibre Roll)	100	\$ 20.00	\$ -	\$ 2,000.00	100	\$ 11.00	\$ -	\$ 1,100.00	100	\$ 12	\$ 1,200.00
16	Erosion Control Soil Covering (Type C)	140	\$ 5.00	\$ -	\$ 700.00	140	\$ 7.00	\$ -	\$ 980.00	140	\$ 10	\$ 1,400.00
Price without GST		\$646,755.00				\$676,059.00				\$479,300.00		
GST		\$32,337.75				\$33,802.95				\$23,965.00		
Price with GST		\$679,092.75				\$709,861.95				\$503,265.00		



REQUEST FOR DECISION

SUBJECT: **ICF/IDP Timeline Extension**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: August 27, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Intergovernmental Relations

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

RELEVANT LEGISLATION:

Provincial (cite) – Ministerial Order No. MSL:047/18

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to send a letter to the MD of Smoky River in support of an Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Timeline Extension.

BACKGROUND/PROPOSAL:

Please see the attached Ministerial Order of July 19, 2018. The Order allows rural municipalities to have an extra year to create ICF/IDPs with each other (this does not apply to urban municipalities) and allows municipalities with at least one border made up of Crown Land to not create IDPs.

As Municipal Affairs has granted an extension on the deadline for the Rural ICF and IDP projects (up until April 1, 2021), The Municipal District of Smoky River No. 130 would like to utilize this time extension. As indicated in the letter from the Minister of Municipal Affairs, all parties must agree to apply for the extension by council resolution, and file the resolution with the Minister within 90 days of being passed.

Administration has no concerns with the deadline extension request.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council and Administration will have adequate time to enter into negotiations and reach mutual beneficial agreement.

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 support the ICF/IDP Timeline Extension.

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 send a letter of support regarding the ICF/IDP extension to the MD of Smoky River.

ATTACHMENT(S):

- Ministerial Order No. MSL:047/18



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

MINISTERIAL ORDER NO. MSL:047/18

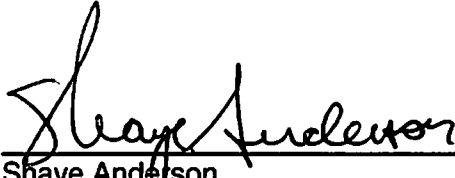
I, Shaye Anderson, Minister of Municipal Affairs, pursuant to Sections 605 and 631 of the *Municipal Government Act (MGA)*, make the following order:

- 1) Two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are exempt from the requirements of Section 631 of the *MGA* on the condition that all parties to the framework agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 2) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are municipal districts or specialized municipalities referred to in Section 77 of the *MGA* (excluding the Municipality of Jasper), improvement districts referred to in Section 581 of the *MGA*, or special areas as defined in Section 1 of the *Special Areas Act*, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 3) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are members of the same growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

.../2

- 4) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between a municipality that is a member of a growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018 and a municipality that is not a member of the growth management board but is located entirely within the boundaries of the member municipality, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 5) That the time for an arbitrator to create an intermunicipal collaboration framework or an intermunicipal development plan pursuant to Section 708.36(1)(a) of the *MGA* is April 1, 2022, where the time to create the framework or adopt the plan is modified by this Order.

Dated at Edmonton, Alberta, this 19th day of July, 2018.


Shaye Anderson
Minister of Municipal Affairs



REQUEST FOR DECISION

SUBJECT: **Policy 1503 Investments**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: August 27, 2018

DEPARTMENT: FINANCE

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH

MANAGER: DD

GM: RO

PRESENTER: RO

RELEVANT LEGISLATION:

Provincial (cite) – MGA Section 250, AR 66/2000 and AR 022/2010

Council Bylaw/Policy (cite) – AD 17 – Investments

RECOMMENDED ACTION:

MOTION: That Council approves the Revised Investments Policy 1503 as presented.

BACKGROUND/PROPOSAL:

The revised Investments Policy (1503) was reviewed by Policy Review Committee on April 10th, 2018 and recommended to council for acceptance.

The following is a list of changes made to the Investment Policy:

- **The Purpose of the policy** has been reworded based on recommended practices.
- **The Policy section** has been reworded to encompass best practice.
- **Procedure section** has been added based on recommended practices.
- **An Investment Schedule** has been added to clearly show the types and percentage of investments that are acceptable for Greenview's Investments.

In short, Administration has completely changed Greenview's Investment Policy. Policy 1503 - Investment is the revised policy and Policy AD 17 - Investment is the current policy.

The changes to the policy are based on advice from Greenview's Investment Manager – Cory Boddy with ATB and by researching other municipal investment policies, such as Mackenzie County and the County of Grande Prairie.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview's Investments Policy is updated based on current best practice.

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 as presented.

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:

Once Council makes a decision, Administration will upload the policy to SharePoint, Greenview's website and FileHold.

ATTACHMENT(S):

- Policy 1503 – Investments (Revised)
- AD 17 – Investments (Original)
- Investments policy schedule
- MGA investment regulations AR66 2000
- MGA Act S 250
- MGA muni funds regulation 22/2010

Title: Investments

Policy No: 1503

Effective Date: tbd

Motion Number: tbd

Supersedes Policy No: AD-17

Review Date:



Purpose:

The purpose of the Investment Policy is to invest public funds in a manner which will provide the highest investment return with the maximum security, while meeting our daily cash flow requirements and conforming to all provincial and other statutes governing the investment of public funds.

POLICY

1. This policy is established to ensure that funds which the MD of Greenview (Greenview) may receive by way of cash flows, surpluses, trust funds, reserves, or any other source, are invested to provide optimal returns after due consideration of yield, term, security and diversification.
2. This investment policy applies to all funds of Greenview on deposit or invested in investment securities.
 - 2.1 The funds include:
 - a. Operating Funds
 - b. Reserve Funds
 - c. Any new fund created by Greenview, unless specifically exempted.

PROCEDURE

1. Prudence
 - 1.1 Investments are to be made with the same good judgment and care – under circumstances then prevailing - that persons of prudence, discretion and intelligence would exercise in the management of their own affairs, considering the probable safety of their capital as well as the probable income to be derived.
 - 1.2 The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and investment policy, and exercising due diligence, shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

2. Investment Objectives

The primary objectives, in order of priority, of Greenview's investment activities, shall be:

2.1 Safety

Investments for Greenview shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

2.2 Liquidity

Greenview's investment portfolio will remain sufficiently liquid to enable Greenview to meet all operating and capital requirements, which might be reasonably anticipated.

2.3 Return on Investment

Greenview's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account Greenview's investment risk constraints and the cash flow characteristics of the portfolio.

3. Authority

3.1 Authority to manage Greenview's investment program is derived from the following:

- a. Section 250 Investments of the Alberta Municipal Government Act
- b. Greenview's Council resolutions
- c. Investment Regulations (AR 66/2000) of the Municipal Government Act
- d. Muni Fund Investment Regulations (AR 22/2010) of the Municipal Government Act

3.2 Management responsibility for the investment program is hereby delegated to the General Manager of Corporate Services, who shall establish procedures for the operation of the investment program consistent with this investment policy.

3.3 No person shall engage in an investment transaction except as provided for under the terms of this policy and the procedures established by the General Manager of Corporate Services. The external Investment Manager (if any) is required to act in the best interest of Greenview at all times.

3.4 No person shall engage in an investment transaction except as provided for under the terms of this policy and the procedures established by the General Manager of Corporate Services. The external Investment Manager (if any) is required to act in the best interest of Greenview at all times.

4. Ethics and Conflict of Interest

Officers and employees of Greenview, who are involved with investment decisions, and the Chief Administrative Officer:

4.1 Shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions;

4.2 Shall disclose to Greenview Council, through the Chief Administrative Officer, any material financial interests in financial institutions that conduct business within Greenview, and they shall further disclose any large personal financial/investment position that could be related to the performance of the Greenview portfolio.

5. Investments

5.1 Investments shall be restricted to those outlined in Schedule "A" of this policy. No investment instruments other than those indicated as acceptable in this policy shall be executed unless specifically approved by the Council of Greenview.

5.2 The types of investments are further limited to those authorized under Section 250 of the MGA.

6. Custody and Segregation

6.1 Investments may be held by financial institutions in bulk segregation in accounts in the name of Municipal District of Greenview (Greenview).

7. Diversification

7.1 Greenview shall diversify its investments by security type and institution. Maximum percentages of the investment portfolio that may be invested with any single issuer or within any investment type are outlined in Schedule "A".

8. Investment Terms

8.1 To the extent possible, Greenview will attempt to match its investments with anticipated cash flow requirements.

8.2 Reserve funds with no anticipated cash flow requirement may be invested in securities with maturity dates up to ten (10) years from the investment date.

9. Investment Manager

9.1 Greenview may retain the services of an external Investment Manager to provide advice and/or investment management services with respect to Greenview's investment portfolio.

10. Performance Evaluation

10.1 The investment portfolio will be designed to achieve a stated industry benchmark rate of return during a pre-set measurement period.

10.2 Greenview's investment strategy will be active. The performance benchmarks to ensure productivity of the accounts shall be the three (3) month Government of Canada T-Bill Index and an appropriate Bond Index.

11. Reporting

11.1 The General Manager of Corporate Services will report on investment activity and returns to Greenview Council on an annual basis. Reports will include performance and interest earnings.

Appendix

Schedule 'A' Investment Schedule

REVISED



M. D. OF GREENVIEW NO. 16

POLICY & PROCEDURES MANUAL

Section:
ADMINISTRATION

POLICY NUMBER: AD 17

POLICY TITLE: INVESTMENTS

Page 1 of 2

Date Adopted by Council / Motion Number:

11.10.548

PURPOSE:

To provide guidance to Administration when funds are available for investment in order to effectively manage the Municipal District's investment portfolio within legislated limits with a view to maximizing the return on cash investments.

POLICY:

DEFINITIONS:

Short term investments will mean those investments maturing within a 30 to 180 day period.

Financial institutions, chartered banks or Treasury Branches, will mean a financial lending institution of a chartered bank or a treasury branch.

Surplus cash will mean those funds as determined by administration as being in excess of those needed to pay the expected upcoming expenditures.

1. The C.A.O. will invest all surplus cash and reserve funds of the Municipality that are not required to finance the Municipality's immediate needs.
2. The C.A.O. will be authorized, in accordance with this policy, to make short term investments obtaining the best possible rates and terms suitable to the Municipal District's needs.
3. Surplus cash and/or reserve funds may be invested in the following securities:
 - a) Bonds - Canada/Provincial with a rating of AA1 or higher;
 - b) Debentures;
 - c) Trust Certificates;
 - d) Guaranteed Investment Certificates or Receipts;
 - e) Certificates of Deposit;
 - f) Deposit Receipts;
 - g) Treasury Bills; and
 - h) Banker's Acceptance.

POLICY TITLE: INVESTMENTS

Page 2 of 2

Date Adopted by Council / Motion Number:

03.04.230

4. The C.A.O. will ensure submission to Council of a summary of the investments on a quarterly basis.
5. Council may authorize the C.A.O. to invest surplus cash or reserve funds in long term investments when advantageous for the Municipal District.
6. Investments for long term may be invested as noted in Clause 3.

REEVE

C.A.O.

Investment Policy # _____ Schedule "A" Approved Investments		
Security (Securities denominated in Canadian Dollars ONLY)	Maximum % per Institution	Maximum % per Investment Type
Government		
Securities issued or guaranteed by:		
The Government of Canada	100%	100%
Alberta Government	100%	100%
Other Provincial Governments within Canada	30%	50%
Municipal Governments within Canada	5%	5%
Banks		
Securities issued or guaranteed by:		
Major Banks - Includes ONLY the following banks: Bank of Montreal,	100%	100%
Royal Bank, TD Bank, CIBC, ScotiaBank	100%	100%
Other Banks	5%	%%
Alberta Treasury Branches (ATB) (Securities issued or guaranteed by)	100%	100%
Credit Unions:		
Securities issued or guaranteed by:		
Alberta Credit Unions	100%	100%
Other Credit Unions	5%	5%
Trust Companies:		
(Securities issued or guaranteed by)	5%	5%
School Divisions, School Districts, Hospital District, Health Region, Regional Service Commissions	0%	0%
	0%	0%
Pooled Funds:		
In accordance with the Municipal Government Act and related documents.	100%	100%
Corporations:		
Shares	0%	0%
* The percentage requirement must be met when the investment is made.		



Province of Alberta

MUNICIPAL GOVERNMENT ACT

INVESTMENT REGULATION

Alberta Regulation 66/2000

With amendments up to and including Alberta Regulation 75/2015

Office Consolidation

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(Consolidated up to 75/2015)

ALBERTA REGULATION 66/2000

Municipal Government Act

INVESTMENT REGULATION

Definition

1 In this Regulation, “securities” includes bonds, debentures, trust certificates, guaranteed investment certificates or receipts, certificates of deposit, deposit receipts, bills, notes and mortgages of real estate or leaseholds and rights or interests in respect of a security.

Additional investments

2(1) In addition to the investments referred to in section 250(2) of the Act, a municipality may invest its money in

- (a) securities issued by a corporation incorporated or continued under the laws of Canada or of a province if the securities are rated as follows:
 - (i) subject to subclause (ii), if the municipality is not a municipality as defined in the *Major Cities Investment Regulation* (AR 249/2000), the securities must be rated by at least one of the rating agencies with
 - (A) a minimum R-1 or A₁ or equivalent rating for securities with a maturity date that is less than one year from the securities’ issue, and
 - (B) a minimum of A- or equivalent rating for securities with a maturity date that is one year or more from the securities’ issue;
 - (ii) if the investment is permitted by the *MuniSERP Investment Regulation* or the *MUNI Funds Investment Regulation*, the securities must be rated by at least one of the rating agencies with
 - (A) a minimum R-1 or BBB- or equivalent rating for securities with a maturity date that is less than one year from the securities’ issue, and

- (B) a minimum of BBB- or equivalent rating for securities with a maturity date that is one year or more from the securities' issue,
 - (b) securities of the municipality,
 - (c) exchange agreements, futures agreements, option agreements or rate agreements, in respect of interest, dividends, rates, currencies, indices or mediums of exchange if
 - (i) the instrument is used in connection with and for the purpose of reducing the risk of another investment referred to in section 250(2) of the Act or in clause (a) or (b) of this subsection, or
 - (ii) the instrument is used to protect the municipality from exposure to a loss resulting from an interest, currency or rate fluctuation in connection with an amount owing to the municipality or an amount owed by the municipality,
- and
- (d) units in pooled funds of all or any of the investments described in section 250(2)(a) to (c) of the Act and in clauses (a) to (c) of this subsection.
- (2) The rating agencies referred to in subsection (1)(a) are:
- (a) repealed AR 123/2005 s2;
 - (b) Dominion Bond Rating Service Limited;
 - (c) Moody's Investors Service, Inc.;
 - (d) Standard & Poor's Corporation.

AR 66/2000 s2;123/2005;210/2006;22/2010;
190/2010;104/2012

Repeal


- 3** The *Investment Regulation* (AR 374/94) is repealed.

Expiry

- 4** For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on June 30, 2020.

AR 66/2000 s4;123/2005;88/2010;75/2015



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Municipal Government Act

RSA 2000 – Chapter M-26

Investments

Authorized investments

250(1) In this section, “securities” includes bonds, debentures, trust certificates, guaranteed investment certificates or receipts, certificates of deposit, deposit receipts, bills, notes and mortgages of real estate or leaseholds and rights or interests in respect of a security.

(2) A municipality may only invest its money in the following:

(a) securities issued or guaranteed by

(i) the Crown in right of Canada or an agent of the Crown, or

(ii) the Crown in right of a province or territory or an agent of a province or territory;

(b) securities of a municipality, school division, school district, hospital district, health region under the *Regional Health Authorities Act* or regional services commission in Alberta;

(c) securities that are issued or guaranteed by a bank, treasury branch, credit union or trust corporation;

(d) units in pooled funds of all or any of the investments described in clauses (a) to (c);

(e) shares of a corporation incorporated or continued under the *Canada Business Corporations Act* (Canada) or incorporated, continued or registered under the *Business Corporations Act* if the investment is approved by the Minister.

(3) The approval of the Minister under subsection (2) (e) may contain conditions and a municipality may not acquire shares of a corporation under subsection (2)(e) if the acquisition would allow the municipality to control the corporation.

(4) In addition to the investments referred to in subsection (2), the Minister may by regulation allow one or more municipalities to invest their money in other investments described in the regulation.

(5) Nothing in this section prevents a municipality from acquiring a share or membership in a non-profit organization.

1994 cM-26.1 s250; 1994 cR-9.07 s25 (24)



Province of Alberta

MUNICIPAL GOVERNMENT ACT

MUNI FUNDS INVESTMENT REGULATION

Alberta Regulation 22/2010

With amendments up to and including Alberta Regulation 174/2015

Office Consolidation

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Note

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(Consolidated up to 174/2015)

ALBERTA REGULATION 22/2010

Municipal Government Act

MUNI FUNDS INVESTMENT REGULATION

Table of Contents

- 1 Definitions
- 2 Additional investments
- 3 Rating agencies
- 4 Ratings
- 5 Limitations on municipality
- 6 Consequential
- 7 Expiry

Definitions

1 In this Regulation,

- (a) “Act” means the *Municipal Government Act*;
- (b) “MUNI Funds” means the pooled investment funds operated by the Alberta Municipal Services Corporation;
- (c) “municipality” means a municipality, other than the City of Calgary or the City of Edmonton;
- (d) “securities” has the meaning given to it in section 250(1) of the Act.

Additional investments

2 In addition to the investments referred to in section 250(2) of the Act, section 2 of the *Investment Regulation* (AR 66/2000) and section 2 of the *MuniSERP Investment Regulation* (AR 210/2006), a municipality may invest its money in the MUNI Funds if the investments held by the MUNI Funds are restricted to the following:

- (a) the investment described in section 250(2)(a) to (c) of the Act and section 2(1)(a) to (c) of the *Investment Regulation* (AR 66/2000);

- (b) securities issued or guaranteed by a credit union or trust corporation established or continued under the laws of Canada or a province other than Alberta;
- (c) securities of any of the following entities, or of a body that is the equivalent of any of the following entities, established under the laws of Canada or a province other than Alberta:
 - (i) a municipality;
 - (ii) a school division;
 - (iii) a school district;
 - (iv) a hospital district;
 - (v) a regional health authority;
 - (vi) a regional services commission;
- (d) securities, including securities denominated in foreign currencies, issued or guaranteed by
 - (i) the government of a jurisdiction outside Canada or an agent of that government,
 - (ii) a corporation with its head office located in a jurisdiction outside Canada or an agent of that corporation, or
 - (iii) a bank incorporated in a jurisdiction outside Canada or an agent of that bank

if the securities are rated by at least one of the rating agencies listed in section 3 with a rating that is equivalent to the ratings set out in section 4;
- (e) units in pooled funds of all or any of the investments described in clauses (a) to (d) of this section.

AR 22/2010 s2;104/2012

Rating agencies

3 The rating agencies referred to in section 2 are the following:

- (a) Dominion Bond Rating Service Limited;
- (b) Moody's Investors Service, Inc.;
- (c) Standard & Poor's Corporation.

Ratings

4 The ratings referred to in section 2 are the following:

- (a) a minimum of R-1 or BBB- for investments with a maturity date that is less than one year after the date the investment is issued;
- (b) a minimum of BBB- for investments with a maturity date that is one year or more after the date the investment is issued.

Limitations on municipality

5 In making investments, the municipality must at all times be governed

- (a) by the prudent person rule as understood generally by the investment community in Canada and Alberta, and
- (b) by the investment policy approved by its council.

Consequential


6 The *Investment Regulation* (AR 66/2000) is amended in section 2(1)(a)(ii) by adding “or the *MUNI Funds Investment Regulation*” after “*APEX Plus Investment Regulation*”.

Expiry

7 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on November 30, 2020.

AR 22/2010 s7;174/2015



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REQUEST FOR DECISION

SUBJECT: **Edna Stevenson and Laura DeBolt Manor Relocation Option Report**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: August 27, 2018 CAO: MH MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Edna Stevenson and Laura DeBolt Manor Relocation Option Report as presented, for information.

BACKGROUND/PROPOSAL:

Located on the bank of DeBolt Creek within the Hamlet of DeBolt, the Edna Stevenson and Laura DeBolt Manor are buildings that are owned by the Alberta Social Housing Corporation and offered a total of 8 self-contained living accommodation units to seniors. In recent years, after the slide of the creek bank, Alberta Health Services determined that the buildings were located too close to the unstable banks and deemed the units as unsafe to live in, as well as not fiscally prudent to allocate funds to stabilize the deteriorating bank due to the land being privately owned by the Grande Spirit Foundation.

The support for seniors housing to remain in the hamlet of DeBolt was formally explored in the fall of 2017 when Greenview conducted a Senior Housing Survey. The result of the survey clearly indicated local desire to retain senior housing. When this desire was conveyed to the Alberta Social Housing Corporation, they expressed to Greenview that they may consider the possibility of providing funding to have the buildings moved if Greenview could secure alternate serviced land. In May of 2018, Council directed Administration to provide a report on various land options available to accommodate the relocation of the existing Edna Stevenson and Laura DeBolt Manor seniors accommodations, within the hamlet of DeBolt.

Upon an extensive review of the hamlet borders and the land located within them, Administration determined that there were no suitable parcels of land within the boundaries of the hamlet, however, a 2.28 acre parcel of land on the northwest border is available. Despite being located on the outside edge of the hamlet boundary, the land is serviceable. The acreage to the north of the property in question receives hamlet water and utilizes a sewer pump out system that ties into the hamlet sewer.

Administration contacted the landowner of the 2.28 acre parcel and determined that she would sell it to Greenview for the sum of \$82,000.00 which she determined from an independent appraiser. Administration

forecasts that additional expenses would be required to tie in to the nearby services as well as landscaping requirements. If Greenview were to proceed, Administration would further confirm the value of the land and the cost of the additional expenses.

Further to the aforementioned, Administration has discovered that the buildings were constructed in the 1970's and therefore their ability to be relocated without considerable repairs and upgrades may be questionable. As a result, Administration recommends further investigation as to the cost effectiveness of moving the buildings versus other options may be a factor for consideration.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Council will be informed of the relocation options and considerations regarding the relocation of the Edna Stevenson and Laura DeBolt Manor.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no 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):

- Edna Stevenson and Laura DeBolt Manor Relocation Map
- Senior Housing Email
- Senior Housing Survey Charts

Edna Stevenson and Laura DeBolt Relocation Option Map



Legend

- Hamlet Boundary
- Hamlet Lot
- Water Line
- Sanitary/Sewer Line
- Potential Relocation Site

Teresa Marin

From: Dennis Mueller
Sent: Tuesday, May 08, 2018 8:39 AM
To: Teresa Marin
Subject: FW: DeBolt - Laura DeBolt Manor and Edna Stevenson Manor

From: Dennis Mueller
Sent: Wednesday, May 02, 2018 9:48 AM
To: Tom Burton <Tom.Burton@mdgreenview.ab.ca>
Cc: Councillors <Councillors@MDGreenview.ab.ca>; Mike Haugen <Mike.Haugen@mdgreenview.ab.ca>
Subject: RE: DeBolt - Laura DeBolt Manor and Edna Stevenson Manor

Tom yes administration will place the item on the agenda for councils discussion and consideration

Thank you

From: Tom Burton
Sent: Monday, April 30, 2018 2:08 PM
To: Mike Haugen <Mike.Haugen@mdgreenview.ab.ca>; Dennis Mueller <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>; Tom Burton <Tom.Burton@mdgreenview.ab.ca>
Cc: Lynda Cuppens <Lynda.Cuppens@gov.ab.ca>; 'Steve Madden' <SMadden@grandespirit.org>; Mike Haugen <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

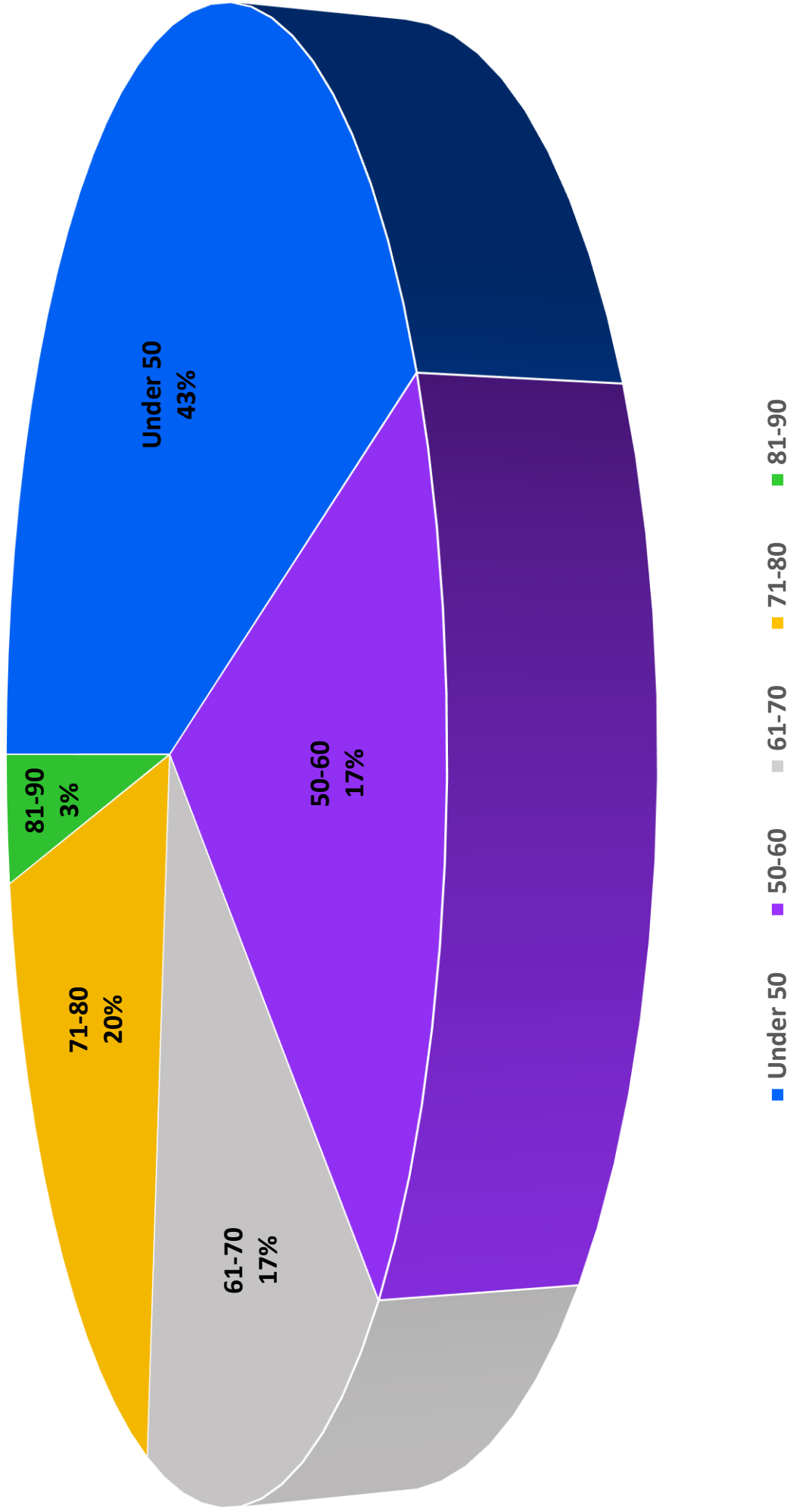
Dean Lussier
Executive Director, Alberta Seniors and Housing
Housing Operations
Government of Alberta

Tel 780-427-1751
Cell 780-905-7248



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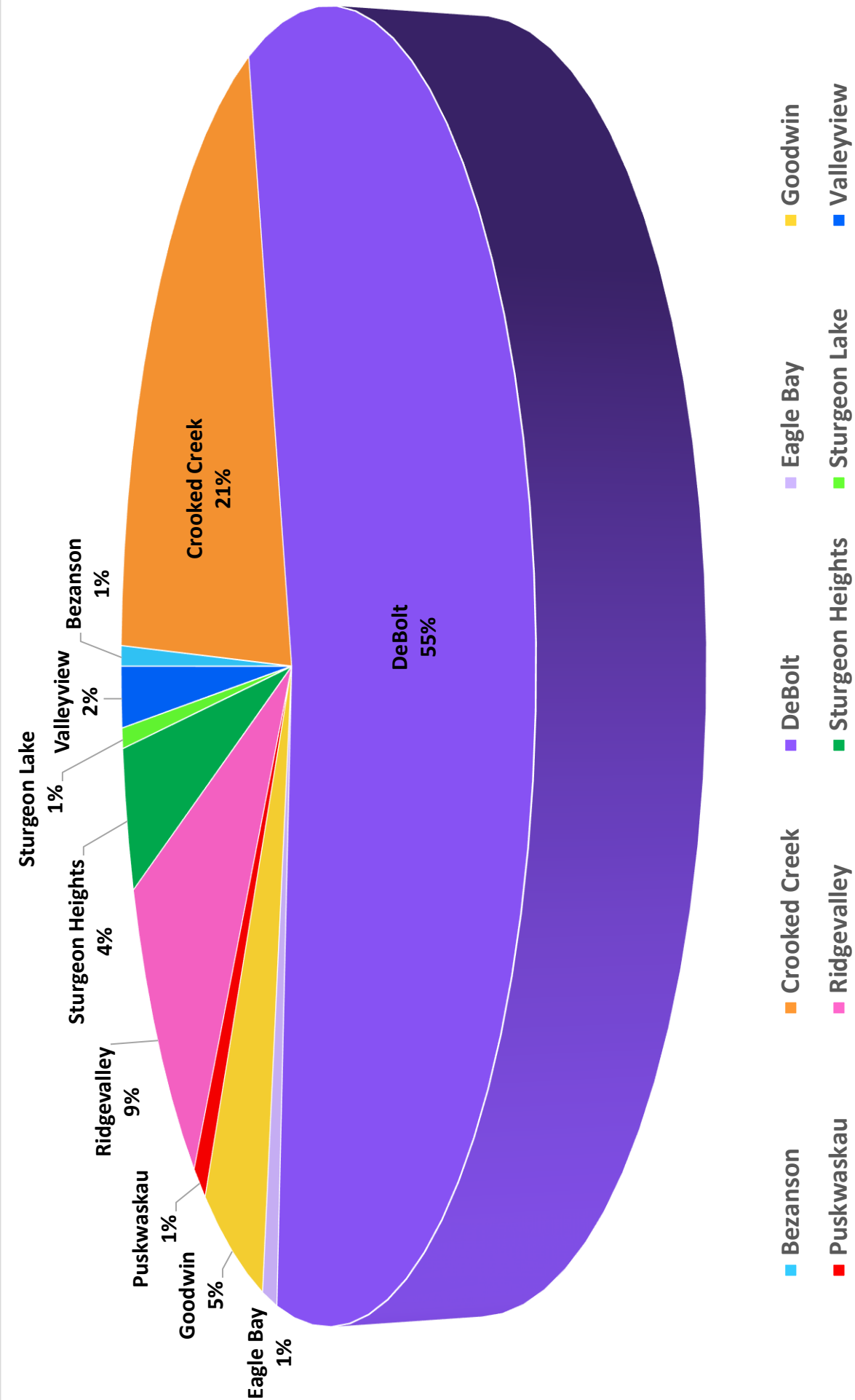
AGE GROUP



What is your age category?

Under 50	50-60	61-70	71-80	81-90	TOTALS
73	28	28	33	6	168
43%	17%	17%	20%	4%	

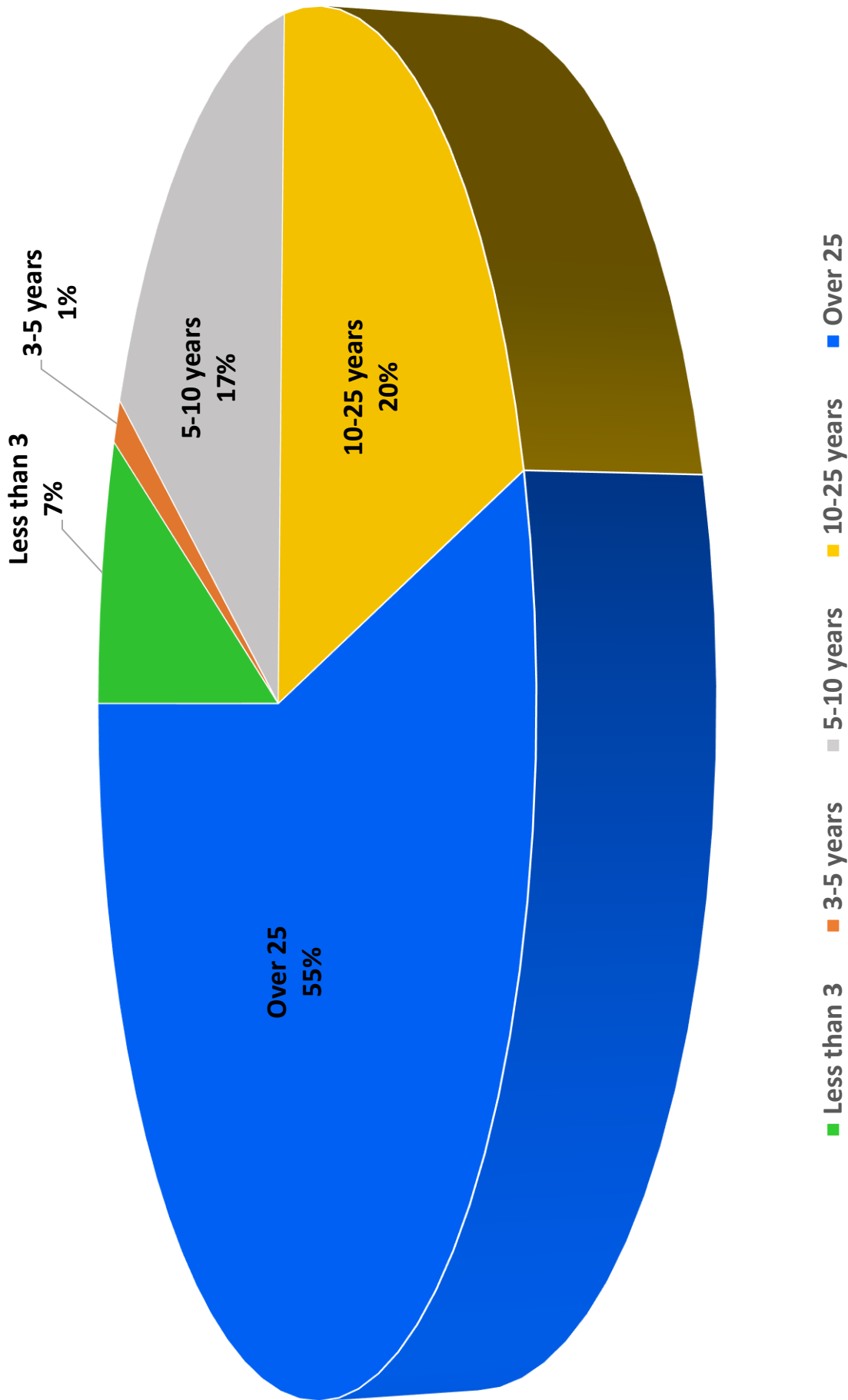
PLACE OF RESIDENCE



Which of these communities do you reside or are located closest to you?

Bezanson	Crooked Creek	DeBolt	Eagle Bay	Goodwin	Puskwaskau	Ridgevalley	Sturgeon Heights	Sturgeon Lake	Valleyview	TOTALS
1	35	92	2	9	2	16	7	1	3	168
1%	21%	55%	1%	5%	1%	10%	4%	1%	2%	

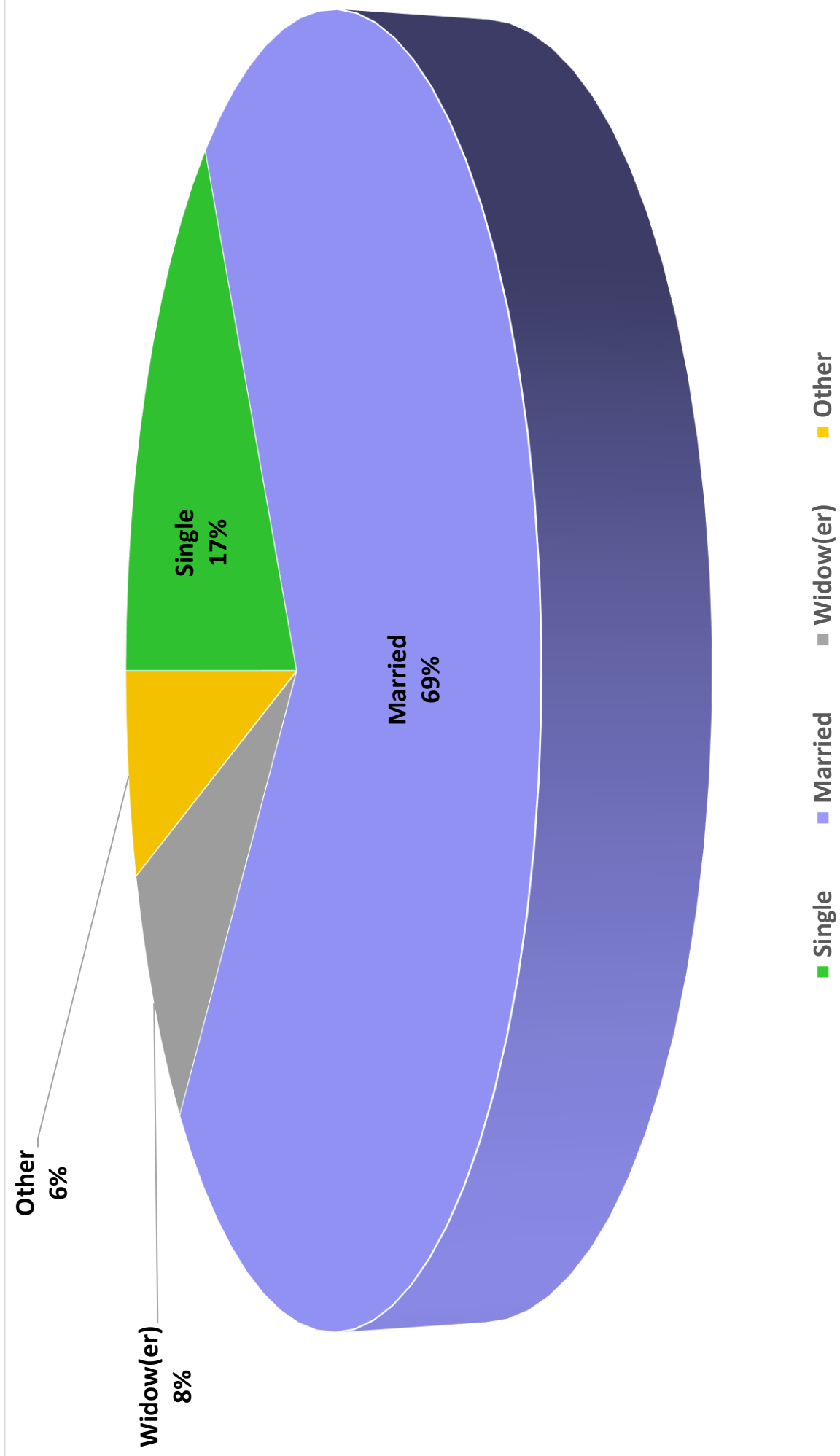
YEARS OF RESIDENCE IN THE AREA



How long have you resided in the area?

Less than 3	3-5 years	5-10 years	10-25 years	Over 25	TOTALS
12	2	28	33	90	165
7%	1%	17%	20%	55%	

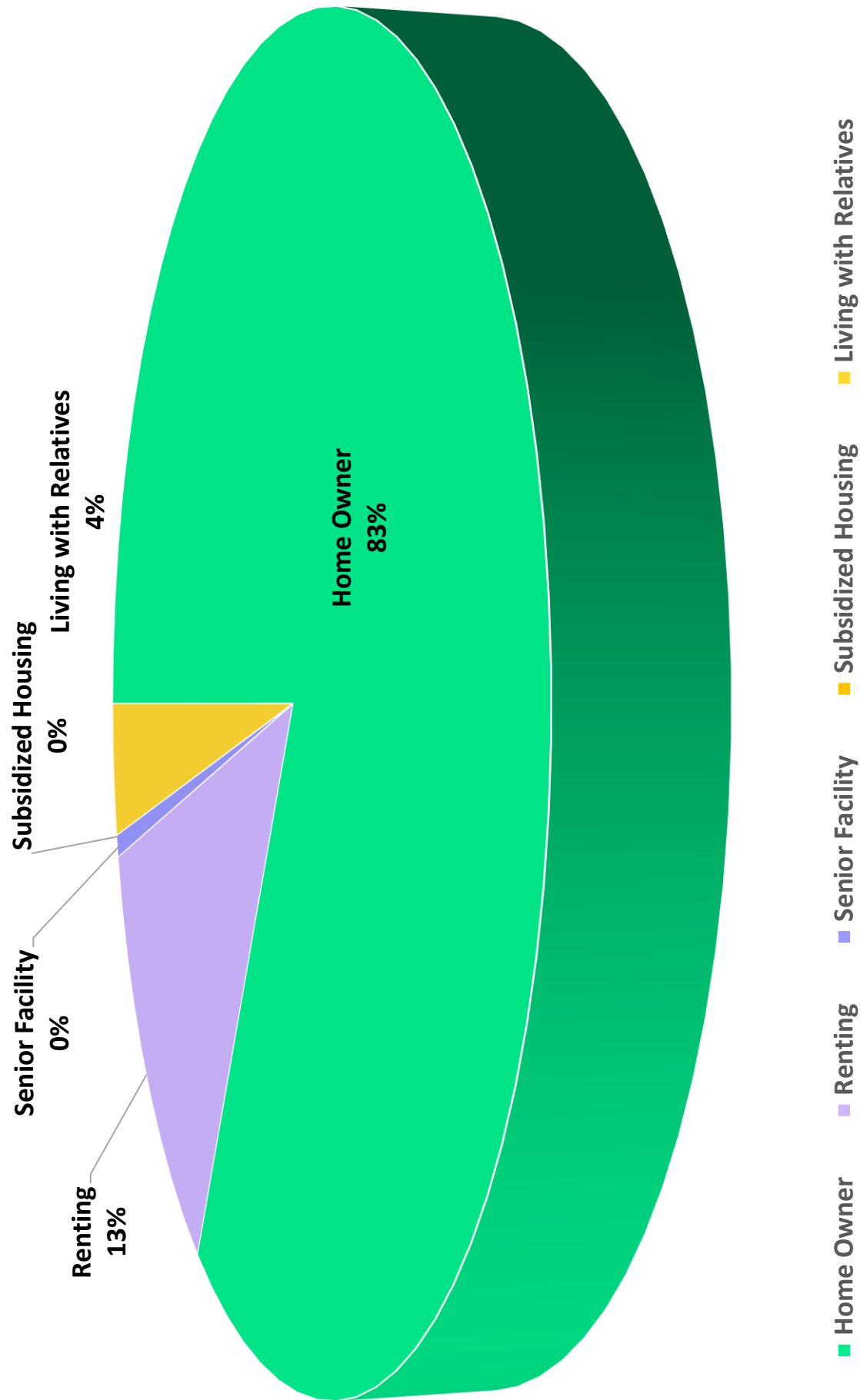
MARITAL STATUS



What is your current marital status?

Single	Married	Widow(er)	Other	TOTALS
28	116	13	10	167
17%	69%	8%	6%	

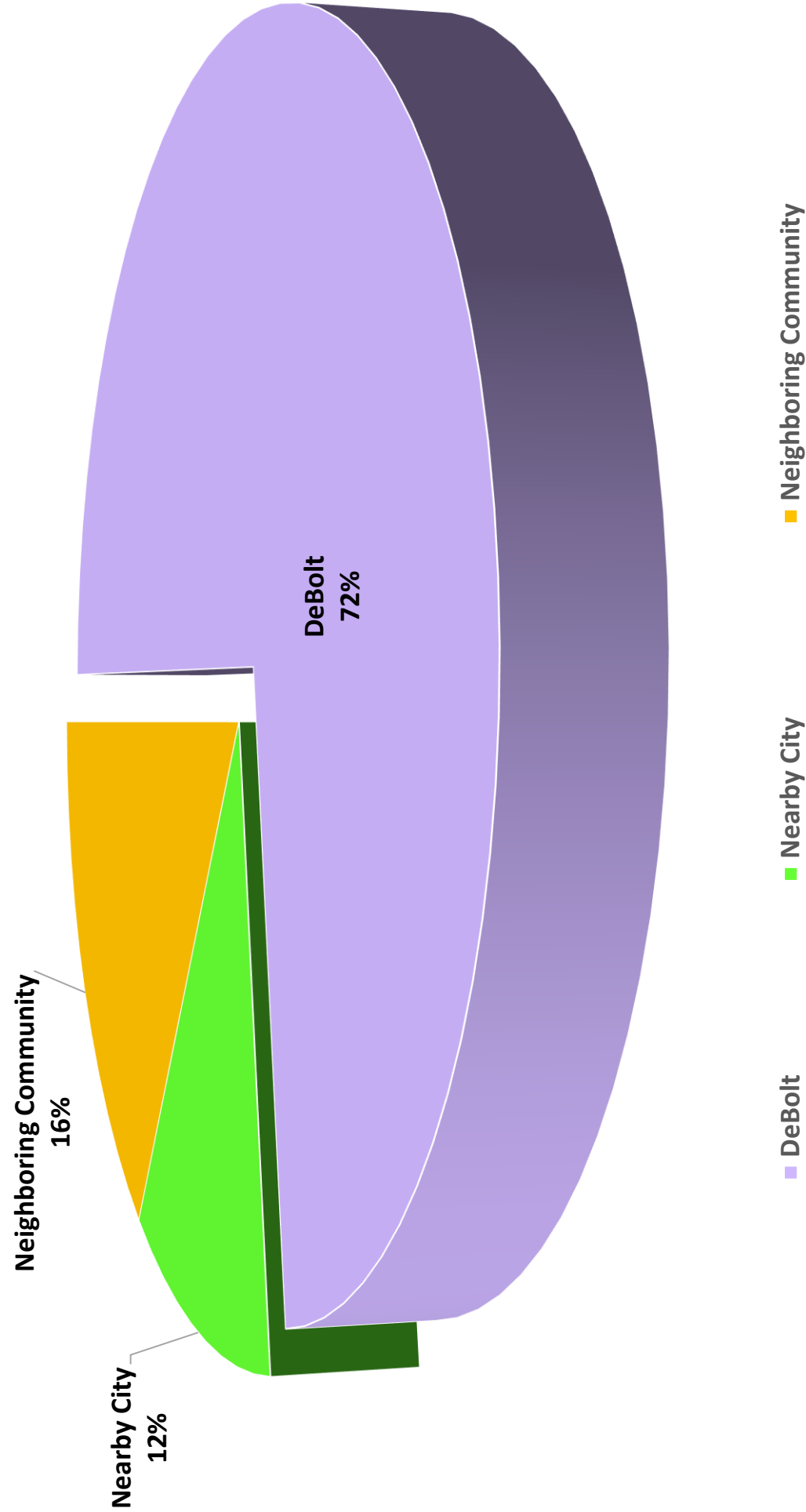
LIVING STATUS



Please indicate your current living status?

Home Owner	Renting	Senior Facility	Subsidized Housing	Living with Relatives	TOTALS
138	21	1	0	6	166
83%	13%	1%	0%	4%	

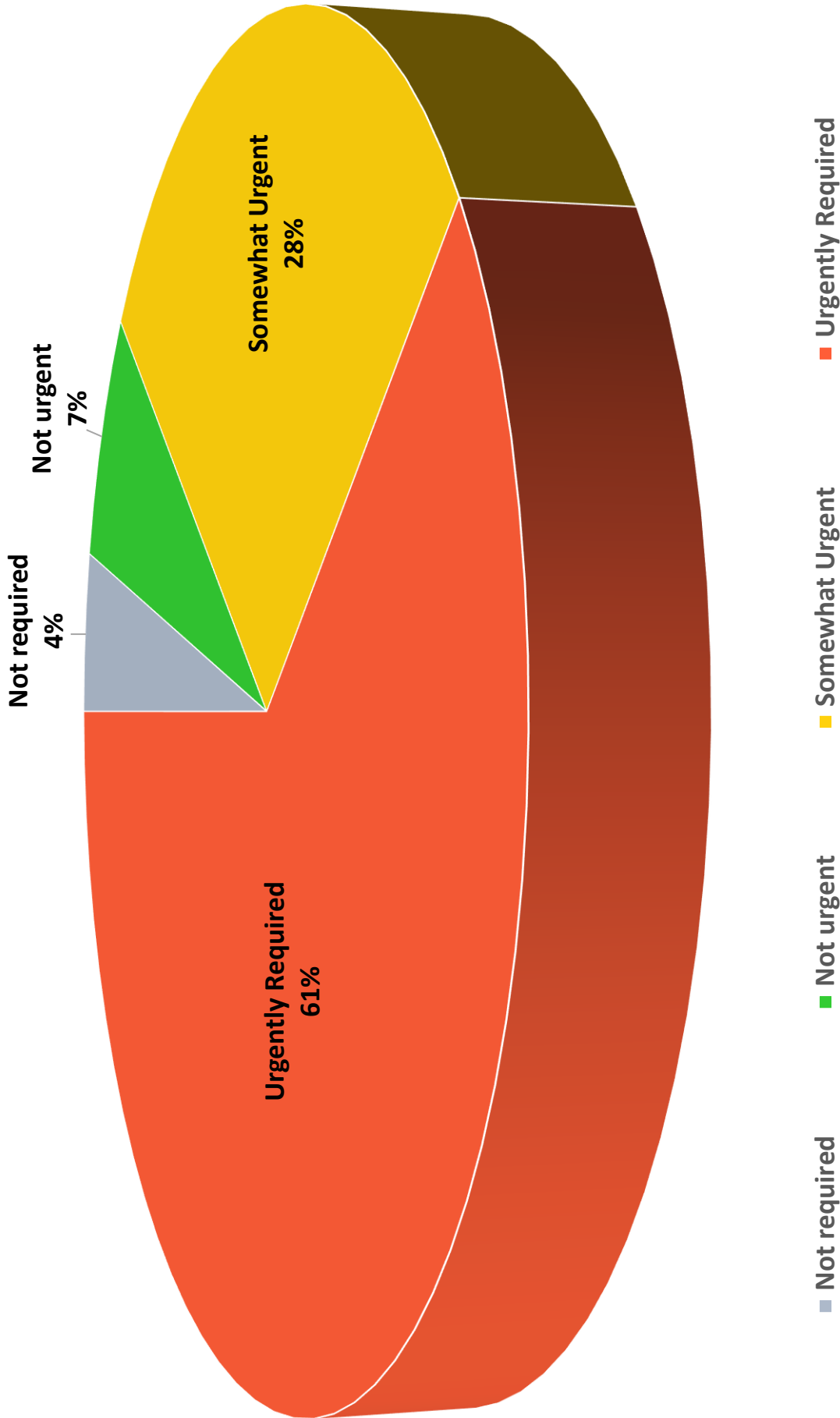
SENIOR HOUSING LOCATION PREFERENCE



If you were to relocate to a senior housing facility; where would be your preference?

DeBolt	Nearby City	Neighboring Community	TOTALS
119	19	26	164
73%	12%	16%	

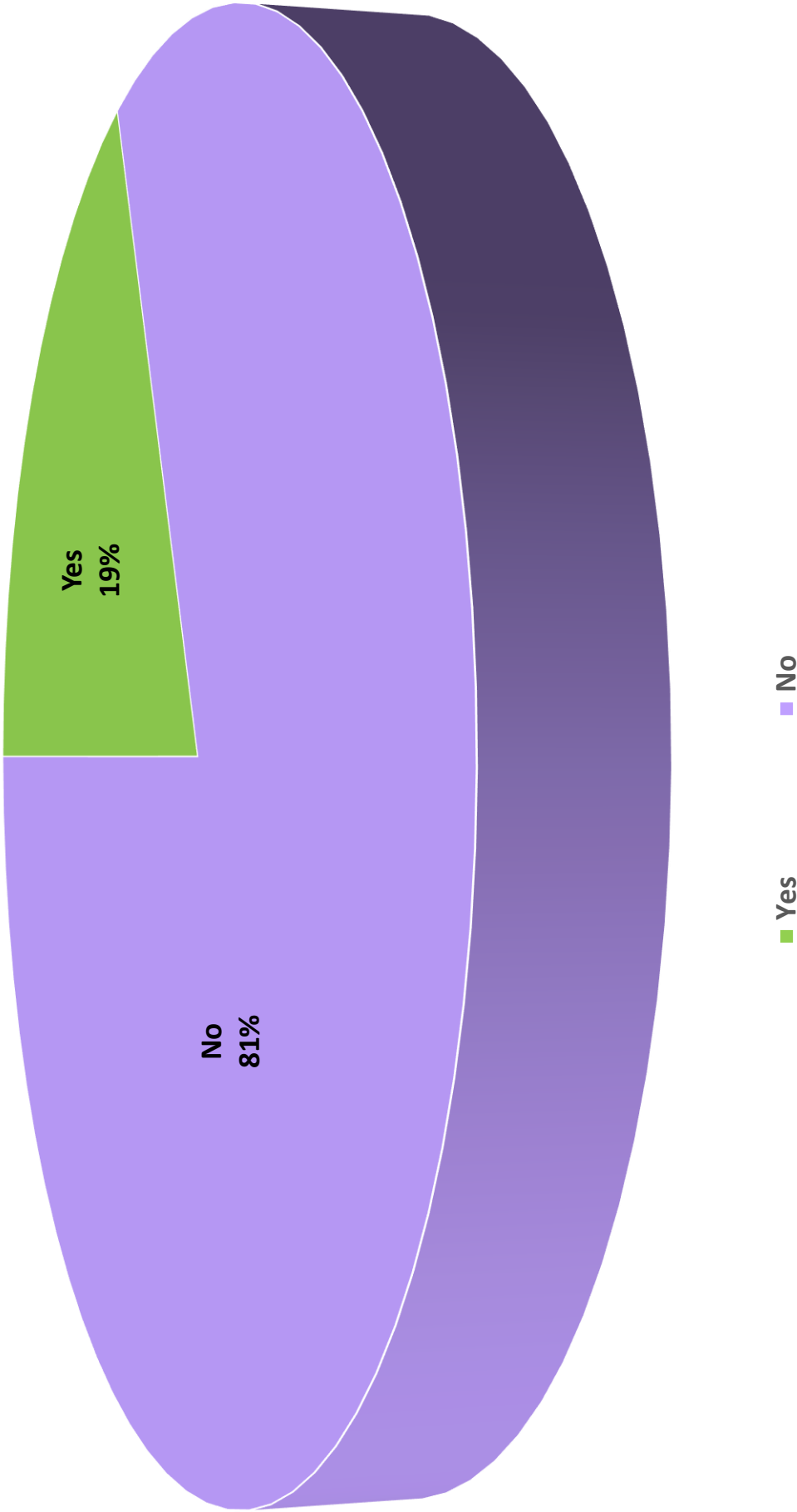
IS SENIOR HOUSING NEEDED IN YOUR COMMUNITY



Please rate the necessity for senior housing options in your community?

Not required	Not urgent	Somewhat Urgent	Urgently Required	TOTALS
7	11	46	100	164
4%	7%	28%	61%	

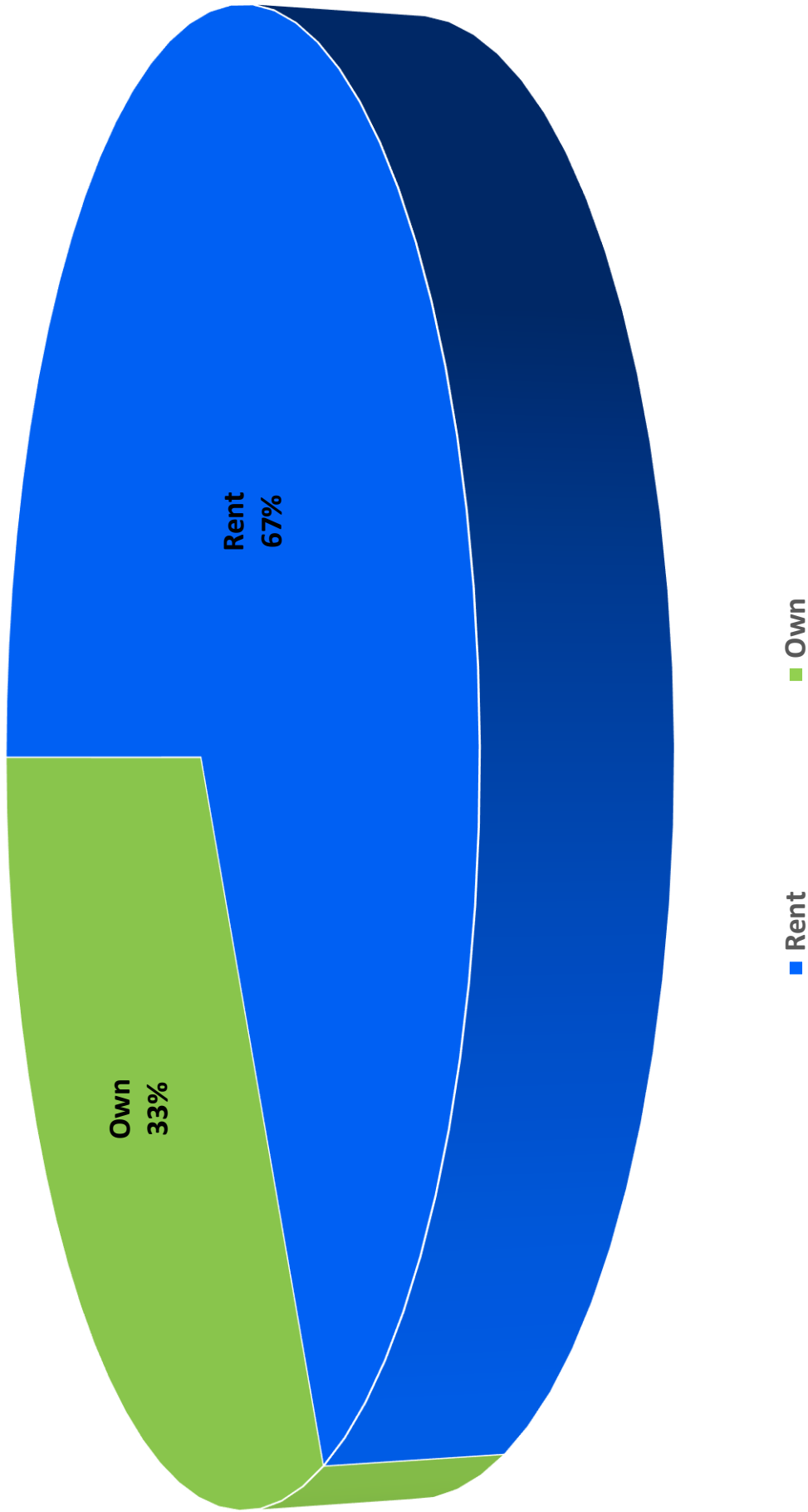
ARE YOU OR A RELATIVE ON A WAITING LIST



Are you or someone in your family currently on a waiting list for a seniors housing facility?

Yes	No	TOTALS
31	133	164
19%	81%	

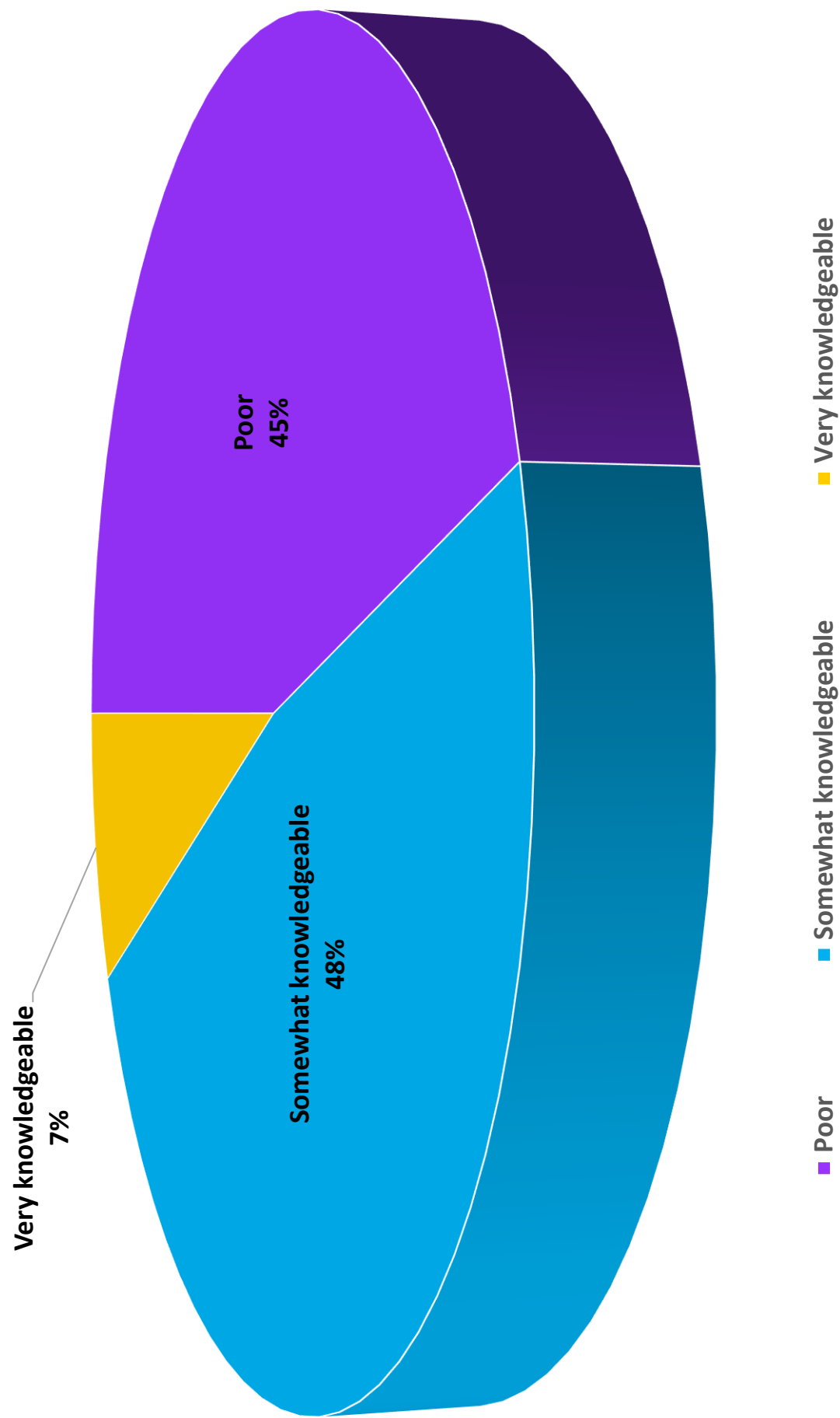
OWN OR RENT SENIOR HOUSING PREFERENCE



Would you prefer to rent or own independent senior housing?

Rent	Own	TOTALS
105	52	157
66%	33%	

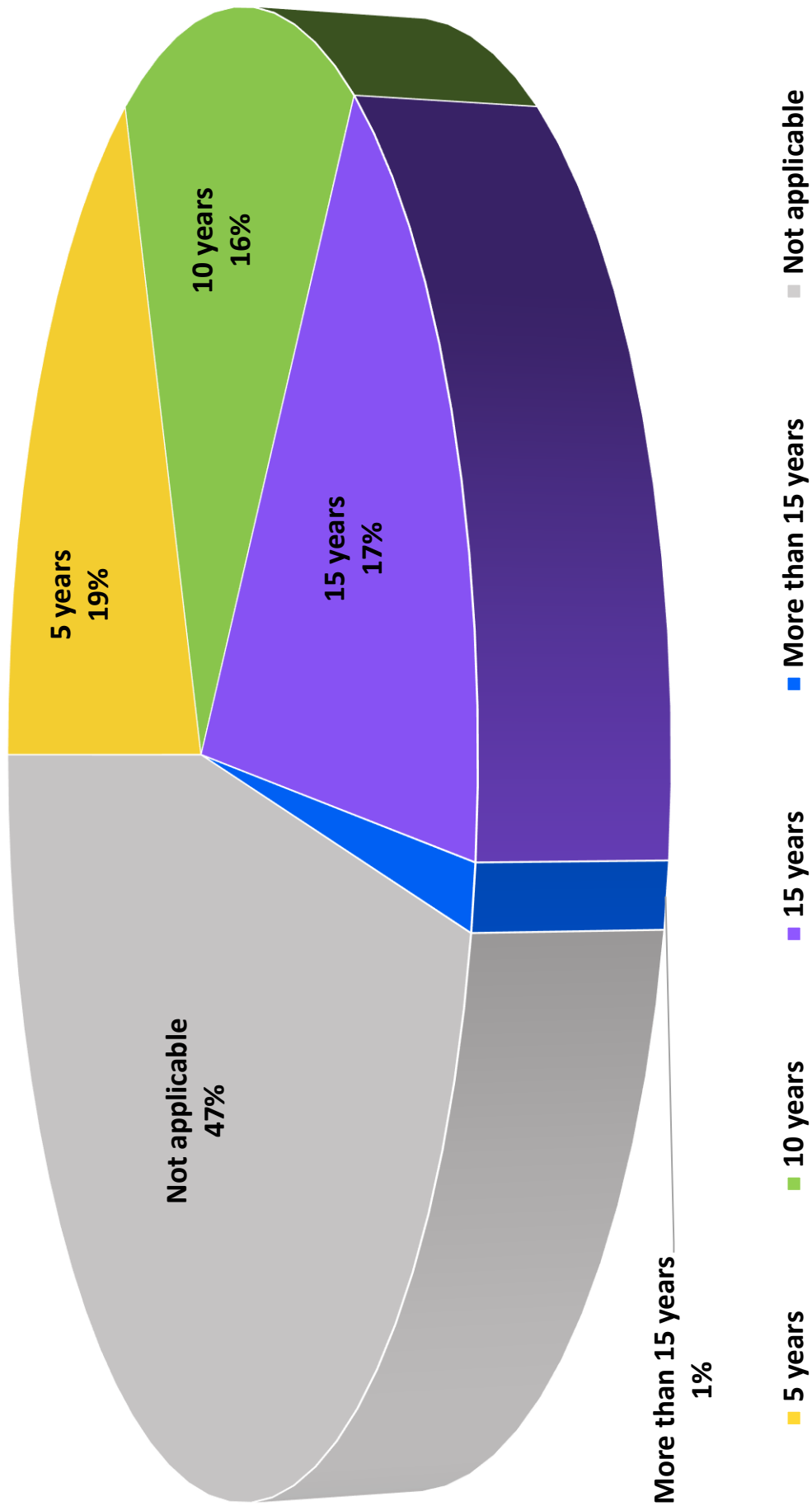
KNOWLEDGE ON SENIOR HOUSING FEES



How would you rate your current knowledge of monthly fees for senior housing costs?

Poor	Somewhat knowledgeable	Very knowledgeable	TOTALS
74	78	12	164
45%	48%	7%	

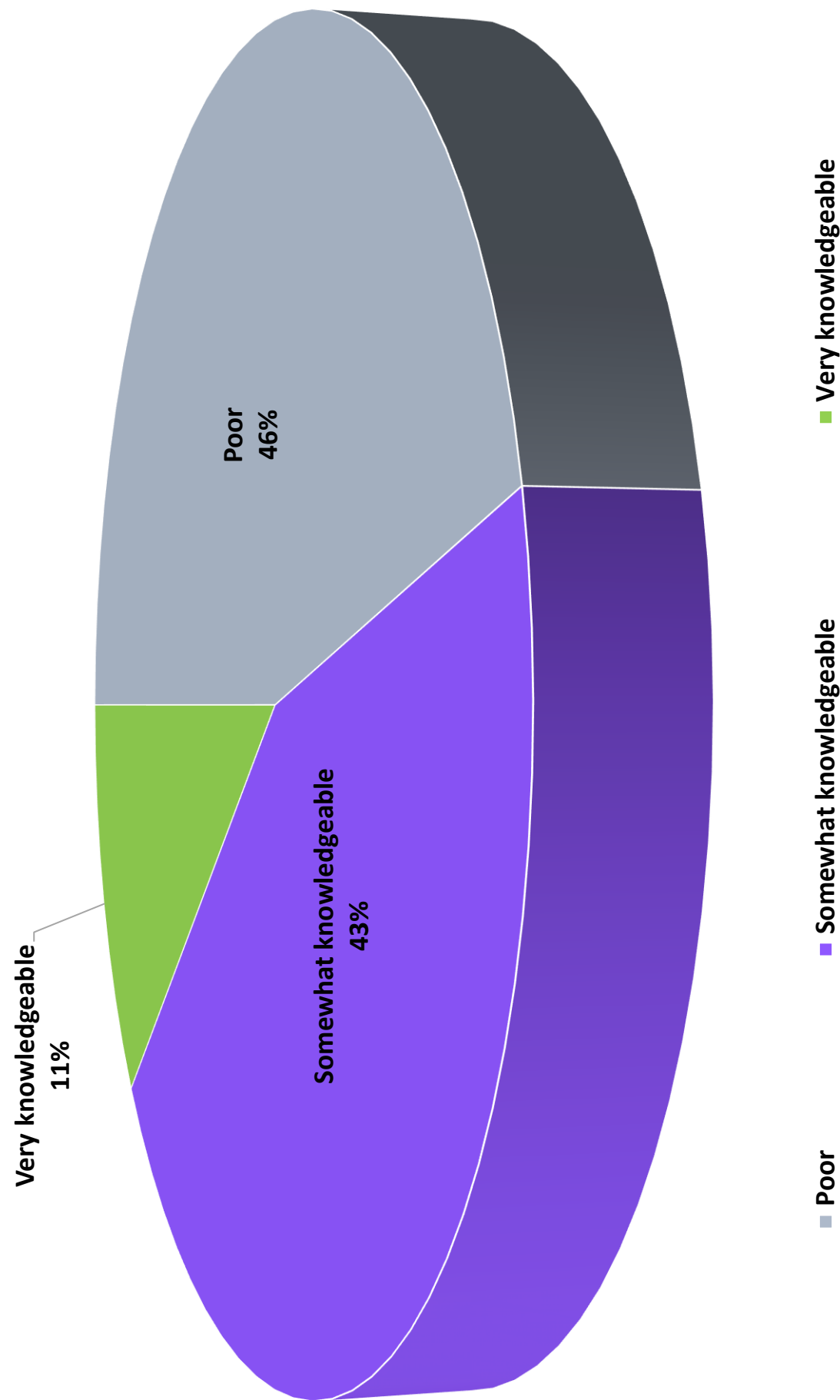
TIMELINE FOR SENIOR HOUSING IN DEBOLT



When in the future will you be looking at seniors housing in DeBolt?

5 years	10 years	15 years	More than 15 years	Not applicable	TOTALS
30	25	26	2	73	156
19%	16%	17%	1%	46%	

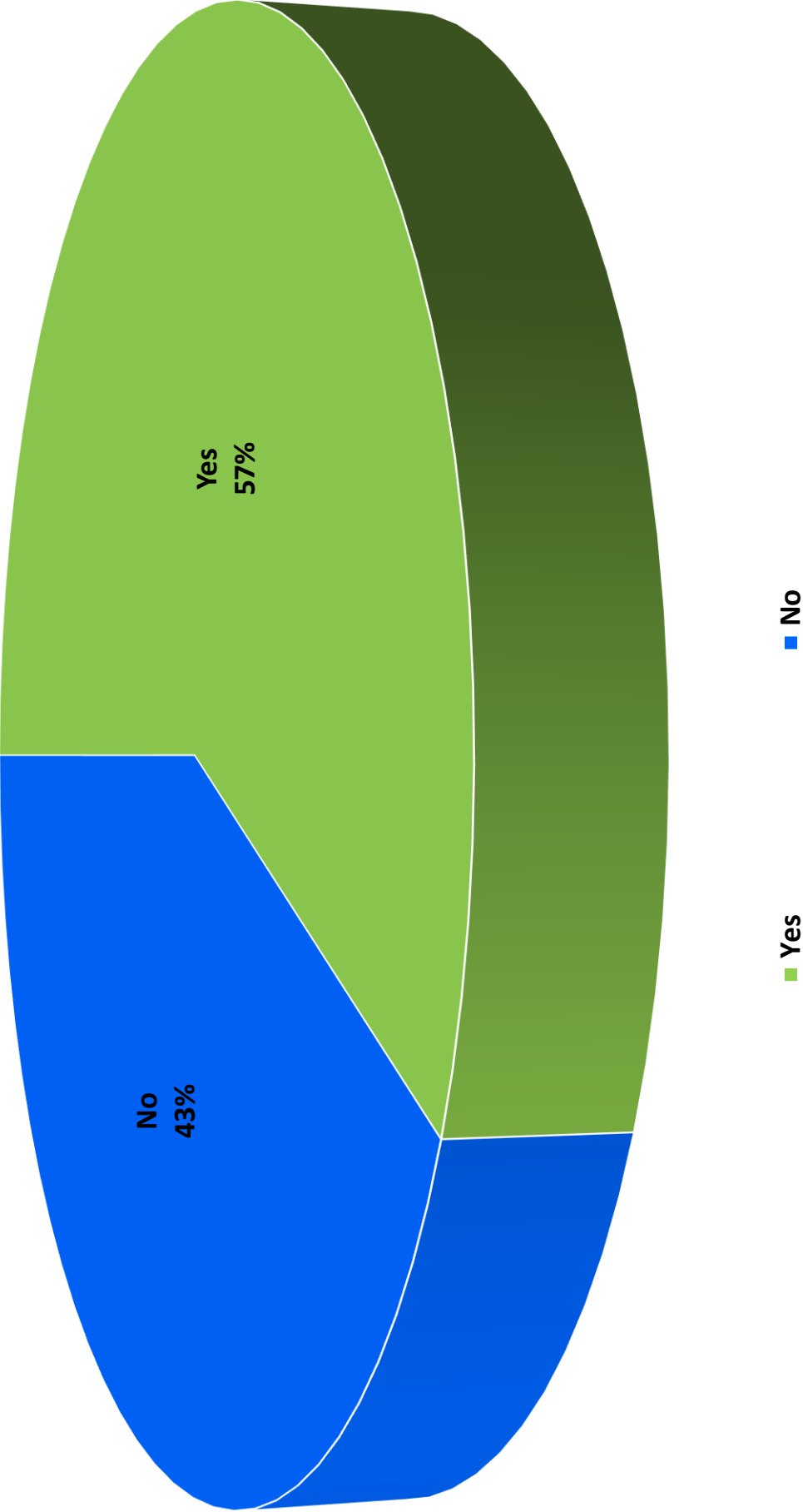
KNOWLEDGE ON CURRENT WAITING TIMES



How would you rate your knowledge on current wait times to access senior housing?

Poor	Somewhat knowledgeable	Very knowledgeable	TOTALS
75	71	18	164
46%	43%	11%	

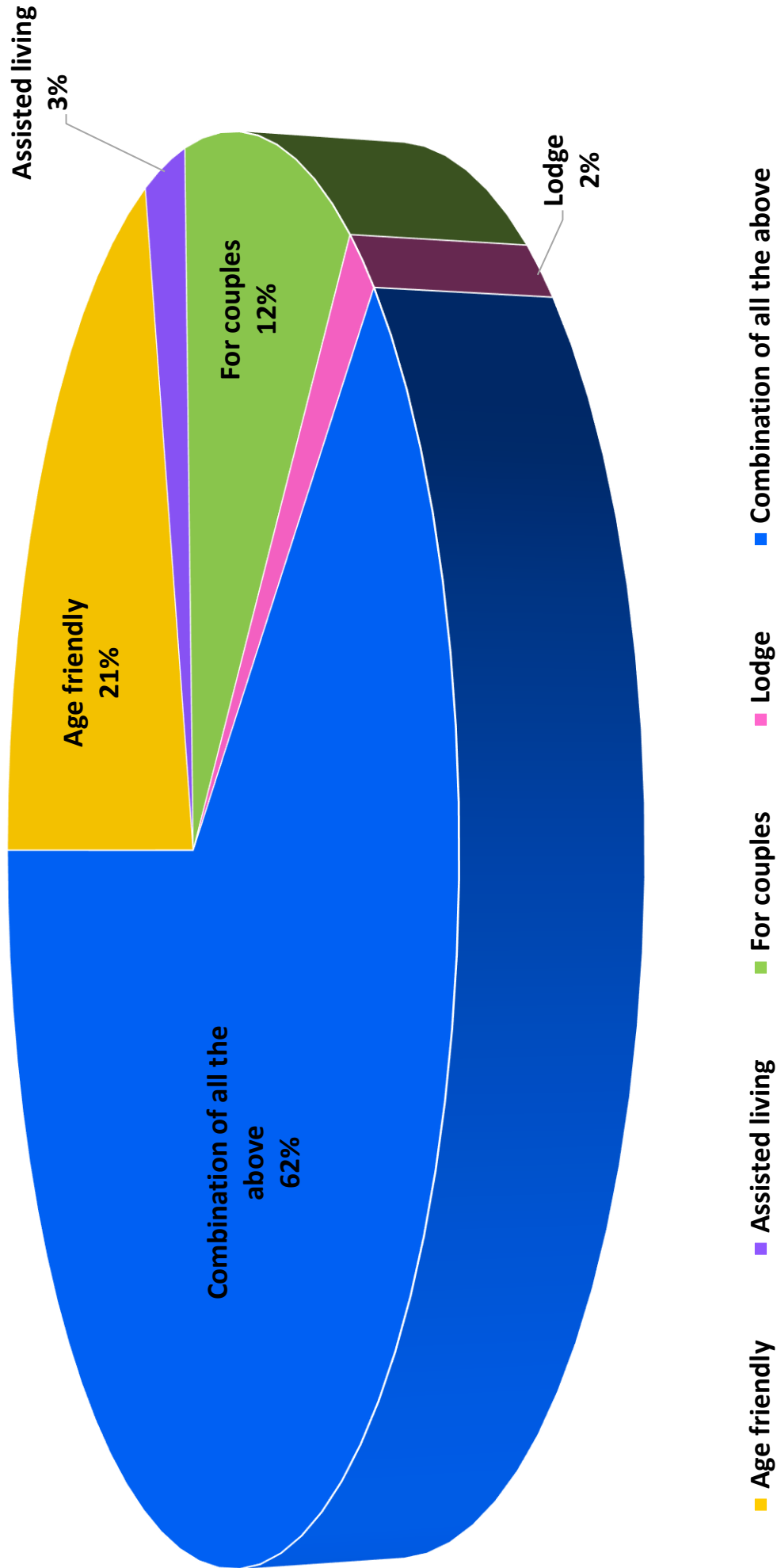
SUBSIDIZED LIVING ARRANGEMENTS



Would you require your living arrangements to be subsidized?

Yes	No	TOTALS
92	69	161
57%	43%	

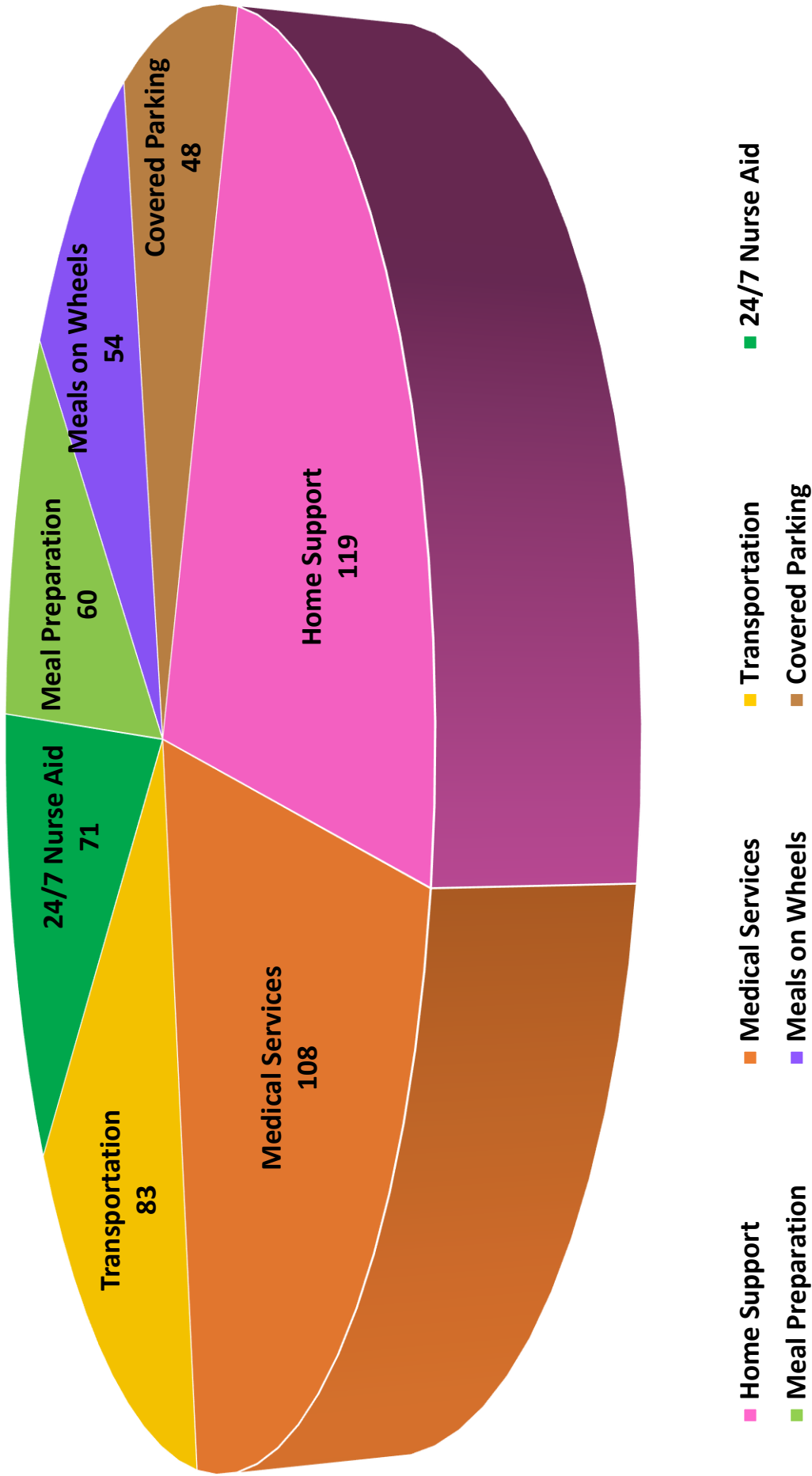
SENIOR HOUSING FACILITY PREFERENCE



If a senior housing development was established in your area, what would be your preference?

Age friendly	Assisted living	For couples	Lodge	Combination of all the above	TOTALS
35	5	19	3	102	164
21%	3%	12%	2%	62%	

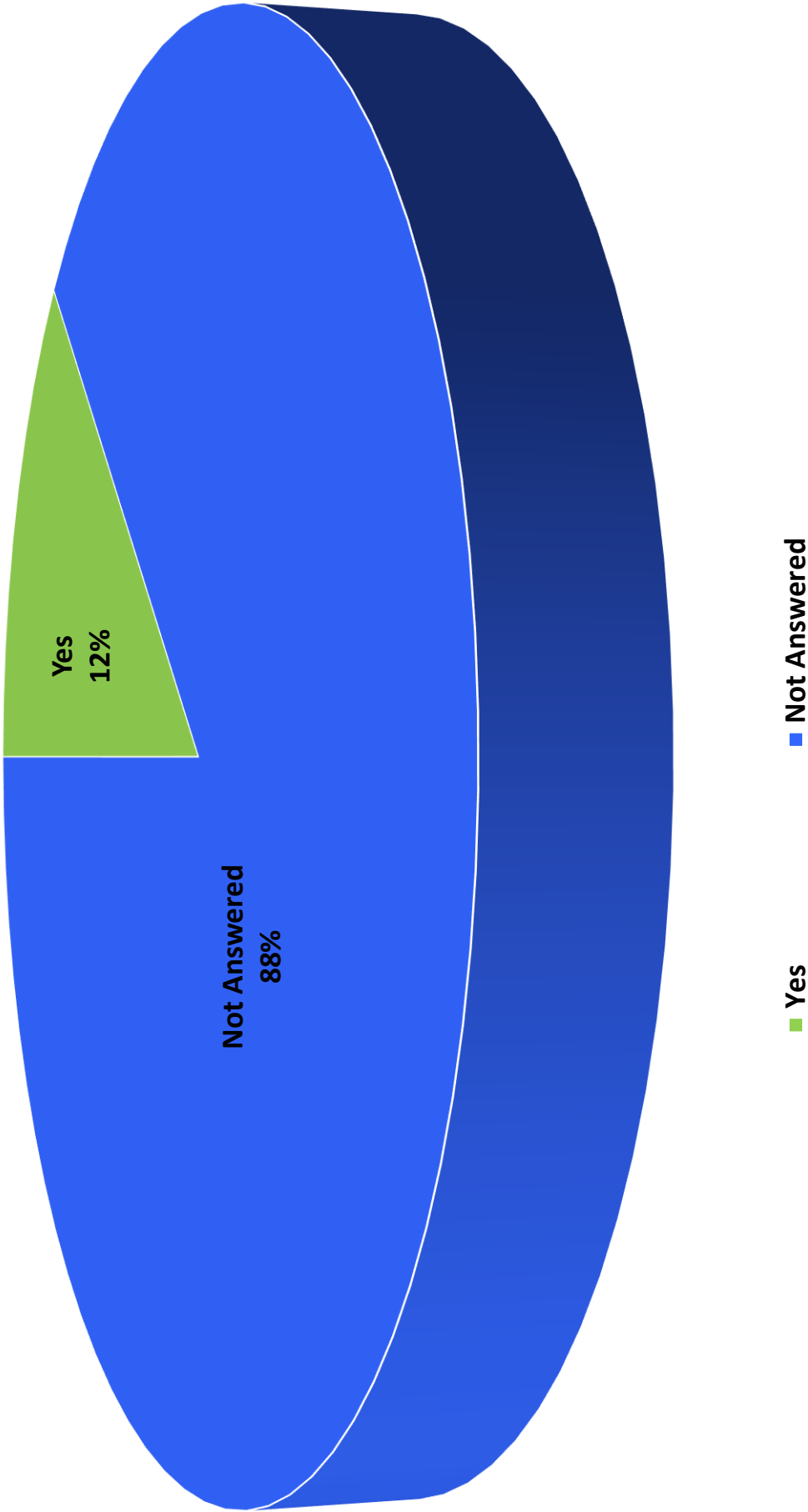
PREFERRED COMMUNITY SENIOR SERVICES



How long have you resided in the area?

Home Support	Medical Services	Transportation	24/7 Nurse Aid	Meal Preparation	Meals on Wheels	Covered Parking	TOTAL ANSWERED	TOTAL SURVEYS
119	108	83	71	60	54	48	119	168
71%	64%	49%	42%	36%	32%	29%		

SENIOR AT HOME WITH DISABILITY



Is there a disabled senior in your family?

Yes	Not Answered	TOTAL SURVEYS
21	147	168
12%	88%	



REQUEST FOR DECISION

SUBJECT: **I & P Assistant General Manager Position**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: August 27, 2018 CAO: MH MANAGER:
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: PRESENTER: GG
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw/Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to create an Assistant General Manager, I & P position.

BACKGROUND/PROPOSAL:

For some time now Administration has been viewing possible organizational changes as a way of addressing Greenview's demanding workload while maintaining organizational health. One proposed change is the creation of an Assistant General Manager (AGM) position in the Infrastructure and Planning department. Administration is asking to move this position forward in advance of budget deliberations, where a request like this would usually take place. Greenview previously had an assistant GM position for a period of time.

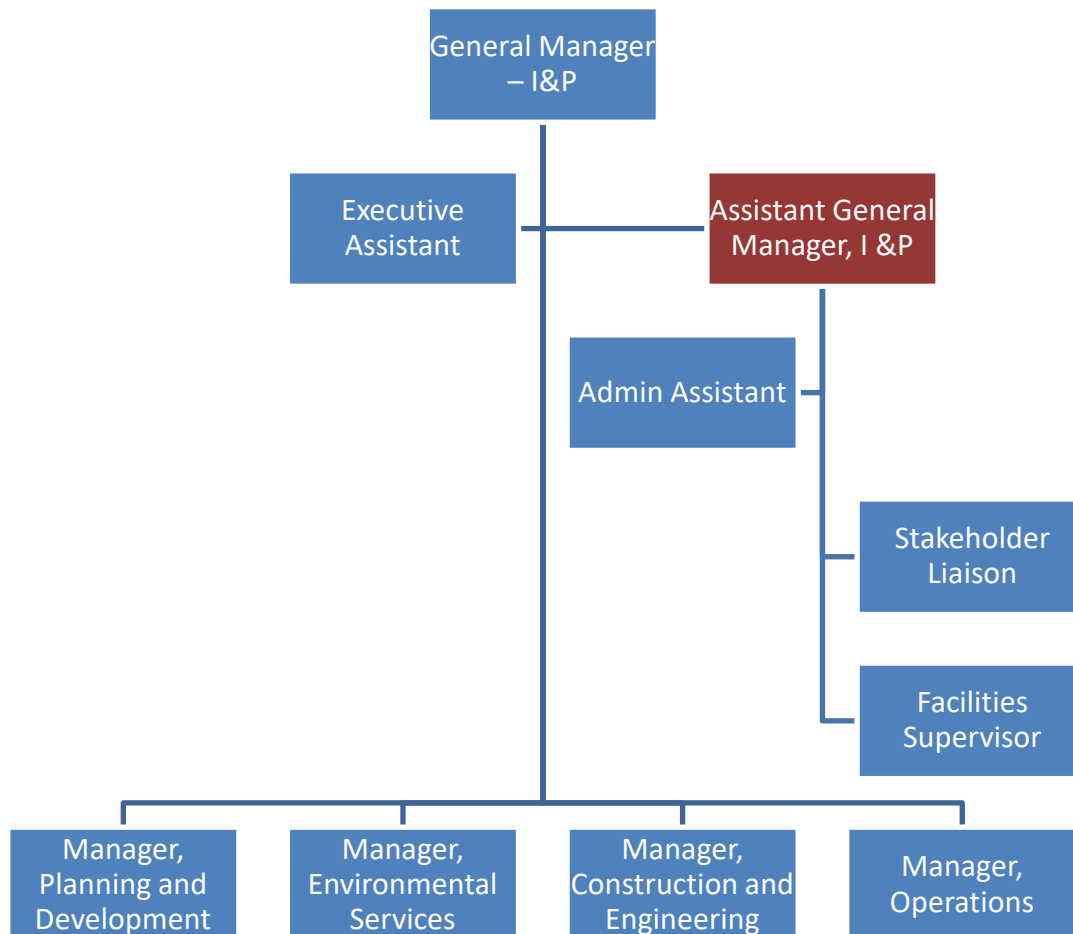
The creation of such a position would accomplish several outcomes.

First, a more effective span of control would be achieved within the I & P department. This department is Greenview's largest and undertakes most of Greenview's operations.

Secondly, this position would allow for a number of functions to be taken off the plate of the General Manager (such as oilfield related work) and free up the General Manager so that further project oversight and higher level personnel/leadership tasks could be given more attention. Something the Assistant General Manager could bolster as well. Currently, the General Manager I & P is often bogged dealing with items that an Assistant could deal with.

This position would also fill in for the General Manager during times such as vacation.

The General Manager of I & P currently has four managers, an Executive Assistant, three Admin staff, and the Stakeholder Liaison as reports. If the AGM approved, the top structure of I & P would likely resemble the following:



All of the positions depicted currently exist with the exception of the Assistant General Manager. Administration Assistants would be moved to specific I & P departments (Environment and Construction) where most of their work is already focused and it is anticipated that Facilities Maintenance and the Stakeholder Liaison would be moved under the AGM. In the future, depending on the outcome of Grande Cache, it is possible that Planning and Development could be broken out as well. This would allow for better management and leadership of all parties.

BENEFITS OF THE RECOMMENDED ACTION:

1. This would free up time for the General Manager I & P to work on more strategic, leadership, and oversight oriented tasks.
2. This would provide coverage for times when the General Manager is away.
3. This would assist with establishing a more effective span of control that would aid efficiency and provide more proactive troubleshooting.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. As with any staff position, additional costs related to that position would accrue. These would be included in the budget. As per practice, individual staff salaries are not shared. This position would be on a management band.

ALTERNATIVES CONSIDERED:

Alternative #1: Council could deny Administration's request. If this is the case, Administration would attempt to find other methods of addressing the department workload.

FINANCIAL IMPLICATION:

Direct Costs: The cost of a management level position plus related items (computer, vehicle, etc.)

STAFFING IMPLICATION:

There are no additional 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 update the AGM job description and move forward with the hiring process.

ATTACHMENT(S):

None



REQUEST FOR DECISION

SUBJECT: **Little Smoky Community Hall Work**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: January 1, 2018
DEPARTMENT: CONSTRUCTION & MAINTENANCE
STRATEGIC PLAN: Infrastructure

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

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to utilize Greenview staff and equipment to conduct work regarding the existing parking and create positive surface drainage around the Little Smoky Community Hall.

BACKGROUND/PROPOSAL:

This request has been put forward by Reeve Gervais with the following background:

"The Little Smoky Hall Board had the parking repaired around the hall and to prevent it from being damaged by ultraviolet and weed eating, it needs to be covered. I met with Alfred and discussed the solution. His crew can do the job if Council will pass a motion approving the project. His estimate is for 3 men for 2 days."

It has been requested that Greenview provide assistance in creating positive surface drainage away from the building on 3 sides of the Little Smoky Community Hall and protect the existing parking at the base of the building with some asphalt millings that are located in the Valleyview stockpile site.

It would be anticipated that Greenview would provide 3 staff, 1 skid steer and one single axle dump truck for an estimated 3 days to complete.

BENEFITS OF THE RECOMMENDED ACTION:

1. Benefits of the recommendation would see the parking around the community hall protected with positive drainage away from the building.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. Disadvantages of the recommendation could result in setting precedence that maintenance items for community halls can/will be done by Greenview. Greenview is not currently resourced to provide these services to all halls.

ALTERNATIVES CONSIDERED:

Alternative #1: No alternatives to consider

FINANCIAL IMPLICATION :)

Direct Costs: estimated \$3,000 labour and equipment

Ongoing / Future Costs: none

STAFFING IMPLICATION:

Estimated 3 staff to complete over 3 days

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:

Schedule works to be complete with facility maintenance supervisor.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **Rocky Mountain Fall Classic Slow Pitch Tournament**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: August 27, 2018 CAO: MH MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council provide a sponsorship in the amount of \$5,000.00 to the Louis Delorme Memorial Committee for the Rocky Mountain Fall Classic Slow Pitch Tournament, September 1st, 2nd, and 3rd, 2018, with funds to come from the 2018 Miscellaneous Grant Fund.

BACKGROUND/PROPOSAL:

Many families in the Coops and Enterprise communities in Greenview are low income and as a result find it challenging to provide their children with the opportunity to participate in organized sports, arts or cultural events. In an effort to address this, the Louis Delorme Memorial Committee formed a not-for-profit society with a focus on raising money to assist families in making these opportunities become reality.

Research has shown that organized youth programs offers safe, fun and healthy experiences that ultimately contribute positively to the emotional, physical, social, and mental development of children. The Louis Delorme Memorial Committee works to make the results of this research a reality by providing the necessary funding to children of low income families to participate in their activity of choice, helping them develop skills and a sense of self that ultimately has an immeasurable value to the communities in which they live.

On the weekend of September 1st – 3rd the Louis Delorme Memorial Committee is hosting the Rocky Mountain Fall Classic Slow Pitch Tournament in Grande Cache to raise funds to contribute to this important initiative. In support of the tournament and ultimately the programs that the Louis Delorme Memorial Committee supports, the committee is requesting from Greenview a sponsorship in the amount of \$5,000.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the funds will assist with providing disadvantaged youth the opportunity to participate in organized sports, arts and cultural events that may otherwise not have been an option.

2. The benefit of Council accepting the recommended motion is that the funds provided by Greenview will be additive to other funds raised, resulting in a more positive and impactful result.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. A potential perceived disadvantage of the recommended motion is that a precedence may be set resulting in an influx of similar requests from other not-for-profit organizations.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or deny the recommended motion of providing funds to the Louis Delorme Memorial Committee for the purpose of financially supporting disadvantaged youth.

FINANCIAL IMPLICATION:

Direct Costs: \$5,000.00

Ongoing / Future Costs: At this time there are no predicted ongoing or future costs.

STAFFING IMPLICATION:

There are no staffing implications of 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 the Louis Delorme Committee accordingly regarding their sponsorship request.

ATTACHMENT(S):

- None

Louis Delorme Memorial Committee

Box 266
Grande Cache, AB T0E 0Y0

To whom it may concern:

The Louis Delorme Memorial Committee is a not-for-profit, volunteer organization that works to raise money to provide financial support to disadvantaged youth in our community. There are far too many youth in the Grande Cache region that do not have the financial ability to participate in organized sports, music, art and cultural activities. Our committee is driven by these demands and committed to making a positive impact in our community.

The Louis Delorme Memorial Committee is hosting the Rocky Mountain Fall Classic Slow Pitch Tournament on September 1st, 2nd & 3rd, 2018 in Grande Cache. The success of the tournament rests with collective partnerships, sponsorship and donations. Funds from the tournament our committee with the financial capacity to pay forward the opportunities to youth in our community.

If you have a sign or a banner we will ensure signage space for you at our grounds, publicly thanking you in our local newspaper and through our social media connections.

Please consider this sponsorship opportunity that will help our non-profit organization host this positive event! For more information or to arrange your contribution, please contact me at your earliest convenience.

Sincerely,

Winston Delorme,
President

Cell: 780-285-0661

Email: ldrecmem@outlook.com



REQUEST FOR DECISION

SUBJECT:	Town of Sexsmith – Letter of Support for Regional Growth Study		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	August 27, 2018	CAO: MH	MANAGER: KK
DEPARTMENT:	ECONOMIC DEVELOPMENT	GM: SW	PRESENTER: SW
STRATEGIC PLAN:	Regional Cooperation		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to submit a Letter of Support in principle to the Town of Sexsmith for a Regional Growth Study.

BACKGROUND/PROPOSAL:

On August 14 2018, Greenview Administration received a request from the Town of Sexsmith for Greenview to provide a Letter of Support for a proposed Regional Growth Study, to be partially funded by the Alberta Community Partnership Inter-municipal Collaboration Grant in the amount of \$200,000.00. The Town of Sexsmith believes that there may be more benefits in joining a larger service delivery discussion as municipalities in the region will be facing some of the same unique growth challenges.

Due to the urban centric nature of many recent studies in the region, Greenview's benefit from this proposal is uncertain at this time. In addition, there has been no request of funds from Greenview, therefore Administration recommends any support of this project be only in principle at this time.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview can enter into the regional growth study in principle, while not committing resources at a time when further details of the study are uncertain.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that by Greenview providing a letter of support in principle a financial request may follow.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to amend or deny the requested motion, however Administration is recommending that Council approve the letter of support in principle.

FINANCIAL IMPLICATION:

There are no future or ongoing costs 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

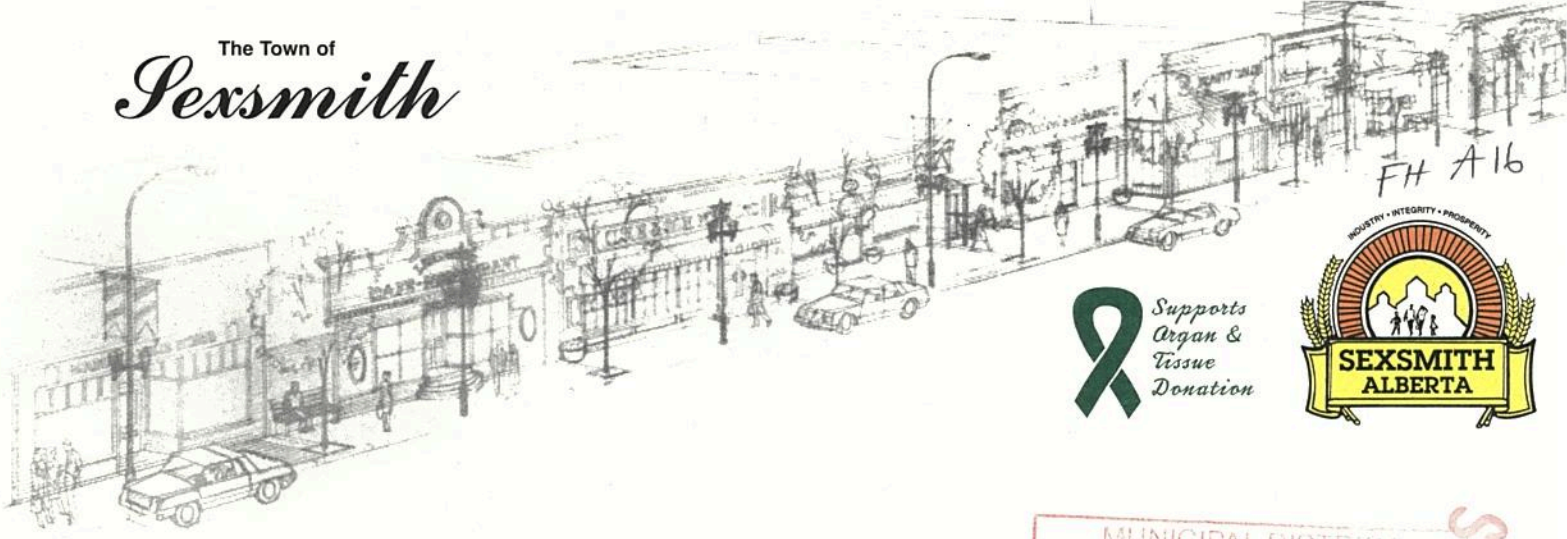
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will contact the Town of Sexsmith in accordance with Council's decision.

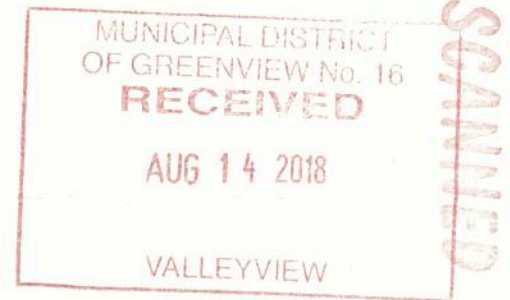
ATTACHMENT(S):

- Letter of support request from the Town of Sexsmith



August 7, 2018

Reeve Dale Gervais
MD of Greenview
Box 1079
Valleyview, Alberta
T0H 3N0



Dear Reeve Gervais:

Re: Letter of Support for a Regional Growth Study

Growth is occurring at a steady rate in our region and decisions are being made today about where this growth will take place. The decisions being made today and, in the future, should direct growth to the areas that are most effective to build a strong economic region.

The Town of Sexsmith is reaching out to your Municipality to see if you would be interested in partnering in a Regional Growth Study. There may be more benefits in joining a larger service delivery discussion in the future as all our municipalities will be facing some of the same unique growth challenges.

The Town of Sexsmith is requesting a response regarding the interest of your municipality in providing a letter of support to apply for an Alberta Community Partnership Intermunicipal Collaboration Grant in the amount of \$200,000.00 to undertake a Regional Growth Study.

Sincerely,

Claude Lagace
Mayor, Town of Sexsmith

CL/th





REQUEST FOR DECISION

SUBJECT: **Big Lakes Negotiation Committee**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: August 27, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Intergovernmental Relations

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

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) N/A

RECOMMENDED ACTION:

MOTION: That Council Appoint Reeve Dale Gervais, and Councillors Shawn Acton and Dale Smith to the Big Lakes – Greenview ICF Negotiation Committee.

BACKGROUND/PROPOSAL:

On August 13, 2018 Reeve Dale Gervais and Mike Haugen met with the Reeve and CAO of Big Lakes County to begin discussions on the Intermunicipal Collaborative Frameworks between the municipalities. In this initial meeting, it was recommended that both municipalities appoint 3 Members to serve on a negotiating committee that will meet once or twice during this process.

It is recommended that Reeve Dale Gervais, and Councillors' Shawn Acton and Dale Smith be appointed to this Committee. Councillors Acton and Smith are being recommended as their wards border Big Lakes County. This committee would be an ad-hoc committee and would cease once the ICF was completed.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have Council representation on the ICF negotiating committee.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to appoint other Members of Council or alternates to the Committee.

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 Big Lakes County of the ICF Committee representatives.

ATTACHMENT(S):

- ICF Communicator from August 13, 2018 ICF Meeting with Big Lakes.



ICF COMMUNICATOR

The purpose of this newsletter is to keep our councillors informed on the discussions and decisions made by our Intermunicipal Negotiating Committee (INC) between Big Lakes County and the Municipal District of Greenview. The whole point of these meetings is to review the current intermunicipal services we have in place between the municipalities and discuss what we can be doing to make these services better for the area and community at large.

Up until this point, the MGA gave municipalities the option to collaborate with neighbouring municipalities through mechanisms such as intermunicipal agreements or development plans, mutual aid agreements, regional services commissions and Growth Management Boards. However, over the next two years, the revised MGA requires municipalities to develop Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans with any neighbouring municipalities.

The first meeting between municipalities on August 13, 2018, discussion was held on the appointment of members and co-chairs which would allow one member from Big Lakes County to chair the meeting when at the Big Lakes County office and one member from the M.D. of Greenview to chair when the meeting is held at the M.D. of Greenview office. The following members formed the committee:

- | | |
|-----------------------|--|
| • Mike Haugen, CAO | • Bronte Collett, ICF Facilitator |
| • Roy Brideau, CAO | • Danie Lagemaat, ICF Facilitator |
| • Dale Gervais, Reeve | |
| • Ken Matthews, Reeve | • Jessica Martinson, Recording Secretary |

The committee agreed to appoint 2 more Councillors from the M.D. of Greenview and 2 more Councillors from Big Lakes County to join the committee. Both municipalities agreed that the desired outcome of the ICF/IDP should be fair, equitable solutions and transparency. The INC Committee agreed to discuss the following services at their next meeting:

- | | |
|--------------------------------|--|
| i. Transportation | - Northwest Alberta Emergency Resource Agreement |
| - Road Maintenance Exchange | |
| ii. Solid Waste | iv. Recreation |
| - Recycling Bins, Sunset House | - Golden Triangle Partnership Agreement |
| - Sunset House Landfill | - Little Smoky Ski Hill Agreement |
| iii. Emergency Services | v. Water/Wastewater |
| - Mutual Aid/Fire Agreement | |

Discussion was then held on the completion of the required IDP. The INC committee agreed to complete the IDP in-house and have administration report to the INC committee for any updates. That has concluded our discussions thus far. The next meeting is scheduled for September 25, 2018 at 9:00 a.m. at the M.D. of Greenview Office.



REQUEST FOR DECISION

SUBJECT:	AUMA Invitation	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH MANAGER:
MEETING DATE:	August 27, 2018	GM: PRESENTER:
DEPARTMENT:	CAO SERVICES	
STRATEGIC PLAN:	Intergovernmental Relations	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council choose three Members of Council to attend the 2018 AUMA Convention as a guest of the towns, should invites be received.

BACKGROUND/PROPOSAL:

Administration has received an invitation from the Town of Grande Cache for one Council Member to attend the 2018 AUMA Convention in Red Deer on from September 26th to 28th, 2018. The Town of Grande will be covering all related expenses to the convention, excepting honorariums.

Administration has not received invitations from the other towns; however, should Council choose three Councillors at this time, Administration will be in the position to respond immediately should invitations be received.

This is an excellent opportunity to continue positive relationships between Greenview and the urban municipalities.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that this is an excellent opportunity to improve relations between the towns and Greenview as well as gaining an enhanced understanding of issues of importance to the urban municipalities.
 2. The benefit of Council choosing three Councillors at this time to attend is that Administration will be in the position to give an immediate response, should an invitation be received.
-

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 attend the AUMA conference.

Alternative #2: Council has the alternative to choose only one Member of Council to attend the AUMA conference.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion other than payment of honorariums.

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 Towns of Council's decision.

ATTACHMENT(S):

- None



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 1 Councillor Winston Delorme		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
7/23/2018	Regular Council Meeting	
7/30/2018	Special Council Meeting	
8/2/2018	Event	Death Race
8/16/2018	Evergreens Foundations	
8/17/2018	Special Council Meeting	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
8/10/2018	Other	RMA District 4 Meeting
8/14/2018	Valleyview & District Recreation Board	
8/17/2018	Special Council Meeting	
8/23/2018	Other	Sweathouse Corn Boil



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
July 25, 2018	Grande Prairie Regional Tourism	Updates on staffing/training, social media/website, cooperative marketing approvals and passed the budget
July 30, 2018	Special Council Meeting	Disclosure Harmful to Intergovernmental Relations (FOIPP; Section 21)
August 9, 2018	Tri-Municipal Industrial Development	Two delegations – Alberta Transportation and Peace Region Petroleum Show Senior Project Manager's updates on ASP, budget and Public Consultation and First Nations engagement Administration report on the action list, Alberta Environment and Parks update
August 17, 2018	Special Council Meeting	Disclosure Harmful to Intergovernmental Relations (FOIPP; Section 21)
August 22, 2018	DeBolt Library Board	Review the day to day operations Talked about the struggle the library is having with GM of The Centre Preparing for grant application Librarian wage, if there is a wage grid chart other libraries are using
August 25, 2018	Philip J. Currie Fundraiser	Attend the annual fundraiser event