



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

Monday January 14, 2019

9:00 AM

Council Chambers  
Administration Building

---

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Council Meeting minutes held Monday, January 14, 2019 to be adopted.	4
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	4.1 Bylaw 18-803 Public Hearing	28
		4.2 Bylaw 18-804 Public Hearing	32
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 18-803 Re-designate from Municipal Reserve (MR) to Hamlet Residential (HR) District	36
		6.2 Bylaw 18-804 Re-designate from Agriculture One (A-1) District to Municipal Reserve (MR)	44
		6.3 Bylaw 18-806 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-) District	52
#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 Grande Cache Operating and Capital Budget	60
		8.2 Transfer of Surplus Equipment to the Hamlet of Grande Cache	64

8.3 Alberta Conservation Association	66
8.4 Request to have Finance Charges removed from A/R Account #184985	71
8.5 Second Water and Sewer Service to Plan 9421937 Lot C in Ridgevalley	76
8.6 Peace Officer Program	87
8.7 DeBolt Seniors Housing Update	90
8.8 BF71663 Bridge Structure	99
8.9 Revised Policy 4004 Equipment Contractor Registry	102
8.10 Letter of Support	108
8.11 Proposed Seasonal Groundskeeper/Labourer & Maintenance Labourer, Grovedale	111
8.12 Valleyview Cemetery Agreement	118
8.13 Valleyview Library Agreement	124
8.14 Valleyview Cup Charity Hockey Tournament	129
8.15 2019 World Jet Boat Championship	132
8.16 Draft Corporate Services Organizational Chart	138
8.17 Grande Cache Update - Verbal	

#9 MEMBERS BUSINESS  
REPORTS

#10 CORRESPONDENCE

#11 CLOSED SESSION

11.1 Privileged Information  
(FOIPP; Section 27)

11.2 Privileged Information  
(FOIPP; Section 17)

**Late Item** 11.3 Confidential Evaluations  
(FOIPP; Section 19)

#12 ADJOURNMENT

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
Greenview Administration Building,  
Valleyview, Alberta, on Monday, January 14, 2019

**# 1:**  
**CALL TO ORDER**

Reeve Dale Gervais called the meeting to order at 9:05 a.m.

Reeve Gervais appointed Denise Thompson as Interim CAO who then called for nominations of Reeve.

**PRESENT**

Reeve  
Deputy Reeve  
Councillors

Dale Gervais  
Winston Delorme  
Shawn Acton  
Tom Burton  
Duane Didow  
Tyler Olsen  
Roxie Rutt  
Bill Smith  
Dale Smith  
Les Urness

**ATTENDING**

Interim Chief Administrative Officer  
General Manager, Corporate Services  
General Manager, Community Services  
General Manager, Infrastructure & Planning  
Communications Officer  
Recording Secretary  
Recording Secretary

Denise Thompson  
Rosemary Offrey  
Stacey Wabick  
Grant Gyurkovits  
Bill Duncan  
Teresa Marin  
Lianne Kruger

**ABSENT**

**NOMINATION OF  
REEVE**

Interim Chief Administrative Officer, Denise Thompson called for nominations for the election of Reeve.

Councillor Les Urness nominated Dale Gervais for Reeve

Interim Chief Administrative Officer, Denise Thompson called a second time for nominations for Reeve.  
None were heard.

Interim Chief Administrative Officer, Denise Thompson called a third and final time for nominations for Reeve.  
None were heard.



**SELECTION OF  
REEVE**

Interim Chief Administrative Officer, Denise Thompson declared Councillor Dale Gervais as the elected Reeve of the Municipal district of Greenview No. 16 Council until the next Organizational Meeting and Reeve Dale Gervais assumed the chair. Interim Chief Administrative Officer Denise Thompson passed the meeting to Reeve Dale Gervais.

**NOMINATIONS  
FOR DEPUTY REEVE**

Reeve Dale Gervais called for nominations for the election of Deputy Reeve.

Councillor Dale Smith nominated Councillor Tom Burton  
Councillor Shawn Acton nominated Councillor Winston Delorme  
Councillor Roxie Rutt nominated Councillor Dale Smith

Councillor Dale Smith declined nomination.

Reeve Dale Gervais called a second time for nominations for Deputy Reeve.  
None were heard

Reeve Dale Gervais called a third and final time for nominations for Deputy Reeve.  
None were heard.

MOTION: 19.01.07. Moved by: COUNCILLOR BILL SMITH  
That Council cease nominations for Deputy Reeve.

CARRIED

Secret Ballot was requested as the method for voting.

**SELECTION OF  
DEPUTY REEVE**

Reeve Dale Gervais declared Winston Delorme as Deputy Reeve of the Municipal District of Greenview No. 16 Council.

**#2:  
AGENDA**

MOTION: 19.01.08. Moved by: COUNCILLOR SHAWN ACTON  
That Council adopt the January 14, 2019 Regular Council Meeting Agenda with additions:

- 7.1 Old Business - Closed Session "Personnel"
- 8.19 Signing Authority

CARRIED

**#3.1  
REGULAR COUNCIL  
MEETING MINUTES**

**MOTION: 19.01.09. Moved by: COUNCILLOR TOM BURTON**  
That Council adopt the minutes of the Regular Council Meeting held on Monday December 10, 2018 as presented.

- Agenda Item 8.21, remove Mr. and change: contain Mountain Pine Beetle

CARRIED

**#3.2  
BUSINESS ARISING  
FROM MINUTES**

**3.2 BUSINESS ARISING FROM MINUTES:**

**3.3  
SPECIAL COUNCIL  
MEETING MINUTES**

**MOTION: 19.01.10. Moved by: COUNCILLOR TOM BURTON**  
That Council adopt the minutes of the Special Council Meeting held on Friday, January 11, 2019 as presented.

CARRIED

**#4.0  
PUBLIC HEARING**

**4.0 PUBLIC HEARING**

There were no Public Hearings presented.

**#5  
DELEGATIONS**

**5.0 DELEGATIONS**

There were no Delegation Presentations.

**#6  
BYLAWS**

**6.0 BYLAWS**

**6.1 BYLAW 18-805**

**BYLAW 18-805  
THIRD READING**

**MOTION: 19.01.11. Moved by: COUNCILLOR DALE SMITH**  
That Council give third reading to Bylaw 18-805 Municipal Library Board.

CARRIED

**MUNICIPAL  
LIBRARY BOARD  
APPOINTMENTS**

**MOTION: 19.01.12. Moved by: COUNCILLOR TOM BURTON**  
That Council appoint Councillors Tom Burton and Tyler Olsen, and Members at Large Denise Delisle, Jessica Lavallee, Sharon Bambrick, and Renee Fehr to the Greenview Municipal Library Board.

CARRIED

#7  
OLD BUSINESS

**7.0 OLD BUSINESS**

MOTION: 19.01.13. Moved by: DEPUTY REEVE WINSTON DELORME  
That the meeting go to Closed Session, at 9:30 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 Closed Session.

CARRIED

**PERSONNEL**

MOTION: 19.01.14. Moved by: COUNCILLOR DUANE DIDOW  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting return to Open Session at 9:34 a.m.

CARRIED

MOTION: 19.01.15. Moved by: REEVE DALE GERVAIS  
BE IT RESOLVED THAT:

1. The appointment and employment of the Chief Administrative Officer, Mike Haugen, with the Municipal District of Greenview No. 16 be terminated effective 12:00 a.m., January 15, 2019, without cause, for a change in leadership.
2. The Chief Administrative Officer, Mike Haugen, be paid severance pay according to his employment contract with the Municipal District of Greenview No. 16 and in accordance with legal advice.

CARRIED

#8  
NEW BUSINESS

**8.0 NEW BUSINESS**

**8.1 BOARDS AND COMMITTEES**

BOARDS &  
COMMITTEES

MOTION: 19.01.16. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept the list of Board and Committees that do not require Council appointments for information, as presented.

CARRIED

## **AGRICULTURE SERVICES BOARD**

### **AGRICULTURE SERVICES BOARD**

MOTION: 19.01.17. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Dale Smith; Councillor Bill Smith; Warren Wohlgemuth; Richard Brochu; Allen Perkins; Larry Smith and Stephen Lewis as Members at Large to the Agriculture Services Board.

CARRIED

## **ALBERTA CARE**

### **ALBERTA CARE**

MOTION: 19.01.18. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Roxie Rutt to the Alberta Care Board.

CARRIED

## **AUDIT COMMITTEE**

### **AUDIT COMMITTEE**

MOTION: 19.01.19. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillors Tom Burton, Duane Didow and Shawn Acton as Members of Council to the Audit Committee.

CARRIED

## **CANFOR FMA ADVISORY COMMITTEE**

### **CANFOR FMA ADVISORY COMMITTEE**

MOTION: 19.01.20. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Roxie Rutt and Councillor Tom Burton as alternate to the Canfor FMA Advisory Committee.

CARRIED

## **GROVEDALE CEMETERY COMMITTEE**

### **GROVEDALE CEMETERY COMMITTEE**

MOTION: 19.01.21. Moved by: COUNCILLOR BILL SMITH  
That Council appoint Gwen Smith and Margaret Basnett as Members at Large to the Grovedale Cemetery Committee.

CARRIED

## **NEW FISH CREEK CEMETERY COMMITTEE**

### **NEW FISH CREEK COMMITTEE**

MOTION: 19.01.22. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Colleen Young, Teresa Gordon and Andy Labrecque as Members at Large to the New Fish Creek Cemetery Committee.

CARRIED

**VALLEYVIEW CEMETERY COMMITTEE**

**VALLEYVIEW  
CEMETERY  
COMMITTEE**

MOTION: 19.01.23. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Les Urness to the Valleyview Cemetery Committee and Councillor Shawn Acton as the alternate.

CARRIED

**COMMUNITY FUTURES WEST YELLOWHEAD**

**COMMUNITY  
FUTURES WEST  
YELLOWHEAD**

MOTION: 19.01.24. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Duane Didow and Tyler Olsen to the Community Futures West Yellowhead and Deputy Reeve Winston Delorme as alternate.

CARRIED

**COMMUNITY FUTURES GRANDE PRAIRIE & REGION**

**COMMUNITY  
FUTURE GRANDE  
PRAIRIE**

MOTION: 19.01.25. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Bill Smith to the Community Futures Grande Prairie & Region and Councillor Tom Burton as the alternate.

CARRIED

**PEACE  
COMMUNITY  
FUTURES**

MOTION: 19.01.26. Moved by: COUNCILLOR DALE SMITH  
That Council direct Administration to investigate the Peace Community Futures Board and how it pertains to Greenview.

CARRIED

**COMMUNITY  
FUTURES GRANDE  
PRAIRIE**

MOTION: 19.01.27. Moved by: COUNCILLOR TOM BURTON  
That Council direct Administration to investigate Community Futures Grande Prairie to recognize an alternate to the boards Terms of Reference.

CARRIED

**CROOKED CREEK RECREATION BOARD**

**CROOKED CREEK  
RECREATION  
BOARD**

MOTION: 19.01.28. Moved by: COUNCILLOR BILL SMITH  
That Council appoint Councillor Roxie Rutt to the Crooked Creek Recreation Board and Councillor Tom Burton as the alternate.

CARRIED

### **EAST SMOKY RECREATION BOARD**

**EAST SMOKY  
RECREATION  
BOARD**

MOTION: 19.01.29. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Tom Burton to the East Smoky Recreation Board,  
and Councillor Roxie Rutt as the alternate.

CARRIED

Reeve Gervais recessed the meeting at 10:12 a.m.  
Reeve Gervais reconvened the meeting at 10:25 a.m.

### **EMERGENCY MANAGEMENT COMMITTEE**

**EMERGENCY  
MANAGEMENT  
COMMITTEE**

MOTION: 19.01.30. Moved by: COUNCILLOR SHAWN ACTON  
That Council appoint Reeve Dale Gervais, Councillor Shawn Acton, Councillor Bill  
Smith and Deputy Reeve Winston Delorme to the Emergency Management  
Committee.

CARRIED

### **EVERGREENS FOUNDATION**

**EVERGREENS  
FOUNDATION**

MOTION: 19.01.31. Moved by: COUNCILLOR BILL SMITH  
That Council appoint Deputy Reeve Winston Delorme to the Evergreens  
Foundations Board and Councillor Duane Didow as the alternate.

CARRIED

### **FOX CREEK AREA SYNERGY GROUP**

**FOX CREEK AREA  
SYNERGY GROUP**

MOTION: 19.01.32. Moved by: COUNCILLOR SHAWN ACTON  
That Council appoint Councillor Shawn Acton to the Fox Creek Area Synergy  
Group and Reeve Dale Gervais as the alternate.

CARRIED

### **FOX CREEK RECREATION BOARD**

**FOX CREEK  
RECREATION  
BOARD**

MOTION: 19.01.33. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Reeve Dale Gervais to the Fox Creek Recreation Board, and  
Councillor Tom Burton as the alternate.

CARRIED

**GOLDEN TRIANGLE CONSORTIUM**

**GOLDEN TRIANGLE  
CONSORTIUM**

MOTION: 19.01.34. Moved by: REEVE DALE GERVAIS  
That Council appoint Councillor Shawn Acton to the Golden Triangle Consortium  
and Reeve Dale Gervais as the alternate.

CARRIED

**GRANDE CACHE DINOSAUR TRACKS**

**GRANDE CACHE  
DINOSAUR TRACKS**

MOTION: 19.01.35. Moved by: COUNCILLOR DUANE DIDOW  
That Council appoint Tara Zeller to the Grande Cache Dinosaur Tracks.

CARRIED

**GRANDE CACHE ELDERS COUNCIL**

**GRANDE CACHE  
ELDERS COUNCIL**

MOTION: 19.01.36. Moved by: COUNCILLOR BILL SMITH  
That Council appoint Deputy Reeve Winston Delorme to the Grande Cache Elders  
Council.

DEFEATED

**GRANDE CACHE  
ELDERS COUNCIL**

MOTION: 19.01.37. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council direct Administration to remove the Grande Cache Elders Council  
from Greenview's Boards and Committees Listing.

CARRIED

**GRANDE CACHE TRANSPORTATION COMMITTEE**

**GRANDE CACHE  
TRANSPORTATION  
COMMITTEE**

MOTION: 19.01.38. Moved by: COUNCILLOR DALE SMITH  
That Council request additional information from Administration regarding the  
Grande Cache Transportation Committee.

CARRIED

**GRANDE CACHE ENVIRONMENTAL COMMITTEE**

**GRANDE CACHE  
ENVIRONMENTAL  
COMMITTEE**

MOTION: 19.01.39. Moved by: COUNCILLOR TOM BURTON  
That Council re-evaluate the Grande Cache Environmental Committee at a  
Committee of the Whole meeting.

CARRIED

**GRANDE PRAIRIE HOSPITAL FOUNDATION**

GRANDE PRAIRIE  
HOSPITAL  
FOUNDATION

MOTION: 19.01.40. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Shawn Acton to the Grande Prairie Hospital Foundation and Councillor Roxie Rutt as the alternate.

CARRIED

**GRANDE PRAIRIE REGIONAL RECREATION COMMITTEE**

GRANDE PRAIRIE  
REGIONAL  
RECREATION  
COMMITTEE

MOTION: 19.01.41. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Tom Burton to the Grande Prairie Recreational Committee and Councillor Bill Smith as the alternate.

CARRIED

**GRANDE PRAIRIE TOURISM BOARD**

GRANDE PRAIRIE  
TOURISM BOARD

MOTION: 19.01.42. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Tom Burton to the Grande Prairie Tourism Association and Reeve Dale Gervais as the alternate.

CARRIED

**GRANDE SPIRIT FOUNDATION**

GRANDE SPIRIT  
FOUNDATION

MOTION: 19.01.43. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Roxie Rutt to the Grande Spirit Foundation and Councillor Bill Smith as the alternate.

CARRIED

**GREEN VIEW FAMILY & COMMUNITY SERVICES (FCSS)**

FCSS  
COUNCIL  
MEMBERS

MOTION: 19.01.44. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Roxie Rutt and Councillor Duane Didow to the FCSS Board and Councillor Shawn Acton as the alternate.

CARRIED

FCSS  
MEMBERS AT  
LARGE

MOTION: 19.01.45. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Roxanne Perron, Trina Parker-Carroll and Tammy Day as Members at Large to the Green View Family & Community Services Board.

CARRIED



**GREENVIEW REGIONAL MULTIPLEX BOARD**

**GREENVIEW  
REGIONAL  
MULTIPLEX BOARD**

MOTION: 19.01.46. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Reeve Dale Gervais, Councillor Les Urness and Councillor Shawn Acton as the alternate to the Greenview Regional Multiplex Board and Mary Wilson and Judy Smith as Members at Large.

CARRIED

**GREENVIEW REGIONAL PARTNERSHIP STEERING COMMITTEE**

**GREENVIEW  
REGIONAL  
PARTNERSHIP  
STEERING  
COMMITTEE**

MOTION: 19.01.47. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Reeve Dale Gervais, Councillor Tom Burton and Councillor Shawn Acton to the Greenview Regional Partnership Steering Committee.

CARRIED

**GREENVIEW REGIONAL WASTE MANAGEMENT COMMISSION (GRWMC)**

**GRWMC**

MOTION: 19.01.48. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillors Shawn Acton and Les Urness to the Greenview Regional Waste Management Commission with Reeve Dale Gervais as the alternate and Jake Drozda as a Member at Large

CARRIED

**GROVEDALE/SOUTH WAPITI RECREATION BOARD**

**GROVEDALE/SW  
RECREATION  
BOARD**

MOTION: 19.01.49. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Bill Smith as a Member at Large to the Grovedale/South Wapiti Recreation Board.

CARRIED

**HEART RIVER HOUSING FOUNDATION**

**HEART RIVER  
HOUSING  
FOUNDATION**

MOTION: 19.01.50. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Dale Smith to the Heart River Housing Foundation and Councillor Shawn Acton as the alternate.

CARRIED

**HIGH PRAIRIE ADVISORY COUNCIL**

**HIGH PRAIRIE  
ADVISORY  
COUNCIL**

MOTION: 19.01.51. Moved by: COUNCILLOR DUANE DIDOW  
That Council appoint Councillor Dale Smith to the High Prairie Advisory Council  
and Councillor Tom Burton as the alternate.

CARRIED

**JOINT TOWN OF VALLEYVIEW/MD OF GREENVIEW COMMITTEE**

**JOINT COUNCIL  
COMMITTEE**

MOTION: 19.01.52. Moved by: COUNCILLOR ROXIE RUTT  
That Council appoint all Members of Council to the Joint Town of Valleyview/MD  
of Greenview Committee.

CARRIED

**FOX CREEK LIBRARY BOARD**

**FOX CREEK  
LIBRARY BOARD**

MOTION: 19.01.53. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Shawn Acton to the Fox Creek Library Board and  
Reeve Dale Gervais as the alternate.

CARRIED

**VALLEYVIEW LIBRARY BOARD**

**VALLEYVIEW  
LIBRARY BOARD  
COUNCIL  
APPOINTMENT**

MOTION: 19.01.54. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Shawn Acton to the Valleyview Library Board and  
Councillor Les Urness as the alternate.

CARRIED

**VALLEYVIEW  
LIBRARY BOARD  
MEMBERS AT  
LARGE**

MOTION: 19.01.55. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Marilyn Douglas and Adam Norris as Members at Large to  
the Valleyview Library Board.

CARRIED

**GRANDE PRAIRIE PUBLIC LIBRARY BOARD**

**GRANDE PRARIE  
LIBRARY BOARD**

MOTION: 19.01.56. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Roxie Rutt to the Grande Prairie Public Library  
Board and Councillor Tom Burton as the alternate.

CARRIED

**MILLAR WESTERN PUBLIC ADVISORY COMMITTEE**

MILLAR WESTERN  
PUBLIC ADVISORY  
COMMITTEE

MOTION: 19.01.57. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Shawn Acton and Reeve Dale Gervais as the  
alternate to the Millar Western Public Advisory Committee.

CARRIED

**MUNICIPAL PLANNING COMMISSION**

MPCC

MOTION: 19.01.58. Moved by: COUNCILLOR ROXIE RUTT  
That Council appoint all Members of Council to the Municipal Planning  
Commission as per Bylaw 13-708.

CARRIED

**NITEHAWK SKI RECREATION BOARD**

NITEHAWK SKI  
RECREATION  
BOARD

MOTION: 19.01.59. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Bill Smith to the Nitehawk Ski Recreation Board  
and Reeve Dale Gervais as the alternate.

CARRIED

**NORBOARD ENVIRONMENTAL COMMITTEE**

NORBOARD  
ENVIRONMENTAL  
COMMITTEE

MOTION: 19.01.60. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Shawn Acton to the Norbord Environmental  
Committee and Councillor Bill Smith as the alternate.

CARRIED

**NORTHERN TRANSPORTATION ADVOCACY BUREAU**

NTAB

MOTION: 19.01.61. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Roxie Rutt to the Northern Transportation  
Advocacy Bureau and Councillor Tom Burton as the alternate.

CARRIED

**PACE BOARD**

P.A.C.E BOARD OF  
DIRECTORS

MOTION: 19.01.62. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Roxie Rutt to the P.A.C.E. Board of Directors.

CARRIED

**PEACE LIBRARY SYSTEM BOARD**

PEACE LIBRARY  
SYSTEM BOARD

MOTION: 19.01.63. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Roxie Rutt to the Peace Library System Board and Councillor Tom Burton as the alternate.

CARRIED

**PEACE REGION ECONOMIC DEVELOPMENT ALLIANCE**

PRED

MOTION: 19.01.64. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council appoint Councillor Roxie Rutt to the Peace Region Economic Development Alliance and Councillor Tom Burton as the alternate.

CARRIED

**THE RIVER OF DEATH AND DISCOVERY DINOSAUR MUSEUM SOCIETY (PHILIP J CURRIE)**

PHILIP J CURRIE  
DINOSAUR  
MUSEUM

MOTION: 19.01.65. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Tyler Olsen to The River of Death and Discovery Dinosaur Museum Society and Reeve Dale Gervais as the alternate.

CARRIED

**POLICY REVIEW COMMITTEE**

PRC

MOTION: 19.01.66. Moved by: COUNCILLOR SHAWN ACTON  
That Council appoint Councillors Tom Burton, Councillor Roxie Rutt and Reeve Dale Gervais to the Policy Review Committee and remaining Members of Council as alternates.

CARRIED

**SMOKY APPLIED RESEARCH AND DEVELOPMENT ASSOCIATION (SARDA)**

SARDA

MOTION: 19.01.67. Moved by: COUNCILLOR ROXIE RUTT  
That Council appoint Councillor Dale Smith to the Smoky Applied Research & Demonstration Association and Councillor Les Urness as the alternate.

CARRIED

### **SOUTH PEACE REGIONAL ARCHIVES**

**SOUTH PEACE  
REGIONAL  
ARCHIVES**

MOTION: 19.01.68. Moved by: COUNCILLOR WINSTON DELORME  
That Council appoint Councillor Shawn Acton to the South Peace Regional Archives and Councillor Roxie Rutt as the alternate.

CARRIED

### **SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB)**

**SDAB**

MOTION: 19.01.69. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Gary Havell, Pat Cooke, Roxanne Perron and Ken Wilson to the Subdivision & Development Appeal Board.

CARRIED

**SDAB  
HINTON JASPER  
EDSON**

MOTION: 19.01.70. Moved by: COUNCILLOR DUANE DIDOW  
That Greenview stop participating with the Hinton Edson Jasper SDAB.

CARRIED

### **TRI-MUNICIPAL INDUSTRIAL PARTNERSHIP (TMIP)**

**TMIP**

MOTION: 19.01.71. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Reeve Dale Gervais, Councillor Tom Burton, Councillor Tyler Olsen and Councillor Bill Smith to the Tri-Municipal Industrial Partnership and Councillor Les Urness as the alternate.

CARRIED

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

### **VALLEYVIEW & DISTRICT MEDICAL CENTRE**

**VALLEYVIEW &  
DISTRICT MEDICAL  
CENTRE**

MOTION: 19.01.72. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Reeve Dale Gervais, Councillor Roxie Rutt and Councillor Dale Smith to the Valleyview & District Medical Centre with Councillor Shawn Acton as the alternate.

CARRIED

**VALLEYVIEW & DISTRICT RECREATION BOARD**

**VALLEYVIEW &  
DISTRICT  
RECREATION  
BOARD**

MOTION: 19.01.73. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Shawn Acton to the Valleyview and District Recreation Board, Councillor Les Urness as the alternate and Kim Havell and Hope Kristiansen as Members at Large.

CARRIED

**VALLEYVIEW CITIZENS ADVISORY COMMITTEE**

**VALLEYVIEW  
CITIZENS  
ADVISORY  
COMMITTEE**

MOTION: 19.01.74. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Shawn Acton to the Valleyview Citizens Advisory Committee and Councillor Les Urness as the alternate.

CARRIED

**VALLEYVIEW SEED CLEANING PLANT**

**VALLEYVIEW SEED  
CLEANING PLANT**

MOTION: 19.01.75. Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Dale Smith to the Valleyview Seed Cleaning Plant.

CARRIED

**VETERINARY SERVICES INCORPORATED (VSI)**

**VSI**

MOTION: 19.01.76. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Dale Smith to the Veterinary Services Incorporated Board of Directors and Councillor Bill Smith as the alternate.

CARRIED

**WAPITI RIVER MANAGEMENT PLAN COMMITTEE**

**WAPITI RIVER  
MANAGEMENT  
PLAN**

MOTION: 19.01.77. Moved by: COUNCILLOR ROXIE RUTT  
That Council appoint Councillor Bill Smith to the Wapiti River Management Plan Committee and Councillor Tom Burton as the alternate.

CARRIED

**WATER NORTH COALITION**

**WATER NORTH  
COALITION**

MOTION: 19.01.78. Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Duane Didow to the Water North Coalition, and Councillor Dale Smith as the alternate.

CARRIED

**WEYERHAEUSER ADVISORY COMMITTEE**

**WEYERHAEUSER  
ADVISOR  
COMMITTEE**

MOTION: 19.01.79. Moved by: COUNCILLOR WINSTON DELORME  
That Council appoint Councillor Duane Didow to the Weyerhaeuser Advisory Committee and Councillor Bill Smith as the alternate.

CARRIED

**WEYERHAEUSER INTERNATIONAL PAPER COMMITTEE**

**INTERNATIONAL  
PAPER COMMITTEE**

MOTION: 19.01.80. Moved by: COUNCILLOR DUANE DIDOW  
That Council appoint Councillor Tom Burton to the Weyerhaeuser International Paper Committee.

CARRIED

**8.2 2019 GRANT REQUESTS**

**2019 GRANT  
REQUESTS**

MOTION: 19.01.81. Moved by: COUNCILLOR TOM BURTON  
That Council authorize funding to the grant recipients in the amounts indicated on the attached 2019 Approved Grant Listing, with funds to come from the 2019 Community Service Miscellaneous Grants Budget.

CARRIED

**8.3 ACP GRANT REQUEST**

**APC GRANT  
REQUEST**

MOTION: 19.01.82. Moved by: COUNCILLOR DALE SMITH  
That Council direct Administration to submit an application to the Alberta Community Partnership Grant for funds to assist with the transition of Grande Cache to a Hamlet of Greenview.

CARRIED

**8.4 SUBDIVISION PROCESS POLICY**

**SUBDIVISION  
PROCESS POLICY**

MOTION: 19.01.83. Moved by: COUNCILLOR DALE SMITH  
That Council approve the "Subdivision Process" Policy as amended.

CARRIED

## **8.5 DEVELOPMENT ENFORCEMENT POLICY**

### **DEVELOPMENT ENFORCEMENT POLICY**

MOTION: 19.01.84. Moved by: COUNCILLOR TOM BURTON  
That Council approve the revised Policy 6002 “Development Enforcement” as presented.

CARRIED

### **POLICY 6002-01 REPEALED**

MOTION: 19.01.85. Moved by: COUNCILLOR TOM BURTON  
That Council repeal Procedure 6002-01.

CARRIED

## **8.6 MINOR AREA STRUCTURE PLAN POLICY**

### **MINOR AREA STRUCTURE PLAN POLICY**

MOTION: 19.01.86. Moved by: COUNCILLOR DALE SMITH  
That Council for approve the “Minor Area Structure Plan” Policy as amended.

CARRIED

### **POLICY 6001-01 REPEALED**

MOTION: 19.01.87. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council repeal Policy 6001-01.

CARRIED

## **8.7 LETTER TERMINATING LIBRARY BOARD SERVICES FROM PEACE LIBRARY SYSTEM**

### **TERMINATION OF LIBRARY BOARD SERVICES FROM PEACE LIBRARY SYSTEMS**

MOTION: 19.01.88. Moved by: COUNCILLOR ROXIE RUTT  
That Council direct Administration to send a letter to Peace Library System terminating the *Memorandum of Agreement for Library Board Services* upon the establishment of the Greenview Municipal Library Board.

CARRIED

## **8.8 COUNCIL-CAO COVENANT REAFFIRMATION**

### **COUNCIL-CAO COVENANT REAFFIRMATION**

MOTION: 19.01.89. Moved by: COUNCILLOR TOM BURTON  
That Council acknowledge Council’s review and reaffirm Council’s support of the Council-CAO Covenant.

CARRIED



## **8.9 COUNCIL CODE OF CONDUCT REAFFIRMATION**

### **COUNCIL CODE OF CONDUCT REAFFIRMATION**

MOTION: 19.01.90. Moved by: COUNCILLOR SHAWN ACTON  
That Council acknowledge Council's receipt of and commitment to the Council Code of Conduct Bylaw.

CARRIED

## **8.10 LIVE INTERNET STREAMING OF PUBLIC MEETINGS**

### **LIVE INTERNET STREAMING**

MOTION: 18.12.727. Moved by: COUNCILLOR DALE SMITH  
That Council direct Administration bring back live streaming in Council Meetings.

CARRIED

## **8.11 BF76768 REPLACEMENT**

### **BF76768**

MOTION: 19.01.91. Moved by: COUNCILLOR DALE SMITH  
That Council approve the replacement of BF76768 on Twp. 670 in 2019 in the amount of \$795,000 with funds to come from Capital Infrastructure Reserve.

CARRIED

## **8.12 HIGHWAY 40 LOBBY – COUNTY OF GRANDE PRAIRIE REQUEST**

### **HIGHWAY 40 LOBBY**

MOTION: 19.01.92. Moved by: COUNCILLOR BILL SMITH  
That Council accept for information from the County of Grande Prairie the Cost-Benefit Analysis of twinning the northern portion of Highway 40.

CARRIED

Reeve Gervais recessed the meeting at 2:31 p.m.

Reeve Gervais reconvened the meeting at 2:43 p.m.

## **8.13 QEII HOSPITAL FOUNDATION – GRANT REQUEST**

### **QEII HOSPITAL FOUNDATION**

MOTION: 19.01.93. Moved by: COUNCILLOR TOM BURTON  
That Council accept the Grande Prairie Regional Hospital Foundation report as presented, for information.

CARRIED

### **QEII HOSPITAL FOUNDATION PRESENTATION**

MOTION: 19.01.94. Moved by: REEVE DALE GERVAIS  
That Council direct Administration to arrange a presentation from the QEII Hospital Foundation at a Committee of the Whole Meeting.

CARRIED

#### **8.14 NEW FISH CREEK COMMUNITY ASSOCIATION**

NEW FISH CREEK  
COMMUNITY  
ASSOCIATION

MOTION: 19.01.95. Moved by: COUNCILLOR DALE SMITH  
That Council approve a capital grant in the amount of \$13,195.68 to the New Fish Creek Community Association, with funds to come from 2019 Community Service Miscellaneous Grant.

CARRIED

#### **8.15 STARS FOUNDATION – SPONSORSHIP REQUEST**

STARS  
FOUNDATION

MOTION: 19.01.96. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept the STARS Foundation 9<sup>th</sup> Annual Grande Prairie Petroleum Association Hangar Dance sponsorship request for information, as presented.

CARRIED

#### **8.16 TOWN OF WHITECOURT REGIONAL SUPPORT**

TOWN OF  
WHITECOURT  
REGIONAL  
SUPPORT

MOTION: 19.01.97. Moved by: COUNCILLOR TOM BURTON  
That Council direct Administration to write a letter of support to endorse the request for an opportunity to have a delegation speak at public hearings on Bill C69.

CARRIED

#### **8.17 GRANDE CACHE UPDATE – JANUARY 14<sup>TH</sup>, 2019**

GRANDE CACHE  
UPDATE

MOTION: 19.01.98. Moved by: DEPUTY REEVE WINSTON DELORME  
That Council accept the Grande Cache Update Report – January 14<sup>th</sup>, 2019 for information, as presented.

CARRIED

#### **8.18 CAO/MANAGERS' REPORT**

CAO/MANAGERS'  
REPORT

MOTION: 19.01.99. Moved by: COUNCILLOR TOM BURTON  
That Council accept the CAO and Managers' Reports for information, as presented.

CARRIED

## 8.19 ADDITIONS AND REMOVAL OF BANK ACCOUNTS SIGNING AUTHORITY

### SIGNING AUTHORITIES

MOTION: 19.01.100. Moved by: COUNCILLOR DALE SMITH  
That Council remove former CAO, Mike Haugen from the list of signing authorities for Greenview's bank accounts.

CARRIED

### SIGNING AUTHORITIES

MOTION: 19.01.101. Moved by: COUNCILLOR SHAWN ACTON  
That Council add Council members Duane Didow, Tyler Olsen and Interim CAO Denise Thompson as signing authorities to the list of signing authorities for Greenview's bank accounts.

CARRIED

### DIGITAL CHEQUES

MOTION: 19.01.102. Moved by: COUNCILLOR TOM BURTON  
That Council add Rosemary Offrey to the digital cheques until the Interim CAO authorizations are processed at the banks.

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

**DEPUTY REEVE WINSTON DELORME** updated Council on his recent activities, which include;  
December 17, 2018 Committee of the Whole Meeting  
Emergency Management Committee Meeting  
January 11, 2019 Special Council Meeting

### WARD 2

**REEVE DALE GERVAIS** submitted his update to Council on his recent activities, which include;  
December 17, 2018 Committee of the Whole Meeting  
Met with Western Cree Tribal Council  
Tri Municipal Industrial Partnership Meeting  
Servus Canada – Grande Cache Signing Authority  
January 11, 2019 Special Council Meeting

### WARD 3

**COUNCILLOR LES URNESS** updated Council on his recent activities, which Include;

Municipal Planning Commission Meeting  
December 17, 2018 Committee of the Whole  
Tri-Municipal Planning Commission Meeting  
Little Smoky Ski Hill Meeting  
January 11, 2019 Special Council Meeting

**WARD 4**                    **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;  
December 17, 2018 Committee of the Whole Meeting  
Valleyview & District Recreation Board Meeting  
January 11, 2019 Special Council Meeting

**WARD 5**                    **COUNCILLOR DALE SMITH** updated Council on his recent activities, which Include;  
December 17, 2019 Committee of the Whole Meeting  
Heart River Housing Meeting  
Redwillow Lodge Basket Give Away  
Little Smoky Ski Hill Meeting

**WARD 6**                    **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;  
Tri-Municipal Industrial Partnership Meeting  
Fox Creek Greenview Multiplex Recreation Committee Meeting  
Reeve, Deputy Reeve, CAO Meeting  
DeBolt Library Board Meeting  
January 11, 2019 Special Council Meeting

**WARD 7**                    **COUNCILLOR ROXIE RUTT** submitted her update to Council on his recent activities, which include;  
Municipal Planning Commission Meeting  
Crooked Creek Recreation Club Meeting  
PACE Board of Directors Meeting  
Premier Notley News Conference  
December 17, 2018 Committee of the Whole Meeting  
Greenview Staff Christmas Luncheon  
Grande Prairie Library Board Meeting  
PACE Board of Directors Meeting  
Met with ratepayer to discuss the Narrows  
January 11, 2019 Special Council Meeting

**WARD 8**

**COUNCILLOR BILL SMITH** updated Council on his recent activities, which Include;  
December 17, 2018 Committee of the Whole Meeting  
Emergency Management Committee Meeting  
Tri-Municipal Industrial Partnership Meeting  
Community Futures Grande Prairie & Region Meeting  
Premier Notley News Conference  
Municipal Planning Commission Meeting  
January 11, 2019 Special Council Meeting

**DIVISION 9**

**COUNCILLOR DUANE DIDOW** updated Council on his recent activities, which include;  
January 11, 2019 Special Council Meeting

**DIVISION 9**

**COUNCILLOR TYLER OLSEN** updated Council on his recent activities, which include;  
January 11, 2019 Special Council Meeting

**HOME CARE SNOW  
REMOVAL**

MOTION: 19.01.103. Moved by: COUNCILLOR BILL SMITH  
That Council direct Administration to provide a report on the feasibility of subsidized snow removal in conjunction with the home care support program.  
CARRIED

**MEMBERS  
BUSINESS**

MOTION: 19.01.104. Moved by: COUNCILLOR TOM BURTON  
That Council accept the Members Business for information.

CARRIED

**#10  
CORRESPONDENCE**

**10.0 CORRESPONDENCE**

MOTION: 19.01.105. Moved by: COUNCILLOR TOM BURTON  
That Council accept the correspondence for information, as presented.

CARRIED

Reeve Gervais recessed the meeting at 4:10 p.m.  
Reeve Gervais reconvened the meeting at 4:17 p.m.

**#11 CLOSED  
MEETING**

**11.0 CLOSED SESSION**

**CLOSED SESSION**

MOTION: 19.01.106. Moved by: COUNCILLOR BILL SMITH  
That the meeting go to Closed Session, at 4:18 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 Closed Session.

CARRIED

**11.1 DISCLOSURE HARMFUL TO PERSONAL PRIVACY**  
(FOIPP; Section 17)

**11.2 DISCLOSURE HARMFUL TO PERSONAL PRIVACY**  
(FOIPP; Section 17)

**OPEN SESSION**

MOTION: 19.01.107. Moved by: COUNCILLOR SHAWN ACTON  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting return to Open Session at 4:57 p.m.

CARRIED

MOTION: 19.01.108. Moved by: COUNCILLOR TOM BURTON  
That Council direct Administration to proceed with injunction in accordance with Section 554 of the MGA to obtain a court order requiring the landowner to bring the property, Plan 0722367, Block 1, Lot 8 into compliance.

CARRIED

MOTION: 19.01.109. Moved by: COUNCILLOR BILL SMITH  
That Council award the Mountain Metis Nation Association Youth Connections Program Report a grant up to \$80,000.00 to be allocated quarterly with the first payment to occur January 31<sup>st</sup>, 2019, subsequent allocations will be provided after program accountability is received and approved with funds to come from the Community Services Miscellaneous Grants.

CARRIED

**12.0 ADJOURNMENT**

**#12  
ADJOURNMENT**

MOTION: 19.01.110. Moved by: COUNCILLOR ROXIE RUTT  
That this meeting adjourn at 5:02 p.m.

CARRIED

---

CHIEF ADMINISTRATIVE OFFICER

---

REEVE

UNADOPTED



## January 28, 2019 Bylaw No. 18-803 Public Hearing Background Information

### **PROPOSAL**

The application for land use amendment A18-006 has been submitted by Greenview to re-designate Lot 7MR Block 1 Plan 0625581 (0.31 ha/ 0.76 acre ±) from Municipal Reserve (MR) to Hamlet Residential (HR) District within SE-22-71-26-W5, in the Hamlet of Ridgevalley area, Ward 7. The proposed rezoning would allow for future residential development on the lot.

### **BACKGROUND AND DISCUSSION**

An Offer to Purchase agreement dated October 22, 2018 was entered into by Greenview and William and Rhonda Toews (Toews) for the purpose of exchanging the Lot 7MR for an equal amount of land presently owned by Toews at the head of the Ridgevalley walking trail. The agreement also allows Greenview to purchase a further 0.17 hectares (0.43 acre) +/- portion of SE-22-71-26-W5, and the combined areas are being rezoned to Municipal Reserve (MR) under A18-007.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Hamlet Residential (HR) District. The application meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from the proposal and the proposed amendment will be compatible with existing surrounding residential developments. Administration is recommending that Council give Second and Third Reading to Bylaw 18-803.

### **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

On November 7, 2018, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

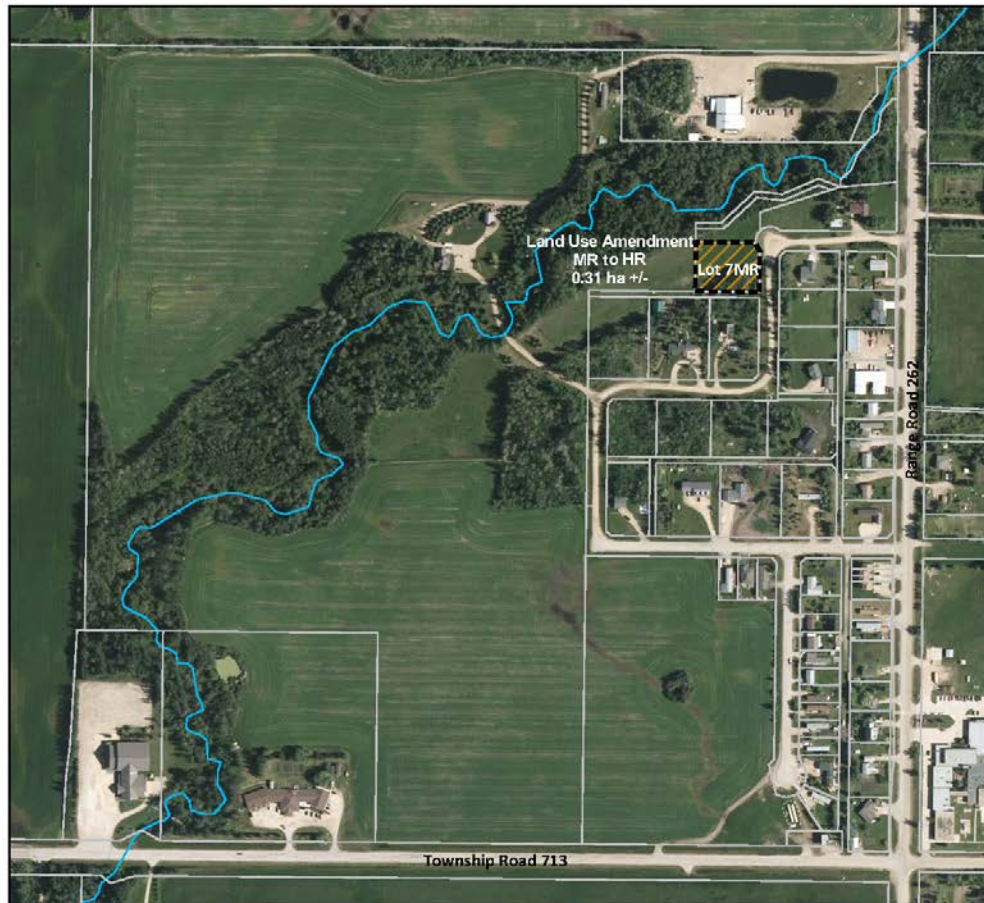
On November 7, 2018, a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Energy Regulator, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McHaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Municipal Affairs – David Dobson, ATCO Electric, East Smoky Gas Coop and Peace Wapiti School Division.


On December 19, 2018, a copy of the application was circulated to adjacent landowners within 804 metres of the property. No concerns were received.

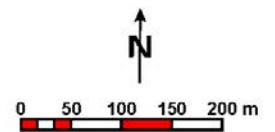


SCHEDULE 'A'

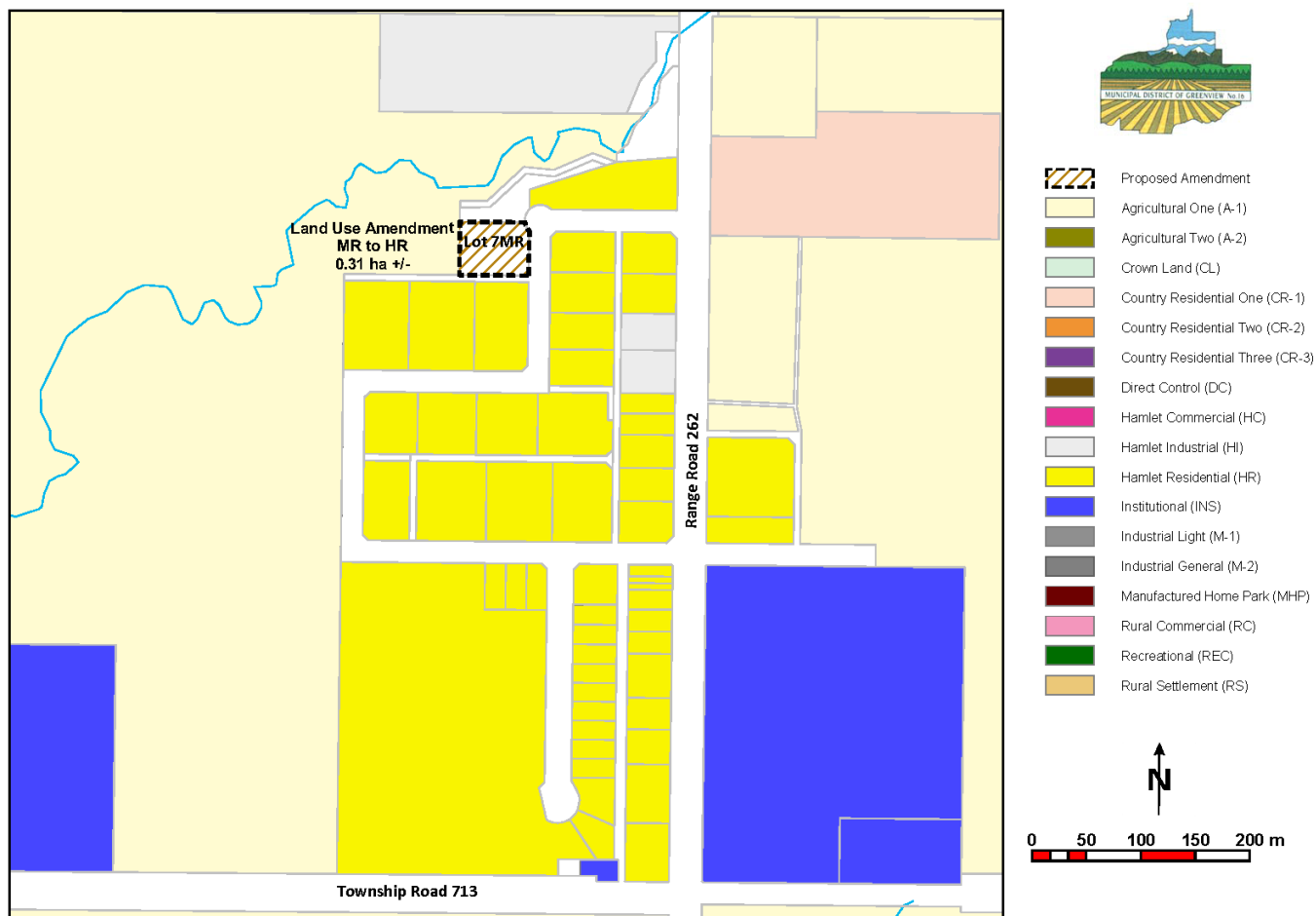
Proposed Land Use Amendment SE-22-71-26-W5



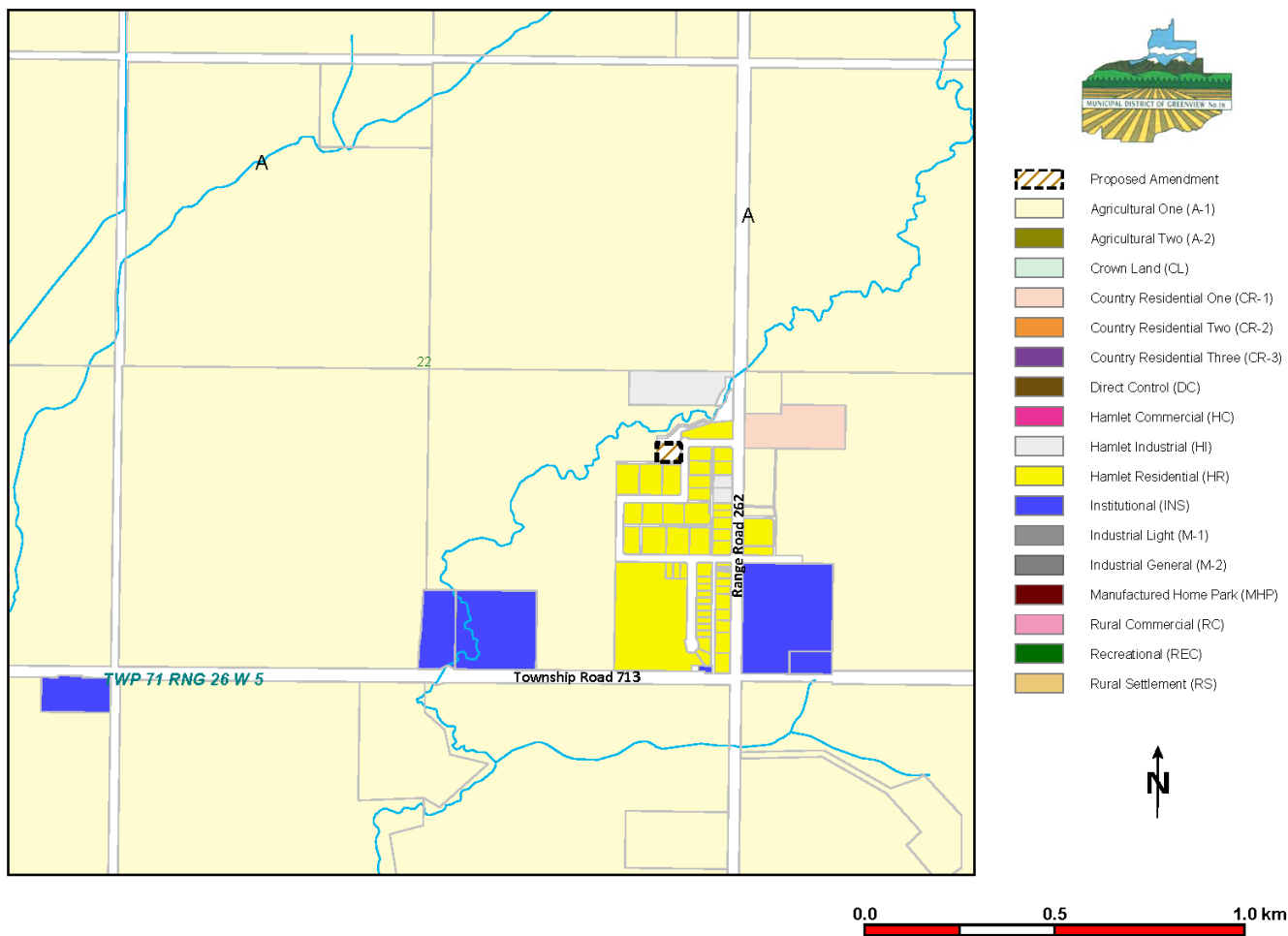
 Proposed Amendment



# Proposed Land Use Amendment SE-22-71-26-W5



# Proposed Land Use Amendment SE-22-71-26-W5





## **January 28, 2019**

### **Bylaw No. 18-804 Public Hearing**

### **Background Information**

#### **PROPOSAL**

The application for land use amendment A18-007 has been submitted by William Leslie Toews and Rhonda Lynn Toews (Toews) to re-designate a 0.49 ha  $\pm$  (1.22 acre) area from Agriculture One (A-1) District to Municipal Reserve (MR) within SE-22-71-26-W5, in the Ridgevalley area, Ward 7. The proposed rezoning would allow for future subdivision of a parcel that comprises the trail head and parking lot for the Ridgevalley Walking Trail.

#### **BACKGROUND AND DISCUSSION**

An Offer to Purchase agreement dated October 22, 2108 was entered into by Greenview and William and Rhonda Toews for the purpose of exchanging Greenview's existing Lot 7 Block 5 Plan 0625581, for an equal amount of land presently owned by Toews at the head of the Ridgevalley walking trail. The agreement also allows Greenview to purchase a further 0.17 hectares (0.43 acre) +/- portion of SE-22-71-26-W5, and the combined areas would be rezoned to Municipal Reserve (MR).

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria for re-designating 0.49 ha +/- (1.22 acre) as Municipal Reserve (MR). The application meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from the proposal and the proposed amendment will be compatible with existing surrounding developments. Administration is recommending that Council give Second and Third Reading to Bylaw 18-804.

#### **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

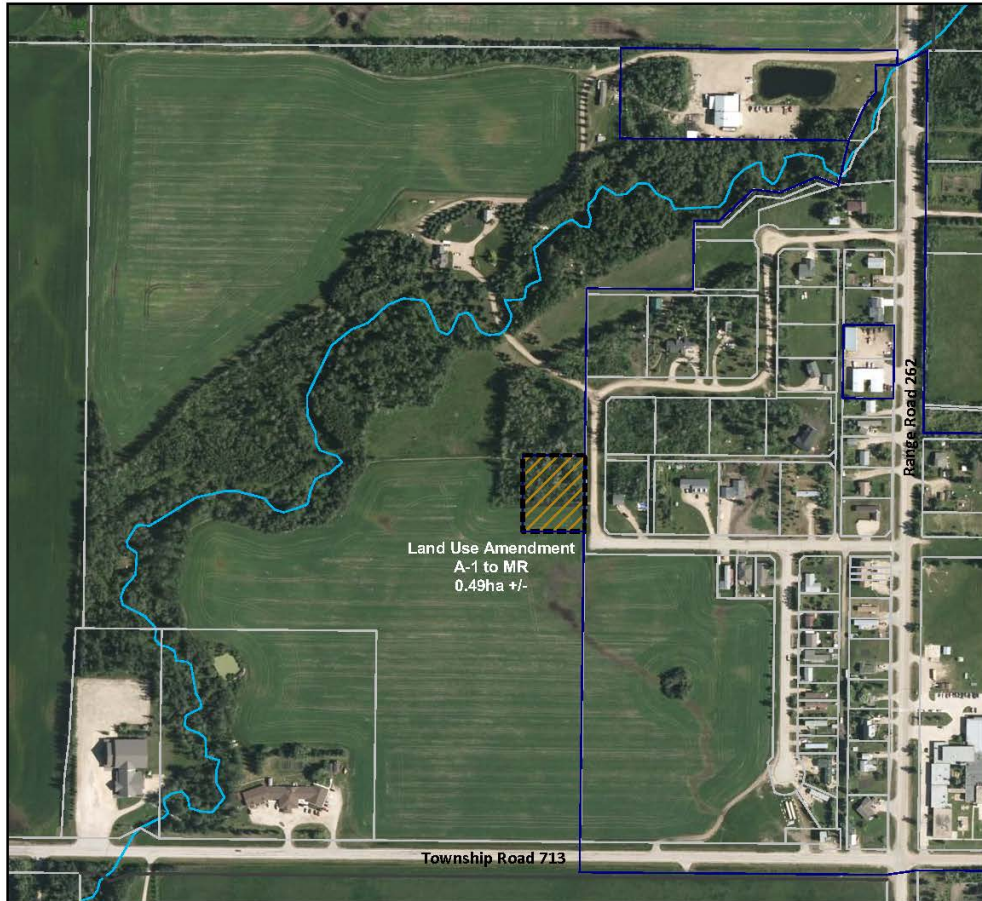
On November 7, 2018, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

On November 7, 2018, a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Energy Regulator, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McNaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Municipal Affairs – David Dobson, ATCO Electric, East Smoky Gas Coop and Peace Wapiti School Division.

On December 19, 2018, a copy of the application was circulated to adjacent landowners within 804 metres of the property. No concerns were received.

SCHEDULE 'A'

Proposed Land Use Amendment SE-22-71-26-W5

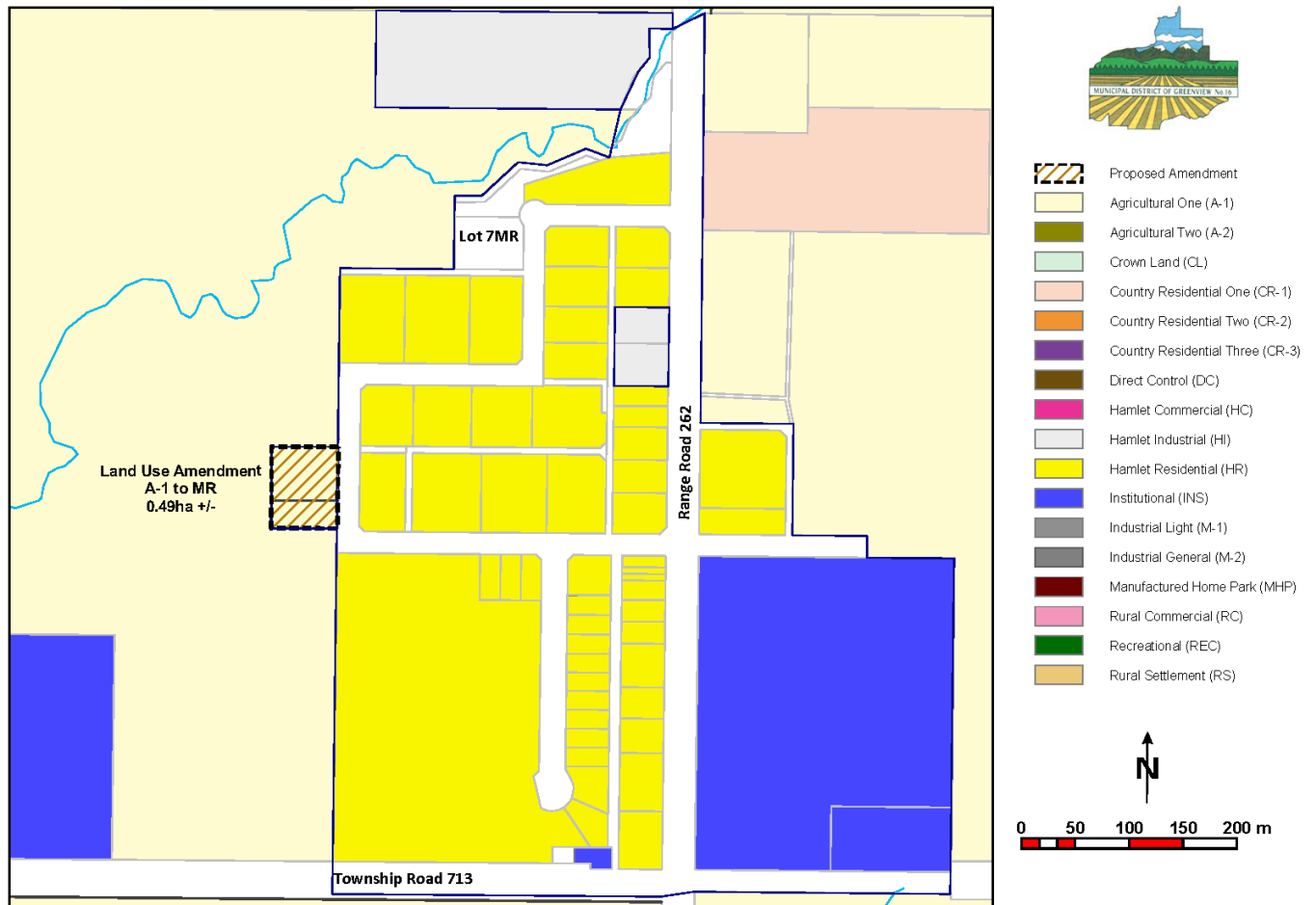


Proposed Amendment

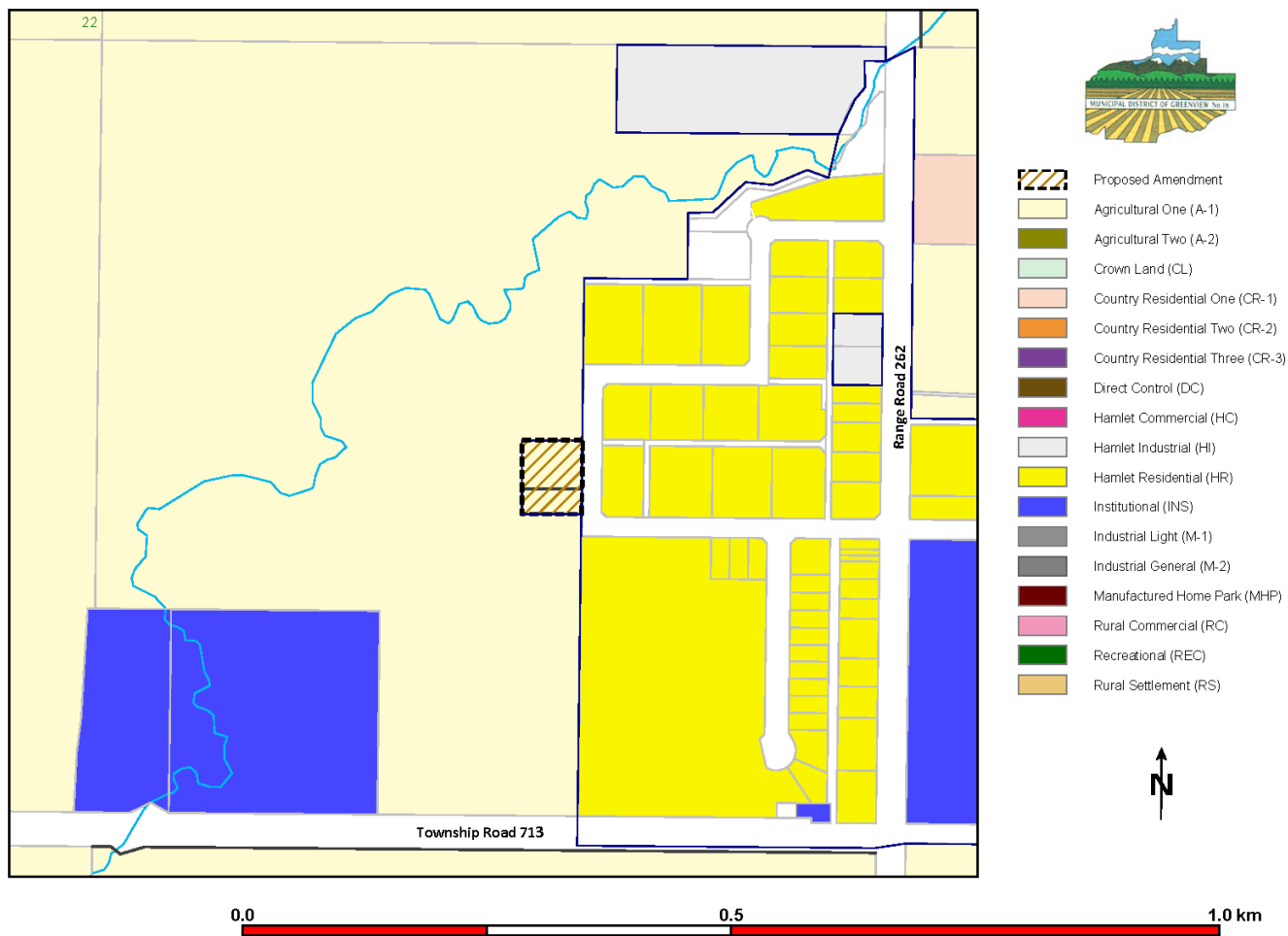


0 50 100 150 200 m

# Proposed Land Use Amendment SE-22-71-26-W5



# Proposed Land Use Amendment SE-22-71-26-W5







# REQUEST FOR DECISION

---

**SUBJECT:** Bylaw No. 18-803 Re-designate from Municipal Reserve (MR) to Hamlet Residential (HR) District

**MEETING DATE:** January 28, 2019

**DEPARTMENT:** PLANNING & DEVELOPMENT

**STRATEGIC PLAN:** Development

**REGULAR COUNCIL MEETING**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO:**

**GM:** GG

**MANAGER:** SAR

**PRESENTER:** LD

---

## RELEVANT LEGISLATION:

**Provincial (cite)** – Municipal Government Act, RSA 2000

**Council Bylaw/Policy (cite)** – Municipal Development Plan 15-742, Land Use Bylaw 17-779.

---

## RECOMMENDED ACTION:

**MOTION:** That Council give Second Reading to Bylaw No. 18-803, to re-designate Lot 7MR Block 5 Plan 0625581 (0.31 ha / 0.76 acre  $\pm$ ) from Municipal Reserve (MR) to Hamlet Residential (HR) District within SE-22-71-26-W5.

**MOTION:** That Council give Third Reading to Bylaw No. 18-803, to re-designate Lot 7MR Block 5 Plan 0625581 (0.31 ha / 0.76 acre  $\pm$ ) from Municipal Reserve (MR) to Hamlet Residential (HR) District within SE-22-71-26-W5.

---

## BACKGROUND/PROPOSAL:

The application for land use amendment A18-006 has been submitted by Greenview to re-designate Lot 7MR Block 5 Plan 0625581 (0.31 ha / 0.76 acre  $\pm$ ) from Municipal Reserve (MR) to Hamlet Residential (HR) District within SE-22-71-26-W5, in the Ridgevalley area, Ward 7.

The proposed rezoning would allow for future residential development on the lot by William and Leslie Toews and Rhonda Lynn Toews, who have entered into an Offer to Purchase agreement with Greenview to exchange the lot for an equal amount of land located at the trail head of the Ridgevalley walking trail. The agreement also allows Greenview to purchase a further 0.17 hectares (0.43 acre) +/- portion of SE-22-71-26-W5 and the combined areas at the trail head area will be rezoned to Municipal Reserve (MR).

Administration mailed out notification letters to all landowners within an 804 metre radius of the parcel. No letters or comments were received. ATCO Electric, ATCO Pipelines, and Greenview Environmental Services have no concerns with the application. The General Manager of Infrastructure and Planning indicated that there was no approach to Lot 7MR Block 5 Plan 0625581, which matter was not addressed in the Offer to Purchase and will have to be addressed at the subdivision stage.



Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Hamlet Residential (HR) District. The application meets the requirements of Municipal Government Act and Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from the proposal and the proposed amendment will be compatible with existing surrounding residential developments. Administration is recommending that Council give Second and Third Reading to Bylaw 18-803.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

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

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages as the land exchange of an equivalent acreage will replace the Municipal Reserve at the Ridgevalley Walking trail head.
- 

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to table Bylaw 18-803 for further discussion or information

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

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

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

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

---

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

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

---

---

FOLLOW UP ACTIONS:

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

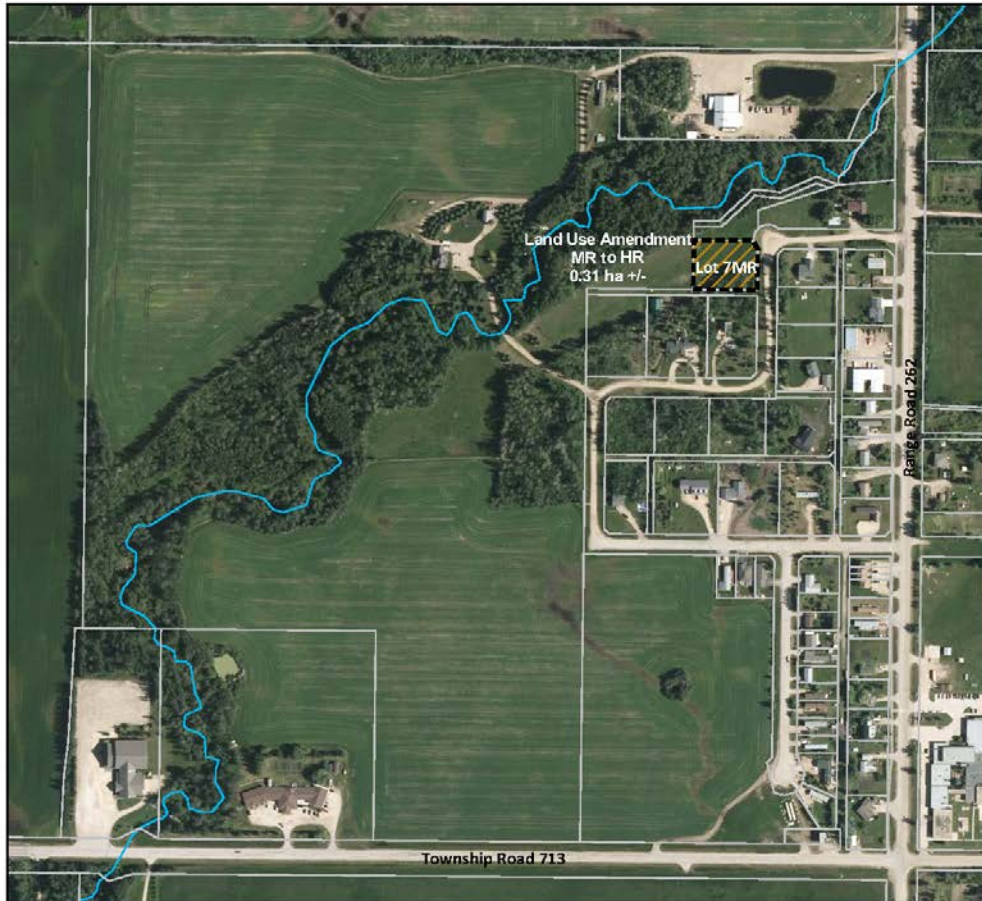
---

ATTACHMENT(S):

- Schedule 'A' – Proposed Land Use Amendment
- Schedule 'B' – Bylaw No. 18-803

**SCHEDULE 'A'**

**Proposed Land Use Amendment SE-22-71-26-W5**

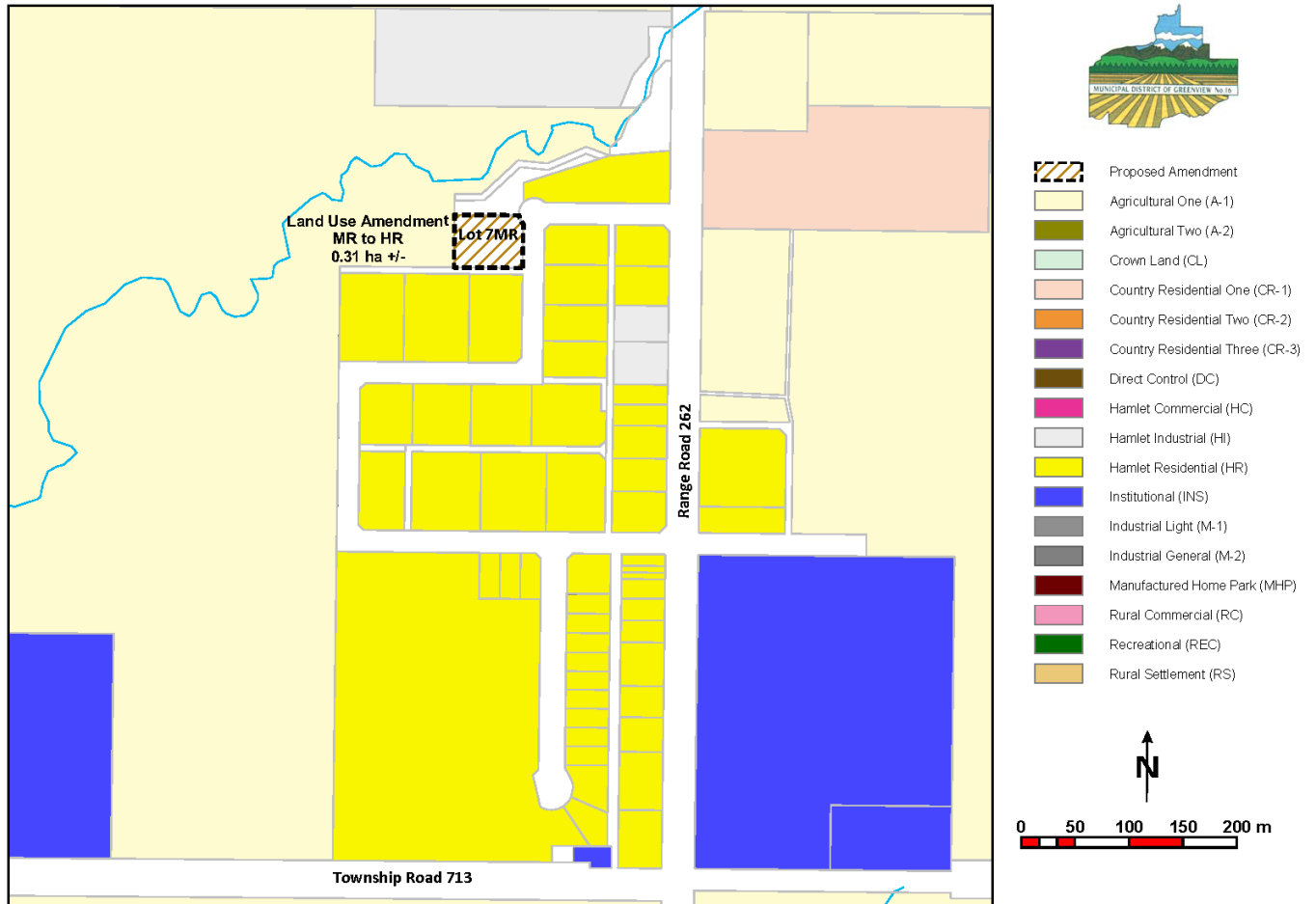


Proposed Amendment

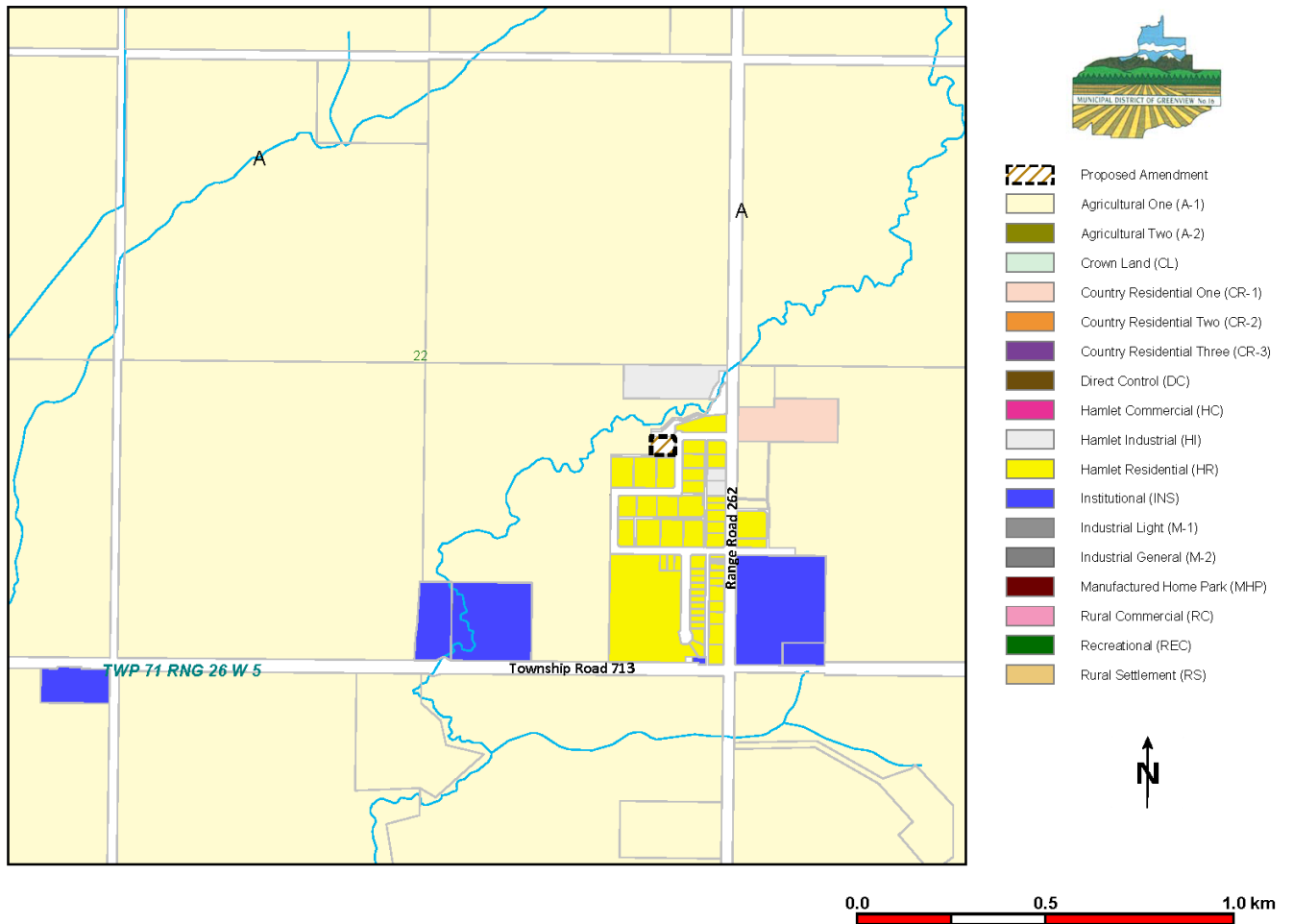


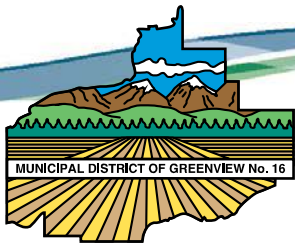
0 50 100 150 200 m

# Proposed Land Use Amendment SE-22-71-26-W5



# Proposed Land Use Amendment SE-22-71-26-W5





# **BYLAW No. 18-803**

## **OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16**

---

### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw No. 17-779, being the Land Use Bylaw for the Municipal District of Greenview No. 16**

**PURSUANT TO** Section 692 of the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as Amended, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. That Map No.1 in the Land Use Bylaw, being Bylaw No. 17-779, be amended to reclassify the following area:

All that Portion of the  
Southeast (SE) Quarter of Section Twenty-Two (22)  
Within Township Seventy-One (71)  
Range Twenty-Six (26) West of the Fifth Meridian (W5M)

As identified on Schedule "A" attached.

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

Read a first time this 10th day of December, A.D., 2018.

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

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

---

**REEVE**

---

**CHIEF ADMINISTRATIVE OFFICER**

## SCHEDULE "A"

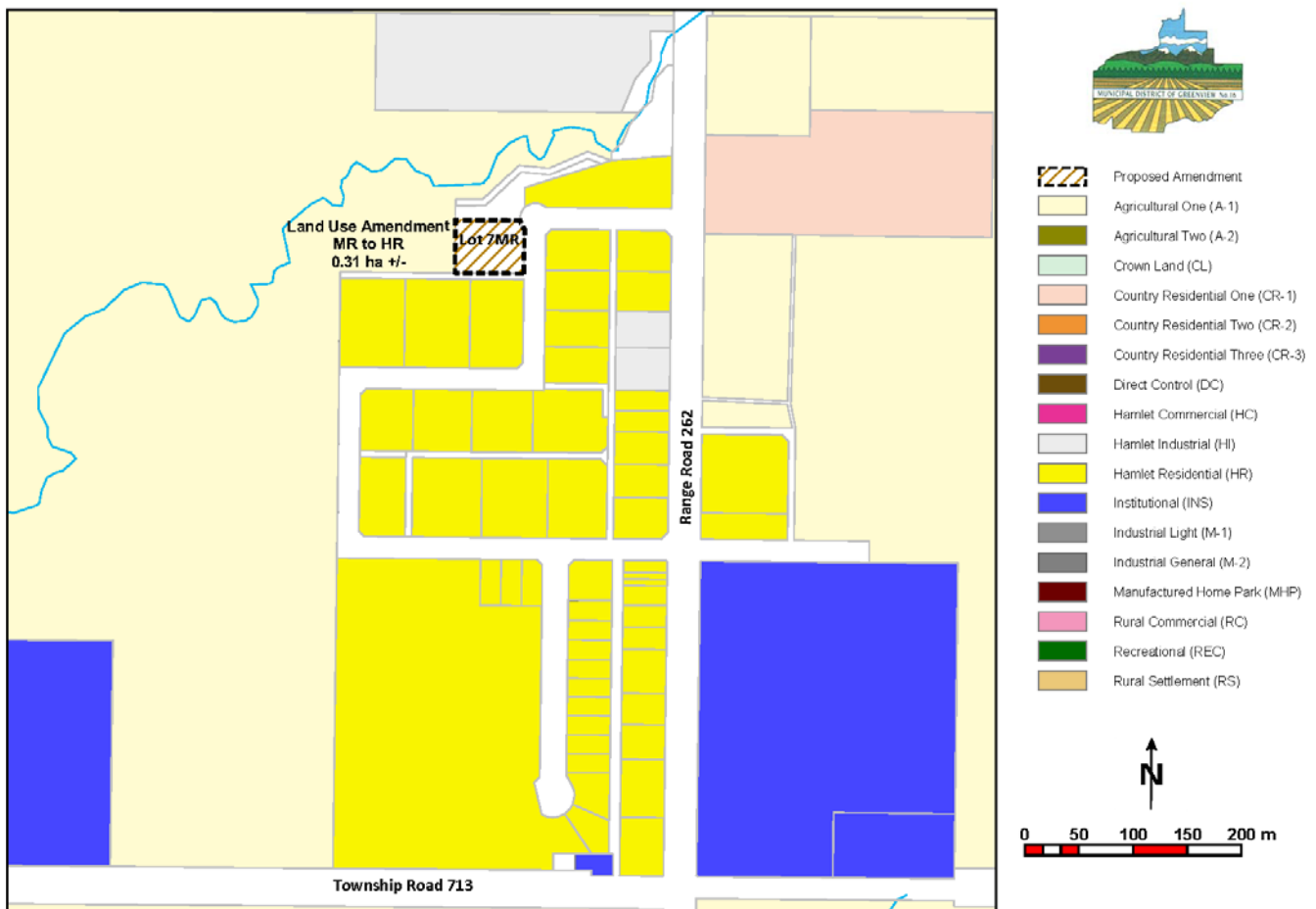
To Bylaw No. 18-803

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the  
Southeast (SE) Quarter of Section Twenty-Two (22)  
Within Township Seventy-One (71)  
Range Twenty-Six (26) West of the Fifth Meridian (W5M)

Is reclassified from Municipal Reserve to Hamlet Residential (HR) District as identified below:

### Proposed Land Use Amendment SE-22-71-26-W5





# REQUEST FOR DECISION

---

**SUBJECT:** **Bylaw No. 18-804 Re-designate from Agriculture One (A-1) District to Municipal Reserve (MR)**

**MEETING DATE:** January 28, 2019

**DEPARTMENT:** PLANNING & DEVELOPMENT

**STRATEGIC PLAN:** Development

**REGULAR COUNCIL MEETING**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO:** **MANAGER:** SAR

**GM:** GG **PRESENTER:** LD

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) – Municipal Government Act, RSA 2000

**Council Bylaw/Policy** (cite) – Municipal Development Plan 15-742, Land Use Bylaw 17-779.

---

**RECOMMENDED ACTION:**

**MOTION: That Council give Second Reading to Bylaw No. 18-804, to re-designate a 0.49 ha ± (1.22 acre) area from Agriculture One (A-1) District to Municipal Reserve (MR) within SE-22-71-26-W5.**

**MOTION: That Council give Third Reading to Bylaw No. 18-804, to re-designate a 0.49 ha ± (1.22 acre) area from Agriculture One (A-1) District to Municipal Reserve (MR) within SE-22-71-26-W5.**

---

**BACKGROUND/PROPOSAL:**

The application for land use amendment A18-007 has been submitted by William Leslie Toews and Rhonda Lynn Toews (Toews) to re-designate a 0.49 ha ± (1.22 acre) area from Agriculture One (A-1) District to Municipal Reserve (MR) within SE-22-71-26-W5, in the Ridgevalley area, Ward 7. The proposed rezoning would allow for future subdivision of a parcel that comprises the trail head and parking lot for the Ridgevalley Walking Trail.

Toews entered into an Offer to Purchase agreement with Greenview to exchange an equal amount of land located at the trail head of the Ridgevalley walking trail for Lot 7, Block. The agreement also allows Greenview to purchase a further 0.17 hectares (0.43 acre) +/- portion of SE-22-71-26-W5 and the combined areas at the trail head area will be rezoned to Municipal Reserve (MR).

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

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out. The application meets the requirements of Municipal Government Act and Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from



the proposal and the proposed amendment will be compatible with existing surrounding residential developments. Administration is recommending that Council give Second and Third Reading to Bylaw 18-804.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the Council accepting the recommended motion is that re-designation would allow Greenview to establish a trail head and parking area at the Ridgevalley Walking Trail.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages as the land encompassing the Ridgevalley Walking Trailhead and parking lot will be re-designated Municipal Reserve (MR) in exchange for Lot 7MR (A18-006).
- 

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to table Bylaw 18-804 for further discussion or information

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

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

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

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

---

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

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

---

**FOLLOW UP ACTIONS:**

Administration will notify the landowner of the decision of Council and send an advertisement for the Public Hearing.

---

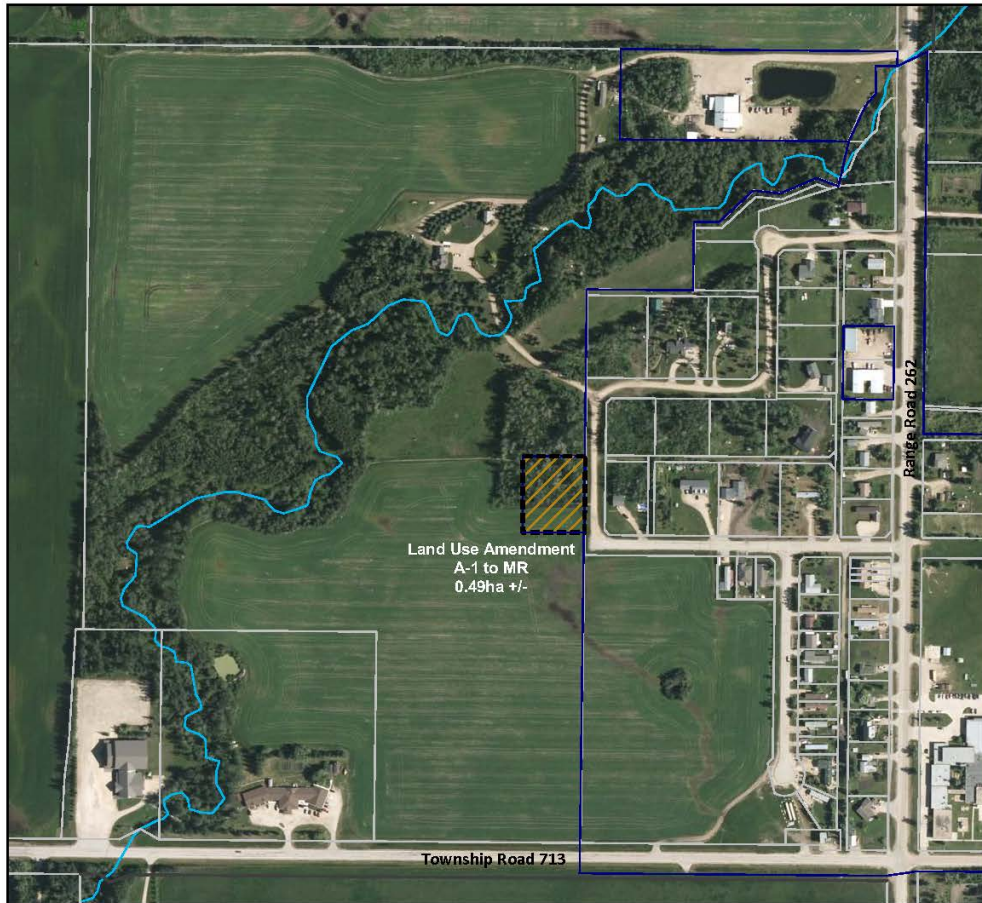
---

ATTACHMENT(S):

- Schedule 'A' – Proposed Land Use Amendment
- Schedule 'B' – Bylaw No. 18-804

SCHEDULE 'A'

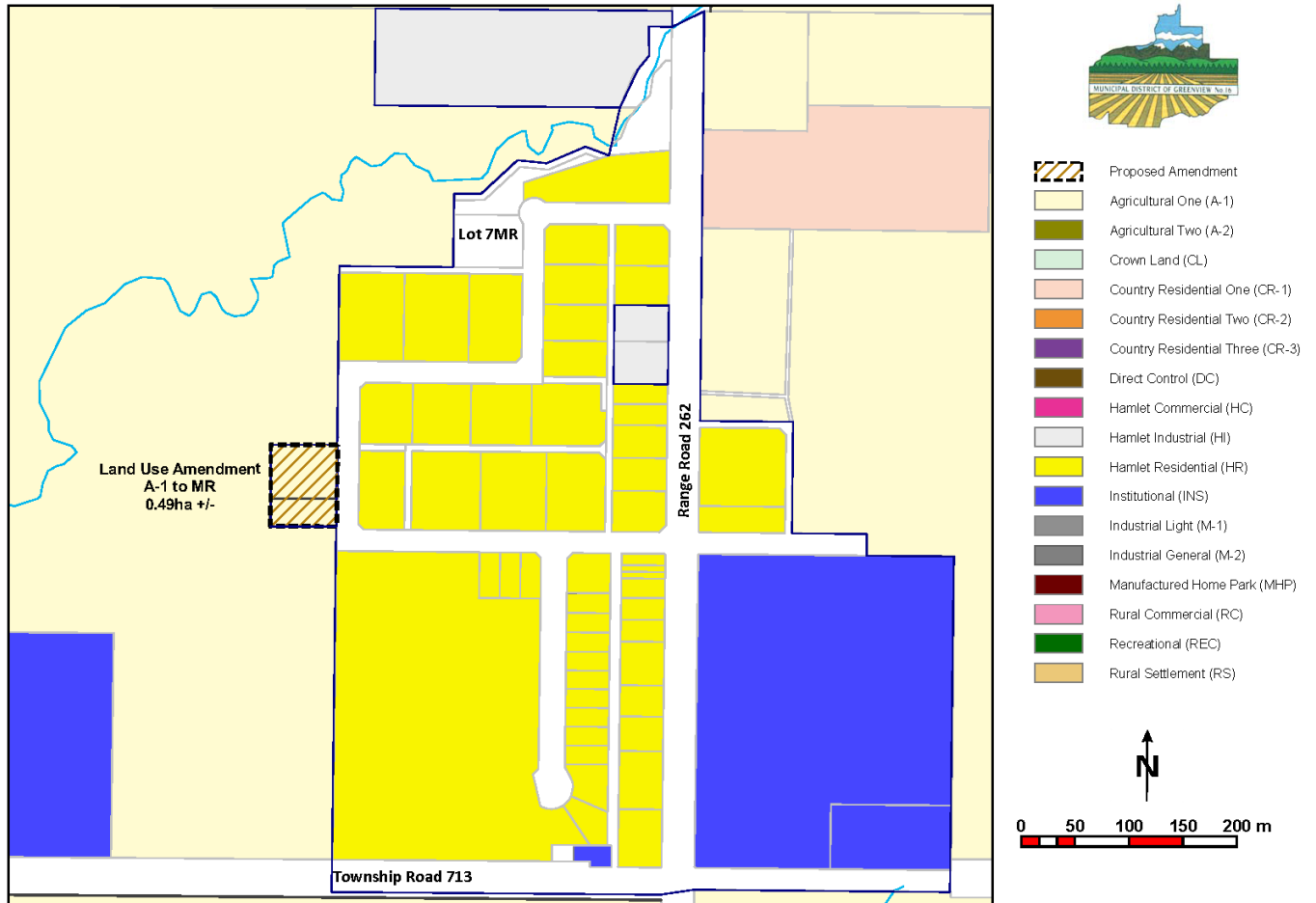
Proposed Land Use Amendment SE-22-71-26-W5



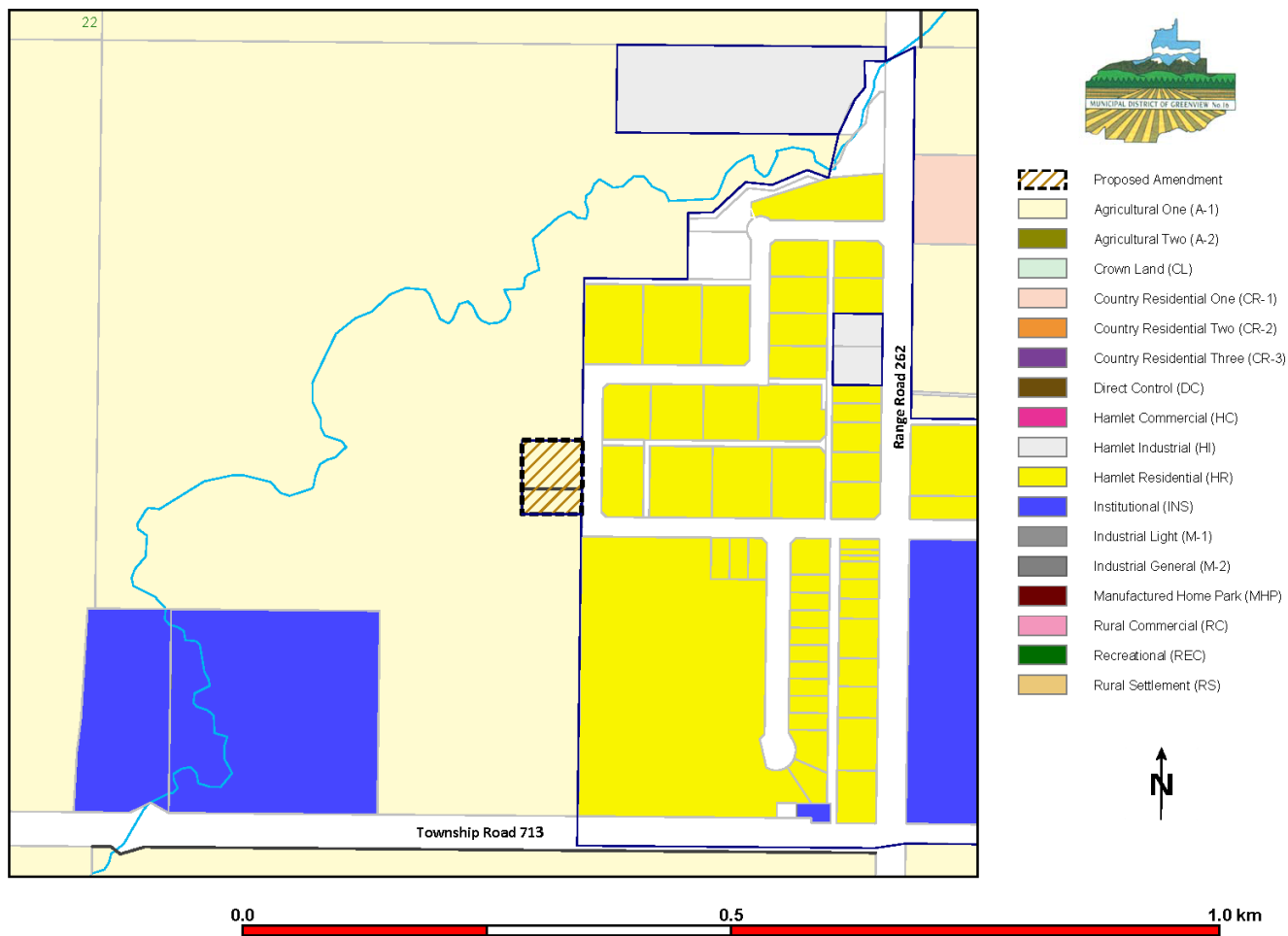
Proposed Amendment



# Proposed Land Use Amendment SE-22-71-26-W5



# Proposed Land Use Amendment SE-22-71-26-W5





# BYLAW No. 18-804

## OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16

### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw No. 17-779, being the Land Use Bylaw for the Municipal District of Greenview No. 16**

**PURSUANT TO** Section 692 of the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as Amended, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. That Map No.1 in the Land Use Bylaw, being Bylaw No. 17-779, be amended to reclassify the following area:

All that Portion of the  
Southeast (SE) Quarter of Section Twenty-Two (22)  
Within Township Seventy-One (71)  
Range Twenty-Six (26) West of the Fifth Meridian (W5M)

As identified on Schedule "A" attached.

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

Read a first time this 10th day of December, A.D., 2018.

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

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

\_\_\_\_\_  
REEVE

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

## SCHEDULE "A"

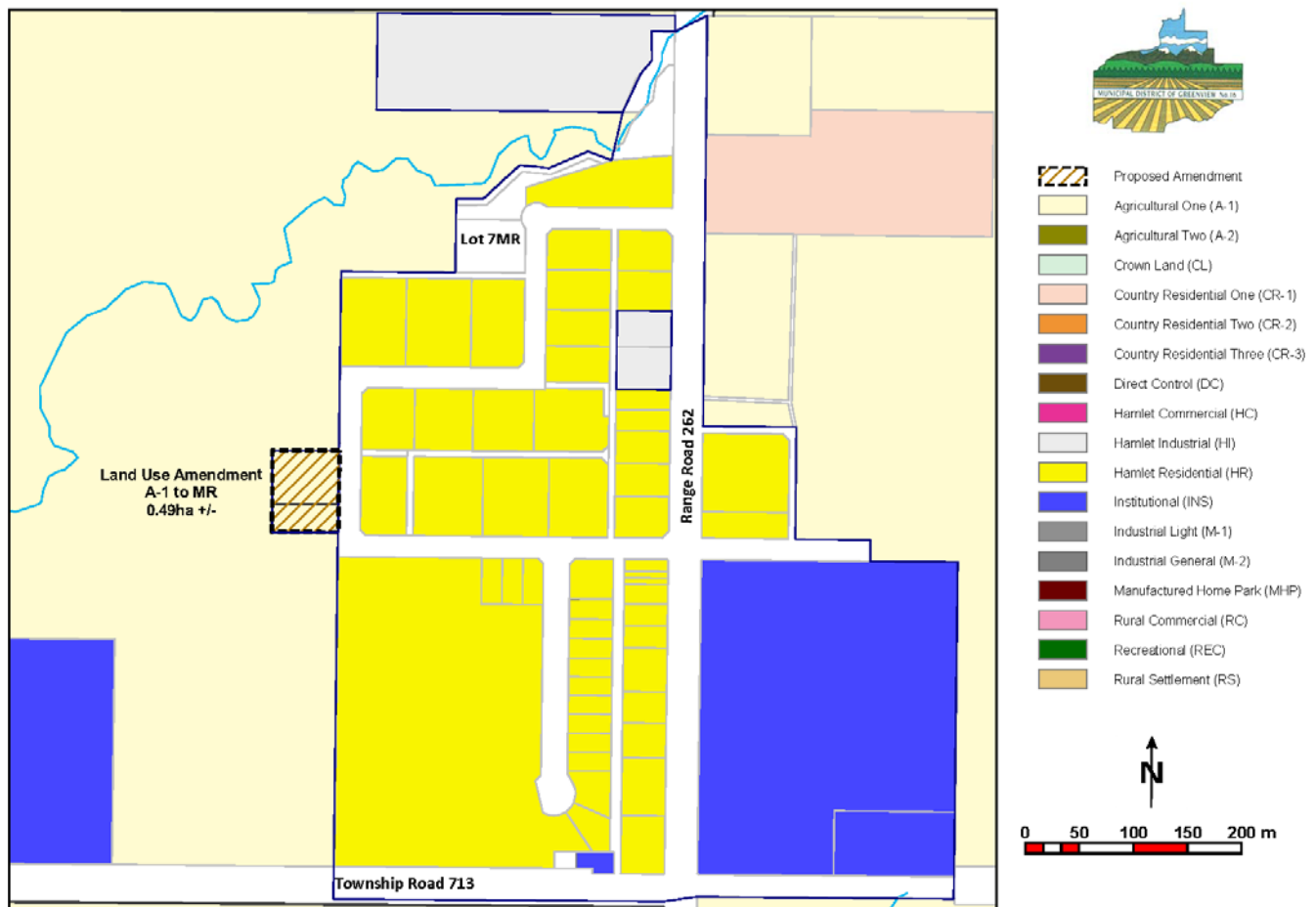
To Bylaw No. 18-804

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the  
Southeast (SE) Quarter of Section Twenty-Two (22)  
Within Township Seventy-One (71)  
Range Twenty-Six (26) West of the Fifth Meridian (W5M)

Is reclassified from Agricultural One (A-1) District to Municipal Reserve as identified below:

### Proposed Land Use Amendment SE-22-71-26-W5





# REQUEST FOR DECISION

---

**SUBJECT:** Bylaw No. 18-806 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-) District  
REGULAR COUNCIL MEETING  
**MEETING DATE:** January 28, 2019  
**DEPARTMENT:** PLANNING & DEVELOPMENT  
**STRATEGIC PLAN:** Development

REVIEWED AND APPROVED FOR SUBMISSION  
ICAO: DT  
GM: GG  
MANAGER: SAR  
PRESENTER: LD

---

## RELEVANT LEGISLATION:

**Provincial (cite)** – Municipal Government Act, RSA 2000

**Council Bylaw/Policy (cite)** – Municipal Development Plan 15-742 and Land Use Bylaw 17-772.

---

## RECOMMENDED ACTION:

**MOTION:** That Council give First Reading to Bylaw No. 18-806, to re-designate a 3.77-hectare ± (9.31 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-2-69-6-W6.

**MOTION:** That Council schedule a Public Hearing for Bylaw No. 18-806, to be held on February 25, 2018, at 10:00 a.m. for the re-designation of a 3.77 hectare ± (9.31 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-2-69-6-W6.

---

## BACKGROUND/PROPOSAL:

The application for land use amendment A18-005 has been submitted by Michael Kovacs and Sharon Riendeau to re-designate a 3.77-hectare ± (9.31 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District area within NE-2-69-6-W6, in the Grovedale area, Ward 8.

The proposed rezoning would allow for the subsequent subdivision of the vacant lot for future residential purposes. The lands have no farmland assessment rating as they are mainly treed with a small cleared area. Access will be in place to the proposal as well as the balance of the quarter through the upgrade of Range Road 60A.

ATCO Electric, Alberta Energy Regulator, Greenview Environmental Services and Construction and Maintenance have no concerns with the application.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Country Residential One (CR-1) District. The application meets the requirements of Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from the proposal and the proposed amendment will be compatible with existing surrounding residential developments. Administration is recommending that Council give First Reading to Bylaw 18-806.



---

**BENEFITS OF THE RECOMMENDED ACTION:**

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

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to table Bylaw 18-806 for further discussion or information

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

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

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

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

---

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

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

---

**FOLLOW UP ACTIONS:**

Administration will notify the landowner of the decision of Council and send an advertisement for the Public Hearing.

---

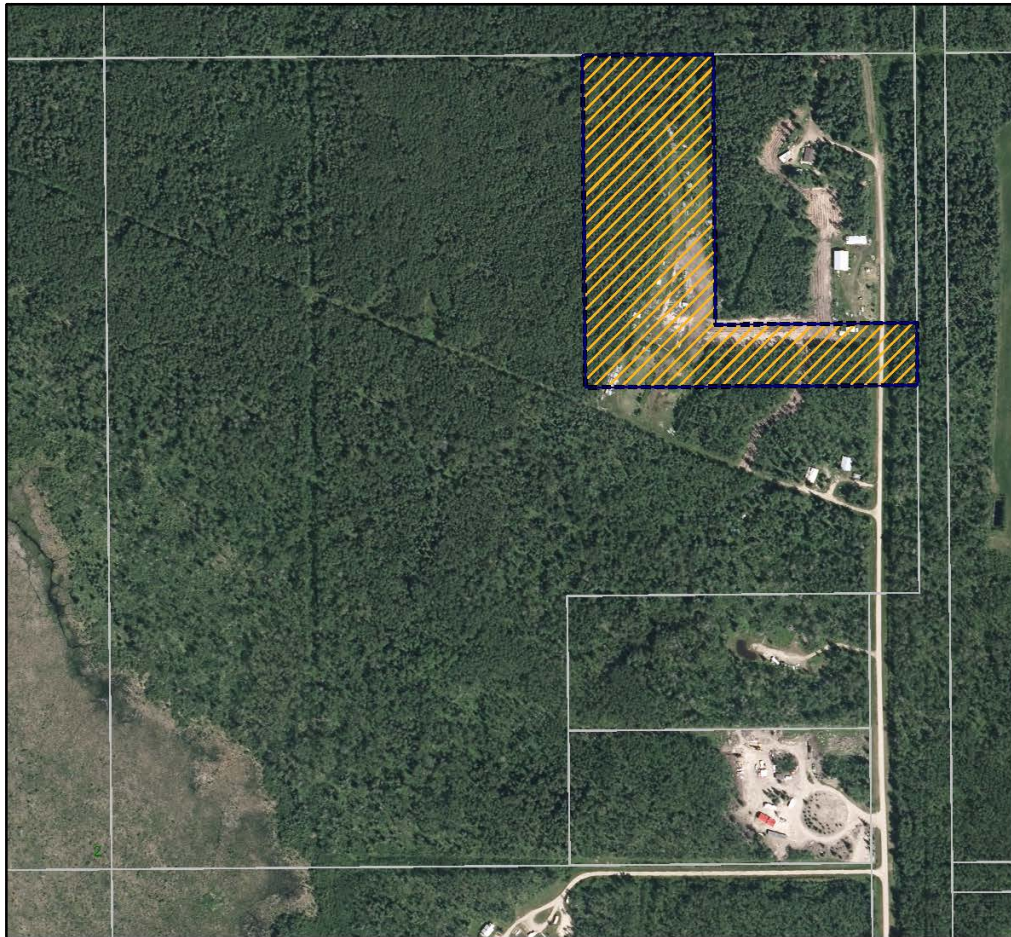
---

ATTACHMENT(S):

- Schedule 'A' – Proposed Land Use Amendment
- Schedule 'B' – Bylaw No. 18-806

SCHEDULE 'A'

Proposed Land Use Amendment NE-02-69-06-W6

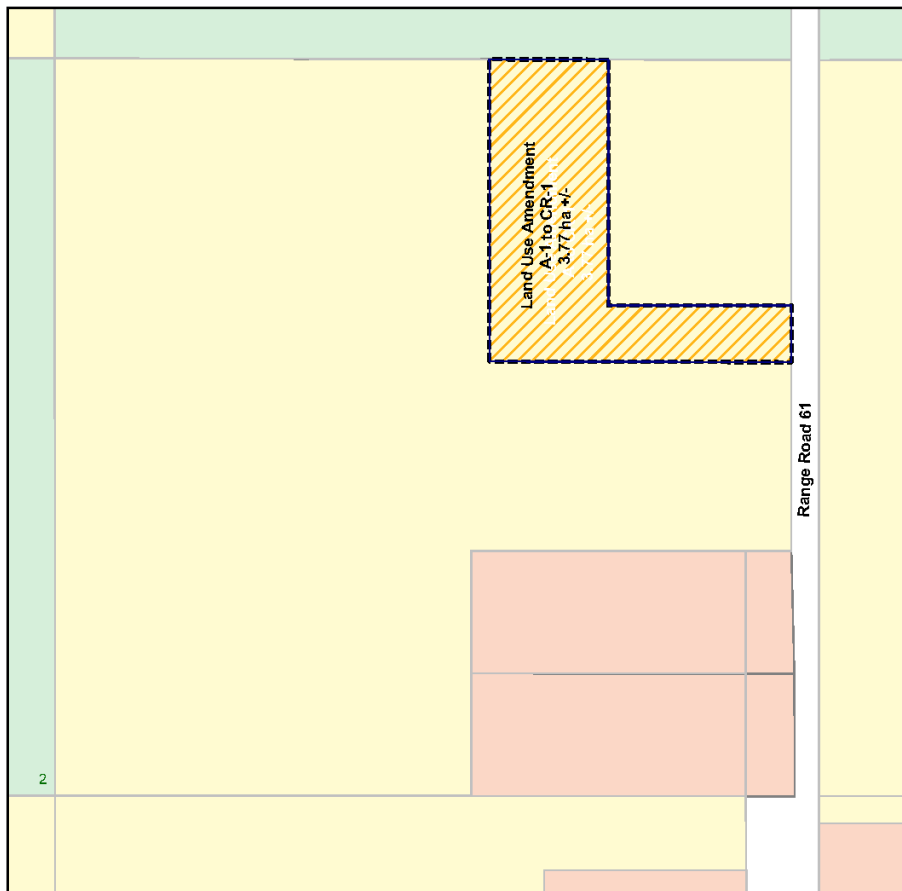




















Proposed Amendment

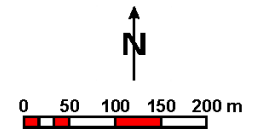


0 50 100 150 200 m

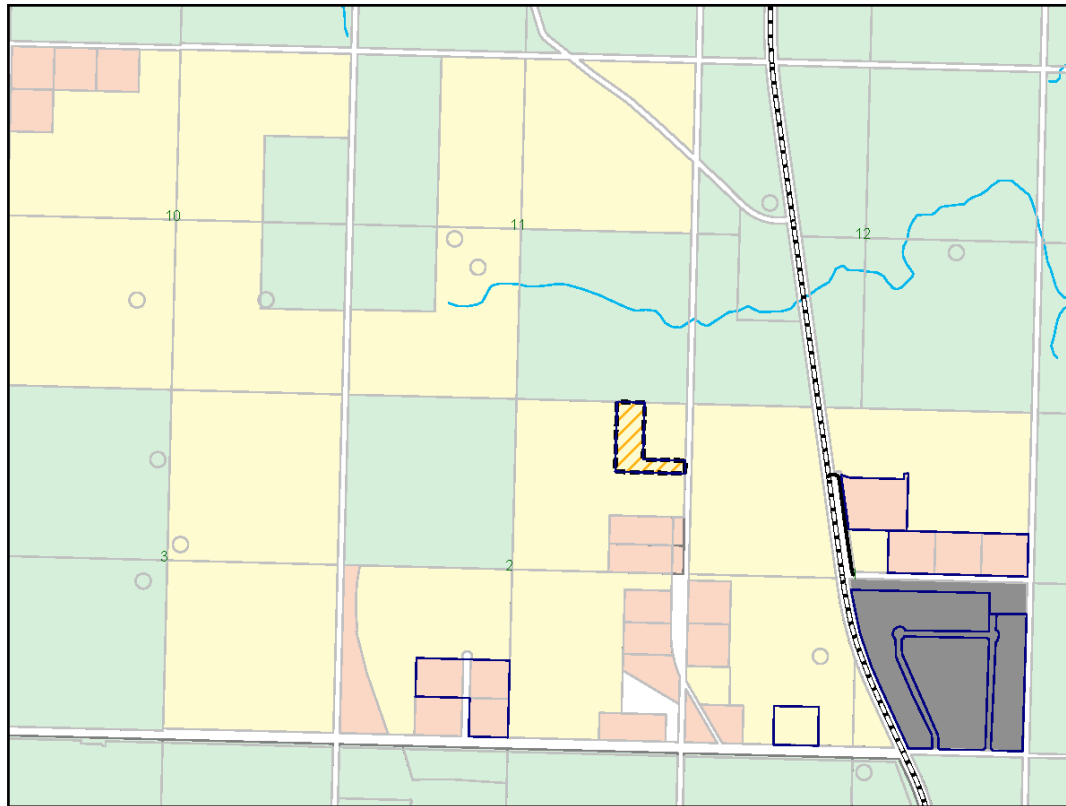
# Proposed Land Use Amendment NE-02-69-06-W6



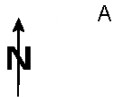
-  Proposed Amendment
-  Agricultural One (A-1)
-  Agricultural Two (A-2)
-  Crown Land (CL)
-  Country Residential One (CR-1)
-  Country Residential Two (CR-2)
-  Country Residential Three (CR-3)
-  Direct Control (DC)
-  Hamlet Commercial (HC)
-  Hamlet Industrial (HI)
-  Hamlet Residential (HR)
-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



# Proposed Land Use Amendment NE-02-69-06-W6



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



0.0 0.5 1.0 km



# BYLAW No. 18-806

## OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16

### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw No. 17-779, being the Land Use Bylaw for the Municipal District of Greenview No. 16**

**PURSUANT TO** Section 692 of the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as Amended, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. That Map No.18 in the Land Use Bylaw, being Bylaw No. 17-779, be amended to reclassify the following area:

All that Portion of the  
Northeast (NE) Quarter of Section Two (2)  
Within Township Sixty-Nine (69)  
Range Six (6) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this \_\_\_\_ day of January, A.D., 2019.

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

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

\_\_\_\_\_  
REEVE

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

## SCHEDULE "A"

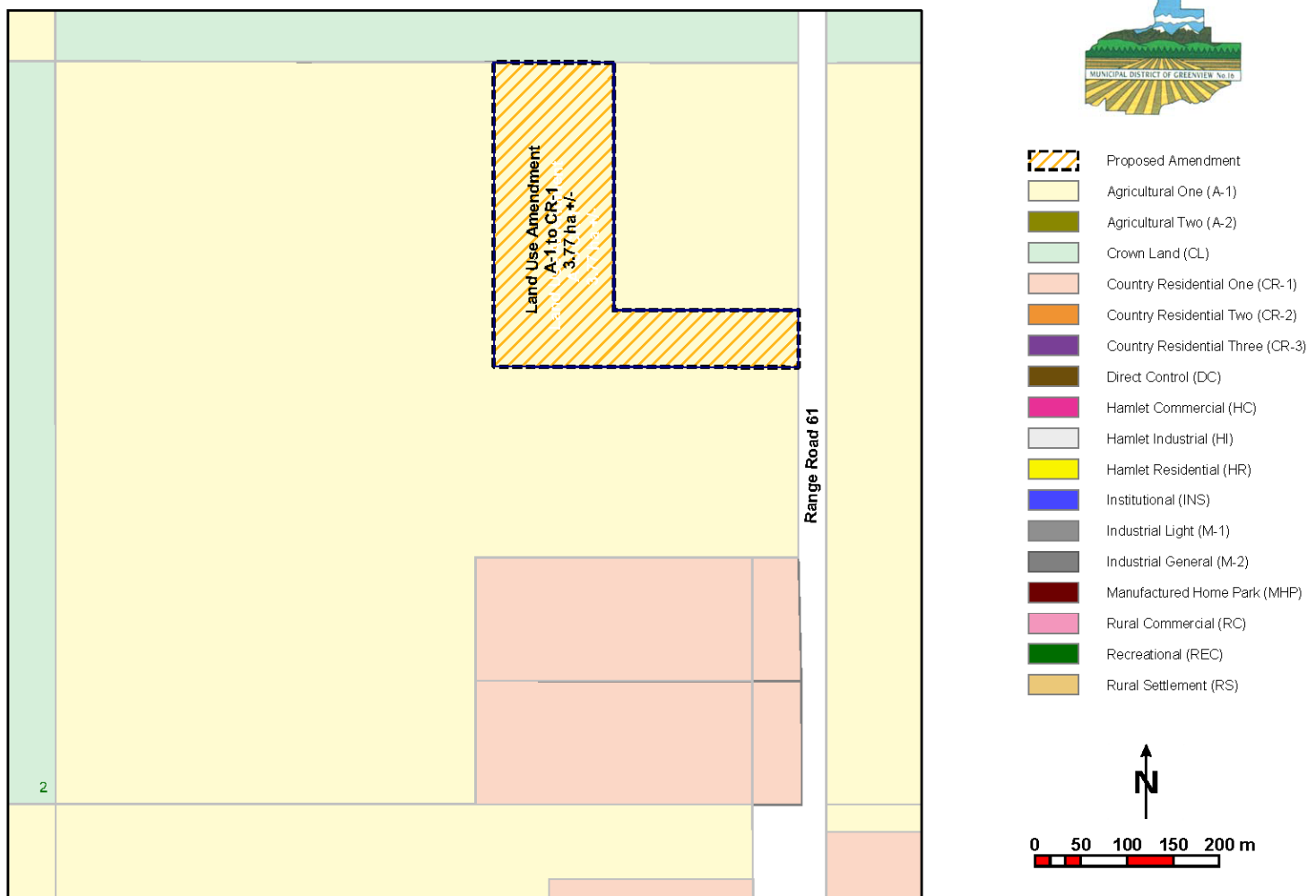
To Bylaw No. 18-806

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the  
Northeast (NE) Quarter of Section Two (2)  
Within Township Sixty-Nine (69)  
Range Six (6) West of the Sixth Meridian (W6M)

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

## Proposed Land Use Amendment NE-02-69-06-W6





# REQUEST FOR DECISION

---

SUBJECT: **Grande Cache Operating and Capital Budget**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 28, 2019 ICAO: DT MANAGER: DD  
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: CF  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Sections 242(1), 245 and 248(1)

**Council Bylaw/Policy** (cite) – Policy 1016 Budget Development Policy

---

## RECOMMENDED ACTION:

**MOTION: That Council accept the Grande Cache 2019 Proposed Operational and Capital Budget for information.**

---

## BACKGROUND/PROPOSAL:

The former Town of Grande Cache staff presented the attached 2019 Operational and Capital Budget to the Town of Grande Cache Council. It is my understanding that the Grande Cache Council approved the budget.

That being said, since Greenview's Council will oversee the budgeted expenditures, I asked the Grande Cache staff who created the budget to make a presentation to Greenview's Council. The Grande Cache staff will attend the January 28, 2019 Regular Council meeting to present the 2019 proposed budget.

This budget presentation will be a little different for Greenview's Council in that I do not have a GL level budget to present for the Grande Cache area. The attached budget is at the summary level but the staff will be able to answer questions from Council regarding the values put forth.

Based on the information attached, the proposed 2019 Operating Budget has \$12,940,786.00 in revenue and \$12,850,491.00 in expenses with a surplus of \$90,295.00 that will be transferred to reserves. The proposed 2019 Capital Budget is \$2,325,567.00 the funds to cover this budget would come from Grande Cache reserves.

In the interest of time, Administrations plan is to combine the organizational budget at the summary level for the final budget presentation to Council for approval at the March 11, Regular Council Meeting.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview's Council will be informed and it gives Greenview Council an opportunity to provide input to Administration regarding changes that Council wants to make to the budget.



---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

ALTERNATIVES CONSIDERED:

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

---

FINANCIAL IMPLICATION:

**Direct Costs: \$12,850,491.00 (Operating) and \$2,325,567.00 (Capital)**

**Ongoing / Future Costs:**

The ongoing/future costs will be covered in the annual budgets.

---

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 begin to add the Grande Cache budget information to the Greenview Budget for final presentation to Council.

---

ATTACHMENT(S):

- Grande Cache 2019 Operational Budget
- Grande Cache 2019 Capital Budget
- MGA 242 (1), 245 and 248



**Municipal Government Act  
Revised Statutes of Alberta 2000,  
Chapter M-26 – July 1, 2018**

**Adoption of operating budget**

**242(1)** Each council must adopt an operating budget for each calendar year.

**245** Each council must adopt a capital budget for each calendar year.

**Expenditure of money**

**248(1)** A municipality may only make an expenditure that is

- (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,
- (b) for an emergency, or
- (c) legally required to be paid.



# REQUEST FOR DECISION

SUBJECT: **Transfer of Surplus Equipment to the Hamlet Grande Cache**  
 SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
 MEETING DATE: January 28, 2019 ICAO: DT MANAGER: GM  
 DEPARTMENT: OPERATIONS GM: GG PRESENTER: GM  
 STRATEGIC PLAN: Infrastructure

## RELEVANT LEGISLATION:

**Council Bylaw/Policy** (cite) – Policy number AD 26, Surplus Assets and 4006, Equipment and Vehicle Replacement.

## RECOMMENDED ACTION:

**MOTION: That Council approve the transfer of A108, A112, A127, A142, A156 and G26 to the Hamlet of Grande Cache.**

## BACKGROUND/PROPOSAL:

The vehicles and equipment listed below, except for the grader, were previously allocated to either auction or to be retained by Greenview.

Unit	Year	Make	Model	VIN. No.	Hours/Kms.	Comments
A108	2010	GMC	2500HD 4x4 Crew Cab	1GC4KXBG2AF138541	157,229 km	Approved for auction under motion 18.10.602
A112	2010	Chev	Suburban	1GNUKHE30AR26558 3	118,536 km	Approved to retain under motion 18.10.564
A127	2012	Dodge	2500 4x4 Crew Cab	3C6TD5DT9CG232428	163,704 km	Approved for auction under motion 18.10.563
A142	2014	Ford	F150 4x4 Crew Cab	1FTFW1EF3EFB90036	141,301 km	Approved for auction under motion 18.10.563
A156	2015	Ford	F250 4x4 Crew Cab	1FT7W2B61FEA43624	155,618 km	Approved for auction under motion 18.10.563
G26	2010	Volvo	G976	VCE0G976POS531035	8,424 hours	Has not been approved under any motion

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is to better accommodate Grande Cache's requirements for light trucks and equipment.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

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

---

**FINANCIAL IMPLICATION:**

**Direct Costs: None**

**Ongoing / Future Costs: Regular 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:**

Delivery of vehicles and grader.

---

**ATTACHMENT(S):**



# REQUEST FOR DECISION

---

SUBJECT: **Alberta Conservation Association**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 28, 2019  
DEPARTMENT: RECREATION  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
ICAO: DT  
GM: SW  
MANAGER: MN  
PRESENTER: MN

---

## RELEVANT LEGISLATION:

**Provincial** N/A

**Council Bylaw/Policy** N/A

---

## RECOMMENDED ACTION:

**MOTION:** That Council accept the report regarding aeration of the Dollar Lakes by Alberta Conservation Association utilizing Greenview grant funding, for information, as presented.

**MOTION:** That Council authorize the Alberta Conservation Association to recognize Greenview on their website as a Corporate Partner.

---

## BACKGROUND/PROPOSAL:

Alberta Conservation Association (ACA) since 1997 has encouraged all Albertans to enjoy the outdoors. Conserving the fish, wildlife and habitat resources we enjoy makes Alberta the beautiful and balanced place it is. Conservation is about keeping connections to the past, getting outdoors now, and most of all—shaping our quality of life as we take on tomorrow. ACA conserves, protects and enhances fish and wildlife populations and their habitats for Albertans to enjoy, value and use.

In 2016, the Alberta Conservation Association and Greenview entered into a three year agreement for the recreational enhancement of East and West Dollar Lakes, whereby Greenview agreed to provide an annual contribution of \$22,500 over those three years. This site is located 30 kilometers north of Valleyview and is a day use fisheries access site. The lakes are stocked annually by Alberta Environment and Parks with Rainbow and Brown Trout and is aerated during the winter through ACA's Lake Aeration Program. The enhancement work has been completed and the aforementioned agreement has now met its deadline. ACA has requested a new agreement with Greenview to cover the annual power costs of the winter aeration program in the amount of \$3,500.00 annually for both lakes combined. Administration has included funds in the 2019 Proposed Recreation Budget to cover this partnership incentive.

In recognition of Greenview's previous and ongoing support towards the Dollar Lakes, as well as other partnered projects such as Swan Lake, ACA would like to have Greenview highlighted on their external website to acknowledge and celebrate the partnership.

Administration believes the Dollar Lakes to be a valuable fishery destination in the Valleyview area that provides an important contribution to Greenview's strategic plan of contributing to the quality of life.

The Community Service Miscellaneous Grant has a balance of \$1,119,236.64 as of January 27, 2019.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of accepting the recommended motion for information is that Council will be informed of the proposed ACA partnership with Greenview to ensure the aeration of Dollar Lakes continues.
2. The benefit of Council accepting the recommended motion is that Greenview will be officially recognized for the support it gives to Alberta Conservation Association.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:**

Council has the alternative to not accept the recommended motions.

**Alternative #2:**

Council may choose only one of the recommendations.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motions.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motions.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will respond to the ACA with their request to recognize Greenview on their website in accordance with Council's decision.

---

**ATTACHMENT(S):**

1. Dollar Lakes Map
2. Dollar Lakes sign





Scale 1: 3,905



The MD of Greenview makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the MD of Greenview shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the MD of Greenview. Copyright MD of Greenview. All Rights Reserved.







### CONSERVATION SITE

## Dollar Lakes

This historic estate site has been preserved with contributions from local, business and governmental organizations. The site is managed by the City of Portland, Oregon, and is open to the public for all outdoor recreation and for preservation of rare plants, animals, and historic structures. The site is also a source of water for the city of Portland.

**Contributing Partners**

Atwater was founded in 1888 and is now a part of the City of Portland. The site is managed by the City of Portland, Oregon, and is open to the public for all outdoor recreation and for preservation of rare plants, animals, and historic structures. The site is also a source of water for the city of Portland.

[www.dollarlakesconservation.com](http://www.dollarlakesconservation.com) 1-800-888-1000

NO  
CAMPFIRES



# REQUEST FOR DECISION

---

SUBJECT: **Request to have Finance Charges removed from A/R Account #184985**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 28, 2019 ICAO: DT MANAGER:  
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: GD  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – In accordance with Section 7(i) (iii) of the Municipal Government Act

**Council Bylaw/Policy** (cite) – Bylaw No. 94-118

---

## RECOMMENDED ACTION:

**MOTION: That Council deny the request from Torque Industrial Ltd. to forgive finance charges to their account to amount of \$2445.75.**

---

## BACKGROUND/PROPOSAL:

On December 21, 2015, Torque Industrial Ltd. was invoiced \$5,000.00 for “Commencing without Development Permit”. In March 2018, Accounts Receivable received a phone call from Torque Industrial Ltd. advising us that the invoice they had received back in 2015, should have been sent to Pembina, as the work that had been done was for them. Development and Planning were contacted and confirmed that the Development Permit had been filled out in Torque Industrial Ltd.’s name and not Pembina, therefore Torque Industrial Ltd was the responsible party.

Torque Industrial Ltd was contacted and advised that as the development permit was in their name, they were responsible for the project and the invoice was their responsibility, not Pembina’s. They were also advised that if they felt that the costs should be Pembina’s, it would be their responsibility to recover the funds from Pembina.

Greenview received a payment from Torque Industrial Ltd for \$5,000.00 on May 3 2018, leaving an outstanding balance of \$2,445.75, which is the accumulation of finance charges on the outstanding invoice from December 2015 to August 2018. During this period, numerous invoices and letters were sent to Torque Industrial, in an attempt to collect this account, however no contact had been made until March 2018. On August 14, 2018, Greenview was once again contacted by Torque Industrial Ltd, at which time they requested that the finance charges of \$2,445.75 be waived, as their company had been in financial duress during this time.

Council’s Bylaw 94-118, states that an interest charge of 1.5% per month shall be imposed on unpaid accounts receivable, excluding water and sewer public utility account and property tax accounts. Administration

therefore recommends that the finance charges for Torque Industrial Ltd, not be waived as costs were incurred as per Council's bylaw.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action is that Council will have upheld Council's bylaw regarding penalties on outstanding accounts.
2. The benefit of the recommended action is that Council will avoid creating a precedence by going against Council's bylaw.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to waive the \$2,445.75 in outstanding finance charges, however, due to the precedence this may set, Administration does not recommend this solution.

---

**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 write a letter to Torque Industrial Ltd.

---

ATTACHMENT(S):

- Letter from Torque Industrial Ltd.
- Bylaw No 94-118
- Policy AD 34



9816 42 AVENUE  
5100 46 AVENUE

GRANDE PRAIRIE, AB  
FORT NELSON, BC

T8W 5A8  
V0C 1R0

780-832-0445  
250-233-8675

August 20/2018

MD of Greenview No 16  
4806 36 Avenue  
Box 1079  
Valleyview, AB T0H 3N0

RE: Finance Charges Acct 184985

Attn: Greta Drysdale

Torque Industrial Ltd would like to formally request that the MD of Greenview No 16 forgives the accumulated finance charges on account #184985. The charges have accumulated due to a communication error with Torque's client during the billing stages of a job. Shortly thereafter, Torque Industrial Ltd. found themselves under significant financial duress and underwent changes in staff and management. During the changes, the outstanding invoice along with its circumstances, was unfortunately dismissed. In March of 2018, Torque Industrial Ltd was recapitalized and has been working towards more financial stability, which includes the reconciliation of accounts and relationships with vendors. The outstanding invoice was paid April 23/2018.

At this time Torque's cash flow does not permit the payment of the accumulated late fees. Although none of the details discussed above are the responsibility of the County, Torque requests that the MD of Greenview No 16 consider forgiving the finance charges to assist the company in its efforts to rebuild and be successful.

Thank you for your consideration,

A handwritten signature in blue ink, appearing to read "D. Isberg", is written over a horizontal line.

Dorinda Isberg,  
Financial Administrator

BYLAW NO. 94-118

of the Municipal District of Greenview No. 16

A By-law of the Municipal District of Greenview No. 16 in the Province of Alberta, to authorize the imposition of interest charges on general Accounts Receivable which remain unpaid after 30 days from the date of mailing the account.

**WHEREAS** the Municipal Government Act, Chapter M-26, R.S.A. 1980, as amended, authorizes Council to impose an interest charge on general accounts receivable which remain unpaid after 30 days from the date of the mailing of the account.

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

1. that an interest charge of 1.5% per month shall be imposed on unpaid accounts receivable, excluding water and sewer public utility accounts and property tax accounts.

This By-law shall come into force and effect upon the day of final passing.

Read a first time this 28<sup>th</sup> day of September, A.D., 1994.

Read a second time this 28<sup>th</sup> day of September, A.D., 1994.

Read a third time and finally passed this 12<sup>th</sup> day of October, A.D., 1994.

  
H. A. Mulligan  
REEVE  
C. G. Gaudet  
MUNICIPAL MANAGER





# REQUEST FOR DECISION

---

SUBJECT: **Second Water and Sewer Service to Plan 9421937 Lot C in Ridgevalley**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 28, 2019 ICAO: MANAGER: GC  
DEPARTMENT: ENVIRONMENTAL SERVICES GM: GG PRESENTER: GC  
STRATEGIC PLAN: Development

---

## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –Greenview Development Guidelines & Municipal Servicing Standards and Part III, section 3.1 of Bylaw No. 11-664

---

## RECOMMENDED ACTION:

**MOTION: That Council approve a second water and sewer service connection to Plan 9421937 Lot C, as per development application D18-354, for Ridgevalley Seniors Assistance Society to provide service for the proposed Detached Supportive Living Accommodations.**

---

## BACKGROUND/PROPOSAL:

The Ridgevalley Seniors Assistance Society has submitted a development application to Greenview for the addition of detached assisted living accommodations to their existing development. More than one service connection to a lot requires Councils approval as Greenview's Development Guidelines & Municipal Servicing Standards require each titled lot to have its own separate service.

Administration has met with the RV Seniors Assistance Society to discuss the development of a detached seniors accommodations on the same property that the current RV Seniors Home is located. It was decided by the RV Seniors Society that due to the requirements for a subdivision, that they would prefer to develop the property themselves. Section 3.11.6 (Service Connection) of the Development Guidelines & Servicing Standards states **"Each lot must have a separate service"**.

It also require Councils approval as Bylaw 11-664 states **"The service will be located in accordance with MD Engineering Design &Construction Standards. Costs associated with an approved written request for an alternative location shall be paid by the property owner."** It is also noted that the current zoning for the property is Institutional and the proposal meets developments requirements under the Land Use Bylaw.

As Greenview supplies only the original standard size meter per lot, administration has stated that if a second service is allowed that the meter supplied by Greenview will be at the developers cost.

The sewer service would be charged per residence on the property as it develops, in addition to the existing development, so increased sewer charges would be incurred by the property owner. The MD would only be responsible for water and/or sewer issues that were not on Ridgevalley Seniors Assistance Society property.



If approved by Council, Administration has no concerns with the request, as the water service will be metered and sewer rates will be applied for each applicable residence using the service.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

- 1. The benefit of Council accepting the recommended motion would be the approval of D18-354, subject to conditions, allowing the developer to proceed with the Supportive Living Accommodations in Ridgevalley.*

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** *It was considered to have the water services for the new development come from the existing Ridgevalley Senior's Home metered line but the size restriction will not be adequate for supplying the future planned development.*

**Alternative #2:** *Ridgevalley Seniors Assistance Society considered a subdivision application, but it was determined to be cost prohibitive, as each parcel would be subject to a \$12,500.00 water connection fee and \$12,500.00 sewer connection fee. (eg. 7 proposed dwellings X \$25,000.00 = \$175,000.00 vs \$25,000.00)*

**Alternative #3:** *Council has the alternative to not accept the recommended motion and have the developer revise their development to include only the initial existing service to the property.*

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** None

**Ongoing / Future Costs:** *There are no financial implications to the recommended motion.*

---

**STAFFING IMPLICATION:**

*There are no staffing implications to the recommended motion.*

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

*Using that framework outline the proposed level of public engagement associated with the recommended action.*

**INCREASING LEVEL OF PUBLIC IMPACT**

Involve

**PUBLIC PARTICIPATION GOAL**

Involve - To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

### **PROMISE TO THE PUBLIC**

Involve - We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

---

#### **FOLLOW UP ACTIONS:**

*Approval of the Development Application D18-354, subject to standard conditions.*

---

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

- Development application D18-354
- Section 3.11.6 of Development Guidelines & Servicing Standards
- Part III, Section 3.1 of Bylaw No. 11-664



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

### NOTICE TO REFERRAL AGENCIES

Date: January 09, 2019 File No.: D18-354  
Legal Description: SE-22-71-26-W5 Lot C, Plan 9421937  
Applicant: RIDGEVALLEY SENIORS ASSISTANCE SOCIETY

**RE: Proposed Application of a SUPPORTIVE LIVING ACCOMMODATION**

Attached is a copy of a Development Permit Application and sketch proposing to develop the above-described land. We request that you submit comments and any supporting information in response to this development application. Unless we have heard from you by **February 07, 2019**, we will process this application as though you have no objections.

Please forward a copy to other departments in your agency as you consider necessary. Please return comment sheets only. Should you require further information, please contact the undersigned.

Sincerely,

  
Sally Ann Rosson

Manager, Planning and Development

**COMMENTS:**

NAME (PLEASE PRINT) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

Please check box for corresponding referral agency

**Circulated to:**

- ☐ M.D. General Manager, Infrastructure & Planning - Grant Gyurkovits - Fax: (780) 524-4432 - Email: grant.gyurkovits@mdgreenview.ab.ca
- ☐ M.D. Manager, Environmental Services - Gary Couch - Fax: (780) 524-4432 - Email: gary.couch@mdgreenview.ab.ca

Municipal District of Greenview No. 16  
4806 - 36 Avenue, P.O. Box 1079  
Valleyview AB T0H 3N0  
Tel 780.524.7600; Fax 780.524.4307; www.mdgreenview.ab.ca

January 7, 2019

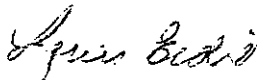
Dear Leona Dixon:

This is in response to your letter dated January 2, 2019.

Servicing: Approach widening already applied for, driveway to all units as per plan submitted, sewer hook up to MD system that is already on property with 2 stage septic tank and pump at each duplex, water hook up to MD water line that is already on property with 1 meter to serve all units, electric hook up applied for from ATCO, natural gas service applied for from East Smoky Gas Co-op.

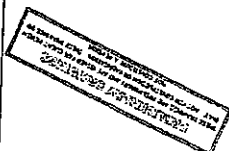
Phases: Spring 2019 Phase 1 is all of the above plus duplex #1 as per attached plan. Phase 2 etc. to build additional duplexes as the need arises.

Sincerely,

A handwritten signature in cursive script, appearing to read "Louis Eidse".

Louis Eidse

Ridgevalley Seniors Assistance Society

[illegible][illegible]

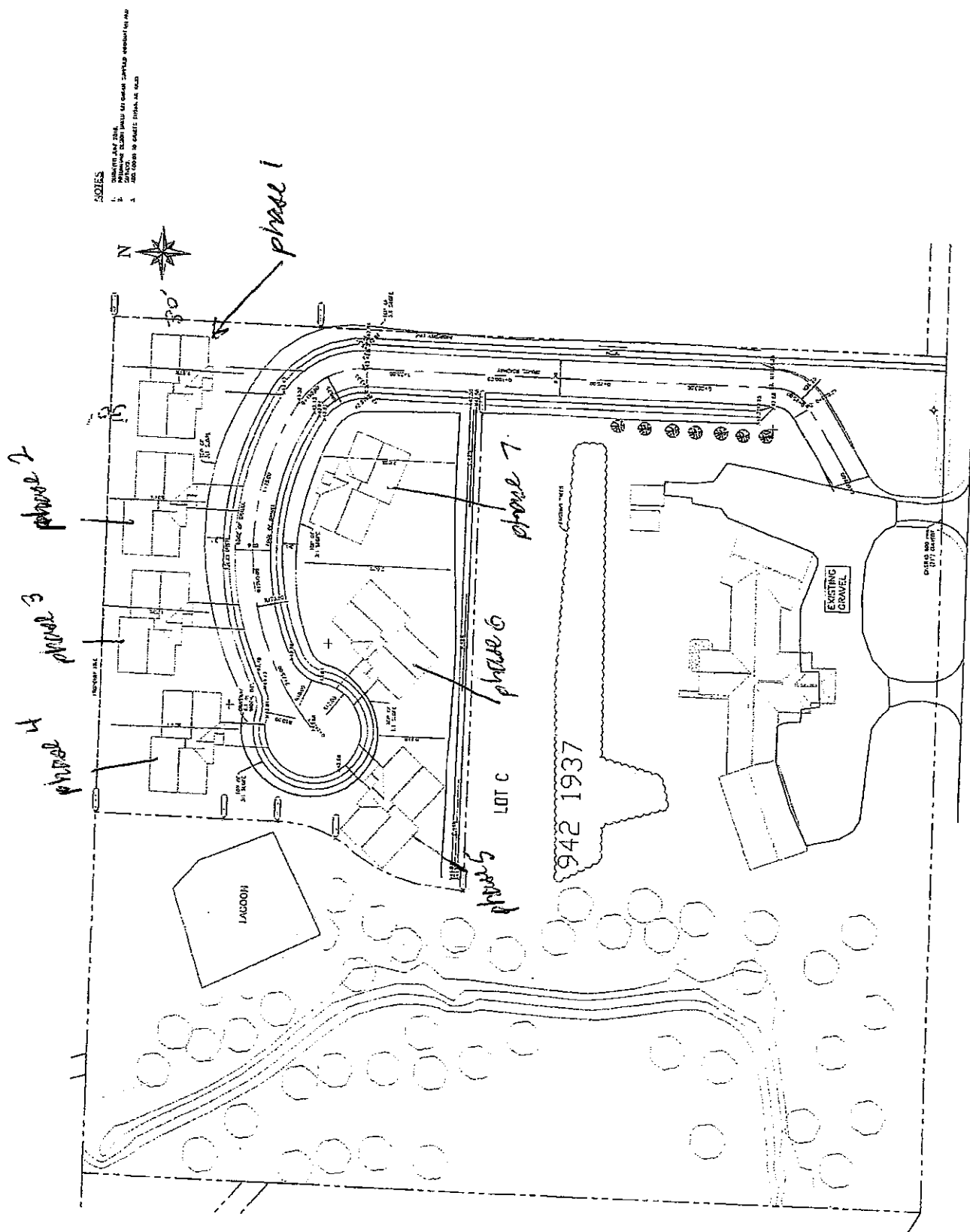
## WIDE VALLEY SENIORS

**NEW SITE DEVELOPMENT**

8V JSTNA3BDJ

READING; PLAN

C1.0		0
IN		





## APPLICATION FOR DEVELOPMENT PERMIT

Municipal District of Greenview No. 16

4806 - 36 Avenue, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

DEC 14 2018

VALLEYVIEW

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

### Applicant Information

Name of Applicant(s): Ridgevalley Seniors Assistance Society  
Mailing Address: RRI, Site 1, Box 9 City: Crooked Creek Postal Code: T0H 0Y0  
Primary Phone: 780-957-2372 Other Phone: 780-505-2021  
Email: admin@ridgevalleyhome.ca (By providing email address you authorize Planning and Development Services to contact you via email)

(Complete if different from application)

Registered Landowner(s) or Leaseholder(s):

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Primary Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_  
Email: \_\_\_\_\_ (By providing email address you authorize Planning and Development Services to contact you via email)

### Land Information

Legal description of proposed development site: LSD/QTR. SE SEC. 22 TWP. 71 RGE. 26 M. W5

Registered plan: \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ MLL/MSL/LEASE NO.: \_\_\_\_\_  
9421937 \_\_\_\_\_ C SE22-71-26-W5

Property size: Hectares: 4.45 Acres: 11 Description of the existing use of the land: Zoned institutional  
Ridgevalley Seniors Home

The land is adjacent to: ☐ Highway \_\_\_\_\_ ☒ District Road Ridgevalley West ☐ LOC# \_\_\_\_\_

How is the site to be accessed? ☒ Existing approach ☐ Proposed approach (please fill out and submit an approach application)

Do you have a rural address? ☒ Yes Address: 26230 Twp Rd 713 ☐ No

### FOR ADMINISTRATIVE USE

ROLL NO.: 308689

FEES: \$ 300.00

RECEIPT NO.: 244723

LAND USE DISTRICT: Institutional (INS)

COMMENTS:

Leona Dixon

☐ PERMITTED USE

☐ VARIANCE

☐ DISCRETIONARY USE

☐ PROHIBITED USE

APPLICATION NO.: D18-354

DATE PAID: December 14, 2018

DEEMED COMPLETE:

PROPOSED USE: Dwelling Unit, Semi-Detached, Supportive Living Accommodation





## APPLICATION FOR DEVELOPMENT PERMIT

Municipal District of Greenview No. 16

4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0

T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608

[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

### Development Information

Describe the proposed use of the land: (if additional space is required please attach sheet)

To build a duplex for seniors for independent living close to  
Ridgevalley seniors Home. More possible duplexes in the future

Size of the proposed development:

Length 15.24 metres ☒  
50 feet ☒

Width 15.24 metres ☒  
50 feet ☒

Building height 15 metres ☒  
4.57 feet ☒

Accessory building:  
(if applicable)

Total Floor area

☐ Sq. metres  
☐ Sq. feet

Height

☐ Metres  
☐ Feet

☐ Attached  
☐ Detached

Secondary suite information:  
(if applicable)

☐ Existing suite ☐ New suite

☐ Attached  
☐ Detached

Total floor area of  
primary residence:

☐ Sq. metres  
☐ Sq. feet

Indicate the proposed setback from the property line:

Front yard 182.88 metres ☐  
600 feet ☒

Rear yard 9.14 metres ☐  
30 feet ☒

Side yard (1) 9.14 metres ☒  
30 feet ☒

Side Yard (2) 62.79 metres ☐  
206 feet ☒

Does this development require a variance?

☐ Yes, explain \_\_\_\_\_ ☐ No (If yes, please submit a Variance Request Form)

Construction Start Date: May 1, 2019 End Date: Dec 31, 2019 Completed Project Cost: \$ 600,000

Has the development commenced? ☐ Yes ☒ No

#### Manufactured Home

Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

#### Sewage System

Type of sewage system: pumped to Ridgevalley

### Abandoned Well Information

**ALL** development permit applications require a printout of a map from **Alberta Energy Regulator** (AER, previously known as ERCB). This can be obtained via website, phone, email, fax or mail.

Is there an abandoned well or pipeline on the property? ☐ Yes ☒ No (printout must still be provided)

Licensee name: \_\_\_\_\_

If you require any assistance or do not have access to the internet please contact AER at 1.855.297.8311

The location of all abandoned oil and gas well sites as well as the setback distances in relation to existing or proposed building sites must be shown on all applications. Please note: The Development Authority cannot approve a development application if the lot(s) do(es) not comply with the setback directed by the ERCB Directive 079. Abandoned well site information must be provided by the applicant and can be obtained by contacting Alberta Energy Regulator.

## APPLICATION FOR DEVELOPMENT PERMIT

For all non-residential developments (i.e., COMMERCIAL, INDUSTRIAL, HOME BUSINESS MAJOR OR MINOR, etc.) please provide the following operation details. A \$20 Business License Fee will be assessed.

### Operation Details

Describe the operation: Seniors complex, adding "independent living"  
duplex

Business name: Ridgevalley Seniors Assistance Society

Office location: at existing Ridgevalley Seniors Home

Will the business be advertised/marketed/have a sign? ☒ Yes ☐ No

Advertising/Marketing/Signage Details:

Advertising at Feedlot Cafe in DeBolt  
Billboard near Crooked Creek store

Will the development generate additional traffic to the site? ☒ Yes ☐ No

Traffic generated per day: 5-10 round trips per day

How many people will your business employ? Existing 20 Residential employees  
Non-residential employees

Will there be outdoor storage? ☐ Yes ☒ No

Will it be visible from the road? ☐ Yes ☐ No

Outdoor storage details: \_\_\_\_\_

### Declaration

I/we hereby declare that the information submitted is, to the best of my/our knowledge, factual and correct.

I/we understand that by signing this declaration, I/we also give consent for an authorized person of MUNICIPAL DISTRICT OF GREENVIEW NO. 16 to enter upon the land that is subject to a Development Application for the purposes of conducting a site inspection in order to evaluate the proposed development.

#### NOTE:

If the applicant is not the registered Landowner, then the Landowner(s) signature is required. All Landowners MUST sign the application.

Dec 14 / 18

Date

Louis Eidel

Signature of Applicant

Dec 14 / 18

Date

[Signature]

Signature of Registered Landowner(s) or Leaseholder(s)

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



fusion bonded epoxy conforming to AWWA C213. Set screws are to be galvanized. The top of the box is to be marked "WATER."

- Extension stem is to be 25 mm square mild steel with a 50 mm operating nut and flange suitable for a 3.0 m bury. A rock disk plate is required on all valves.
- All valves in roadways shall be a Norwood Foundry Type A valve box or an approved equal.
- Schedule 40 PVC valve boxes for the bottom boot of Norwood Foundry Type A siding type valve boxes or approved equal are permitted in areas not exposed to vehicle loading or where depths exceed 4.0 m of cover.
- Distribution mains shall be located such that in the event of a shutdown no more than 20 single family units are involved in a shutdown. Maximum spacing of valves shall be no more than 1.6 km.

### 3.11.6 Service Connection

- Each lot unit must have a separate service. Meter chambers shall be installed 1.5 m inside the private property line, located within a utility easement or approved by the General Manager in writing.
- Water service pipe shall be DR 11, PE 3408 and conform to ANSI/AWWA C902-02 standards. Minimum service diameter is 25 mm.
- Main connections shall be made by means of a branch saddle or tapping tee. All fittings and joints must be thermal heat fused, either hot iron heat-joining practice, ASTM D2657 or electrofusion joining method, ASTM F1290 or ASTM F1055. Services are to be one piece. No mechanical connections are permitted between main meter chambers unless approved by General Manager in writing.
- Meter chambers shall be located 2 m, minimum from the shoulder of driveways.
- Minimum depth of cover shall be 2.75 m from finished grade to the top of pipe.

### 3.11.7 Water Mains Installation Criteria

- Water main alignments shall be approved by Greenview.
- Mains shall be at a depth adequate to provide a minimum of 2.75 metre depth of cover from finished grade to top of pipe.
- Mains and service connections shall be installed by auguring under existing streets, roadways, railways, sidewalks, curbs and gutters.
- In general, backfilling shall be carried out with approved native material in 300 mm layers, compacted to a minimum of 98% Standard Proctor Density within the road right-of-way and 95% Standard Proctor Density in all other areas. The top 1 m shall be in 150 mm lifts compacted to 98% Standard Proctor Density.
- Repair of any settlements that occur within two years is required.
- Air release facilities and flush points are required at ends of lines and high points.
- A minimum distance of 3.0 m horizontal separation must be maintained between any sanitary or storm sewer and 1.8 m horizontal separation between any gas line or other shallow utility lines. Final alignment for shallow utilities to be approved by the General Manager in writing.



- 1.11 The water will not be turned on at the service curb stop for occupancy until the service line work is complete, an inside shut-off has been installed and the Owner or their agent is present to ensure there are no leaks in the line.
- 1.12 All persons using water shall protect their service pipes, shut-off valves and other fixtures from frost and other damage, at their own risk and expense. When any premises are vacated over 30 days, the service curb stop shall be turned off.
- 1.13 The Owner shall be responsible for all costs resulting from blockage, breakage, damage or failure of the service line.

## 2. USE OF EXISTING SERVICES:

- 2.1 An existing service, which has been disconnected, will only be reconnected if the CAO confirms it appropriate and capable of reconnection.
- 2.2 An application to use an existing service for which any required connection fee has previously been paid in full, must be made in the manner set out in Section 6.1 and is established by the Schedule of Fees.
- 2.3 Reconnection of an existing service will only be provided if it meets the following requirements:
  - a) has installed a new service line (where required);
  - b) has installed an approved Backflow Preventer (where required);
  - c) has installed a Pressure Reducing Valve (where required) and,
  - d) has installed a water meter.
- 2.4 All mentioned installations must be inspected by designated MD staff.

## 3. LOCATION OF SERVICE:

- 3.1 The service will be located in accordance with MD Engineering Design & Construction Standards. Costs associated with an approved written request for an alternate location shall be paid by the property Owner.

## PART IV – RESPONSIBILITIES OF THE CUSTOMER:

### 1. FAILURE TO COMPLY:

- 1.1 The CAO may give a Default Notice in the form contained in Schedule “A” to this Bylaw, to the Owner to effect, within a period specified in the Notice, the necessary repairs or replacement of water service, to stop waste or improper use of water, to correct a fault, or to comply with such Notice within the time specified, the CAO may:
  - a) have the service shut off until the requirements of the Notice have been complied with, or
  - b) in the case of an unmetered service, have a meter installed, or
  - c) have the necessary work done at cost, and any cost incurred, plus an administration charge, may be recovered from the property Owner as a charge under this Bylaw, or
  - d) take other appropriate action either on or off the Owner’s property as the CAO deems appropriate.

### 2. ADMISSION OF MD EMPLOYEES:

- 2.1 Employees of the MD are authorized to enter into a Consumer’s property at all reasonable



# REQUEST FOR DECISION

SUBJECT: **Peace Officer Program**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 28, 2019  
DEPARTMENT: PROTECTIVE SERVICES  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
ICAO: DT  
GM: SW  
MANAGER:  
PRESENTER: BL

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Peace Officer Act, SA 2006

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council authorize Administration to proceed with the Solicitor General of Alberta application process to become an authorized employer of a Peace Officer Program within Greenview, with funds to come from the Protective Services Budget.**

---

## BACKGROUND/PROPOSAL:

Prior to January 1<sup>st</sup>, 2019 the Town of Grande Cache held an agreement with the Solicitor General of Alberta for a Community Peace Officer in Grande Cache. As of January 1<sup>st</sup>, 2019 that agreement is null and void, due to the transition of Grande Cache becoming a Hamlet of Greenview.

Administration is requesting to proceed with the Solicitor General of Alberta application process to become an authorized employer of a Peace Officer. There are multiple items that require to be addressed with a position of this type and they include, but are not limited to the following:

- Greenview will control the hours of the Peace Officer, thus being able to have patrols on duty during times when most of the vandalism and theft occurs.
- This is a long term position which ensures the safety of community members.
- Greenview can control the priorities that arise within the limits of Greenview including enforcement of some provincial statutes.
- This position could potentially have a heavy educational component with the local schools and youth clubs.
- The past Peace Officer held several ATV, bicycle, school crossing seminars per year.
- Forestry Trunk Road traffic patrols.
- Emergencies within the municipality including the cooperatives.
- The Peace Officer would work close with the local RCMP, Fish & Wildlife and several other agencies to better protect the citizens of the community.
- This position will assist with traffic patrols in Grande Cache, as the RCMP in Grande Cache are understaffed and have to rely on the Integrated Traffic Unit out of Grande Prairie.

The process of becoming an authorized employer is quite substantial, Greenview will have to prepare an Enforcement Plan, Business Continuity Plan, Peace Officer Manual and prepare a job posting of this position. The first step is being authorized in order to complete the items listed above.

Grande Cache has in the past prepared all of these documents as they had this position filled prior to January 1<sup>st</sup>, 2019. A complete detailed plan will come to the Committee of the Whole meeting scheduled for February 19<sup>th</sup>, in Grovedale.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the Peace Officer Program in Grande Cache will be able to resume and there will be policing services within Greenview for the safety of its ratepayers.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to not accept the recommended motion, however, it will leave the municipality, mainly the Hamlet of Grande Cache with limited resources to support public safety, enforcement of Municipal Bylaws and some provincial statutes. With doing so, Greenview would rely heavily on the RCMP and County Enforcement whom are short staffed and have limited resources.

**Alternative #2:** N/A

---

**FINANCIAL IMPLICATION:**

**Direct Costs:**

One time Application fee of \$1,000.00 to Employ Peace Officer(s)

**Ongoing / Future Costs:**

Ongoing/future cost to purchase a Patrol Vehicle of \$30 - \$40,000 and costs associated with equipment.

Ongoing/future but would lower for upgrades the cost of essential training - \$7,000.00 (dependant on level of hire).

Ongoing/future estimated cost of uniforms, patches, boots, and equipment (belt, gloves, baton, OC spray and phone) of \$5,000.00.

Ongoing/future estimated costs of a computer/reporting system as required under the Peace Officer Policy of \$10,000.00.

Ongoing/future costs of Salary/Benefits/Pension on the low end \$50,000/year to the high end \$90,000.00/year.

---

**STAFFING IMPLICATION:**

Following this recommendation there would be additions to Greenview staff for the Peace Officer position and an administrative assistant to process tickets and other administration duties required. These positions would report to the Manager of Protective Services.

---

---

**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 approved by Council, administration will process the application through the Solicitor General of Alberta for the Peace Officer Program to initiate the employer application.

---

**ATTACHMENT(S):**

- N/A



# REQUEST FOR DECISION

---

SUBJECT:	<b>DeBolt Seniors Housing Update</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 28, 2019	ICAO: DT	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 progress report for the relocation of the Edna Stevenson and Laura DeBolt Manor seniors housing located in the Hamlet of DeBolt for information, as presented.**

---

## 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 following is a brief timeline of events that have taken place in an effort to remedy the current situation:

- April 2018, the Executive Director, Alberta Seniors and Housing sent correspondence to Greenview suggesting that the Alberta Social Housing Corporation may provide funding to move the aforementioned buildings and repair them in order for residents to move in if Greenview could secure serviced land.
- May 2018, Council authorizes Administration to research and provide a report on land options available to accommodate the existing housing units within the Hamlet of DeBolt.
- August 2018, Administration reports to Council that no land options are available within the Hamlet of DeBolt, however a 2.28 acre parcel that is not formally for sale may be available.
- September/October 2018, through numerous conversations, Administration determined that the landowner of the aforementioned 2.28 acres of land would be willing to sell to Greenview.
- November 2018, Council directed Administration to pursue the purchase of the 2.28 acre parcel of land for the purpose of establishing seniors' housing units.
- December 2018, Administration completed the purchase of the aforementioned land.
- December 2018, Alberta Seniors and Housing took the offer to assist with funding to move the buildings away.

- January 2019, Alberta Seniors and Housing proposing to sell the land to Greenview for \$1 and the buildings to Grande Spirit for \$1. In addition, Alberta Seniors and Housing is confirming if the potential for funding to assist or cover the move of the buildings to the new location can be available once again.

Further to the above timeline, Administration has completed a preliminary investigation of the buildings to determine their overall condition and if they would survive a move. The report is attached and generally speaking, determined that although the units required upgrades, the buildings themselves were sound and moving them appears possible, however a moving company would need to confirm the observations.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that all information related to this subject matter will be up to date and may aid in any future decisions.

---

**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 or alter the recommended motion.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** N/A

---

**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:** N/A

---

---

ATTACHMENT(S):

1. Building(s) condition report
2. Building(s) photo's



## DeBolt

### Edna Stevenson and Laura DeBolt Manors

The two buildings are of the same design. The units 1 & 3 are staggered by 5 feet from units 2 & 4 front to back. The overall dimension of each of the buildings is 48' x 48'. The overall condition of the buildings are sound. They have been well maintained. The crawl space is dry and there is no mold issues. The units each have a sump pump unit in them. They are set on 4" high concrete grade beams and all construction material is dry and sound. The floor joist are 2"x 8" pine/spruce lumber set on 24" centers carrying a span of 13', which would give it a live load rating of 30 lbs/sq. ft. The support beams are made up of triple 2"x 10" pine/spruce lumber and are supported by adjustable metal posts on concrete sleeper pads 3' x 3'. Exterior construction and finishing material is in good condition as well, although outdated.

The interior is in good condition although outdated as well. The kitchen cabinets are in fair condition. All flooring should be replaced throughout each unit. There are some popcorn ceilings in some of the units and will need to be tested for asbestos. The main kitchen areas are roughly 8' x 8' when combined with main entry, its 14' long. It has one 64" wide x 54" high window and the entry door is a 3'0" c/w side lite. The adjoining living room is 14' x 9' c/w 80" wide by 54" high window as per photos. Each unit has one bedroom 9' x 11' in size with a 2' x 5' closet and 64" x 40" window. The laundry area is contained in a closet off the hallway and has a storage closet next to it. The furnace room is of a fair size and some units have storage shelving in them. The furnace and hot water tanks look to be 6 or 8 years old and are not of a high efficiency standard.

Overall, I believe the buildings would survive the move but a moving company would need to determine that for themselves.

Respectfully

Marcel Marin



Building exterior



Building exterior



2X8 Floor Joists on 24" centers spanning 13'



Metal Support posts on concrete sleepers





Wet sump



Flooring



Flooring



Bathroom



Furnace

Laundry



Living room/kitchen entrance



# REQUEST FOR DECISION

SUBJECT: **BF71663 Bridge Structure**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 28, 2019  
DEPARTMENT: INFRASTRUCTURE & PLANNING  
STRATEGIC PLAN: Infrastructure

REVIEWED AND APPROVED FOR SUBMISSION  
ICAO: DT  
GM: GG  
MANAGER:  
PRESENTER: GG

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) –N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council directed Administration move forward into an agreement with the MD of Smoky River to participate in 1/3 of the cost of the replacement of BF71663 Old High Prairie Road Bridge.**

---

## BACKGROUND/PROPOSAL:

As per direction from Council at the January 21<sup>st</sup> Committee of the Whole meeting, Administration is bringing forward the motion for Council to participate in 1/3 of the cost of the replacement of BF71663 Old High Prairie Road Bridge.

BF71663 is a continuation of Old High Prairie Road in the MD of Smokey River. It has undergone multiple natural and man-caused damages; typically addressed with low-cost repairs. Current deficiencies include: pier settlement, shifting and cracking; up to 29% corrosion of steel; 50% paint missing; rotting deck & sub-deck; superstructure distortion, bows, dents, and holes. Constructed in 1925, the bridge does not meet current height or width standards.

BF71663 is an essential piece of infrastructure in the MD of Smoky River connecting the MD of Greenview and MD of Big Lakes, if not replaced would be a substantial loss for the surrounding communities and industry users.

The bridge connects light industry and community residents on the Old High Prairie Road (OHPR), providing a route between Greenview and Big Lakes County. Rehabilitation would increase through traffic, replacement will resolve height, width and weight restrictions, and provides a viable route in event of a highway 49 closure.

Guidelines and Principals known as GAP Funding was discontinued in 2013/14. Alberta Transportation would have taken the lead in initializing these types of projects. GAP funding would have supported 80-90% of Major projects and 60-70% for minor projects with the remainder of the cost coming from the Municipality.

WSP completed a cost valuation to rehabilitate or replace the bridge, including life expectancies and upkeep.

**1)** Repair costs to increase the lifespan 10-20 years ranged from \$1.6M-\$4.4M.

- 2) Replacement for a single-lane bridge would last 80 years, costing \$7.3M.
- 3) Replacement for a two-lane costing \$11.9M.

WSP strongly recommended for a replacement if funds can be secured for 2019; or partial rehabilitation to buy time and acquire future funding for a replacement.

The MD of Smoky River ultimately will be seeking up to 1/3 funding support from the MD of Greenview and the MD of Big Lakes for costs of the replacement of a single lane bridge replacement. If supported, Smoky River would be requesting funds to start the preliminary engineering in 2019 with a possible construction date of approximately 2021.

**Example;** preliminary engineering estimated at 15% on 7.3 million for a single lane bridge between three parties would be \$365,000 each.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action will justify completion of Greenview's Old High Prairie Road upgrades.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

The asset in question is outside of Greenview, therefore we have no direct ownership.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to reject administrations cost sharing pursuit, and leave the MD of Smokey River to acquire funding elsewhere.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:**

To be determined with Smokey River No. 130.

**Ongoing / Future Costs:**

None anticipated.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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



**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will take council's feedback into account while preparing a cost sharing agreement with MD of Smokey River No. 130, and Big Lakes County.

---

**ATTACHMENT(S):**

- None



# REQUEST FOR DECISION

---

SUBJECT: **Revised Policy 4004 Equipment Contractor Registry**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 28, 2019 ICAO: DT MANAGER:  
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: GG PRESENTER: GG  
STRATEGIC PLAN: Infrastructure

---

RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) – Policy 4004 – Equipment Contractor Registry

---

RECOMMENDED ACTION:

**MOTION: That Council accept the revised Policy 4004 “Equipment Contractor Registry” as presented.**

---

BACKGROUND/PROPOSAL:

1. Administration intends to propose amendment to Policy 4004, Procedure 7:

Remove “There is an approximate 20 day cap on equipment hired by Greenview.”

Replace with “There is an approximate 30 day cap on equipment hired by Greenview.”

The intent to extend the cap on days of use to a full month will enable both Greenview staff and contractors to efficiently allocate equipment, while still allowing other contractors opportunity for equipment utilization. An extension of use will allow equipment to be synchronized with typical worker cycles.

Most construction projects rely on a 24-26 day shift for human operators, with days off for workers on long weekends. The current cap of 20 days creates schedule conflicts with worker/contractor availability and drastically increases the number of requests made by the Greenview coordinator each month. Proactively scheduling equipment is challenging with the current cycle. Extension of the cap will allow the coordinator to call/schedule ahead, increasing efficiency for all parties involved. Implementing this change will improve the general functionality of the system.

2. Administration also intends to add to Policy 4004 a new Procedure as Procedure 8:

Add “Any category of equipment in use deemed critical to project schedule may exceed the day cap for said project at the discretion of Greenview and/or the Day Labour Supervisor.”

The intent to extend the cap for key equipment on a per-project basis will enhance schedule reliability on projects with a tight or critical timeline. The demobilization and remobilization of equipment during the critical path of a schedule adds risk to Greenview’s expected budget and timelines. New operators will need to be (re)oriented on project status and current tasks, this generally slows down production and affects the overall quality of the project, not to mention the additional mobilization and demobilization costs for each piece of equipment replaced.

In 2017, key pieces of equipment working on Forestry Trunk Road were allowed to work beyond the cap; and efficiency increased from 12Km to 19Km per cycle. We expect to see similar increases in productivity with other construction projects that extend longer than the day cap.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action will allow Greenview to more efficiently coordinate day labour equipment and reduce stress on the coordinator.
  2. Extending the cap for key equipment to the full duration of a project will increase efficiency on projects with tight schedule or budget.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to approve one amendment.

**Alternative #2:** Council has the alternative to approve on neither amendment and keep policy as-is

---

**FINANCIAL IMPLICATION:**

Financial savings are expected with this amendment and will vary by project.

---

**STAFFING IMPLICATION:**

Workload on the equipment coordinator will be reduced.

---

**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 approves the revisions, Greenview will apply the changes to the EOI process.

---

ATTACHMENT(S):

- Revised Policy 4004

**Title: EQUIPMENT CONTRACTORS REGISTRY**

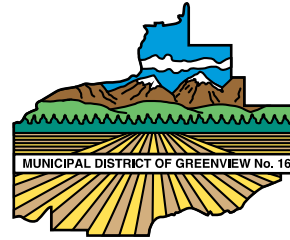
**Policy No: 4004**

**Effective Date: April 1, 2018**

**Motion Number: 18.02.98**

**Supersedes Policy No: OP 07 & PW 10**

**Review Date:**



**Purpose:** For the Municipal District of Greenview (Greenview) to compile a Registry of interested Equipment Contractors, Gravel Haulers, Operators and Labourers (Equipment Contractors) available for casual work with Greenview at the rates specified by Greenview.

## DEFINITIONS

**ARHCA** means Alberta Road Builders and Heavy Construction Association's Equipment Rental Rates Guide & Membership Roster.

**Current** means a model which was or is available as a new machine in the current or previous three (3) year(s), as per ARHCA.

**Non-Current** means a model which is no longer current, but is commonly found on sites in Alberta doing production work, as per ARHCA.

**Previous** means older equipment that is generally no longer used for high production work, as per ARHCA.

**EOIP** means Expression of Interest package

## POLICY

1. All equipment/attachments related definitions and rates can be found in the 2015 ARHCA Rate Guide.
2. Greenview will compile an annual list of Equipment Contractors with Current and Non-Current equipment who are interested in performing work for and within Greenview.
3. Equipment Contractors based within Greenview will be given preference with respect to hiring practices.
4. Equipment/attachments will be paid, only when in use, at the rates specified in the 2015 ARHCA Rate Guide based on the equipment percentage rates set in this policy.
5. Greenview will only accept fully completed EOIPs, agreeing to the financial and working terms and conditions set forth by Greenview.

6. All contractors must be in good standing with Greenview prior to the approval of their EOIP and/or prior to being hired after their EOIP has been accepted.
7. Greenview Administration may increase and adjust all Gravel Haul rates, when required with CAO approval.
8. Greenview Administration will be permitted to adjust rates, as needed for high-demand equipment up to the full ARCHA rate, with CAO approval.

## PROCEDURE

1. Greenview Administration will review and adjust all Current and Non-Current equipment and truck rates, when required with CAO approval, to reflect a percentage of 2015 ARHCA Rate Guide.
2. As per the 2015 ARHCA Rate Guide definitions and rates, Greenview will advertise in a variety of local media for all "Current" and "Non-Current" equipment at a rate of 89%, for maintenance motor graders at a rate of 75%.
3. Interested Equipment Contractors will be instructed to contact Greenview regarding when, where and how they can pick up and submit their EOIP-which will specify the aforementioned rates as well as outline the financial and working terms and conditions set forth by Greenview.
4. Submissions must be sealed and post marked prior to the advertised EOIP closing date.
5. Greenview reserves the right to disqualify any incomplete EOIP.
6. Contractors hired by the Greenview will be hired in the order listed below:  
When equipment from List 1 is no longer available to hire, Greenview will proceed to hire from List 2.

**List 1** - contractor owner's residential address that are located within the Municipal District of Greenview No. 16 or within the Town of Grande Cache, Town of Fox Creek, Town of Valleyview, or Sturgeon Lake Cree Nation.

**List 2** - contractor owner's residential address that are located outside of the Municipal District of Greenview No. 16.

7. There is an approximate 30 day cap on equipment hired by Greenview.
8. Any category of equipment in use deemed critical to project schedule may exceed the day cap for said project at the discretion of Greenview and/or the Day Labour Supervisor.
9. Upon opening of the EOIP, Greenview will ensure that all Equipment Contractors have:
  - a) Supplied proof of a minimum \$2,000,000.00 in liability insurance;
  - b) Supplied proof of Workers Compensation Number; and
  - c) Signed a Contractor's Safety Rule Book.
10. Equipment Contractors are expected to prioritize the scheduling of their workloads in the best interest of Greenview.

11. Equipment Contractors are required to complete a Mandatory Greenview Safety Orientation as well as a Site Hazard Assessment prior to starting a project.
12. All Safety-related Incidents must be reported to the project supervisor appointed by Greenview.
13. Greenview reserves the right to terminate Equipment Contractors from projects for poor performance as well as non-compliance with any policies and/or legislation set forth in the EOIP.
14. Greenview reserves the right to remove a contractor from the registry based on past performance or conduct of the Equipment Contractor.
15. The following considerations may apply when hiring Equipment Contractors: past performance, operator experience/quality of work, reliability of equipment, safety record.
16. Greenview reserves the right to release any operator and/or equipment due to abuse, harassment and/or belligerent behaviour.

REVISED



# REQUEST FOR DECISION

---

SUBJECT:	<b>Letter of Support</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 28, 2019	CAO: DT	MANAGER:
DEPARTMENT:	INFRASTRUCTURE & PLANNING	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 draft a letter of support to the County of Northern Lights to have Alberta Transportation take corrective action on the affected girder bridges in need of repair.**

---

## BACKGROUND/PROPOSAL:

Fifteen to twenty years ago Alberta Transportation (AT) amended their specification for concrete girder bridges to allow lightweight aggregate in the mix. Quality control issues arose and suppliers provided concrete that is deteriorating prematurely.

Greenview has a bridge in Grovedale with lightweight aggregate girders. In 2014 the girders were rated 7 out of 9 with signs of heavy scaling and spalling. An inspection of BF80934 is due in 2018. MPA estimates the rating will likely drop to 4 or lower, requiring corrective action.

Multiple municipalities are affected by this, and the repair costs may be substantial. The County of Northern Lights leads the lobby with 5 affected bridges. They have requested Greenview and 11 other affected municipalities for a letter of support, pressuring AT to take corrective action and/or repair the affected girders.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action will encourage AT to correct the situation and/or repair the affected girders.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to this action.

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to offer no support to The County of Northern Lights.

**Alternative #2:** Council has the alternative to request additional information.

---



FINANCIAL IMPLICATION:

**Direct Costs:**

None anticipated.

**Ongoing / Future Costs:**

None anticipated.

---

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:

If Council chooses to support the County of Northern Lights, administration will proceed to drafting a letter of support

---

ATTACHMENT(S):

- Letter from City of Northern Lights

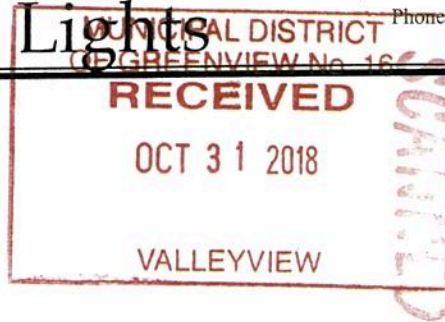


COUNTY OF

Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0

Phone 780-836-3348 Fax 780-836-3663  
Toll Free 1-888-525-3481



October 25, 2018

Municipalities listed below

Dear CAO's and Councils:

**SUBJECT: LIGHT WEIGHT CONCRETE GIRDERS**

As you are all aware, in the early to mid-2000's, a decision was made somewhere within Alberta Transportation, to change the specifications for concrete to allow for light weight aggregate in bridge girders. There was a quality control issue with this concrete and has resulted in premature deterioration of some bridge girders.

The County of Northern Lights has 5 affected bridges and is second only to Alberta Transportation who has 9. Two of our bridges received a 2 rating in 2017 due to the deteriorating girders. Our Council met with the Minister of Transportation in early 2018 and he was asked whether the department would be taking legal action against the supplier of the light weight concrete as the potential costs of repairing these bridges will be substantial in some cases. Minister Mason indicated that the Department was not interested in taking legal action, however the County could proceed if they wished.

It is our strong belief that AT set the specifications and the change in aggregate was incorrectly accepted or missed by the department and therefore they should be taking the required legal action.

Council has recently requested that we contact the other municipalities affected by these light weight concrete girders, and request support in our lobbying efforts to have Alberta Transportation take the necessary action to correct this situation and/or repair the affected girders. We are open to a resolution going forward at the 2019 Spring convention if there was support for such action.

Kindly discuss this matter with your councils and advise if there is support for this going forward. Thank you in advance.

Yours truly,

Theresa Van Oort  
Chief Administrative Officer

Cc: Council



# REQUEST FOR DECISION

---

SUBJECT:	<b>Proposed Seasonal Groundskeeper/Labourer &amp; Maintenance Labourer, Grovedale</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 28, 2019	ICAO: DT	MANAGER: RA
DEPARTMENT:	FACILITY MAINTENANCE	GM: GG	PRESENTER: GG
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) –N/A

---

## RECOMMENDED ACTION:

**MOTION:** That Council accept the quotes of a Greenview employee vs hiring a contractor for the proposed positions of Seasonal Groundskeeper and Labourer-Valleyview and Maintenance Labourer-Grovedale for information.

**MOTION:** That Council approve the proposed seasonal position in Facility Maintenance for a Seasonal Groundskeeper/Labourer at the Field Services Office in Valleyview.

**MOTION:** That Council approve the proposed fulltime position in Facility Maintenance for a Maintenance Labourer in Grovedale.

---

## BACKGROUND/PROPOSAL:

At the October 9<sup>th</sup> Regular Council Meeting, the Facility Maintenance Proposed budget was presented. Council requested quotes be brought back to a future Council meeting indicating the difference between contracting the proposed positions of seasonal groundskeeper/labourer and the full time Maintenance Labourer versus hiring a Greenview employee for these positions.

At the present time the Facility Maintenance Department consists of 12 employees. There is one supervisor, two facility technicians (Grovedale & Valleyview), three maintenance labourers, one groundskeeper supervisor, two groundskeeper/labourers, and three seasonal groundkeepers.

Four contractors were contacted for Seasonal Groundskeeper/Labourer quotes; GP Lawn Doctor, Aztec Landscaping, Double R Golf and Turf, Willow Valley Landscaping, Green Blade Landscaping. Green Blade Landscaping was the only contractor who responded, the verbal quote given was \$100/hour.

Greenview's Human Resources department provided a quote of \$314.00 for a 10 hour day including benefits.

**Seasonal Groundskeeper/Labourer Quotes:**

Hours/Day	Contractor Services	Greenview Employee
10 hours	\$1000.00	\$314.00

Four contractor were contacted for Maintenance Labourer quotes; HWD Construction Ltd, Fresh West DM, Turcon Construction Group, Indoor Elements. HWD Construction Ltd. was the only contractor who responded.

Greenview Human Resources provided a quote of \$406.00 for a 10 hour day including benefits.

**Maintenance Labourer, Grovedale Quotes:**

Hours/Day	Contractor	Greenview
10 hours	\$600.00	\$406.00

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the The benefit of Council accepting the recommended motion is to prevent any safety concerns, keep overtime down, to fulfill the workload demand.
2. New seasonal staff will be properly trained by the previous seasonal staff. This will cut down on training time required from the supervisor. The increase of workload with the new and existing facilities requires a fourth seasonal groundskeeper. Often time's students are hired for this position.

This position will be able to work alone after their training is completed and can help/troubleshoot projects as well as work with the other maintenance labourer. The increase of workload with the new and existing facilities requires a second maintenance labourer in the Grovedale/DeBolt areas. This position will also help with the snowplowing workload as required and required monthly, quarterly and annual inspections at Greenview facilities.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage is that we will exceed overtime, and will have to hire a contractor to complete projects.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Contractors would have to be hired to complete projects, and the financial impact would be higher over the long-term.

---

**FINANCIAL IMPLICATION:**

Hiring a contractor will result in and increased cost compared to a Greenview employee and the increased workload of the facility maintenance supervisor to supervise and inspect the contractor.

**Direct Costs: N/A**

**Ongoing / Future Costs: N/A**

---

**STAFFING IMPLICATION:**

A full time maintenance/labourer, Grovedale and a seasonal groundskeeper/labourer in Valleyview.

---

**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:**

Internal postings would be advertised and then external postings would be advertised if required.

---

**ATTACHMENT(S):**

- Quote from HWD Construction Ltd.
- Greenview Service Enhancement Forms (2)



## GREENVIEW SERVICE ENHANCEMENT FORM

**Department:** Facility Maintenance

**Area:** Facility Maintenance

**Service Title:** Maintenance Labourer - Grovedale & Grande Cache

### Service Description & Benefits

New employee will be a full time position based out of the Grovedale Maintenance Shop. This position will be responsible for assisting the maintenance technician in the Grovedale area and to handle the increasing work load of all existing and new facilities. The maintenance position will provide assistance in the Grovedale and Grande Cache areas and the Public Service Building in DeBolt, including the Grovedale Shop A+B, Grovedale Public Service Building, Grande Cache Sub-office, Water Points, Lift-station, Transfer Stations, and Lagoon. This position will be responsible for maintenance repair, inspections, miscellaneous construction, snow and ice removal at all these facilities.

### Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

### Funding/Costs

#### Funding Source:

##### Types of Funding:

##### Dollar Amount:

Grants	
Reserves	
Utility Revenue	
Tax Revenue	
<b>Total Funding</b>	<b>\$0.00</b>

#### Costs:

##### Type of Cost:

- Maintenance Labourer - Grovedale & Grande Cache

##### Dollar Amount:

	\$0.00
<b>Total Cost:</b>	<b>\$0.00</b>

### Schedule

**Service Starts** 2019 01 01

**Service Ends** \_\_\_\_\_



## GREENVIEW SERVICE ENHANCEMENT FORM

**Department:** Facility Maintenance

**Area:** Facility Maintenance

**Service Title:** Seasonal Summer Groundskeeper

### Service Description & Benefits

Due to an increase of the groundskeeper workload with the new DeBolt & Grovedale Public Service Buildings a 4th summer seasonal groundskeeper is required.

### Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

### Funding/Costs

**Funding Source:**

Types of Funding:

Dollar Amount:

Grants	
Reserves	
Utility Revenue	
Tax Revenue	
<b>Total Funding</b>	<b>\$0.00</b>

**Costs:**

Type of Cost:

- Seasonal Summer Groundskeeper

Dollar Amount:

	\$0.00
<b>Total Cost:</b>	<b>\$0.00</b>

### Schedule

**Service Starts** 2019 05 01

**Service Ends** \_\_\_\_\_



**HWD CONSTRUCTION LTD.**

10533 98 Avenue  
Grande Prairie, Alberta  
T8V 4L1

12 January 2019

MD of Greenview No. 16  
3605-46 Street  
Valleyview, AB  
T0H 3N0

ATTN: Alfred Lindl

Dear Sir

We are pleased to provide you with our labour rates for miscellaneous maintenance repairs when they occur to the Grovedale and Debolt areas. They are as follows:

		Overtime/ Weekend	Holidays
Superintendent	Regular \$75.00/HR	112.50/HR	150.00/HR
Journeyman Carpenter	\$60.00/HR	90.00/HR	120.00/HR
Journeyman Cabinetmaker	\$60.00/HR	90.00/HR	120.00/HR
Apprentice	\$35.00/HR	52.50/HR	70.00/HR
Labourer	\$28.00/HR	42.00/HR	56.00/HR
Travel Time	As above posted labour rates		
Mileage	\$0.75/km		

We understand the following:

- Work performed during regular hours are classified as between 0800 to 1700 Monday to Friday.
- Work performed during Holidays are classified during Federal Statutory and Alberta Provincial.
- If work is more serious than initially estimated, work will stop and the appropriate contact will be advised with revised estimates.
- Work performed by HWD Construction would be in the carpentry scope, however, we can bring in trades to complete work outside of that scope if/when required at a mark-up of 15%.

If you have companies that you would like us to use on a sub-trade basis, please let us know so we can accommodate.





---

**HWD CONSTRUCTION LTD.**

10533 98 Avenue  
Grande Prairie, Alberta  
T8V 4L1

After hour contact information: Glenn Penner, General Manager  
glenn@hwdconstruction.com  
Cellular 780-876-0978

Thank you for allowing us to provide this information, should you have any questions you can reach me at 780-538-3616 or glenn@hwdconstruction.com.

Yours very truly,

A handwritten signature in black ink, appearing to read 'Glenn Penner', is written over the words 'Yours very truly,'.

Glenn Penner, RET, GSC, NCSO  
General Manager



# REQUEST FOR DECISION

SUBJECT: **Valleyview Cemetery Agreement**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 28, 2019  
DEPARTMENT: COMMUNITY SERVICES  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM: SW  
MANAGER:  
PRESENTER: SW

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council accept the Cemetery Agreement Report as presented, for information.**

---

BACKGROUND/PROPOSAL:

Currently, Greenview funds 7 different cemeteries, Valleyview, Grovedale, Little Smoky, New Fish Creek, Sunset House, Sturgeon Heights and multiple ones on the Co Ops and Enterprises. Each cemetery receives \$1,500.00 annually with the exception of Valleyview which received \$33,500.00 (2018 budget numbers). During the 2019 budget presentations, Council entered into a conversation as to why the Valleyview cemetery receives more funding than others, at which time Administration committed to bringing the Valleyview cemetery agreement back to council at a later date for further discussion.

In 2012, Greenview and the Town of Valleyview endorsed an agreement for the Valleyview Cemetery. The Town of Valleyview and Greenview contribute equally for the operation and maintenance of the cemetery by each contributing up to fifty percent (50%) of the deficit cost incurred for the operations of the cemetery. This current funding model has resulted in the following expenses for Greenview in 2016 and 2017:

Year	Amount
2016	\$32,733.72
2017	\$27,440.50

The agreement does not have a specified termination date, however the agreement may be terminated by either party giving written notice of the intention to terminate with six (6) months advance notification. The agreement may be amended by mutual consent of the Parties.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

The benefit of accepting the recommended motion is that Council will be aware of the conditions and terms specified in the Valleyview Cemetery agreement.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

---

**ALTERNATIVES CONSIDERED:**

1. Council has the alternative to not accept the recommended motion for information.
2. Council has the alternative to direct Administration to renegotiate a new Valleyview Cemetery Agreement with revised terms.

---

**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):**

- Valleyview Cemetery Agreement

# **VALLEYVIEW CEMETERY AGREEMENT**

**BETWEEN**

**THE TOWN OF VALLEYVIEW**

P.O. Box 270  
Valleyview, Alberta  
T0H 3N0

**And**

**THE MUNICIPAL DISTRICT OF GREENVIEW**

P.O. Box 1079  
Valleyview, Alberta  
T0H 3N0

# VALLEYVIEW CEMETERY AGREEMENT

Made this 10 day of July, 2012

BETWEEN

**THE TOWN OF VALLEYVIEW**  
Hereinafter referred to as the "Town"

OF THE FIRST PART

And

**THE MUNICIPAL DISTRICT OF GREENVIEW**  
Hereinafter referred to as the "M.D"

OF THE SECOND PART

**WHEREAS**, the Town owns the Valleyview Community Cemetery located within the boundaries of the M.D., on that area legally described as Part of the Northwest Quarter of the Section Twenty-three (Pt. NW 23), Township Seventy (70), Range Twenty-two (22), West of the Fifth Meridian (W5), hereinafter referred to as the "Cemetery"; and

**WHEREAS**, the Town and the M.D. wish to establish a Cemetery Committee, a volunteer body hereby established by mutual agreement, hereinafter referred to as the "Committee", to advise on the operations of the Cemetery for the benefit of residents of the Town and the M.D.; and

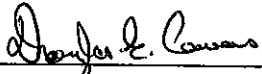
**WHEREAS**, the M.D. wishes to contribute to the cost of operating the Cemetery, and/or any capital expenditures of the Cemetery;


**THEREFORE**, pursuant to the Municipal Government Act R.S.A. 2002 and any amendments thereto, the Town and the M.D. AGREE AS FOLLOWS:

1. There Valleyview Cemetery Committee hereby established, and the Committee's membership shall consist of:
  - 1 member of Council from the Town of Valleyview
  - 1 member of Council from the M.D. of Greenview
  - 1 member of Staff from the Town of Valleyview
2. The Town shall operate, maintain, and manage the Cemetery.
3. The Town shall allow use of the Cemetery to residents of the surrounding area and Town, and in the event that the Committee imposes fees for such use, the fees shall not differentiate between the residents of the Town and the M.D.
4. Annually, before the 30<sup>th</sup> day of November in each year, the Committee shall submit to the Town and the M.D. an estimate of proposed expenditures for the ensuing years.
5. The Town will maintain a good record of expenditures and revenues relating to the maintenance and operation of the Cemetery, and shall, prior to February 28<sup>th</sup> of each year, provide the M.D. a financial statement of same.
6. The M.D. shall contribute to the Town for the operation and maintenance of the Cemetery a sum up to fifty percent (50%) of the deficit cost incurred for the operations of the Cemetery.
7. Any sum contributed by the M.D. pursuant to this Agreement shall be used to offset the M.D.'s portion of the deficit and any sum not so used shall be credited to the following year's deficit as part of the M.D.'s contribution.
8. The M.D.'s responsibility and liability under the Agreement shall be limited to the payment of the amount stipulated in Clause 5 above. The Town shall bear the responsibility of operating and maintaining the Cemetery and shall indemnify and save harmless the M.D., it's agents and employees, from any and all claims, damages, costs, losses, expenses, actions and suits caused by or arising out of anything done or omitted to be done, directly or indirectly, by the Committee in connection with the operation and maintenance of the Cemetery.
9. The Town shall obtain such consent, approvals or licenses as may be necessary to operate the Cemetery.

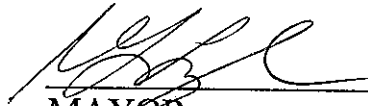
10. The Committee shall determine all rules of procedure for the conduct of its meetings.
11. This Agreement shall be deemed to have come into effect on the date first written above, and may be terminated by either party hereto giving written notice of the intention to terminate 6 months prior to the specific date of termination.
12. This Agreement may be amended by mutual consent of the Parties hereto.
13. This Agreement is not assignable without the consent in writing of the Parties hereto.
14. This Agreement nullifies and voids all previous agreements.

IN WITNESS WHEREOF the Parties have executed this document on the date first written above.

  
\_\_\_\_\_  
MUNICIPAL MANAGER  
M.D. of Greenview

  
\_\_\_\_\_  
REEVE  
M.D. of Greenview

  
\_\_\_\_\_  
MANAGER  
Town of Valleyview

  
\_\_\_\_\_  
MAYOR  
Town of Valleyview



# REQUEST FOR DECISION

SUBJECT: **Valleyview Library Agreement**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: January 28, 2019  
DEPARTMENT: COMMUNITY SERVICES  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM: SW  
MANAGER:  
PRESENTER: SW

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council authorize Administration to enter into a Valleyview Library Agreement with the Town of Valleyview for the purpose of maintaining joint provision of library services.**

---

## BACKGROUND/PROPOSAL:

In 2012, Greenview entered into a Valleyview Library Agreement with the Town of Valleyview for the purpose of maintaining library services for the area residents.

The agreement expired on December 31, 2017 and other than a few edits, the replacement agreement incorporates the same structure as its predecessor.

The proposed financial structure of this agreement will continue as established in the previous agreement. The Town of Valleyview and Greenview shall provide an equal operating grant each year. The grant is to be utilized for operating purposes only and shall be in addition to any provincial funding given to the Board directly or otherwise. The amount of operating grant shall be reviewed annually.

As a result of this structure, Greenview paid the following in 2016 and 2017:

Year	Amount
2016	\$100,597.93
2017	\$93,073.85

The proposed agreement includes Greenview recognition and termination clauses that will cover Greenview with regards to any unforeseen changes in provincial government policy, regulations or laws that may occur. In addition, a termination clause is included in the event that either party restructure (ex: dissolve or otherwise alter incorporation status, etc., linear pooling etc.). The agreement does not include a set date for expiry but rather a termination clause that either Party may terminate the agreement at any



time and for any reason by giving written notice as of December 31<sup>st</sup> of the current calendar year, to the other Party.

The proposed library agreement was presented to the Town of Valleyview Administration for their review on January 3, 2019 and a response was received January 7<sup>th</sup> indicating approval of the agreement as presented.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

The benefit of accepting the recommended motion is that a new Valleyview Library agreement will be implemented with an updated recognition and termination model.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to alter or deny the agreement as presented.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

Staffing implications to the recommended motion includes time required to complete the agreement with the Town of Valleyview.

---

**PUBLIC ENGAGEMENT LEVEL:**

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will be contacting the Town of Valleyview to discuss the agreement accordingly with Council's direction.

---

**ATTACHMENT(S):**

- Valleyview Library Agreement

## **MEMORANDUM OF AGREEMENT**

**BETWEEN:**           **THE VALLEYVIEW AND DISTRICT LIBRARY BOARD**  
P. O. Box 897  
Valleyview, Alberta T0H 3N0  
(hereinafter referred to as the “Board”)  
OF THE FIRST PART

**and**

**THE TOWN OF VALLEYVIEW**  
P. O. Box 270  
Valleyview, Alberta T0H 3N0  
(hereinafter referred to as the “Town”)  
OF THE SECOND PART

**and**

**THE MUNICIPAL DISTRICT OF GREENVIEW**  
P. O. Box 1079  
Valleyview, Alberta T0H 3N0  
(hereinafter referred to as the “Greenview”)  
OF THE THIRD PART

**RE:**                   **JOINT PROVISION OF LIBRARY SERVICES**

**WHEREAS** the Town and Greenview wish to enter into an agreement with the Board for the provision of library services to their area residents; and

**WHEREAS** the residents of Greenview and the Town have equal access to the services provided by the Board;

**THEREFORE THE PARTIES TO THIS AGREEMENT**, in consideration of the mutual promises and covenants hereafter contained, agree as follows:

1. The Board shall operate and maintain a library and provide library services in conjunction with the Peace Library System.
2. The Board shall provide equal access to, and levy equal membership fees to, residents of the Town and Greenview.
3. The Board shall provide, prior to December 1<sup>st</sup> of each year, an operational budget to Greenview and the Town.
4. The Town and Greenview shall have equal representation as appointed by their respective Councils to sit as members on the Board.
5. The Town and Greenview shall provide an equal operating grant each per year to the Board, such grant shall be for operating purposes only and shall be in addition to any provincial funding given to the Board directly or otherwise. The amount of operating grant shall be reviewed annually as per section three (3) in this agreement.
6. The Board shall be solely responsible for the operation and maintenance of the library and agrees to indemnify and save harmless Greenview from all claims, damages, costs, losses, expense and actions caused by, or arising out of, the operation and maintenance of the library.
7. The Board agrees to obtain such consent, approval, or necessary license to operate the library and will maintain at all times adequate insurance to cover losses that may rise out of the operation of the library.
8. This Agreement shall be deemed to have come into affect on January 1, 2018. Any Party may terminate this Agreement at any time and for any reason by giving written notice as of December 31<sup>st</sup> of the current calendar year, to the other Party.
9. This Agreement may be amended by mutual consent in writing by all parties hereto.
10. Greenview's funding contribution must be publicly recognized and advertised, as per negotiation with Greenview.

11. This Agreement shall automatically terminate if, in the sole opinion of Greenview, Greenview is subjected to a significant financial restructuring from a change in provincial government policy, regulations or laws.
12. This Agreement shall automatically terminate should either party restructure (dissolve or otherwise alter incorporation status, etc.) or in Greenview's case be subjected to a significant financial restructuring (linear pooling, etc.).

**IN WITNESS WHEREOF** the parties hereto have affixed their signatures and corporate

seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Witness / Seal

\_\_\_\_\_  
REEVE, Municipal District of Greenview

\_\_\_\_\_  
CAO, Municipal District of Greenview

\_\_\_\_\_  
Witness / Seal

\_\_\_\_\_  
MAYOR, Town of Valleyview

\_\_\_\_\_  
MANAGER, Town of Valleyview

\_\_\_\_\_  
Witness / Seal

\_\_\_\_\_  
CHAIR, Valleyview & District  
Library Board



# REQUEST FOR DECISION

---

SUBJECT: **Valleyview Cup Charity Hockey Tournament**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 28, 2019 ICAO: DT 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 approve Silver Sponsorship in the amount of \$300.00 to the Valleyview Cup for the 2019 Valleyview Cup Charity Hockey Tournament in Valleyview, AB, March 1<sup>st</sup> – 3<sup>rd</sup>, with funds to come from Community Service Miscellaneous Grant.**

---

## BACKGROUND/PROPOSAL:

The Valleyview Cup Charity Hockey Tournament takes place annually in Valleyview and supports numerous charities and organizations in and around Valleyview. This men's, ladies and mixed recreational hockey tournament commenced 10 years ago and has grown from a 6-team tournament to a 16-team tournament.

The organizers have named a major charity to which the majority of the funds raised will be donated, for the seventh year in a row, Make-A-Wish Foundation – Peace Country area will be the charity recipient. Charity recipients in the past included: The Heart and Stroke Foundation, the Edmonton Stollery Children's Hospital Foundation and the Make-A-Wish Foundation. The organizers plan to adopt his or her wish and help them to forget about the pain they are going through and realize how much fun it is to be a child. Since 2012, the organizers have raised enough funds to grant 13 wishes for children in the Peace Country. It takes approximately \$10,000.00 dollars to grant each wish.

The tournament is for charity, however the organizers incur expenses such as insurance, ice time, referees and prizes. The organizers are requesting Greenview to consider making a donation or providing a prize for the silent auction. The sponsorship options include: Platinum - \$1,000.00 and above, Gold \$500.00 - \$999.00 and Silver an amount up to \$499.00.

In keeping with a recent sponsorship Greenview provided for the 2019 Peace Firefighters Fun Hockey Tournament in the amount of \$300.00, Administration is recommending the same amount for this tournament.

The Community Service Miscellaneous Grant has a balance of \$1,119,236.64 as of January 27, 2019.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the funds will assist with providing support to the Make-A-Wish Foundation – Peace Country.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. A potential perceived disadvantage of the recommended motion is that a precedent may continue to be set that will result in increased requests for fundraising sporting events.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to alter or deny the recommended motion of providing funds to the Valleyview Cup for the 2019 Valleyview Cup Charity Hockey Tournament.

---

**FINANCIAL IMPLICATION:**

**Direct Costs: \$300.00**

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will inform the Valleyview Cup of Council's decision regarding sponsorship and for this tournament.

---

**ATTACHMENT(S):**

- Valleyview Cup – Sponsorship Request

## Valleyview Cup Charity Hockey Tournament

Dear MD of Greenview,

My name is Curtis Swenson and I am one of the organizers of the annual charity hockey tournament known as The Valleyview Cup. This men's, ladies and mixed recreational hockey tournament takes place every year in Valleyview and supports numerous charities and organizations in and around Valleyview. What started off as a 6-team tournament now has 16

In the past 10 years we have named a major charity to which we donate the majority of the funds raised to. Some names include: The Heart and Stroke Foundation, The Edmonton Stollery Children's Hospital Foundation and the Make-A-Wish Foundation. Since the Valleyview Cup began, the tournament has raised over \$175,000 for these charities in need.

On the weekend of March 1-3, we will be teaming up with Make-A-Wish Foundation again for the seventh year in a row to help a child from the Peace Country area. Our plan is to adopt his or her wish and help them forget about the pain they are going through and realize how much fun it is to be a kid. Since 2012 we have raised enough money to grant 13 wishes for kids in the Peace Country. It takes approximately \$10,000 dollars to grant each wish.

This tournament is for charity, but we still have expenses such as insurance, ice time, referees and prizes. In an effort to help us grant another wish, I'm asking you to consider making a donation or a prize we can put in our silent auction to help cover these expenses.

This year we are creating the following categories for donations and will be displayed at the rink on a sponsorship board.

Platinum \$1000 and above

Gold \$500-\$999

Silver 0-\$499

Donations can be made out to:

The Valleyview Cup  
P.O Box 2502, Valleyview AB, T0H 3N0

If you have any questions about The Valleyview Cup or know of a child whose wish could be adopted, you can contact me at [780-552-6369](tel:780-552-6369) or email me at [cswenson@pembina.com](mailto:cswenson@pembina.com).

Thank you for taking the time to read this letter and hope to hear from you.

Curtis Swenson



# REQUEST FOR DECISION

---

SUBJECT:	<b>2019 World Jet Boat Championship</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 28, 2019	ICAO: DT	MANAGER:
DEPARTMENT:	ECONOMIC DEVELOPMENT	GM:	PRESENTER: SW
STRATEGIC PLAN:	Quality of Life		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council approve Class Sponsorship in the amount of \$7,000.00 to the Western Zone Racing Association for the 2019 World Jet Boat Championship, with funds to come from the Community Service Miscellaneous Grant.**

---

## BACKGROUND/PROPOSAL:

Canada will be hosting the 2019 World Jet Boat Championship, an event that only happens in our community every four years. The sport of whitewater river racing has been a part of our local summer atmosphere since 1975 and local Alberta residents and businesses have benefited from these race events over the years. Race teams, support crews, family and fans from four countries (Canada, United States, New Zealand and Mexico) will descend upon our towns for an intense week of racing. The World Jet Boat Marathon is an incredible opportunity to showcase our community and the businesses that support it. All racing from July 11<sup>th</sup> to July 26<sup>th</sup>, 2019 will take place in and around the Grande Prairie, Fort St. John, Peace River and Whitecourt areas.

The 2019 World Jet Boat Championship is a first-class event that requires extensive planning and community support. The potential media exposure for an international event includes newspapers, magazines, radio, television and video. Business sponsors will also benefit from marathon related merchandise, race programs and race boat signage. It is essential to present a world class marathon to ensure that participants and visitors of the event are left with a lasting impression of Canada as an incredible country to visit and race in. Previous international participants have commented on their enjoyment of Canadian racing for many reasons – the quality of our rivers and scenery, the friendly atmosphere of the local communities, and the wonderful local businesses that support Whitewater Jet Boat Racing.

Greenview sponsored the 2015 World Jet Boat Race with \$25,000.00. The overall race sponsor is sold to Capstan Hauling & Carlan Services. Therefore, Administration is recommending the next available sponsorship titled, Class Sponsor in the amount of \$7,000.00. There are three (3) of the Class Sponsorships available at this time. The other opportunity is the World Race Program Ad Sponsorship varying in amount from \$250.00 - \$5,000.00.



The Community Service Miscellaneous Grant has a balance of \$1,119,236.64 as of January 27, 2019.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended motion is that Greenview will be sponsoring a world class event that may showcase the Grovedale community and Greenview.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny or alter the amount of sponsorship for the 2019 World Jet Boat Championship, however denying the opportunity to showcase Greenview on a world class level does not present itself frequently.

---

**FINANCIAL IMPLICATION:**

**Direct Costs: \$7,000.00**

**Ongoing / Future Costs: N/A**

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

---

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will inform the organizer of the 2019 World Jet Boat Championship accordingly with Council's decision.

---

**ATTACHMENT(S):**

- 2019 World Jet Boat Championship Sponsorship Request



# Sponsorship Opportunities





## 2019 World Jet Boat Championship by Capstan Hauling & Carlan Services

Western Zone Racing Association  
141- Poplar Ridge Road  
Red Deer County, AB T4S 0K4

Dear Sir or Madam:

Canada will be hosting the 2019 World Jet Boat Championship. This amazing event only happens in our community every four years. The sport of whitewater river racing has been a part of our local summer atmosphere since 1975. Local Alberta residents and businesses have benefited from these race events over the years and next summer is the biggest of all! Race teams, support crews, family and fans from four countries will descend upon our towns for an intense week of racing. The World Jet Boat Marathon is an incredible opportunity to showcase our community and the businesses that support it. We hope you will seize this rare opportunity to highlight your business.

The Racing Jet Boat Federation (U.I.M.) is made up of participants and organizers from Canada, United States, New Zealand and Mexico. Each year one of these countries hosts the World Jet Boat Championship. All racing from July 11 to July 26, 2019 will take place in and around the Grande Prairie, Fort St. John, Peace River & Whitecourt areas. The marathon will literally remain in our backyard for the entire week; allowing all participants and fans the opportunity to know us and experience all we have to offer.

The 2019 World Jet Boat Championship is a first-class event that requires extensive planning and community support. The potential media exposure for an international event includes newspapers, magazines, radio, television and video. Business sponsors will also benefit from marathon related merchandise, race programs and race boat signage. It is essential we have the full support and cooperation of area businesses in order to present a world class marathon; and to ensure participants are left with a lasting impression of Canada as an incredible country to visit and race in. Previous international participants have commented on their enjoyment of Canadian racing for many reasons – the quality of our rivers and scenery, the friendly atmosphere of the local communities, and the wonderful local businesses that support Whitewater Jet Boat Racing.

We hope you will take advantage of this incredible opportunity to highlight your business during this exciting international event. Your support will help ensure the most successful Canadian sponsored world championship we've ever had. The attached sponsor and program ad fee schedule will give you an idea of the various sponsor packages available for your business. A copy of the program will be mailed to all ad sponsors and given out at all race locations for no cost.

Thank you for consideration and support,

World Jet Boat Championship Committee



## **Overall Race Sponsor Sold-Capstan Hauling & Carlan Services**

Race named after overall sponsor  
Sponsor name/logo on all advertising as well as promotion items  
Includes full page program advertisements  
Sponsor decals to be supplied by sponsor for each race boat  
Overall trophy sponsor

### **1. Class Sponsors-5 Classes \$7000- 3 Available**

Race Classes named after sponsor  
Sponsor name/logo on some advertising & posting of classes & times  
Includes ½ page program advertisement  
Class trophy sponsor

## **2015 World Race Program Ad Sponsor**

Complete Program will be in **color**. Sponsor listing in 2019 World Jet Boat Championship race program 4000 copies made and sent through Alberta & BC

Inside Front & Inside Back	\$ 5,000.00
Full page advertisement	\$ 3,000.00
½ page advertisement	\$ 1,500.00
¼ page advertisement	\$ 750.00
Business Card advertisement	\$ 400.00
Friends of the Worlds	\$ 250.00
Bill Board Sponsor	\$ 600.00
Daily Video Update Sponsor	\$ 1,400.00
Photographers Use of Logo in photo's ad	\$ 1,500.00

In addition to all listed above there will be social media  
acknowledgements.





## 2019 World Jet Boat Championship by Capstan Hauling & Carlan Services

Western Zone Racing Association  
141- Poplar Ridge Road  
Red Deer County, AB T4S 0K4

For further information, please contact one of the town representatives.

**Grande Prairie Contacts:** Penny Batt (780) 831-4214 Tim Greber (780) 831-5240  
Rick Hollingworth (780)-524-8503

**Peace River Contacts:** Lori Serhan (780) 618-3785 Rick Serhan (780)-618-3785

**Whitecourt Contacts:** Randy Tinant 780-706-4865 Randy Hough (780)706-0884

**Fort St. John Contacts:** Kathy Wolsey (250) 787-2999 Leanne Humphrey (250)-329-9919

**Red Deer Contact:** Dale Whiteside (403)-357-9969

Please email ALL ads to:

Penny Batt [penny@bardaequipment.com](mailto:penny@bardaequipment.com) & Dana Lewis [2019worldjetboatrace@gmail.com](mailto:2019worldjetboatrace@gmail.com)

All Program Ads to be sent created and saved as a JPG or PDF file.

Ad Design \$130.00





# REQUEST FOR DECISION

---

SUBJECT: **Draft Corporate Services Organizational Chart**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: January 28, 2019 ICAO: DT MANAGER: DD  
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: RO  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council accept for information the attached Corporate Services Organizational Chart.**

---

## BACKGROUND/PROPOSAL:

Due to the dissolution of the Town of Grande Cache, Greenview Council and Administration are responsible for the municipal services within the new Hamlet of Grande Cache. As a result, Administration were tasked with planning the integration of the Grande Cache employees into Greenview's Administration. In an effort to ensure that Greenview's Administration understood the logistics and needs in Grande Cache, the Corporate Services Department spent time with the Grande Cache Corporate Services group. After a number of meetings, site visits to Grande Cache and brainstorming among team members, the all realized the benefits of having team members in Grande Cache and Valleyview.

Considering the vast area of land that the MD covers, having Greenview staff situated at the opposite end of our boundary is definitely an advantage. The Grande Cache team members have served the residents of Grande Cache for a number of years, which means that the residents have come to know these individuals; they are comfortable and trust in them.

The General Manager of Corporate Services will present the draft Corporate Services Organizational Chart that includes Grande Cache staff. The MD of Greenview is an ever-growing area & organization, requiring professionalism and personal care, two qualities that is expected of Greenview's Administration and based on the limited exposure we have had with the Grande Cache team members, I firmly believe the Grande Cache team have the right attitude to fit into the organization.

The Corporate Services group have welcomed and embraced the inclusion of the Grande Cache staff. Integrating the Grande Cache staff, will eventually assist in alleviating the ever-increasing workloads the Corporate Services team contend with daily. As well as respecting the Grande Cache staff, by maintaining meaningful employment in the field of their choice.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of following the recommended motion is that Council members will be aware of the current employees in the Corporate Services Department.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

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

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** Covered in the 2019 Budget.

**Ongoing / Future Costs:** Ongoing/future cost will be covered in future budgets.

---

**STAFFING IMPLICATION:**

Following the recommended action, will initiate a reduction in workloads along with enhancing the organizations level of service with the intention of creating a better work life balance for the management team.

---

**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:**

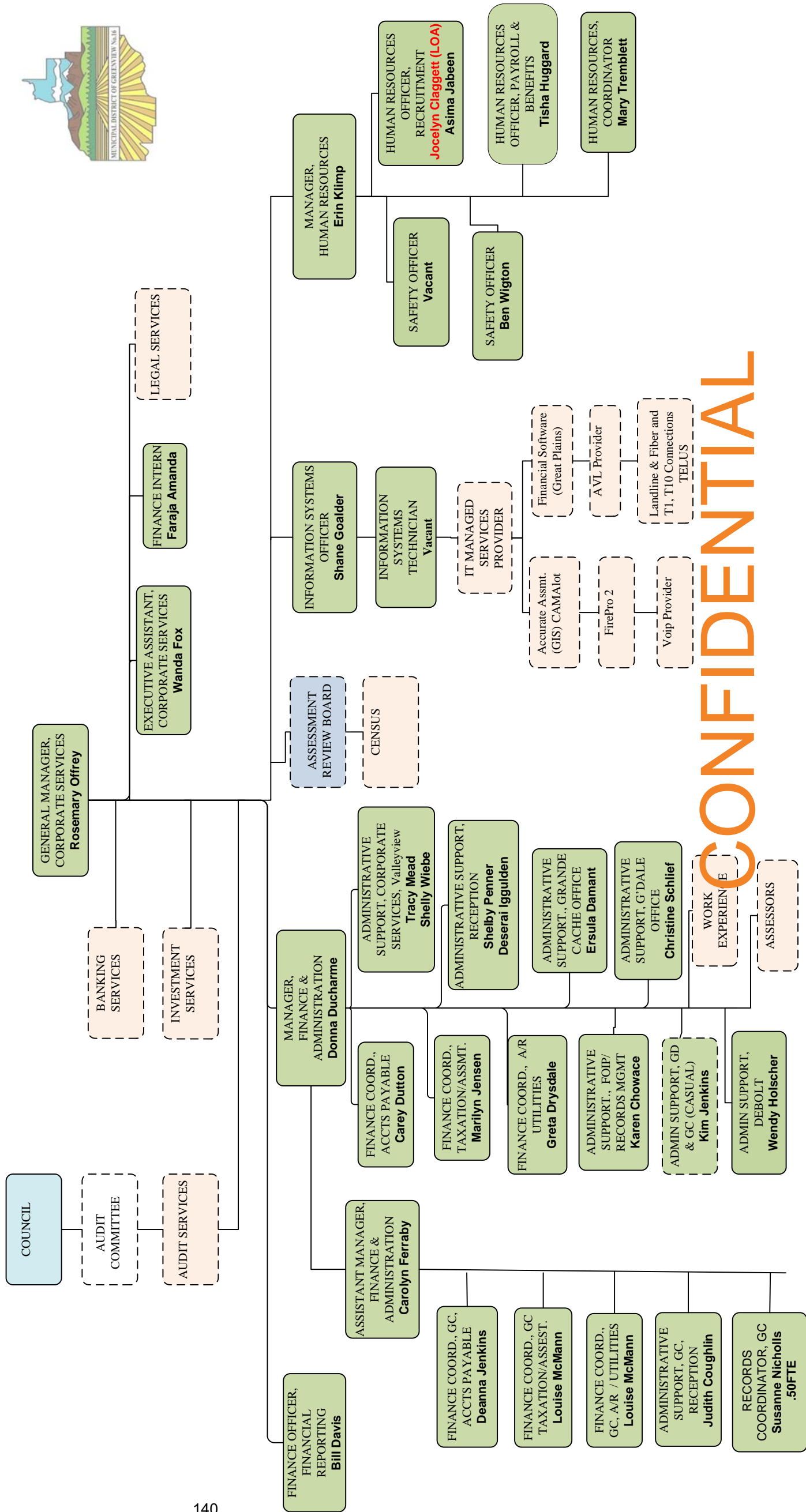
No follow up action required by following the recommended action.

---

**ATTACHMENT(S):**

- Draft Corporate Services Organizational Chart

**MUNICIPAL DISTRICT OF GREENVIEW  
CORPORATE SERVICES**  
As at January 16, 2019



**CONFIDENTIAL**