



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday February 11, 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 28, 2019 to be adopted.	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 19-808 Road Ban	16
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#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 REC Lease for the Jason Delorme Memorial Site	31
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	Ward 4 Councillor Shawn Acton	101
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	Division 9 Councillor Duane Didow	105
	Division 9 Councillor Tyler Olsen	106
#10	CORRESPONDENCE	
	<ul style="list-style-type: none"> • RMA Correspondence • FCM Correspondence • Grande Prairie Chambers Correspondence • Alberta Community Partnership • Alberta Rural Education Symposium • January 2019 Peace Officer Report • Water North Coalition Meeting Minutes 	
#11	CLOSED SESSION	
#12	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Monday, January 28, 2019

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

PRESENT

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

ATTENDING

Interim Chief Administrative Officer	Denise Thompson
General Manager, Corporate Services	Rosemary Offrey
General Manager, Community Services	Stacey Wabick
General Manager, Infrastructure & Planning	Grant Gyurkovits
Communications Officer	Diane Carter
Communications Officer	Bill Duncan
Recording Secretary	Lianne Kruger

ABSENT

#2: MOTION: 19.01.112. Moved by: COUNCILLOR DALE SMITH
AGENDA That Council adopt the January 28, 2019 Regular Council Meeting Agenda as amended;

- Move agenda item 11.2 to after Agenda Item 3.2.

CARRIED

#3.1 MOTION: 19.01.113. Moved by: COUNCILLOR ROXIE RUTT
REGULAR COUNCIL That Council adopt the minutes of the Regular Council Meeting held on Monday
MEETING MINUTES January 14, 2019 as presented.

CARRIED

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

11.0 CLOSED SESSION

CLOSED SESSION

MOTION: 19.01.114. Moved by: COUNCILLOR TOM BURTON
That the meeting go to Closed Session, at 9:05 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

11.2 PRIVILEGED INFORMATION (FOIPP; Section 27)

OPEN SESSION

MOTION: 19.01.115. Moved by: COUNCILLOR SHAWN ACTON
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting return to Open Session at 9:47 a.m.

CARRIED

MOTION: 19.01.116. Moved by: COUNCILLOR TYLER OLSEN
That Council direct Administration to proceed to acquire ownership of the thirty-two (32) residential units currently held by Deloitte Restructuring, commonly known as Mainstreet Lofts in the Hamlet of Grande Cache.

CARRIED

Reeve Gervais recessed the meeting at 9:50 a.m.
Reeve Gervais reconvened the meeting at 10:00 a.m.

#4.0 PUBLIC HEARING

4.0 PUBLIC HEARING

BYLAW 18-803

4.1 BYLAW 18-803 PUBLIC HEARING RE-DESIGNATE FORM MUNICIPAL RESERVE TO HAMLET RESIDENTIAL

Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-803 at 10:00 a.m.

IN ATTENDANCE

Development Officer

Leona Dixon

REFERRAL AGENCY & ADJACENT LAND OWNER COMMENTS

Development Officer

Leona Dixon

IN FAVOUR

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

None in attendance.

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

QUESTIONS FROM APPLICANT OR PRESENTER The Chair called for any questions from the Applicant or those that had spoken in favour or against the application with regard to the comments for Planning and Development, the referral agencies, or landowners.
There was no one in attendance.

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

BYLAW 18-803 PUBLIC HEARING ADJOURNED Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-803 at 10:03 a.m.

BYLW 18-804 4.2 BYLAW 18-804 PUBLIC HEARING RE-DESIGNATE FROM AGRICULTURE ONE DISTRICT TO MUNICIPAL RESERVE

Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-804 at 10:04 a.m.

IN ATTENDANCE Development Officer Leona Dixon

REFERRAL AGENCY & ADJACENT LAND OWNER COMMENTS Development Officer Leona Dixon

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

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

QUESTIONS FROM APPLICANT OR PRESENTER The Chair called for any questions from the Applicant or those that had spoken in favour or against the application with regard to the comments for Planning and Development, the referral agencies, or landowners.
There was no one in attendance.

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

**BYLAW 18-804
PUBLIC HEARING
ADJOURNED**

Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-804 at 10:07 a.m.

**#5
DELEGATIONS**

5.0 DELEGATIONS

There were no Delegation Presentations.

**#6
BYLAWS**

6.0 BYLAWS

6.1 BYLAW 18-803 RE-DESIGNATE FORM MUNICIPAL RESERVE TO HAMLET RESIDENTIAL

**BYLAW 18-803
SECOND READING**

MOTION: 19.01.117. Moved by: COUNCILLOR TOM BURTON
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 ±) from Municipal Reserve (MR) to Hamlet Residential (HR) District within SE-22-71-26-W5.

CARRIED

**BYLAW 18-803
THIRD READING**

MOTION: 19.01.118. Moved by: COUNCILLOR ROXIE RUTT
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 ±) from Municipal Reserve (MR) to Hamlet Residential (HR) District within SE-22-71-26-W5.

CARRIED

6.2 BYLAW 18-804 RE-DESIGNATE FROM AGRICULTURE ONE DISTRICT TO MUNICIPAL RESERVE

**BYLAW 18-804
SECOND READING**

MOTION: 19.01.119. Moved by: DEPUTY REEVE WINSTON DELORME
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.

CARRIED

**BYLAW 18-804
THIRD READING**

MOTION: 19.01.120. Moved by: COUNCILLOR SHAWN ACTON
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.

CARRIED

6.3 BYLAW 18-806 RE-DESIGNATE FORM AGRICULTURE ONE DISTRICT TO COUNTRY RESIDENTIAL ONE DISTRICT

**BYLAW 18-806
FIRST READING**

MOTION: 19.01.121. Moved by: COUNCILLOR LES URNESS
That Council give First Reading to Bylaw No. 18-806, to re-designate a 3.77-hectare \pm (9.31 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-2-69-6-W6.

CARRIED

**BYLAW 18-806
PUBLIC HEARING**

MOTION: 19.01.122. Moved by: COUNCILLOR DALE SMITH
That Council schedule a Public Hearing for Bylaw No. 18-806, to be held on February 25, 2019, at 10:00 a.m. for the re-designation of a 3.77 hectare \pm (9.31 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-2-69-6-W6.

CARRIED

**#7
OLD BUSINESS**

7.0 OLD BUSINESS

There was no Old Business presented.

**#8
NEW BUSINESS**

8.0 NEW BUSINESS

8.1 GRANDE CACHE OPERATING AND CAPITAL BUDGET

Administration and Council discussed the Grande Cache Operating and Capital Budget.

Reeve Gervais recessed the meeting at 12:00 p.m.

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

**GRANDE CACHE
OPERATING &
CAPITAL BUDGET**

MOTION: 19.01.123. Moved by: COUNCILLOR TOM BURTON
That Council accept the Grande Cache 2019 Proposed Operational and Capital Budget for information.

CARRIED

**NEEDS
ASSESSMENT
REPORT**

MOTION: 19.01.124. Moved by: COUNCILLOR TOM BURTON
That Council direct Administration to bring forward a needs assessment equipment report to the February 11th, 2019 Regular Council Meeting.

CARRIED

8.2 RESCIND MOTIONS

RESCIND MOTION

MOTION: 19.01.125. Moved by: COUNCILLOR DALE SMITH

That Council rescind Motion: 18.10.602 and Motion: 18.10.563 with regard to items that were previously motioned to be auctioned off as surplus equipment during the October 9th and 22nd Council meetings.

CARRIED

8.3 ALBERTA CONSERVATION ASSOCIATION

ALBERTA CONSERVATION ASSOCIATION – AERATION OF DOLLAR LAKES

MOTION: 19.01.126. Moved by: COUNCILLOR SHAWN ACTON

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

CARRIED

CORPORATE PARTNERS

MOTION: 19.01.127. Moved by: COUNCILLOR ROXIE RUTT

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

CARRIED

8.4 REQUEST TO HAVE FINANCIAL CHARGES REMOVED FROM A/R ACCOUNT #184985

TORQUE INDUSTRIAL LTD.

MOTION: 19.01.128. Moved by: DEPUTY REEVE WINSTON DELORME

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

CARRIED

8.5 SECOND WATER AND SEWER SERVICE TO PLAN 9421937 LOT C IN RIDGEVALLEY

SECOND WATER AND SEWER SERVICE

MOTION: 19.01.129. Moved by: COUNCILLOR ROXIE RUTT

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.

CARRIED

8.6 PEACE OFFICER PROGRAM

PEACE OFFICER PROGRAM

MOTION: 19.01.130. Moved by: COUNCILLOR DALE SMITH

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.

CARRIED

8.7 DEBOLT SENIORS HOUSING UPDATE

DEBOLT SENIORS HOUSING

MOTION: 19.01.131. Moved by: COUNCILLOR TOM BURTON

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.

CARRIED

8.8 BF71663 BRIDGE STRUCTURE

BF71663

MOTION: 19.01.132. Moved by: COUNCILLOR DALE SMITH

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.

CARRIED

8.9 REVISED POLICY 4004 EQUIPMENT CONTRACTOR REGISTRY

POLICY 4004

MOTION: 19.01.133. Moved by: DEPUTY REEVE WINSTON DELORME

That Council accept the revised Policy 4004 "Equipment Contractor Registry" as presented.

DEFEATED

MOTION: 19.01.134. Moved by: DEPUTY REEVE WINSTON DELORME

That Council direct Administration to acquire information from RMRF with regard to the New West Trade Agreement.

CARRIED

8.10 LETTER OF SUPPORT

LETTER OF
SUPPORT –
COUNTY OF
NORTHERN LIGHTS

MOTION: 19.01.135. Moved by: COUNCILLOR BILL SMITH
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.

CARRIED

8.11 PROPOSED SEASONAL GROUNDSKEEPER/LABOURER & MAINTENANCE LABOURER, GROVEDALE

SEASONAL
POSITIONS REPORT

MOTION: 19.01.136. Moved by: COUNCILLOR LES URNESS
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.

Councillor Roxie Rutt vacated the meeting at 3:10 p.m.

DEFEATED

FACILITY
MAINTENANCE
VALLEYVIEW
OFFICE

MOTION: 19.01.137. Moved by: COUNCILLOR SHAWN ACTON
That Council approve the proposed seasonal position in Facility Maintenance for a Seasonal Groundskeeper/Labourer at the Field Services Office in Valleyview.

CARRIED

FACILITY
MAINTENANCE
GROVEDALE OFFICE

MOTION: 19.01.138. Moved by: COUNCILLOR LES URNESS
That Council approve the proposed fulltime position in Facility Maintenance for a Maintenance Labourer in Grovedale.

CARRIED

Councillor Bill Smith vacated the meeting 3:27 p.m.

8.12 VALLEYVIEW CEMETERY AGREEMENT

VALLEYVIEW
CEMETERY
AGREEMENT

MOTION: 19.01.139. Moved by: COUNCILLOR TOM BURTON
That Council accept the Cemetery Agreement Report as presented, for information

CARRIED

8.13 VALLEYVIEW LIBRARY AGREEMENT

**VALLEYVIEW
LIBRARY
AGREEMENT**

MOTION: 19.01.140. Moved by: COUNCILLOR DALE SMITH
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.

**MOTION 19.01.140
DEFERRED**

MOTION: 19.01.141. Moved by: COUNCILLOR TOM BURTON
That Council defer motion 19.01.140. until an upcoming Regular Council Meeting.

CARRIED

8.14 VALLEYVIEW CUP CHARITY HOCKEY TOURNAMENT

**VALLEYVIEW CUP
CHARITY HOCKEY
TOURNAMENT**

MOTION: 19.01.142. Moved by: COUNCILLOR DUANE DIDOW
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 1st – 3rd, with funds to come from Community Service Miscellaneous Grant.

CARRIED

8.15 2019 WORLD JET BOAT CHAMPIONSHIP

**2019 WORLD JET
BOAT
CHAMPIONSHIP**

MOTION: 19.01.143. Moved by: DEPUTY REEVE WINSTON DELORME
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.

CARRIED

8.16 DRAFT CORPORATE SERVICES ORGANIZATIONAL CHART

**CORPORATE
SERVICES ORG.
CHART**

MOTION: 19.01.144. Moved by: COUNCILLOR DALE SMITH
That Council accept for information the attached Corporate Services Organizational Chart.

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;
January 14, 2019 Regular Council Meeting
Evergreen Foundation via Teleconference
- WARD 2** **REEVE DALE GERVAIS** submitted his update to Council on his recent activities, which include;
January 14, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Request to Meet with Dr. Verburg regarding recruitment
Multiplex Board Meeting
The River of Death & Discovery Dinosaur Museum Society Meeting
January 21, 2019 Committee of the Whole Meeting
Northern Alberta Elected Leaders Conference
- WARD 3** **COUNCILLOR LES URNESS** updated Council on his recent activities, which Include;
Municipal Planning Commission Meeting
Greenview Regional Multiplex Board Meeting
Greenview Regional Waste Management Commission Meeting
Breakfast with Jason Kenny
- WARD 4** **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;
January 14, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Sturgeon Lake Area Structure Plan Council Workshop
Valleyview & District Library Board Meeting
Greenview Regional Waste Management Commission Meeting
January 21, 2019 Committee of the Whole Meeting
Breakfast with Jason Kenny
Golden Triangle Consortium
- WARD 5** **COUNCILLOR DALE SMITH** updated Council on his recent activities, which Include;
January 14, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Smoky Applied Research & Demonstration Association Meeting
Heart River Housing Foundation Meeting

January 21, 2019 Committee of the Whole Meeting
Sturgeon Lake Area Structure Plan Council Workshop

WARD 6

COUNCILLOR TOM BURTON submitted his update to Council on his recent activities, which include;

Municipal Planning Commission Meeting
Sturgeon Lake Area Structure Plan Council Workshop
January 21, 2019 Committee of the Whole Meeting
Grande Prairie Regional Tourism Association Meeting
East Smoky Recreation Board Meeting
Greenview Municipal Library Board Meeting
Community Planning Association of Alberta Meeting

WARD 7

COUNCILLOR ROXIE RUTT submitted her update to Council on his recent activities, which include;

January 14, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Sturgeon Lake Area Structure Plan Council Workshop
FCSS Meeting
January 21, 2019 Committee of the Whole Meeting
Grande Spirit Foundation Meeting

WARD 8

COUNCILLOR BILL SMITH updated Council on his recent activities, which Include;

Municipal Planning Commission Meeting
Sturgeon Lake Area Structure Plan Council Workshop
Agriculture Services Board Meeting
January 21, 2019 Committee of the Whole Meeting
Agriculture Services Board Conference

DIVISION 9

COUNCILLOR DUANE DIDOW updated Council on his recent activities, which Include;

January 14, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Sturgeon Lake Area Structure Plan Council Workshop
FCSS Meeting
Community Futures West Yellowhead Meeting
January 21, 2019 Regular Council Meeting

DIVISION 9

COUNCILLOR TYLER OLSEN updated Council on his recent activities, which include;

January 14, 2019 Regular Council Meeting

Municipal Planning Commission Meeting

Sturgeon Lake Area Structure Plan Council Workshop

The River of Death & Discovery Dinosaur Museum Society Meeting

January 21, 2019 Committee of the Whole Meeting

Municipal Library Board Meeting

**MEMBERS
BUSINESS**

MOTION: 19.01.145. Moved by: COUNCILLOR DALE SMITH
That Council accept the Members Business for information.

CARRIED

**#10
CORRESPONDENCE**

10.0 CORRESPONDENCE

MOTION: 19.01.146. Moved by: COUNCILLOR SHAWN ACTON
That Council accept the correspondence for information, as presented.

CARRIED

**#11 CLOSED
MEETING**

11.0 CLOSED SESSION

CLOSED SESSION

MOTION: 19.01.147. Moved by: DEPUTY REEVE WINSTON DELORME
That the meeting go to Closed Session, at 4:27 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 PRIVILEGED INFORMATION

(FOIPP; Section 27)

11.3 CONFIDENTIAL EVALUATIONS

(FOIPP; Section 19)

OPEN SESSION

MOTION: 19.01.148. Moved by: COUNCILLOR TOM BURTON
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting return to Open Session at 5:16 p.m.

CARRIED

12.0 ADJOURNMENT

#12
ADJOURNMENT

MOTION: 19.01.149. Moved by: COUNCILLOR TOM BURTON
That this meeting adjourn at 5:17 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED



REQUEST FOR DECISION

SUBJECT: **Bylaw 19-808 Road Ban**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 11, 2019
DEPARTMENT: OPERATIONS
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – WHEREAS the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within the municipality;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.1 of the Alberta Traffic Safety Act, to enact Bylaws for the physical preservation of a highway under its direction, control and management, including any bridge that forms part of that highway by restricting the weight of a commercial vehicle or a commercial vehicle and any goods being carried by the vehicle, to weight that is less than the weight that may be borne;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.3 of the Alberta Traffic Safety Act, to delegate by Bylaw to an employee of the municipality or to a committee established by the Council the power to impose road bans;

Council Bylaw / Policy (cite) – 94-100: Road Ban Bylaw

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 19-808 Road Ban Bylaw.

MOTION: That Council give second reading to Bylaw 19-808 Road Ban Bylaw.

BACKGROUND/PROPOSAL:

Administration recently discovered that Bylaw 16-774 Road Ban Bylaw had received first and second reading in 2016, but did not receive third reading. As per the MGA Section 188; *the previous readings of a proposed bylaw are rescinded if the proposed bylaw (a) does not receive third reading within 2 years after the first reading*

Therefore administration is bringing forth the Road Ban Bylaw for Council's consideration.

The proposed Bylaw 19-808 maintains the overall intent of Bylaw 94-100 (to allow for weight restrictions on municipal roads) as well as Council's direction to require the signature of a Council member to enact a ban. Updates to the Bylaw include:

- The inclusion of specific definitions;
- Updated organizational titles; and,
- The Committee established by Bylaw 94-100 is removed.

Administration does not believe that the termination of the committee represents an issue as it has not been used in practice for some time and was largely defunct. The proposed Bylaw represents a process that is already utilized in practice.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of adopting the updated Road Ban Bylaw is that Council recognizes the current organizational structure and regulatory agencies.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or deny the recommended motion, however Administration does not recommend this because it could delay the road ban process resulting in extensive damage to Greenview roads.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Bylaw 19-808
- Bylaw 94-100



BYLAW NO. 19-808
Of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to regulate and manage the implementation of Road Bans by the Municipal District of Greenview No. 16.

WHEREAS the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within the municipality;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.1 of the Alberta Traffic Safety Act, to enact Bylaws for the physical preservation of a highway under its direction, control and management, including any bridge that forms part of that highway by restricting the weight of a commercial vehicle or a commercial vehicle and any goods being carried by the vehicle, to weight that is less than the weight that may be borne;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.152.3 of the Alberta Traffic Safety Act, to delegate by Bylaw to an employee of the municipality or to a committee established by the Council the power to impose road bans;

THEREFORE, it is hereby enacted by the Council of Greenview, a Bylaw that:

1.0. Shall be referred to as the *Road Ban Bylaw*.

2.0. DEFINITIONS

In this Bylaw:

- 2.1.1 COMMERCIAL VEHICLE, as defined in the Traffic Safety Act, means a vehicle operated on a highway by or on behalf of a person for the purpose of providing transportation but does not include a private passenger vehicle.
- 2.1.2 HIGHWAY, as defined in the Traffic Safety Act, means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes
 - (i) a sidewalk, including a boulevard adjacent to the sidewalk,
 - (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, but does not include a place declared by regulation not to be a highway.
- 2.1.3 ROAD BAN, as defined in the Traffic Safety Act, means the maximum allowable weight that may be borne on a Highway by a Commercial Vehicle pursuant to a regulation made under Sections 151 and 152 of the Traffic Safety Act.

3.0. GENERAL

- 3.1.1. Greenvview and its agents, shall not be liable for loss or damage caused by anything done or omitted to be done in good faith in the performance or intended performance of their functions, duties or powers under this Bylaw.

4.0. LEGISLATION

- 4.1.1 It is understood that the most recent versions of all respective Federal, Provincial and Municipal statutes apply under this Bylaw.

5.0. AUTHORITY & ENFORCEMENT

- 5.1.1 Each section of this Bylaw shall be read and construed as being separate and severable from each other section. Furthermore, should any section of this Bylaw be found to have been improperly enacted, that section or part shall be regarded as being severable from this Bylaw and the remaining Bylaw shall be effective and enforceable.
- 5.1.2 One Member of Council and Greenvview's Chief Administrative Officer or designate, shall enact or cancel Road Bans and limit or increase the allowable weights of Commercial Vehicles when and where necessary so as to prevent damages to any Highway within its jurisdiction.
- 5.1.3 Upon enacting or cancelling a Road Ban, signage shall be placed on or removed from the respective Highway(s), identifying the allowable weight of Commercial Vehicles.
- 5.1.4 Violators shall be prosecuted in accordance with Traffic Safety Act, the Provincial Offences Procedure Act: Procedures Regulation, and the Commercial Vehicle Dimension and Weight Regulation.

Read a first time this ____ day of ____ A.D., ____.

Read a second time this ____ day of ____, A.D., ____.

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

This Bylaw shall come into force and effect _____.

REEVE

CHIEF ADMINISTRATIVE OFFICER

BY-LAW NO. 94-100
of the Municipal District of Greenview No. 16

A By-law of the Municipal District of Greenview No. 16,
Province of Alberta, for the purpose of authorizing the
implementation of road bans on highways within the
Municipal District.

WHEREAS, the Minister of Transportation has, pursuant to Subsection 14(1) of the Motor Transport Act, being Chapter M-20 of the Revised Statutes of Alberta, 1980, as amended, authorized the Municipal Council of the Municipal District of Greenview No. 16 ("the Municipal District"), to exercise the powers specified in Section 14 of the said Motor Transport Act, including the implementation of road bans; and

WHEREAS, the Municipal District, in accordance with subsection 14(3) of the said Motor Transport Act, deems it advisable to establish a committee and to delegate to that committee the authority to exercise the powers specified in Section 14 of the said Motor Transport Act;

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

1. Words used in this by-law have the same meaning as words used or defined in the said Motor Transport Act.
2. There is hereby established a committee consisting of the following persons:
 - a) the Reeve of the Municipal District,
 - b) the Municipal Manager, and
 - c) the Municipal Superintendent of Public Works.
3. The Committee established herein has the full power and authority to:
 - a) prohibit the use of a secondary road, rural road or street by a traction engine or public vehicle, or by a class or classes thereof, for a period or periods that the Committee determines,
 - b) limit or restrict the speed of a traction engine or public vehicle, or of a class or classes thereof, using a secondary road, rural road or street, for a period or periods that the Committee determines, and
 - c) increase, limit or restrict the maximum gross weight that may be borne by a tire, an axle or an axle group, or any of them, or the maximum gross weight that may be borne by a vehicle or combination of vehicles on a secondary road, rural road or street for a period or periods that the Committee determines.
4. The Committee shall cause signs to be erected along the secondary road or rural road, as the Committee considers necessary to notify persons using the road of the prohibition, limitation, increase or restriction imposed.

... continued

BY-LAW NO. 94-100 OF THE MUNICIPAL DISTRICT OF GREENVIEW continued ...

5. Administration shall notify the respective Councillor(s) of the Committee's decision(s) as soon as possible.
6. This by-law shall take effect as and from the date of the third and final reading.

Read a first time this 27th day of April, A.D., 1994.

Read a second time this 27th day of April, A.D., 1994.

Read a third time and finally passed this 25th day of May, A.D., 1994.


REEVE


MUNICIPAL MANAGER



REQUEST FOR DECISION

SUBJECT: **Bylaw 19-807 2019 Operating Credit – Borrowing Bylaw**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 11, 2019 ICAO: DT MANAGER: DD
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: DD
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – MGA - Section 251 (1) and Section 256 (1)

Council Bylaw/Policy (cite) – Bylaw 18-788

RECOMMENDED ACTION:

MOTION: That Council give First Reading of Bylaw 19-807 - 2019 Operating Line of Credit Borrowing Bylaw.

MOTION: That Council give Second Reading of Bylaw 19-807 - 2019 Operating Line of Credit Borrowing Bylaw.

MOTION: That Bylaw 19-807 for the 2019 Operating Line of Credit Borrowing Bylaw be given unanimous consent for third and final reading.

MOTION: That Council moves Third and Final Reading of Bylaw 19-807 – 2019 Operating Line of Credit Borrowing Bylaw.

BACKGROUND/PROPOSAL:

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

While Greenview’s Administration had access to the \$5 Million for operating, the Operating Line of Credit has only been used to cover the monthly charges against Greenview’s ATB Master Card Account for over ten (10) years. The Master Card Account has an available limit of \$500,000.00.

ATB requires an annual renewal of the Operating Line of Credit.

MGA Section 256(3) allows Council to approve a borrowing bylaw without advertising if the term of the bylaw is does not exceed 3 years. Administration apologizes for the untimely presentation of this item, however, due to the heavy workload, this items slipped off our radar before the end of 2018. Administration has placed a reminder in our calendars to bring forward the 2020 Borrowing Bylaw to the November 25th meeting for

first and second readings and the December 9th meeting for third reading. However, to ensure that Administration has the proper authority to use this line of credit, Administration is requesting that Council please proceed with all three readings at the February 11th meeting.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There is no perceived disadvantages.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to refuse to give third reading to Bylaw 18-788. This is not recommended by Administration, due to the fact that this decision would indeed cancel Greenview's ability to use the corporate credit cards.

FINANCIAL IMPLICATION:

There are no financial implications 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

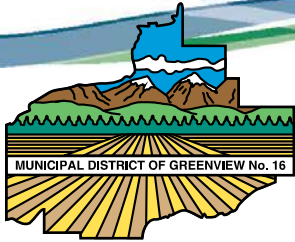
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Copy of Bylaw 18-788 (Repeal)
- Copy of Proposed Bylaw 19-807 (Proposed)
- Copy of MGA Section 251 (1) and Section 256 (1)




BYLAW NO. 19-807 of the Municipal District of Greenview No. 16

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

Whereas, the Council of the Municipal District of Greenview No. 16 (hereinafter called the “Corporation”) in the Province of Alberta considers it necessary to borrow certain sums of money for the purpose of current expenditures of the Corporation for its financial year commencing January 2019.

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

1. The Corporation borrow from Alberta Treasury Branches (hereinafter called “ATB”) up to the principal sum of FIVE MILLION DOLLARS (\$5,000,000.00), repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each every month.
2. The Corporation allocate \$500,000.00 of the \$5,000,000.00 Line of Credit, to the Corporation’s MasterCard Account Limit, inclusive of all Corporation issued MasterCards.
3. The Chief Elected Official and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. to apply to ATB for the aforementioned loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to the ATB;
 - b. as security for any money borrowed from ATB
 - i. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - ii. to give or furnish ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - iii. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish ATB the security or securities required by it.
4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are taxes, reserves, grants, etc.



5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.

6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.

7. Bylaw No. 18-788 is hereby repealed.

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

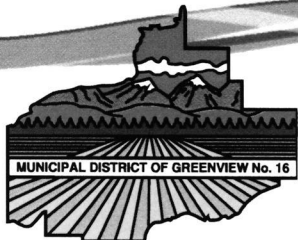
Read a first time this ____ day of ____, A.D., 2019.

Read a second time this ____ day of ____, A.D., 2019.

Read a third time and passed this ____ day of ____, A.D., 2019.

REEVE

INTERIM CHIEF ADMINISTRATIVE OFFICER



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

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

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

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

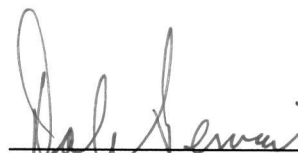
1. The Corporation borrow from Alberta Treasury Branches (hereinafter called "ATB") up to the principal sum of FIVE MILLION DOLLARS (\$5,000,000.00), repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB, and such interest will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

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

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

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

Read a third time and passed this 22nd day of January, A.D., 2018.


REEVE
CHIEF ADMINISTRATIVE OFFICER

Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26

Section 251 (1) A municipality may only make a borrowing if the borrowing is authorized by a borrowing bylaw.

(2) A borrowing bylaw must set out

- (a) the amount of money to be borrowed and, in general terms, the purpose for which the money is borrowed;
- (b) the maximum rate of interest, the term and the terms of repayment of the borrowing;
- (c) the source or sources of money to be used to pay the principal and interest owing under the borrowing.

Section 256 (1) This section applies to a borrowing made for the purpose of financing operating expenditures.

(2) The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.



REQUEST FOR DECISION

SUBJECT:	REC Lease for the Jason Delorme Memorial Site		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 11, 2019	ICAO: DT	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: GG	PRESENTER: SAR
STRATEGIC PLAN:	Development		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council directs Administration to proceed with the Recreation (REC) Lease application process to Alberta Environment and Parks (AEP) for the Jason Delorme Memorial site.

BACKGROUND/PROPOSAL:

Jason Delorme was an employee of the Town of Grande Cache as a Utility Operator I with the Department of Public Works. Delorme passed away November 2017 and, in his memory, a memorial site was developed under the direction of the previous Public Works Manager along the southeast shore of Victor Lake (SE-34-56-8-W6). This location is not within the Town boundary and is under the jurisdiction of the Alberta Environment and Parks (AEP).

The memorial site was selected because it was Delorme's favorite spot and it looks directly across to his home where his grandfather still resides. The area was cleared of trees and bushes, landscaped with gravel, a cement pad was poured, two benches were installed, and a plaque was erected. The work was completed by a local contractor at a cost of \$31,831.80. The site has been blessed by the Delorme family and is visited by many people in the community.

Upon completion of the memorial site in November 2018, Shauna Cooney, Lands Officer for Alberta Environment and Parks (AEP), informed the Town that the development needed approval by AEP and a REC Lease will have to be applied for, or have the memorial site removed and reclaimed. Susanne Nicholls, Development Officer for the Town of Grande Cache had the site surveyed and due to the dissolution of the Town, it is now a decision of the MD of Greenview's Council to decide if they want to proceed with the application process. In consultation with AEP, the site location requires a 30m treed buffer around the developed area. The total site is 0.479 hectares (1.18 acres).

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefits of Council accepting the recommended motion, is it will show solidarity amongst the communities and memorialize Jason Delorme along the lakeshore of Victor Lake that he loved.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The perceived disadvantage to the recommended motion, is it sets precedence to inquiry for other memorial locations in the community.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct administration to remove the memorial site and reclaim the area to its natural state, however this is not recommended because this site has already been developed and blessed by the Delorme family.

FINANCIAL IMPLICATION:

The financial implications are as follows:

Direct Costs: Application and renewal fees to AEP and land surveyor costs.

Ongoing / Future Costs: Maintenance costs and repairs to site as needed.

STAFFING IMPLICATION:

Staff would be required to regular site inspections and any provide maintenance as necessary. The REC Lease will have to be renewed every 5 to 10 years. The term of the lease is determined by AEP.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

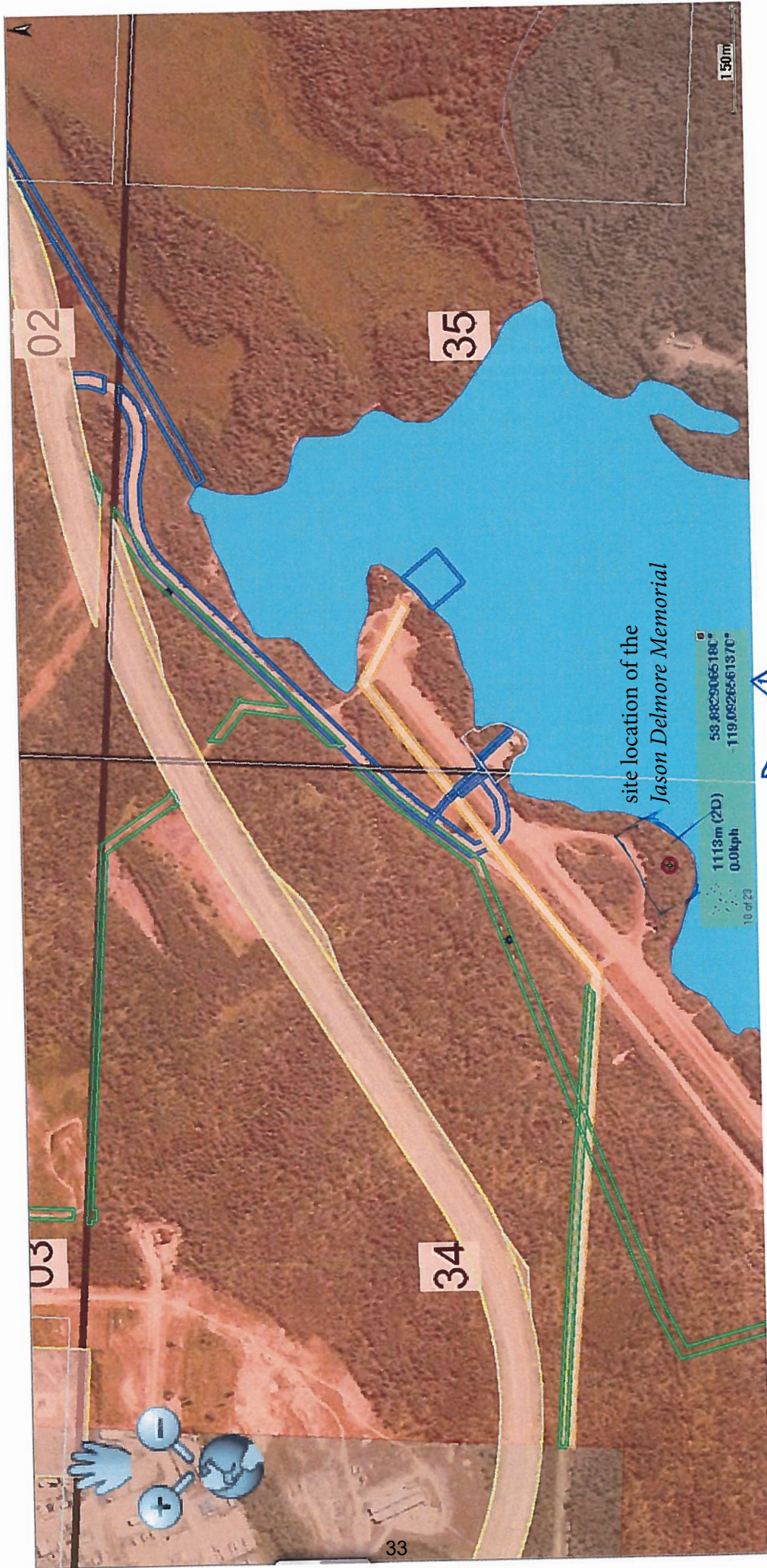
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- GPS coordinates (provided by AEP)
- Pictures of the memorial site
- Preliminary survey plan provided by McElhanney Land Surveys (Alta.) Ltd.



2018-11-08

- ~~last~~ for the memorial is required
- by AEP
- Survey will need to be done

Shawna Cooney

GPS coordinates
from Shawna

Jason Delorme Memorial



TABLE OF DISPOSITIONS - REPORT DATE: DECEMBER 19, 2018			
DISPOSITION NUMBER	DESCRIPTION	OWNER	AFFECTED LANDS ON PLAN
CNT 050033 (Expired Nov. 30, 2011)	CONSULTATIVE NOTATION	GRANDE CACHE OFFICE - LAND AND FOREST SERVICE - DEPT. OF SUSTAINABLE RESOURCE DEVELOPMENT	S.E. 1/4 SEC. 34 56-8-6
TFA 115938 TPA 2062 (Expired June 30, 2018)	TEMPORARY FIELD AUTHORIZATION	GRANDE CACHE COAL CORPORATION	S.E. 1/4 SEC. 34 56-8-6
	TRAPPING AREA	LARRY DELORME	S.E. 1/4 SEC. 34 56-8-6

TOWN OF GRANDE CACHE

PLAN

SHOWING SURVEY (HYBRID) OF
AS-BUILT RECREATION LEASE (REC)

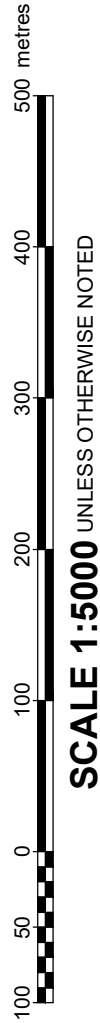
IN THEORETICAL

S.E. 1/4 SEC. 34

TWP. 56 RGE. 8 W.6 M.

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

ALBERTA



LEGEND

- Statutory Iron Posts found:
- Statutory Iron Posts placed:
 - Positions defined by Establishment Coordinates:
 - Ground verification points:
 - Numeric point identifiers placed next to each point:
 - Geo-reference points:
 - Area to be filled:
 - Bushline:

Statutory Iron Posts placed are marked "P057".

- This plan contains governing coordinates.
- Coordinates and bearings are referred to UTM Zone 11 NAD 83 (CSRS) Epoch 2002, and were derived at geo-reference point #1 using GNSS observations and Natural Resources Canada Precise Point Positioning (NRCAN PPP) service.
- Nadences are ground in metres and decimals thereof.
- Combined Scale factor: 0.999636.

ABBREVIATIONS

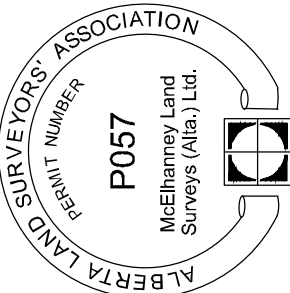
- | | | | | | |
|----------|---------------------------------------|--------|--------------------------------------|------|-------------------------------|
| c.s. | Countersunk | M. | Meridian | RGE. | Range |
| CSRS | Canadian Spatial Reference System | N. | North | RP | Geo-reference Point |
| C. of T. | Certificate of Title | No. | Number | RW | Right-of-Way |
| E. | East | NAD 83 | North American Datum 1983 | S. | South |
| EC | Establishment Coordinates (Governing) | NRCAN | Natural Resources Canada | SEC. | Section |
| Fd. | Found | OC | Observed Coordinates (Non-Governing) | TWP. | Township |
| GNSS | Global Navigation Satellite System | PIL | Pipeline | UTM | Universal Transverse Mercator |
| I. | Statutory Iron Post | Pl. | Placed | W. | West |

AREAS & DIMENSIONS

RECREATION LEASE	LOCATION	DIMENSIONS	OUTSIDE EXISTING DISPOSITIONS		WITHIN EXISTING DISPOSITIONS		TOTAL AREAS	
			HECTARES	ACRES	HECTARES	ACRES	HECTARES	ACRES
	56-8-6	IRREGULAR	0.479	1.18	0.000	0.00	0.479	1.18
0	Jan. 9/19							
REV.	DATE							
DESCRIPTION			REVISIONS					
Plan Issued			AS	BRG	MLD			
			DRAF	CHKD	SURV			

I, Benjamin R. Giesbrecht, Alberta Land Surveyor, solemnly declare that:

- the survey represented by this plan was made under my personal supervision;
- the survey was made in accordance with good surveying practices and in accordance with the provisions of the Surveys Act;
- the survey was performed on the date of December 13th, 2018, and that this plan is true and correct, and is prepared in accordance with the provisions of the Public Lands Act.
- I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.



Declared before me at the
Town of Hinton
in the Province of Alberta
this ____ of _____, 2018.

PRELIMINARY PLAN
SUBJECT TO REVISION

(Lash MacIntyre)
A Commissioner for Oaths in and for Alberta.
Commission expires on October 30th, 2019.

Alberta Land Surveyor

File No.:	BENJAMIN R. GIESBRECHT ALBERTA LAND SURVEYOR	JOB NO.	325108320
AFE No.:	McElhammy Land Surveys (Alta.) Ltd. 11400-10th Avenue Hinton, AB T7Y 1T1 T780-865-7200 F780-865-7321	PLAN ID.	H08320AB1

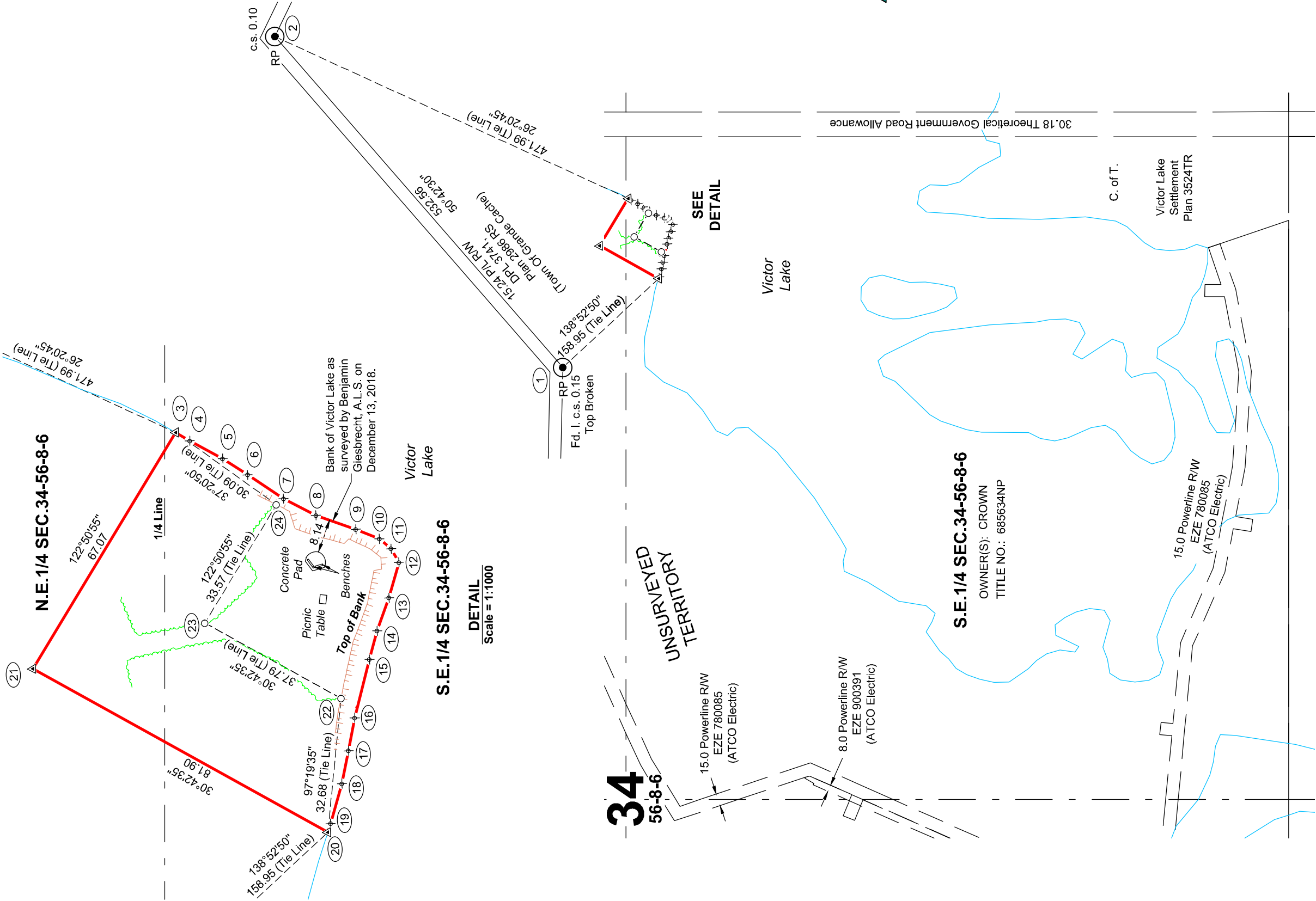


TABLE OF COORDINATES			
POINT NUMBER	NORTHING	EASTING	POINT DESCRIPTION
1	5972619.81	362297.86	Geo-reference point - Fd. I. c.s. 0.15 Top Broken
2	5972956.95	362709.88	Geo-reference point - Fd. I. c.s. 0.10
3	5972534.12	362500.50	Intersection of N.E. REC boundary with the surveyed bank of Victor Lake
4	5972530.76	362488.40	Surveyed Bank of Victor Lake
5	5972522.89	362493.82	Surveyed Bank of Victor Lake
6	5972516.97	362489.70	Surveyed Bank of Victor Lake
7	5972508.44	362483.68	Surveyed Bank of Victor Lake
8	5972500.70	362479.38	Surveyed Bank of Victor Lake
9	5972491.11	362475.70	Surveyed Bank of Victor Lake
10	5972485.46	362473.22	Surveyed Bank of Victor Lake
11	5972482.70	362470.76	Surveyed Bank of Victor Lake
12	5972480.91	362467.37	Surveyed Bank of Victor Lake
13	5972483.55	362458.83	Surveyed Bank of Victor Lake
14	5972486.69	362450.91	Surveyed Bank of Victor Lake
15	5972488.74	362444.03	Surveyed Bank of Victor Lake
16	5972492.75	362439.94	Surveyed Bank of Victor Lake
17	5972494.46	362422.00	Surveyed Bank of Victor Lake
18	5972496.31	362414.06	Surveyed Bank of Victor Lake
19	5972499.35	362404.46	Surveyed Bank of Victor Lake
20	5972500.10	362402.36	Intersection of S.W. REC boundary with the surveyed bank of Victor Lake
21	5972570.49	362444.17	N. boundary of REC lease
22	5972495.94	362434.76	Pi. I.
23	5972528.41	362454.05	Pi. I.
24	5972510.21	362482.25	Pi. I.



REQUEST FOR DECISION

SUBJECT: **Operations –Grande Cache Capital Budget - Operations – HDET**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 11, 2019 ICAO: DT MANAGER:
DEPARTMENT: CORPORATE SERVICES GM: GG PRESENTER: GM
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council approve Administration to add the List of Equipment to the Grande Cache Operations – Capital Budget.

MOTION: That Council approve Administration adding a Heavy Duty Equipment Apprentice to the Grande Cache Fleet Services Budget.

BACKGROUND/PROPOSAL:

As per Council's request, attached is a copy of a list of the Equipment that Administration recommends purchasing by year for 2019 to 2021 for the operations department. Should Council approve the additional list of equipment, the capital budget for 2019 will increase by \$1,422,000.00, the 2020 budget is noted at \$1,170,000.00 and the 2021 capital budget for this area is noted at \$850,000.00.

Also attached is a Service Enhancement Form for an Apprentice Heavy Duty Technician for the Grande Cache Shop. This position is a valuable position that will create a succession plan for the area. If Council approves this apprentice position, the cost to cover this position will be included in the 2019 through 2021 budgets.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Grande Cache operations equipment is updated in a timely manner.
 2. The benefit of Council approving the addition of a Heavy Duty Equipment Apprentice is that this position should create and assist with a succession plan for the Grande Cache Operations Shop/Fleet Services.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to approve the list of equipment as noted in the budget years in the attached Equipment List. However, this is not recommended by Administration due to ensuring that Greenview has a Grande Cache Operations Department that is equipped to provide efficient service to the Grande Cache area.

Alternative #2: Council has the alternative not to approve the Heavy Duty Equipment Apprentice, however, this is not recommended by Administration due to Administration creating a succession plan for the Grande Cache Shop/Fleet Services.

FINANCIAL IMPLICATION:

The cost will be reflected in the 2019 through 2021 Budgets.

Direct Costs: \$1,530,000.00

STAFFING IMPLICATION:

Operations will post the HDET position, which is the only staffing implications to this 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 proceed with tender call to get the best price for the equipment listed and will issue notice of the Heavy Duty Equipment Technician on Greenview's Website and other areas to attract resumes.

ATTACHMENT(S):

- List of recommended equipment and rationale.
- Service Enhancement Sheet for HDET

Equipment Replacements 2019 – 2021

2019

UNIT #	UNIT	REPLACEMENT COST
720	Loader	\$280,000
594	Service Truck	\$80,000
25	Bucket Truck	\$165,000
16	Gravel Truck	\$225,000
19	Water Truck	\$200,000
11	3 Ton Flat Deck Dump	\$90,000
New	Wille – 365 comes with 6 attachments	\$200,000
New	Mini-Excavator	\$182,000
TOTAL		\$ 1,422,000

2020

UNIT #	UNIT	REPLACEMENT COST
77	Sweeper	\$245,000
75	Vac-Tron	\$185,000
136	Volvo Grader	\$500,000
15	Gravel Truck	\$240,000
TOTAL		\$ 1,170,000

2021

UNIT #	UNIT	REPLACEMENT COST
124	Bobcat	\$75,000
132	JD Grader	\$525,000
14	Gravel Truck	\$250,000
TOTAL		\$ 850,000

Took Unit 126 out in 2020. Would like to replace it with a Wille 365 which comes with 6 attachments. The cost of the Wille is \$200,000 and has been placed in the 2019 Budget

Reasons to purchase a Wille:

1. Presently we are using 2 employees and 3 pieces of equipment for sidewalk snow removal and the Bobcat cannot be used for Crosswalk clearing.
 - The Wille will be more efficient, has articulated steering and is the perfect size for doing this job as the Bobcat is wider than the sidewalks and causes damage to the grass. This job would only require 1 employee and 1 piece of equipment due to the attachments that will be included, (broom, snow blower and the sander). The Wille can accommodate 2 attachments, 1 in the front and 1 in the back, which will help complete the task with less man power, less equipment usage, less travel back and forth to the shop for attachment changes and fuel savings. The Wille can be used for Crosswalk clearing instead of the employees needing to do this manually.
2. Presently we use the Bobcat with the forks for removal and handling of cardboard.
 - We will be getting the forks as one of the included attachments for this task.

The Wille has 50 different attachments available and if a special attachment is required that isn't available it can be designed and manufactured to fit this equipment. Some of the available attachments that could be utilized are:

Collecting sweeper, soil bucket, horizontal cutter (mower), articulating plow, high pressure washer, plate compactor, access platform Wille 9 and many others.

Reasons to purchase a Mini-Excavator:

- There are areas of the cemetery that we cannot access with the backhoe when we are digging graves due to space limitations.
- We will use this when we need to do a water dig.
- We can utilize this machine for ditch cleaning and to rebuild or make new ditches.



GREENVIEW SERVICE ENHANCEMENT FORM

Department: Operations Shop/Fleet Services

Area: Grande Cache

Service Title: Heavy Duty Equip. Technician Apprentice

Service Description & Benefits

The Grande Cache Shop/Fleet Services presently has one (1) mechanic. In the Grande Cache Budget presentation on January 28th, the department had an allotment for an additional mechanic only. However, to complete the line of succession planning, a Heavy Duty Technician is required for the Grande Cache Operations Shop/Fleet Services. With a large fleet that at this point requires considerable attention a unique opportunity has been given to us to set up a line of succession that should secure the Grande Cache Shop/Fleet Services for the future.

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	
Total Funding	\$0.00

Costs:

Type of Cost:

Dollar Amount:

- The cost for this position would be added to the 2019 Budget

	\$0.00
Total Cost:	\$0.00

Schedule

Service Starts 2019 03 25

Service Ends _____



REQUEST FOR DECISION

SUBJECT:	Loadrite Weighing System & Software		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 11, 2019	ICAO: DT	MANAGER: GM
DEPARTMENT:	OPERATIONS	GM: GG	PRESENTER: JF
STRATEGIC PLAN:	Infrastructure		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of Loadrite MMS and scale system and components in the amount of \$30 000.00 with funds to come from the Operating Contingency Reserve.

BACKGROUND/PROPOSAL:

It has been recognized that the current process of capturing gravel inventory and haul data during road gravelling and stockpiling programs takes a significant amount of time with duplication of efforts to verify data.

This starts with writing down information on haul cards, which comes from a digital scale in the loaders and ends with that same information being manually entered into a computer, making it digital again. Through interdepartmental cooperation between Operations and Corporate Services and consulting outside the organization to improve our process, it has been identified that we can more effectively utilize our loader scale computer hardware to interact with the manufacturer's material management software (MMS), keeping the flow of data digital, resulting in less time spent in data entry and verification.

From the MMS System, reports can be quickly generated for different requirements including calculating payments for the Accounts Payables process. Administration is proposing that we add the MMS software to the Operations Finance Coordinator and Administrative Support computers. As well as to two (2) Loadrite loader scales be upgraded with compatible computer hardware to work with the scales already installed, and one loader upgraded with a new loader scale with the necessary components installed since its scale is from a different manufacturer and not compatible with Loadrite's system.

BENEFITS OF THE RECOMMENDED ACTION:

1. Improved data records, quicker access to inventory reports and other haul data necessary for the auditing process.

2. Reduction in time spent verifying data written down on haul cards, summary sheets, and entering data.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to explore using a web-based app on mobile devices through which loader operators, truck drivers, or gravel checkers could enter relevant data. Three challenges of this system would have been cell reception, relying on data to be entered correctly, and the requirement to still transfer data manually from the scale to a device. This option was not pursued further once the capabilities of our current loader scales were explored.

FINANCIAL IMPLICATION:

Cost includes removal of old scale, a new scale and base to be installed in 1 loader, 2 additional bases to upgrade current scales in 2 loaders, and necessary additional parts and software licenses. Greenview already has 1 loader with all required components.

Direct Costs: \$30 000.00

Ongoing / Future Costs: Ongoing future costs will be covered in the annual operational budgets.

STAFFING IMPLICATION:

It is estimated that each day during gravel hauls, a minimum of 1 hour is spent by a job supervisor verifying the information on haul cards and checking it against a summary sheet and/or printed scale sheets. The Operations Finance Coordinator then verifies this information often with assistance, for a minimum of 5 hours per day of hauling.

It is expected that moving forward with the Loadrite system will eliminate the need for the job supervisor to verify information between multiple records and will free up at least 3 hours per day during hauling for adding, data entry, and verification for the Operations Finance Coordinator. No additional staff is required.

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:

Purchase and installation of hardware and software, training of operators, integrate system into operations.

ATTACHMENT(S):

- Loadrite 2018 Quote



BY ACTRONIC – A TRIMBLE COMPANY

ON-BOARD WEIGHING SOLUTIONS

R.L. RURKA SALES & SERVICE
AUTHORIZED DISTRIBUTOR

504 HIGHLAND DRIVE
SHERWOOD PARK, AB. T8A 6E3
TELEPHONE: 780-914-0005
TOLL FREE: 800-528-LOAD (5623)
FAX: 780-998-3936
E-mail: Loadrite@telus.net

September 7, 2018

Attention: Josh,

Thank you for your time regarding the Loadrite Computerized Weighing Systems.

The Loadrite is a microprocessor-based weighting system, giving a typical accuracy of +/- 0.2 - 1% by sensing the hydraulic pressure. With the addition of lift speed and machine bounce compensation (L2180), the Loadrite allows "Weighting On The Move" with no increase in loading time.

Please find enclosed our quotation for the supply and installation of Loadrite systems.

Also enclosed are the full specifications of this system including the optional LP950 printer and the LD940 Data Capture System.

If you would like any additional information or have any questions, please feel free to contact me.

Looking forward to being of further service to you.

Sincerely,

Rick Rurka
R. L. RURKA SALES & SERVICE INC.



BY ACTRONIC – A TRIMBLE COMPANY

ON-BOARD WEIGHING SOLUTIONS

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TOLL FREE: 800-528-LOAD (5623)
FAX: 780-998-3936
E-mail: Loadrite@telus.net

QUOTATION

September 7, 2018

To supply and install on a loader of your choice:
One LOADRITE digital weighing system as per the attached specifications.

Can. List

One LOADRITE Model L-2180 System. Three year warranty. \$10,595.00

Optional: LOADPRINT Model LP950 printer. \$1,667.00

Quick disconnect for wiring under the cab, parts and labor **\$250.00**
(Some shops have been requesting this)

Optional: LD958 Data Material Management System (base and mobile). \$2,395.00
This comes with the loader base, capsule, the MMS program and computer cable for downloading

Optional: LD954 MMS add on (does not come with a license for the program) \$1035.75
This comes with the loader base and capsule

Optional: LD951P Capsule \$775.00
This is an extra capsule if you wanted. You could stagger loader download days and use the capsule that comes with it I think you already have one extra.

GST Extra



BY ACTRONIC – A TRIMBLE COMPANY

ON-BOARD WEIGHING SOLUTIONS

R.L. RURKA SALES & SERVICE
AUTHORIZED DISTRIBUTOR

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SHERWOOD PARK. AB. T8A 6E3
TELEPHONE: 780-914-0005
TOLL FREE: 800-528-LOAD (5623)
FAX: 780-998-3936
E-mail: Loadrite@telus.net

CONDITIONS OF SALE:

TERMINATION: This quotation remains valid for a period of 30 days from the above date.

DELIVERY: 10-14 days (in most cases 2-3 days)

INSTALLATION: Installation date subject to negotiation.

BUYERS

OBLIGATIONS:

1. Loader to be available for approximately 10 hours.
2. Weigh bridge or suitable product of accurate known weight to be available for calibration purposes.
3. A welder to be available for approximately one half hour.

TERMS: Net 10 Days

WARRANTY:

Loadrite North America warrants all the components of the Loadrite weighing system and its optional accessories to the original purchaser to be free from defect in materials or workmanship for a period of one-year parts and labor from the date of original installation. The **L2180** is three years' parts and one-year labor. This warranty applies to the original installation only. This warranty does not apply to any items that have been subjected to abuse, accident or misuse; neither does this warranty apply to system calibration.

Loadrite North America will repair (or replace, at its option) any part of the Loadrite system that has failed as a result of defect in materials or workmanship.

Again, thank you for your inquiry, and we look forward to your response. In the meantime, if you have any further questions, please do not hesitate to contact us.



REQUEST FOR DECISION

SUBJECT: **Subsidized Snow Removal in Conjunction with the Home Support Program**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 11, 2019 ICAO: DT MANAGER: LH/GM
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: LH
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the report on the feasibility of a subsidized snow removal program in conjunction with the Home Support Program for information, as presented.

BACKGROUND/PROPOSAL:

On January 14, 2019, Council directed Administration to provide a report on the feasibility of subsidized snow removal in conjunction with the Family and Community Support Services (FCSS) Home Support program. The general purpose of the request was to explore ways to address snow removal in the Cooperatives and Enterprises within the Grande Cache area for those who struggle to maintain clear access to their homes in the winter months.

The current practice for removing snow in private driveways in Greenview is the landowner signs a liability waiver and purchases a flag for \$50.00. When a resident requires their driveway to be plowed, they insert the flag at the end of the driveway, which indicates to the grader operator to clear the snow from that particular driveway. It is incumbent on the landowner to ensure the driveway is large enough to accommodate a grader and is free of obstructions. The \$50.00 fee is charged every time the driveway requires snow removal. Eleven snow removal flags have been purchased over the last two years by Cooperative and Enterprise residents. Administration in Grande Cache has indicated that this low number may be due to lack of snow in the last two years combined with an increased cost of flags from \$30.00 to \$50.00 in 2017. This program is administered by the Greenview Operations Department.

Currently, the overall FCSS Home Support program, provides light housekeeping, meal preparation and transportation to essential services. An additional component to this program exists in the Cooperatives and Enterprises near Grande Cache in the form of a Handyman who performs minor home repairs and assistance with wood chopping.

When examining the potential to add a snow removal component to the program, Administration believes that while limited yard maintenance can qualify under an FCSS eligible expense, the demands of snow

removal are such that they fall within the realm of the Greenview Operations department. The primary reasons being, that FCSS does not have the staff capacity, expertise, financial means and ability to purchase, run and maintain the type of equipment required.

However, if this program were to exist within Greenview, due to current staff and equipment levels, one option would be to have a contractor fulfill the program obligations which may include:

- Currently 22 Home Support clients residing in the Cooperatives and Enterprises. Based on an average contractor's rate, the cost of clearing the 22 driveways for these existing clients is \$1,900.00 per event.
- A possibility exists that this program may expand to all driveways within the Cooperatives and Enterprises. There are 140 driveways within these areas, resulting in an estimated cost of \$6,780.00 per event.

Another option to consider is the purchase of additional equipment, including a skid steer, truck and trailer for an estimated cost of \$158,000.00. From an equipment perspective, a skid steer is considered to be the best option as a grader or tractor may be too big on driveways that have varying widths and poses an increased risk of hitting unforeseen objects resulting in equipment and property damage. This option would also require a staff person for its operation.

While providing a subsidized snow removal program is possible, it does have the potential to set a precedent within Greenview that may result in a perceived unfairness by ratepayers who are not able to access similar subsidies. If the program were to be made available to all ratepayers, the administrative and equipment costs would be considerable and an estimate of these costs cannot be foreseen at this time.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will be provided information regarding its January 14, 2019 motion, that Administration provide a report on the feasibility of subsidized snow removal in conjunction with the Family and Community Support Services Home Support program.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT: **Request to Adjust Utility Acct 80100.04**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 11, 2019 ICAO: DT MANAGER: DD
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: GD
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy No. AD 34

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to reduce the balance on Utility Account# 80100.04 by \$500.00 due to an Administration oversight.

BACKGROUND/PROPOSAL:

September 2017, a new water meter was installed to replace the non-working meter when the new owners purchased the house. The house remained empty until January 2018, at which time the owner called our office to advise that as of January 1, 2018, there would be renters in the house.

During the period January to October 2018, while there were renters in the house, the meter did not provide a reading for the volume of water used.

The homeowner called to advise that there was not any water usage on her utility bill, at this time Administration discovered that the meter was working, however the activation button in our financial system had not been activated and as a result, the system did not record any water usage at this property. The oversight was rectified and the system provided an actual reading of the meter. This reading included water used from January 1 to October 31, 2018, which resulted in an extremely high water bill of \$ 1,298.50.

This high amount was concerning to both the homeowner and Administration, however, Policy AD 34 requires Administration to provide Council with the justification for an account being adjusted or cancelled. A resolution of Council is required before Administration is able to adjust an account. Thus, Administration worked with the homeowner to create a payment plan to pay off the high balance over the next year or so.

Although the homeowner/tenant used the water, due to the clerical error and the time it took to rectify this issue, Administration is recommending that Council approve a reduction of \$500.00 to the homeowner's water bill.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to create a good working relationship between Administration, Council and the Ratepayer.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or deny the request to decrease Utility Account# 80100.04 by the \$500.00 requested, this is not recommended by Administration due to the Administrative oversight with this account.

FINANCIAL IMPLICATION:

The financial implication based on the recommended motion is a reduction of funds collected by \$500.00.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenvue has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision on this request, Administration will contact Abram & Helena Harms regarding Council's decision.

ATTACHMENT(S):

- Policy AD 34



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

Section:
ADMINISTRATION

POLICY NUMBER: AD 34

**POLICY TITLE: ACCOUNTS RECEIVABLE CANCELLATION OR
ADJUSTMENTS**

Page 1 of 1

Date Adopted by Council / Motion Number:

10.03.824

PURPOSE:

To provide effective control of adjustments and cancellations to accounts receivable.

POLICY:

The Municipality will process adjustments / cancellations only after appropriate authorization has been obtained.

- 1.0 Administration will make a minimum of three attempts to collect outstanding Accounts Receivable prior to making a recommendation for cancellation.
- 2.0 Administration will provide written documentation to Council indicating the reason the Accounts Receivable is being cancelled or adjusted.
- 3.0 Cancellation of Accounts Receivable, *excluding tax accounts*, up to and including \$100.00 requires approval of the C.A.O. Cancellation of accounts in excess of \$100.00 requires Council approval.
- 4.0 Accounting or clerical errors (including clerical errors on tax accounts), Court of Revision or Assessment Review Board changes will be cancelled or adjusted with the authorization of the C.A.O.

REEVE

C.A.O.



REQUEST FOR DECISION

SUBJECT: **2019 All Staff Day Event Budget**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 11, 2019
DEPARTMENT: CORPORATE SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council allocate \$41,300.00 in the 2019 Operational Budget to cover the cost of the All Staff Day event at Evergreen Park, Grande Prairie.

BACKGROUND/PROPOSAL:

In prior years and before acquiring the Grande Cache staff, Council allocated \$20,000.00 for All Staff Day. The event was held at Memorial Hall in Valleyview. The cost of the venue was minor, which helped in keeping the budget allocation for the event within budget. There were 2 staff in Grande Cache and 15 staff in Grovedale and 2 staff in DeBolt, with the remaining 152 staff reporting to work in the Valleyview area.

Due to Greenview inheriting the former Town of Grande Cache's employees, the 2019 All Staff Day is at Evergreen Park, in Grande Prairie. The rationale for the change in venue is based on the substantial increase in staff and the vast distances between the Valleyview and Grande Cache areas. Greenview's staff locations range from Valleyview to DeBolt to Grovedale and Grande Cache. Greenview has approximately 262 staff (includes the new positions approved in 2019 budget) with 80 staff being located in Grande Cache area.

The overall change means that Administration had to rethink the logistics of All Staff Day. We need to transport all of the staff to Grande Prairie. One option to accomplish this is to hire buses to take staff from all areas of Greenview to Grande Prairie at a cost of approximately \$6,500.00. Another option is to direct staff to take Greenview vehicles ensuring all seats are in use in each vehicle and transport staff to Grande Prairie. With this option, there will be need for some personal vehicle use, again with all seats being in use. However, this will be less expensive than busing. A return trip to Grande Prairie in a personal vehicle is approximately \$125.00.

While the cost of the event is substantially higher than previous years, please keep in mind that the 2019 All Staff Day event is the formal welcome to Greenview event for all of the Grande Cache employees as well as a day of appreciation of Greenview's staff.

To provide Council with an understanding of why the 2019 investment in All Staff Day is higher than in the past, the following is a breakdown of the estimated investment for the event:

2019 All Staff Day – Proposed Budget – 270 people		
Speaker	\$11,500.00	Surprise speaker
Evergreen	\$ 2,400.00	Rent for 2 big rooms
Evergreen	\$ 8,500.00	Lunch and refreshments - \$31.50/person
Evergreen	\$ 157.50	35 table cloths
Evergreen	\$ 150.00	Staging
Evergreen	\$ 350.00	Sound system
Supplier	\$ 9,450.00	Promotional items
Buses (4) + GC bus *	\$ 6,500.00	Transportation option
Contingency (5%)	\$ 2,300.00	For unexpected logistics
Total Budget	\$41,300.00	

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to ensure that Administration has sufficient Council approved funds to cover the 2019 All Staff Day Event.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct Administration to arrange travel using Greenview vehicles, Grande Cache Community Bus and use of personal vehicles only as needed.

FINANCIAL IMPLICATION:

The cost are noted in the inserted table within the RFD.

Direct Costs: \$41,300.00

Ongoing / Future Costs: The future investment will be similar to the 2019 investment.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion. The All Staff Day event is an annual event that is within Administration annual work plan.

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 move forward with booking the speaker, ordering promotional items, arranging transportation and finalizing the arrangement with Evergreen Park staff.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT:	Conditional Grant Agreement – Transitional Restructuring Funds – Grande Cache		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 11, 2019	ICAO: DT	MANAGER:
DEPARTMENT:	FINANCE	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 grant approval to Reeve Dale Gervais and Interim Chief Administrative Officer, Denise Thompson; to sign the 2018/19 Alberta Community Partnership Agreement on behalf of Greenview.

BACKGROUND/PROPOSAL:

Administration received a Conditional Grant Agreement from the Municipal Restructuring Component Transitional and Infrastructure/Debt Servicing Streams within Municipal Affairs. The agreement provides \$3,300,000.00 to Greenview for the restructuring of Grande Cache. The restructuring includes integrating administration and financial systems, as well as infrastructure repairs and upgrades, which may include water distribution system, sewage collection, and recreation facilities within the former Town of Grande Cache.

The agreement requires that Greenview must obtain a motion of Council accepting the funds for the use as prescribed in the agreement. The grant money is for Grande Cache related projects since January 1, 2019. Greenview is responsible to use the funds by January 31, 2021. Any unused funds must be returned to the province. Administration will submit a detailed report outlining the use of the funds to the Minister's office at the end of the program.

Once the agreement is signed by, Greenview authorized signing officers, and returned to Municipal Affairs, the province will release a cheque for the full amount of the grant within one month of the Minister signing the agreement.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will receive funds from the provincial government to assist with transitioning Grande Cache Administration to Greenview's Administration.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Administration is not recommending any alternative actions since any alternative actions may jeopardise Greenview's opportunity to receive transitional funds to help with the cost of transitioning Grande Cache Administration to Greenview's Administration.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision, Administration will ensure the document is signed and returned to Municipal Affairs in a timely manner.

ATTACHMENT(S):

- 2018/19 Alberta Community Partnership – Conditional Grant Agreement

2018/19 ALBERTA COMMUNITY PARTNERSHIP

**Municipal Restructuring Component
Transitional and Infrastructure/Debt Servicing Streams**

CONDITIONAL GRANT AGREEMENT

BETWEEN:

HER MAJESTY THE QUEEN in Right of the Province of Alberta as
represented by the Minister of Municipal Affairs
(hereinafter called "**the Minister**")

AND

MUNICIPAL DISTRICT OF GREENVIEW NO. 16 in the Province of Alberta
(hereinafter called "**the Grant Recipient**")

WHEREAS the Minister has approved the Grant Recipient's grant application and has agreed to make a one-time conditional grant in the amount of **THREE MILLION THREE HUNDRED THOUSAND DOLLARS (\$3,300,000)**, (hereinafter called "the Grant") to the Grant Recipient pursuant to the Municipal Affairs Grants Regulation;

AND WHEREAS the Grant Recipient and the Minister are entering into a Conditional Grant Agreement (hereinafter called "the Agreement") governing the use and purpose of the Grant.

Preamble:

The purpose of the grant is to support the Grant Recipient with completing transitional restructuring activities related to the former Town of Grande Cache that involves integrating administration and financial systems, as well as infrastructure repairs and upgrades which may include water distribution system, sewage collection, and recreation within the former Town of Grande Cache.

The parties agree as follows:

1. The Minister shall:

- (a) subject to the provisions of the Agreement, pay the Grant Recipient a one-time conditional grant in the amount of **THREE MILLION THREE HUNDRED THOUSAND DOLLARS (\$3,300,000)**, to carry out the activities set out in Schedule "A" (hereinafter called "the Project") as attached hereto and forming an integral part of this Agreement;
- (b) provide the Grant to the Grant Recipient by a lump sum payment within one month of the Minister signing the Agreement;
- (c) have the right to conduct an evaluation or audit of the Project at any time; and
- (d) have the right to publish and distribute any report submitted by the Grant Recipient, to the Minister, on the Project.

2. The Grant Recipient shall:

- (a) carry out the Project as set out in Schedule “A”, without material alteration;
- (b) use the entire amount of the Grant for the purpose of carrying out the Project;
- (c) if grant funds are invested, apply any income earned on the Grant to the Project;
 - i. the Grant Recipient may invest the funds provided, or unutilized portions thereof, in accordance with the terms of Section 250 of the *Municipal Government Act*;
 - ii. the Grant Recipient shall determine and report the “actual income earned” on the unexpended funds invested and all such income including other credit adjustments as outlined in the Program Guidelines;
- (d) not use any part of the Grant, including any income earned thereon, to pay for work done or materials obtained before January 1, 2019;
- (e) complete the Project and use the Grant, including any income earned thereon, by January 31, 2021;
- (f) notify and seek approval from Municipal Affairs in writing of any significant changes in circumstances that may affect the project timelines specified in sub-clause 2(e) above, or the implementation of the Project as described in Schedule “A”;
- (g) be responsible for any cost over-runs incurred in carrying out the Project;
- (h) submit a Final Statement of Funding and Expenditures to the satisfaction of the Minister within 60 days after the Project completion date outlined in 2(e) above, or sooner if the project is completed prior to the Project completion date – includes project information on the grant amount received, income earned and financial information, including expenditures;
- (i) carry out the Project in accordance with all applicable laws, regulations and generally accepted standards;
- (j) ensure that all resource personnel involved in the Project are suitably qualified; and
- (k) refund any unexpended portion of the Grant and any amounts expended for purposes other than for those specified in this Agreement to the Government of Alberta.

3. The Grant Recipient represents and warrants to the Minister that:

- (a) the execution of the Agreement has been duly and validly authorized by the Grant Recipient in accordance with all applicable laws;
- (b) the Grant Recipient has or will obtain a motion or council resolution; and
- (c) in accordance with this Agreement, it will provide all the required Project administration, compliance reporting, and documentation, as required.

4. If the Grant Recipient does not meet all of its obligations under this Agreement, or uses the Grant for any unauthorized purpose, the Minister will notify the Grant Recipient of such breach in writing and the Grant Recipient will have 30 days to remedy such breach. If, in the opinion of the Minister, the Grant Recipient does not remedy the breach, the Minister may terminate the Agreement without further notice to the Grant Recipient and demand the immediate refund of the Grant, or such lesser amount as the Minister may determine, to the Government of Alberta.

5. The Minister may terminate this Agreement for any reason by notifying the Grant Recipient in writing upon 60 days notice. Upon receipt of the notice of termination, the Grant Recipient shall only use the Grant to pay reasonable wind-down costs and committed expenses related to the Project. Immediately upon termination of the Agreement, the Grant Recipient shall refund to the Government of Alberta any unexpended portion of the Grant and any amounts expended for purposes other than those specified in this Agreement.
6. This Agreement shall come into effect on the date that the Minister or his representative signs the Agreement.
7. This Agreement shall expire on the date that the Grant Recipient has met all provisions of this Agreement, unless terminated earlier by the Minister in accordance with this Agreement.
8. Amendments to this Agreement, including changes to Schedule "A", may be necessary from time to time and may be initiated by either the Minister or the Grant Recipient in writing and shall be agreed upon by both parties.
9. The Minister and the Grant Recipient acknowledge that the *Freedom of Information and Protection of Privacy Act* (FOIP) applies to all information generated, collected or provided under this Agreement, and will comply with its provisions.
10. The Grant Recipient agrees to indemnify and hold harmless the Minister, his employees, and agents from any and all actions, claims, demands and costs whatsoever, arising directly or indirectly, out of any act or omission of the Grant Recipient or its employees or agents, with respect to carrying out the purposes of this Agreement.
11. The Agreement, including the attached Schedule "A", is the entire agreement between the Minister and the Grant Recipient with respect to the Grant from the Minister for the Project. There are no other agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.
12. The following clauses shall survive expiry or termination of this Agreement:
 - (a) FOIP – Clause 9,
 - (b) Indemnity – Clause 10, and
 - (c) Entire Agreement – Clause 11.

13. Any notice under this Agreement shall be deemed to be given to the other party if in writing and personally delivered, sent by prepaid registered mail, sent by facsimile transmission, or emailed to the addresses as follows:

The Minister

c/o Director, Grant Program Delivery
Alberta Municipal Affairs
15th Floor Commerce Place
10155 - 102 Street
Edmonton AB T5J 4L4
Email: acp.grants@gov.ab.ca

The Grant Recipient

c/o Chief Administrative Officer
Municipal District of Greenview No. 16
PO Box 1079
Valleyview AB T0H 3N0
Email: denise.thompson@mdgreenview.ab.ca

14. The rights, remedies, and privileges of the Minister under this Agreement are cumulative and any one or more may be exercised.
15. If any portion of this Agreement is deemed to be illegal or invalid, then that portion of the Agreement shall be deemed to have been severed from the remainder of the Agreement and the remainder of the Agreement shall be enforceable.
16. This Agreement is binding upon the parties and their successors.
17. The parties agree that this Agreement will be governed by the laws of the Province of Alberta.

The parties have therefore executed this Agreement, each by its duly authorized representative(s), on the respective dates shown below.

HER MAJESTY THE QUEEN
in Right of the Province of
Alberta as Represented by
the Minister of Municipal Affairs

WITNESS SIGNATURE

Per: _____
DEPUTY MINISTER
MUNICIPAL AFFAIRS

Date: _____

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

WITNESS SIGNATURE

Per: _____
CHIEF ELECTED OFFICIAL SIGNATURE

PRINT NAME AND TITLE

PRINT NAME AND TITLE

Date: _____

WITNESS SIGNATURE

Per: _____
DULY AUTHORIZED SIGNING OFFICER SIGNATURE

PRINT NAME AND TITLE

PRINT NAME AND TITLE

Date: _____

**2018/19 Alberta Community Partnership – Municipal Restructuring Component
Transitional and Infrastructure/Debt Servicing Streams**

**CONDITIONAL GRANT AGREEMENT
SCHEDULE “A”**

The Grant Recipient will carry out the following transitional activities and infrastructure and/or debt servicing activities relating to the former Town of Grande Cache:

Project Activities	Grant Amount
Undertake dissolution transition activities that may include: <ul style="list-style-type: none"> • audit of finances from pre-restructured municipality/municipalities; • community engagement activities, including but not limited to advertising, public notices, signage to communicate with residents, ratepayers and other stakeholders following restructuring; • infrastructure audit or asset management plan (following dissolution); • integration or migration of administrative systems, including but not limited to accounting and financial, assessment, communications, geographic information systems, geographic information systems, records management, and taxation systems; • legal and legislative costs, including but not limited to contracts review, land title fees, electoral boundaries review, conducting by-elections, and bylaw and policy reviews; • library cost, such as the re-establishment of a municipal library board in the restructured municipality; • organization review; and • personnel costs, including but not limited to additional staff time associated with the post-restructuring transition, staff training, and severance for staff employed in the former municipality or municipalities. 	\$300,000
Conduct infrastructure repair and upgrade projects and/or debt servicing activities that may include: <ul style="list-style-type: none"> • sewer treatment plant upgrades; • raw water intake line upgrades; • recreation centre repairs and upgrades; • municipal campground infrastructure upgrades; and • any other infrastructure assets or systems identified on the infrastructure audit report for the former Town of Grande Cache. 	\$3,000,000
Total Grant Amount	\$3,300,000

Undertake any related activities which may include:

- supporting plans and studies;
- development of agreements; or
- project specific research and administration.



REQUEST FOR DECISION

SUBJECT: **Annual Pond Hockey Tournament**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 11, 2019
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Quality of Life

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$1,356.54 to the Grande Cache Community Friends for the Annual Pond Hockey Tournament in Grande Cache, March 9th, 2019, with funds to come from Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

The Grande Cache Community Friends organization is hosting the first Annual Pond Hockey Tournament in Grande Cache, March 9th, 2019. The tournament will be a community event which will engage the residents of both Ward 1 and the hamlet of Grande Cache Ward of Greenview. The organizers are attempting to promote community spirit and good will within the community. It is their belief that this type of activity will be well received by the community as a whole, and that it will help facilitate co-operation and interaction between the residents of the two wards. The Grande Cache Community Friends hopes the event will become a self-sustaining community event that may possibly be incorporated with future Family Day activities for the two wards.

The organization is requesting sponsorship of the event to purchase six pond hockey nets that will be re-usable from year to year. A trophy with plaques that can be engraved with the annual winner's name and displayed at the Recreation Centre. In addition, the following items will be purchased: t-shirts for the participants and winners, hot dogs, buns and hot chocolate for participants and onlookers. The burgers and coffee will be provided to all participants and onlookers at no charge, thanks to a couple of personal donations from community members.

The local Co-op store has offered to provide the hot dogs etc., therefore, the total amount requested is \$1,356.54, with the cost breakdown defined as follows:

50 t-shirts @\$7.54 each + GST = \$395.85

6 pond hockey nets @ \$127.49 each + GST = \$803.19 (these will be re-used year to year)

Trophies and medals = approximately \$150 + GST = \$157.50

Greenview has sponsored other sporting events such as the Valleyview Cup Hockey Tournament in the amount of \$300.00 and the Valleyview Petroleum Association 60th Annual Curling Bonspiel in the amount of \$500.00.

The Community Service Miscellaneous Grant has a balance of 1,111,936.64 as of February 10, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview will be supporting a community interaction event.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The potential disadvantage of the recommended motion is that as Greenview continues to support sporting events, a precedent is set and reinforced which may result in a continued increase in funding requests of this nature.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny or alter the grant amount recommended for the Grande Cache Community Friends for the Annual Pond Hockey Tournament.

FINANCIAL IMPLICATION:

Direct Costs: \$1,356.54

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 with Council's resulting decision.

ATTACHMENT(S):

- Grande Cache Community Friends – Annual Hockey Tournament Sponsorship Request

Teresa Marin

From: Linda Rowbotham <lindrowb@gypsd.ca>
Sent: Wednesday, January 23, 2019 12:01 PM
To: Teresa Marin
Subject: Grant

Dear Ms. Marin

I am writing to you with regard to obtaining a grant from the MD in support of The First Annual Pond Hockey Tournament to be held in Grande Cache on the weekend of March 1-3 2019.

The tournament will be a community event which will engage the residents of both Ward 1 and the Grande Cache Ward of the MD.

We are asking for your support for the purchase of six pond hockey nets (re-usable from year to year) A trophy with plaques that can be engraved with each year's winners and displayed at the rec. centre; T shirts for winners and participants ; hot dogs , buns and hot chocolate for participants and onlookers.

It is our hope that this will become a self sustaining community event that we could possibly incorporate into future Family Day activities for the two wards.

We realize that this request comes after the formal grant deadline , however we would ask that the MD give us consideration , if possible.

Our organization, Grande Cache Community Friends, is attempting to promote community spirit and good will within our community .

It is our belief that this type of activity will be well received by the community as a whole and that it will help to facilitate co-operation and interaction between the residents of the two wards. This will, in turn, help us to become more familiar with Ward 1 residents and how our charitable organization might be able to help them.

We really hope that the MD will be able to help us out. If you have any questions about our request please contact Linda Rowbotham lindrowb@gypsd.ca or Denise Hagg denisehagg2010@gmail.com

Thank You

Respectfully

Linda Rowbotham (for Grande Cache Community Friends)

--

Linda Rowbotham

This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

Teresa Marin

From: Linda Rowbotham <lindrowb@gypsd.ca>
Sent: Thursday, January 24, 2019 11:18 AM
To: Teresa Marin
Subject: Re: Grant

Hi Teresa

Further to your e-mail this morning , here is a breakdown of our request for support.

50 t-shirts @\$7.54 each + gst = \$395.85

6 pond hockey nets @ \$127.49 each + gst = \$803.18 (these will be re-used year to year)

trophies and medals = approx 150 + gst = \$157.50

We have approached our local Co-op store and they have offered to provide the hot dogs etc. and so our anticipated cost for the event would be \$1356.54 These costs are reflective of our needs for this event. We would be very pleased if the MD would consider supporting this event which will be positive for both the community at large and will also promote our organization 100 Caring Hearts.

Should council decide to support this event a cheque should be made payable to Grande Cache Community Friends Association.

Once again my thanks for considering our request.

Respectfully

Linda Rowbotham (President Grande Cache Community Friends Association -100 Caring Hearts)

On Thu, Jan 24, 2019 at 8:16 AM Teresa Marin <Teresa.Marin@mdgreenview.ab.ca> wrote:

Hi Linda,

I have received your request for grant funding and after reviewing it have a few questions prior to submitting it to Council for their consideration.

- Please submit the dollar amount that you are requesting for this event.
- If Council were to provide the funding, who would the funds be made payable? Does the Grande Cache Community Friends have a bank account?

Thank you.

Teresa

From: Linda Rowbotham [mailto:lindrowb@gypsd.ca]
Sent: Wednesday, January 23, 2019 12:01 PM



REQUEST FOR DECISION

SUBJECT:	Rising Above – 11th Annual “Hope Lives”		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 11, 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 accept the Rising Above 11th Annual “Hope Lives” Sponsorship request for information, as presented.

BACKGROUND/PROPOSAL:

Rising Above Ministry is hosting their 11th Annual ‘Hope Lives’ Banquet at the Evergreen Park, Entrec Centre, March 16, 2019. The event is the organization’s major annual fundraiser. The evening features a buffet dinner, silent auction, live auction and participants share their story of finding hope.

Rising Above states that they continue to help not just homeless people in Grande Prairie, but all people with addictions, or emotional hurts and trauma that are struggling in life and are caught in life defeating cycles. Their mission statement is the following: “Rising Above is committed to helping people break cycles of defeat.”

Rising Above is supported by individuals, businesses, churches and grants. The raised funds go directly to achieve their goals of relieving poverty and other related social issues through their Christian based H.E.L.P.S. (Housing, Employment Readiness, Life Skills, Personal Development and Spiritual Formation) programs.

Rising Above is requesting sponsorship funds for the fundraising banquet event. Greenview has not provided sponsorship funds to this organization in the past for their annual fundraising event. However, Greenview has provided \$15,000.00 in capital funds for their phase II expansion project which repurposed the former Young Offenders Centre in Grande Prairie with larger office space.

Administration contacted Green View FCSS to ask them if they may consider sponsorship of this event. Green View FCSS Administration indicated that their board would review this type of grant application had it arrived within their deadline. Green View FCSS does not accept grant applications after their deadline lapses.

The Community Service Miscellaneous Grant has a balance of 1,111,936.64 as of February 10, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Council will be provided information regarding the organization's purpose, event details and that the organizer requested Greenview sponsorship.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion for information and provide sponsorship funding, however, this may set a precedent, as this type of sponsorship is something that Green View FCSS board reviews, therefore, the possibility of future double sponsorship may occur.

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 inform the organizer of Council's sponsorship decision.

ATTACHMENT(S):

- Rising Above – Sponsorship Request



11007 106th Street
Grande Prairie, AB
T8V 2Z3

www.risingabovegp.com

Director: Mel Siggelkow
Email: mel@risingabovegp.com
Phone: 780.533.3025

Committed to
helping people break their
cycles of defeat by providing
H.E.L.P.S.

Housing

Employment

Life-Skills

Personal Development

Spiritual Formation

December 2018

Dear Supporter of Rising Above Ministry,

March 16th, 2019, is the night of our 11th Annual 'HOPE LIVES' BANQUET for Rising Above, at the ENTREC Centre, at Evergreen Park. This is a major fundraiser for our organization, and an opportunity for us to share the passion and work that Rising Above does in our community. The evening features a buffet dinner, a silent auction and a live auction, and participants share their story of finding hope.

Rising Above continues to help not just homeless people in Grande Prairie, but ALL people with addictions, or emotional hurts and trauma that are struggling in life and are caught in life defeating cycles.

Our mission statement says "Rising Above is committed to helping people break cycles of defeat"

Would you consider partnering with us for the evening by supporting us financially or a gift-in-kind (sponsorship, auction item, supply or service)? We know that without the help of community minded people like you that we would never be able to reach out to people who are trapped in cycles of defeat and help them find hope and wholeness.

Rising Above is supported by individuals, businesses, churches, and grants. These raised funds go directly to achieve our goals to relieve poverty and other related social issues through our Christian based H.E.L.P.S. programs.

We very much appreciate your participation in this year's banquet, please fill out the attached form confirming your support and send it to the email address provided or mail/drop off to Park Campus at your earliest convenience. If you have any further questions about this event please contact our office.

God Bless you and thank you for your support to help broken people realize that Hope Lives.

Sincerely,

Mel Siggelkow
Executive Director



11th Annual "HOPE LIVES"

2019 Banquet Sponsorship Packages

A **Sponsor** is a business or individual who believes God is calling Rising Above to share the word that Hope Lives and believes that Rising Above and their commitment to help individuals break the cycles of defeat are making a difference in people's lives.

Sponsorships of more than \$5000 will receive all applicable benefits below, with added special individualized Rising Above promotional recognition. Please contact Rising Above for more information.

HOPE "Banquet" SPONSORS - \$1000 up to \$5000.00

- All **Hope Sponsors** will receive complimentary banquet tickets.
 - Up to 16 tickets = \$3000 to \$5000.
 - Up to 8 tickets = \$1000 to \$2999.
- All **Hope Sponsors** will receive acknowledgment at the banquet in recognition of your contribution.
- All **Hope Sponsors** will have their logo on signage at the banquet acknowledging sponsorship
 - Large logo for Contribution of \$3000.00 up to \$5000.00.
 - Small logo for contributions of \$1000.00 up to \$2999.00
- All **Hope Sponsors** will have your company name and logo on the power point presentation and recognition in the program.
- **Hope Sponsors** who commit by January 20th will have their company logo on pre-event promotional posters & information (radio ad, website, etc.).
- All **Hope Sponsors** will receive a business receipt.

TABLE SPONSORS- \$400.00 (1 Table of 8)

- All **Table Sponsors** will receive 8 banquet tickets for personal use or to sponsor a table for those who cannot afford tickets.
- All **Table Sponsors** will have your company's name displayed on tent cards on the table.
- All **Table Sponsors** will have your company name on the power point and recognition in the program.
- All **Table Sponsors** will receive an appropriate donation receipt for eligible receipt amount as per CRA guidelines: \$400 minus meals x 8 (\$80 receipt) if they use their tickets for personal guests. If a Table Sponsor donates the table (whole or portion) back to Rising Above for its' use, then they are receipted the for the appropriate amount.

SUPPORTERS- Cash Donations, Silent Auction Donations, Live Auction Donations and Door Prizes

As a **Supporter** your name will be included in the power point.

- As a **Supporter** you will get recognition in the program.
- As a **Supporter** you can receive an applicable gift in kind receipt.

(We recognize donors sometimes wish to remain 'anonymous' and we will accommodate this wish and provide an appropriate charitable donation receipt)



REQUEST FOR DECISION

SUBJECT: **Connectivity Network Valleyview Admin to Grande Cache Sites**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 11, 2019 ICAO: MANAGER:
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: SG
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council grant approval to Administration to proceed with the installation of network connectivity infrastructure between Valleyview Administration Office and Grande Cache sites as listed on the attached.

BACKGROUND/PROPOSAL:

Since taking over the administration of the former Town of Grande Cache, it has been determined that all sites in Grande Cache need to be connected to the Greenview Network. This will ensure greater communication and efficiencies for all Greenview users. This system will enable all Greenview phone sets to eventually connect using voice over internet protocol (VOIP). Which means that each staff member will be able to dial an extension number for anyone within the Greenview network.

The attached quote is the cost to create this connectivity between Valleyview Administration Building and all Grande Cache sites.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the installation of the network connectivity will be immediate.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to continue with separate networks for Grande Cache and Greenview. This is not recommended due to communication and efficiencies concerns.

FINANCIAL IMPLICATION:

Direct Costs: \$74,250.00

Ongoing / Future Costs: \$48,360 per year.

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 proceed with making arrangements to install the network infrastructure.

ATTACHMENT(S):

- Greenview – Grande Cache – Network Infrastructure



#505 2903 Kingsview BVLD
Airdrie AB T4A 0C4
C. 403.471.9200

SALES QUOTATION

Quotation Number: HWI20190110-01

MD Greenview - Multi-Site - Grande Cache

Date: 2019-01-10

Customer:	MD Greenview	Contact Name:	Shane Goalder
Title:		Division:	
Phone:		Fax:	
Email Address:			

Hybrid Wireless Contact:	Ryan Onushko	Phone:	403.471.9200
Email Address:	Ryano@hybridwireless.ca		

Description	Qty	Unit Price	Total
Turn-key Supply and Installation of connectivity to MD Greenview locations			
Admin FCSS Supply and Install	1	\$8,050.00	\$8,050.00
Campground Supply and Install	1	\$8,050.00	\$8,050.00
Fire Hall Supply and Install	1	\$8,050.00	\$8,050.00
Public Works Supply and Install	1	\$8,050.00	\$8,050.00
Recreation Center Supply and Install	1	\$8,050.00	\$8,050.00
Tourism Information Center Supply and Install	1	\$8,050.00	\$8,050.00
Water Treatment Plant Supply and Install	1	\$8,050.00	\$8,050.00
ATCO Structural Tower Analysis and Mount Design - Fabrication	1	\$4,600.00	\$4,600.00
ATCO Colocation Installation - Grande Mountain	1	\$6,500.00	\$6,500.00
Mobilization	1	\$6,800.00	\$6,800.00
Total			\$74,250.00
Monthly Recurring Fees - Maintenance and Management			
Admin FCSS: 40M - Includes management and maintenance	1	\$475.00	\$475.00
Campground: 10M - Includes management and maintenance	1	\$325.00	\$325.00
Firehall: 40M Includes management and maintenance	1	\$475.00	\$475.00
Public Works: 40M Includes management and maintenance	1	\$475.00	\$475.00
Recreation Center: 40M Includes management and maintenance	1	\$475.00	\$475.00
Tourism Info Center: 20M Includes management and maintenance	1	\$325.00	\$325.00
Water Treatment:10M Includes management and maintenance	1	\$475.00	\$475.00
ATCO Grande Mountain Colocation - Per Antenna	3	\$335.00	\$1,005.00
Total MRC			\$4,030.00



REQUEST FOR DECISION

SUBJECT: **Grande Cache Update**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 11, 2019
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Grande Cache update for February 11, 2019 information as presented.

BACKGROUND/PROPOSAL:

Operations has moved staff over smoothly and efficiently. Grande Cache Operations was formally identified as Public Works. The Supervisor reports that the MD management has been supportive and cohesive in addressing staff placement, creating new and improved systems and supports while recognizing the processes that work well for the community and the layout of the urban area.

Payroll has moved over entirely. This has been a monumental feat for our Payroll & Benefits Coordinator but she has persevered and we are very fortunate to have such a skilled and dedicated individual looking after this function.

Environmental Services has had extensive challenges within their first 35 days. Staff members are working well with the manager and assistant manager, transitioning well into the new organizational structure. It is the infrastructure deficiencies and challenges that are plaguing this department but I am confident that management will accurately assess things and create a move-forward plan for Council's consideration.

Protective Services throughout the MD needs an overhaul and this includes services in Grande Cache. Hopefully with Council's support for an enforcement services department, we can infuse some value added attention in this area. Grande Cache is now recruiting for a Bylaw Enforcement Officer and Greenview is working on securing an agreement with the Solicitor General.

Recreation has been nested under the GM of Community Services. The existing manager of recreation for Grande Cache will remain in place and Community Services will be expanding the scope of responsibility to that manager as matters materialize.

Economic Development and Tourism are being reorganized to fit the Greenview structure. This process has just begun and an update will follow.

Communications has been kept status quo. I am reviewing the existing communications structure and will work with the department to bring forward recommendations.

Finance and Administration remains fairly untouched. Year End and Audit are upon the department now, proving to be a very busy time of year for everyone. The finance and administration functions will take upwards of 18 months to completely synchronize but a measured approach is proving to be the best way to move this department forward – cautiously ensuring that there be little to no interruption in billing, payments, etc.

Both the MD of Greenview and the Grande Cache (former Town) staffing teams are working cohesively. The SLT and I are working to create innovative and relevant opportunities to take the two teams and merge them into one collective group that will best serve our ratepayers throughout the municipality.

BENEFITS OF THE RECOMMENDED ACTION:

1. Accepting the report for information officially acknowledges Council's receipt of the information.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- None



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Infrastructure & Planning

Submitted by: Grant Gyurkovits, General Manager Infrastructure & Planning

Date: 1/30/2019

General Manager, Infrastructure & Planning, Grant Gyurkovits

- Meeting with Associated Engineering held on January 30th.
- Meeting with MPA Engineering to discuss new bridge installation and maintenance program.
- Meeting with Sameng held on January 31st to discuss the drainage channel projects for the approved 2019 capital budget.

Assistant General Manager, Infrastructure & Planning, Roger Autio

Facility Maintenance

- Renovations at the FCSS reception area are 95% complete. Work is currently being done on a new ceiling and small mill work deficiencies, repainting walls and new flooring.
- Public Service Buildings - Grovedale and DeBolt: new signage was installed at the tower. The installation of a Building Management System is in progress, 75% is complete at both locations.
- In the process of installing security cameras for the environmental department at the Tony Creek Lagoon, Sturgeon Heights Lagoon and Grovedale Lagoon.
- Window tinting is complete on the office windows on the east and south of the Grovedale admin building and Shop A.

Manager, Construction & Engineering, Omar Mohamed

- Goodwin Phase II, WSP design/contract 95% complete.

- Clearing and burning was completed on RR 201 for future connector road construction and surveying existing drainage issues with extra brushing along existing road along either side of Right of Way.
- Completed AE's waterline drawings/design review and forwarding to WSP to assist in the preliminary road design on RR 64.
- Developed a work plan for road construction, surfacing, bridges, legal survey, drainage, gravel and asphalt approach projects.

Manager, Operation, Gord Meaney

East

- Winter maintenance operations.
- Monitoring all roads in every Ward.
- Had additional salt delivered.
- Monitoring log haul routes.
- Administration went to Grande Cache for transition of staff.
- Various sign installations and repairs.
- Administration revising Tenders for 2019.
- 2019 culvert material order for Operations.
- Clearing farmland access's as requested.
- Grande Cache budget presentation Feb 28th.
- Administration met with Enterprise Fleet.
- Prepared and presented a RFD to Council for the surplus equipment to be transferred to Grande Cache.
- Clear snow at the stockpile sites in preparation for our stockpile to stockpile haul.
- Checking sign inventory.
- Deal with flooding issues.

West

- Winter maintenance operations.
- Monitor all roads in every Ward including the FTR.
- Cross training staff and training new staff in winter maintenance.
- Various sign installations and repairs.
- Maintain Hwy. 666 for Ledcor as requested.
- Guardrail repairs on FTR.
- Hauling snow from DeBolt Public service building.
- Installing new signage on FTR regarding trailer and Jeep parking.
- Stefan went to Grande Cache to help mechanic catch up.

- Opened up a couple of culverts during the mild weather.
- Clear snow at dumps and water points.
- Take inventory on culverts, signs and safety supplies.
- Developing a plan to deal with rock falling on the Wanyandie Road.
- Haul dirt from the Grovedale Shop yard to the old lagoon.

Grande Cache/ South

- Winter maintenance operations.
- Snow removal & salting of sidewalks and crosswalks.
- Snow removal and clearing of hamlet buildings and facilities.
- Revising operational and capital budgets.
- Remove Christmas light displays.
- Fleet Maintenance.
- Inventory of signs.
- Snow blower remove buildup on 97th Ave.
- Budget preparation.
- Taking inventory on signs.
- Started cross training Breanne's mat leave replacement.

SHOP

- Grovedale shop has passed CVIP inspection.
- Went to Grande Cache to help mechanic get caught up on his work.
- Looking into integration of Grande Cache fleet into Greenview and utilizing identifier codes for area, EG. GC designation for number and letter combination.
- Researching Work Tech software for reporting and costing and still report total figures tom Admin for financial auditing.
- Grande Cache CVIP licensing may need changed to Greenview license, contacting transportation for confirmation.
- Compiled light truck list for Enterprise fleet.
- Got quotes for a Gantry Crane for the Grande Cache shop.
- Regular repairs and maintenance ongoing.

Manager, Environmental Services, Gary Couch

Customer complaints or concerns:

- A non-activated water account caused a Ridgevalley resident to receive a \$1,400. 00 water bill. This is being dealt with by Corporate Services.

- Grovedale transfer station was closed on Saturday February 25th for safety precautions due to the freezing rain and icy conditions. Enviro management will work with Operations management to ensure sites are maintained in a sufficient amount of time so services can be offered to residents.

Water

- Communication issues with two water points. Problem has been resolved.
- Working with AEP to change registration/ownership of the Grande Cache Water Treatment Plant and Sewer Treatment Plant.
- Final review of 2018 Operating Budget. Revenue was exceeded by 40% and expenses were 25% lower than anticipated.
- Review operator schedule changes with Environmental Services staff in Grande Cache.
- Power outage in Ridgevalley/ Crooked Creek area on January 26th caused the Crooked Creek water point to be out of service for a few hours. Staff posted an information sign for customers. We received no complaints on this matter.
- Staff training in regards to operating and maintaining the water membrane filtration system was completed at Grande Cache on January 21st and 22nd. Utilities operators from both the Grande Cache and Valleyview area participated in the session.
- Working Final design on Grovedale Water Distribution System and Sewer collection. Tender in February.

Wastewater

- We will be postponing the Grovedale Lagoon Decommissioning by one year to 2020 as it will be in conflict with Grovedale Water Distribution and sewer collection contracts as well as Landry Heights Water Transmission line.
- Reduced Tony Creek lagoon budget to \$70,000.00 to complete project. The project will be completed approximately \$1.6 M under initial budget.
- Grande Cache staff continue to deal with the operational issues at the Sewer Treatment plant. Management and staff are working with Associated to develop a temporary solution to help alleviate some of the issues. Also reviewing with Alberta Environment 3 upgrade options for the Sewer Treatment plants long term plan.
- Eric Ungstad toured the Grande Cache Wastewater treatment facility to familiarize himself with the treatment process and review the operational issues. Eric will be a part of the team moving forward in resolving issues and construction for updating the facility.
- Hired a local contractor for Tony Creek Lagoon grading.
- Met with Grande Cache Fire hall project team on site to discuss sewer realignment and procedures required.
- Grovedale sewer lift station has been converted over to three phase power usage which has eliminated the VFDs. The pumps now are operating at full capacity due to the changeover.

Solid waste

- Sturgeon Heights Transfer Station upgrade completed, approximately \$250,000.00 under original budget.
- The Regional Scale house attendant position has been filled as of January 28th.
- Regional employee has returned back to work on a modified duty program. Management is working with HR to accommodate the restrictions.
- Upcoming Schedule of Fees review for GC Landfill vs Greenview
- Little Smoky transfer station upgrades are completed. The final bricks were delivered last week.
- Solar system bypasses have been installed at certain transfer stations to bypass the battery when needed and to connect directly to the generator. All sites are scheduled for this upgrade.

Manager, Planning & Development, Sally Rosson

- Hillbilly Haulin – ATCO units – a Development Permit has been requested for the security unit at the entrance of the lot, as well as the ‘temporary units’, which the owner advises will only be on site until mid-February and are not being used for the purpose of a work camp. An application was received but additional information has been requested
- A Development Permit application has recently been received from Ridgevalley Seniors Assistance Society to construct one duplex unit and depending on need will be one of seven similar units. This would be considered ‘Supportive Living Accommodation’ under the Land Use Bylaw. As no subdivision will be occurring and hookup into municipal water and sewer is necessary, approval was granted by Council for a separate service.
- Preparation work is taking place for the Sturgeon Lake Area Structure Plan (SLASP) with updates being provided to the Citizens’ Panel with direction that was provided by Council from the meeting that was held on January 15, 2019. Topics included: public education, vegetation management on municipal reserve property, water quality, private sewer enforcement, development regulation, plan boundaries, municipal servicing, and public facilities. Summary was provided to ISL Engineering & Land Services prior to scheduling a meeting with the Citizens’ Panel.
- Big Lakes IDP Open House information session has been scheduled to receive public input on Greenview’s and Big Lakes’ Intermunicipal Development Plan. The Open House is scheduled from 4:00 to 7:00 pm on February 20, 2019 at the Sunset House Community Hall. Advertising is available on Greenview’s website and written notifications were mailed to the affected landowners that are located within the proposed plan boundary.
- Road Closure needs to be reviewed and finalized for the Grande Mountain Basin development proposal within the Hamlet of Grande Cache.
- February 11, 2019 Council Agenda:
 - RFD on Jason Delorme Memorial Site located along Victor Lake.
- The following information provides a breakdown of the new applications received in the various development categories:

Monthly Summary of Activity in December 2018	
TYPE OF PLANNING & DEVELOPMENT ACTIVITY	NUMBER OF APPLICATIONS
BUSINESS LICENSES:	1
DEVELOPMENT PERMIT APPLICATIONS:	12
LEASE REFERRALS:	6
LAND USE AMENDMENTS (RE-DESIGNATION):	0
SUBDIVISION APPLICATIONS:	1
APPROACH APPLICATIONS:	0
	Gravel

Development permits received for **major projects in January 2019** worth mentioning were:

- D19-009 / Milner Power Limited Partnership / Power Plant Facility Gas Expansion / \$80,000,000 / S ½ 15-58-08-W6 / Grande Cache
- D19-010 / Keyera Energy Ltd / 2500 Hp & two 840 Hp Compressors / 12-02-68-06-W6 / \$50,000,000 / Grovedale



Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager, Corporate Services

Date: 01/31/2019

General Manager Corporate Services, Rosemary Offrey

January passed by and I cannot say that I know how we are at the end of the month!

The General Ledger Accounts are almost finished to enable us to integrate the former Town of Grande Cache financial information into Greenview's financial system. I completed most of this work at night from my home. This was not something that I could have delegated to someone else other than Donna Ducharme, who helped me get the information into the Diamond system.

I am pleased to advise that we completed the new Greenview Corporate Services Organization Chart in January. We were able to integrate the whole finance team formerly employed by the town into our area. In the case of two staff, we had to create job descriptions and make job offers before we could finish the revised org chart. In the next week, we will formally advise the Corporate Services team in Grande Cache that they will now report to Donna Ducharme, Carolyn Ferraby and Erin Klimp; depending on the positions, they hold.

The HR Coordinator, a newly created position for a former town staff, will spend time in Valleyview for orientation on the Diamond System and FileHold. This orientation will help her provide the service required of her.

Donna and I visited Grande Cache for two days in January. We met with the Corporate Services staff, which we always enjoy. Carolyn gave us a tour of the other facilities and we met a few more Grande Cache staff. We will visit Grande Cache staff again late February.

Friendly reminder to the Audit Committee members, there is a pre-audit committee meeting booked for late afternoon on February 19th.

My compliments to Tisha after setting up 80 new employees during December, the first 2019 payroll run went smoothly!

I spoke with a customer who was concerned about her water utility bill. There is a RFD on the February 11th Council Agenda to ask for Council's help in dealing with the customer's concern. Administration does not have the authority to adjust a customer's bill for any amount over \$100.00.



Finance & Administration Manager, Donna Ducharme

Donna is busy preparing for yearend and Audit – Auditors scheduled to be onsite the week of February 18th through to February 22nd.

Of course, a great deal of time is being spent on the preparation for the Grande Cache merge.

Human Resources Manager – Recruitment Report

Position filled:

1. GRWMC Scale House Attendant, Little Smoky joined January 28th.
2. Home Support Worker (Permanent Part Time), FCSS to join on February 4th.

Open positions:

1. Development Officer, Planning & Development
2. Information Systems Technician, CS
3. Apprentice Heavy Equipment Technician – Grovedale, Operations
4. Apprentice Heavy Equipment Technician – Grande Cache, Operations
5. Equipment Operator – DeBolt, Operations
6. Heavy Equipment Technician – Valleyview, Operations
7. Economic Development Coordinator, Economic Development
8. Administrative Support, Economic Development
9. Administrative Support, Infrastructure & Planning
10. ALUS/Water Shed Coordinator, Agricultural Services – continue working on the Job Description.

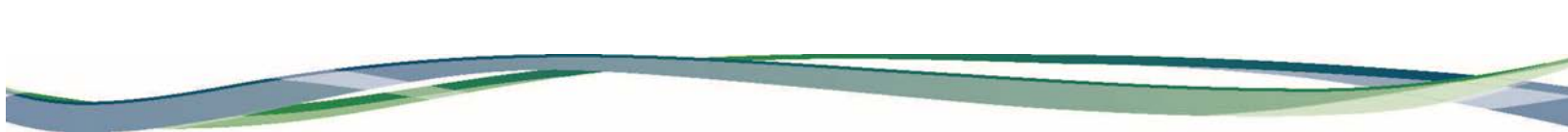
Resignations:

No resignations to report this period.

Information Systems, Shane Goalder

Setup new employees; Interim CAO and the GRWMC – Scale House Attendant, moved IT equipment for employee to new office.

Rearranged IT equipment in Council Chamber to accommodate the two new Councillors from Grande Cache as well as set up their computer equipment.



Conducted an onsite review of Grande Cache network and systems infrastructure with PCIT as part of plans to onboard for support. Due to the need to install network system in Grande Cache that will communicate with Greenview's Network, the hand over time is approximately 90 days.

The Diamond GP2016 server and client update has been completed as well as the Grande Cache employee email list.

Worked on Live Streaming of Public Meetings from Council Chamber in Valleyview and attended the Committee of the Whole Meeting in DeBolt.

Any and all other IT support tasks and requests as required.



Manager's Report

Function: Community Services

Submitted by: Stacey Wabick, General Manager

Date: 2/11/2019

General Manager Community Services, Stacey Wabick

Community Grants

Administration has been working on formalizing the 2019 Community Services Grants. Each applicant receives a letter notifying them of Council's decision.

Sturgeon Heights Cemetery

Administration has formalized the decision to financially support the Sturgeon Heights Cemetery. This was accomplished through the execution of an agreement between Greenview and the Synod of the Diocese of Athabasca which allows the Sturgeon Heights Community Club to be the caretaker of the property.

Grande Spirit Foundation Senior Bus (Grovedale)

Administration has worked with the Grande Spirit Foundation to help ensure the Grovedale senior (55+) bus service continues in 2019. Pick up time in Grovedale is at 9:30 am and has 2 trips per month for 7 months and 1 trip per month for 5 months. The schedule has been shared with the Greenview Grovedale sub-office, Greenview Valleyview reception, Green View FCSS Adult Coordinator and the Greenview Economic Development Officer. The Greenview Economic Development Officer will ensure the notification of the bus service is posted on the electronic sign in Grovedale.

Grande Cache

Administration continues to work towards full integration of Grande Cache staff in the Community Services department. Many strides were made in the month of January and a completed Community Services Organization Chart has been developed and will be made available to Council.



Agricultural Services Manager, Quentin Bochar

Conferences/Meetings:

Attended the PRAAAF (Peace Regional Association of Alberta Agricultural Fieldmen) meeting January 8, 2019 in Grande Prairie.

A Think Like a Wolf Seminar was held January 14th – 15th, 2019 at the Valleyview Gun Range.

The ASB Conference was attended January 21st – 24th, 2019 in Calgary.

Farm Tech Conference was attended, January 29th – 31st, 2019 in Edmonton.

Workshops and Seminars

Workshops and seminars that are coming up:

- Predator Calling Workshop, February 7th, 2019 at the Valleyview Gun Range
- Wolf Skinning and Hide Preparation Workshop February 23rd, 2019 in the Grande Prairie Area.

Rental Program

The rental program has slowed down, the items that have gone out the most are the grain vacuum, the bag roller, and the cattle equipment. The bale wagon unit in Valleyview is out of service until such time that the axle can be replaced.

East Dollar Lake Project

The East Dollar Lake project with ACA (Alberta Conservation Association) has completed, and there does not appear to be any beaver activity, but most likely there is otter activity.

Farm Access Roads and Road Allowance License

Administration has been getting requests for information on building farm access roads and road allowance license agreements.

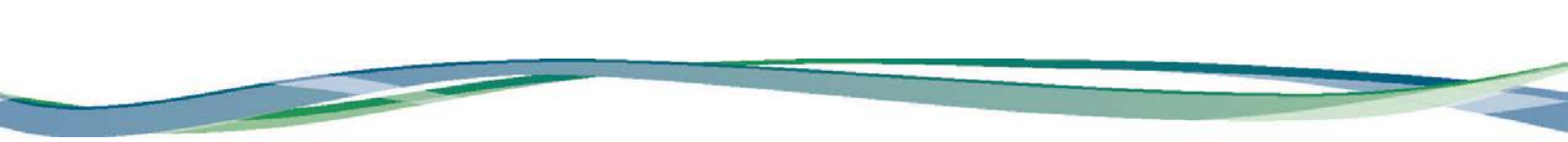
Economic Development Manager, Kevin Keller

Growing the North

The final meetings for the event partners were held in January to ensure speaker, topics and logistics for holding this year's Growing the North event are ready to proceed. The event is scheduled for February 20th & 21st, 2019 at the Entrec Centre, Evergreen Park.

Safer Highway 40 Coalition

Administration attended a one-day alignment and strategy session for the Safer Roads for Alberta (former-Highway 40 coalition) on overall vision and activities that can be conducted to promote highway safety. This was a good alignment session in light of the December 2018 Premiers'



announcement for the twinning of Highway 40. One overall outcome was for the group to continue to ensure this topic remains a political speaking point as the provinces enter into a provincial election.

Tri Municipal Industrial Partnership (TMIP)

During the final week of January the following meetings and events happened with respect to the Tri-Municipal Industrial Partnership.

- Second Engagement meeting with AWN in Grande Cache.
- Third Technical Advisory Committee Meeting with multiple ministries of the Province of Alberta and also Provincial regulatory bodies.
- Third Meeting of the Stakeholders Working Group – local industry and influencers providing input for the TMIP Area Structure Plan
- TMIP Public Open House event at the Prairie Mall, afternoon of January 29th in Grande Prairie.
- Public Open House event at Revolution Place, evening of January 29th.
- Public Open House event at the Grovedale Public Service Building, evening of January 30th.

A February 1st, 2019 TMIP Committee Alignment session will result for final data collection in regards to the area structure plan that will be delivered late February 2019.

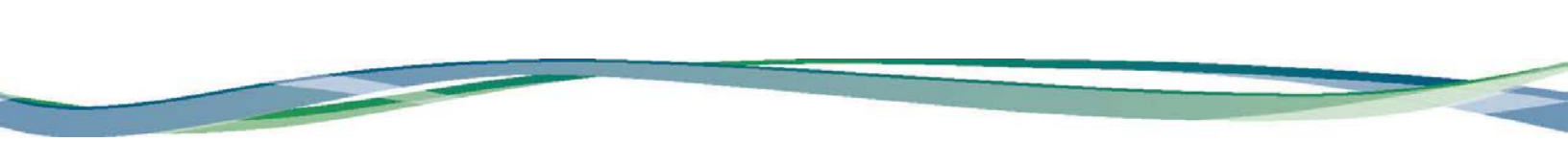
Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford

Green View FCSS Agreement

On November 26th, FCSS administration provided Council with an overview of FCSS costs, specifically focusing on the Town of Valleyview resident participation in the FCSS programs, respective costs associated, and the Town's financial contribution. Council directed administration to inform the Town Administration of the intent to set up a meeting between both Councils to review the agreement and funding terms, in the hopes of negotiating a more equitable outcome. The two Councils will meet at the Green View FCSS Community Resource Centre on February 12th, 2019.

Training and Courses

Alberta Emergency Management Association will facilitate an Emergency Social Services (ESS) general training for FCSS staff on February 5th. Administration will organize a similar training for the FCSS team members in Grande Cache. Other ESS training this month will include Group Lodging, facilitated by the Justice Institute of B.C., both Grande Cache and Valleyview FCSS team members are enrolled in this training that is taking place at Evergreen Park, February 25th.



A Mental Health First Aide course, administered by the Mental Health Commission of Canada, will take place February 28th and March 1st. A combination of FCSS staff, Board members, and community members will attend. This course will focus on the four most common mental health disorders including substance related, mood related, anxiety and trauma related, and psychotic disorders.

Request for Proposal

A Request for Proposal has been submitted to the Province for a three (3) year renewal of the Alberta Works contract. This \$45,000.00 contract, enables the Community Resource Centre to provide employment services and programs. In 2018, over 1900 people visited the Community Resource Centre for employment related services.

Family and Community Support Services Association of Alberta

At the January Family and Community Support Services Association of Alberta (FCSSAA) board meeting, discussion took place regarding the resolution put forth by the East Central Region regarding the definition of rural and remote communities. While the FCSSAA Board is in agreement with the issues identified in the resolution, it was not supported, as the Board determined that the scope of the request was beyond the mandate of the FCSSAA. The Association's connection with the Government of Alberta is mainly through the Ministry of Community and Social Services, and this resolution appeared to fall within the mandate of Municipal Affairs. Members of the Board have identified the need for further discussion on this topic with the Rural Municipalities Association of Alberta (RMA) and will be approaching the AUMA as well, as the scope of the RMA and AUMA is much broader than FCSSAA.

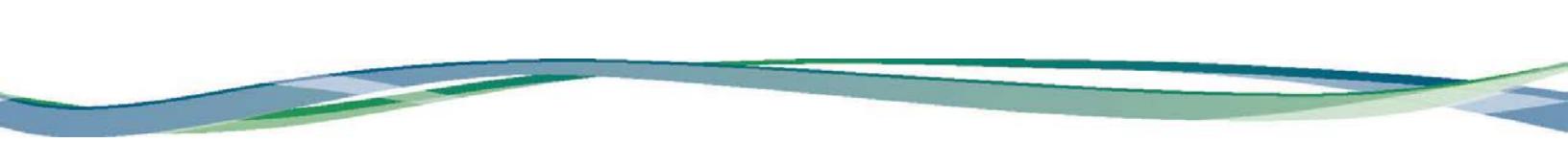
Green View FCSS Board Meeting

Due to member availability, the regular Green View FCSS Board meeting will be changed from February 20th to the 26th.

Protective Services Fire Chief, Brian Lott

Fire Accreditation

Administration met with the Office of the Fire Commissioner regarding Grande Cache losing fire accreditation as of January 1st, 2019, due to the Town integrating into Greenview. The Office of the Fire Commissioner explained that Greenview is not accredited, and that the Alberta Government is now responsible for accreditation through their departments.



Administration was involved in a conference call with the Safety Codes Council regarding Grande Cache losing fire accreditation. The Office of the Fire Commissioner stated they would do their best, however there is no manpower, therefore they requested for Greenview to be patient.

Administration met with Alberta Agriculture and Forestry regarding Grande Cache's lack of accreditation. Discussions with Agriculture and Forestry stated that their Edson office does not have the capacity in staff to handle Grande Cache, but will get together to try and put a plan in place for the time being.

Fire Hall Construction

Administration attended two fire hall construction site meetings, these are held every Wednesday. At these meetings, the project manager, architect and those involved, meet to discuss construction progress. This project is on time and within budget figure of \$7,500,000.00, occupancy is expected to be September 2019. Administration also meets with the foreman as an unofficial visit to discuss and address any issues that may have arisen. Communication between both parties has remained positive throughout.

The contractor (RPC), would like to have an open house and construction tour on the weekend of the Grande Cache 50th anniversary. Many retired firefighters will be returning for that weekend and it would be a great tour to see how far the Fire Dept. has evolved in 50 years.

Inspections

Arranged to get all fire service units serviced and inspected with Valleyview and Grovedale mechanics in Grande Cache so all are familiarized with the vehicles and the necessities within the units.

Meetings

Administration was in attendance at the Committee of the Whole Meeting in DeBolt held on January 21st. Administration were also in attendance for the Council meeting that was held January 28th in Valleyview to present the Grande Cache budget for the Fire Department, Enforcement Services and Grande Cache Emergency Management.

Administration presented Request for Decision in regards to the Peace Office application direction. Contacted and spoke to Solicitor General's office to verify the process of being able to employ a Peace Officer and ensure that the process had not changed from previous applications made through Grande Cache.

Had a meeting with the Grande Cache local animal control contractor to let her know that we are very satisfied with her performance and realize that she goes above and beyond for the care of animals in the Grande Cache area (the contractor is Little Critters).

Administration

Prepared and compiled the year end statistics for the Grande Cache Fire Department and Enforcement Services. Information was submitted to the Solicitor General, which is mandatory, and to the Office of the Fire Commissioner, as information.

Compiled and completed all year end invoicing for accounts receivable and 2018 invoices to accounts payable.

Aerial Platform Truck

Tracking the progress and budget for Pierce Aerial Platform truck. Project is on time and on budget 1,700,000 expected, delivery date is May 2019.

Greenview Recreation Services Manager, Matthew Norburn

Counter Devices

Pedestrian and vehicle counter devices have arrived. Administration will be making boxes to house them in preparation for them being installed in recreation areas such as Johnson Park, Ridgevalley Walking Trail, and Moody's, once the gate is installed. These will expand to other locations, if the purpose serves to be beneficial. Administration will collect information that can be used to determine each parks usage and compare seasonal averages. This will also allow Administration to determine which areas will need more maintenance based on usage.





Highway 669

Administration is still actively working towards obtaining the lease for Highway 669. All required timelines have passed for First Nations Consultation following a request for more information from one group, and all documentation has been submitted to the Government of Alberta for review.

Recreation Assistant

Administration has finalized three candidates for the position of Recreation Assistant. Interviews will be taking place on February 5th. Administration are hoping the successful candidate can start as soon as possible.

Alberta Parks Meeting

Administration will be meeting with staff from Alberta Parks in regards to Southview and Kakwa locations. All capital upgrades for 2019 will be discussed, as written authorization from the Province must be obtained prior to development, as per the lease agreements for the sites.

Alberta Environment and Parks Meeting

Administration will be meeting with Alberta Environment staff in Peace River in regards to the current lease application for Highway 669. Furthermore, future plans for the Kakwa Falls area will be discussed in order to gain further understanding on the vision for the area over the next few years.

Grande Cache Recreation Services Manager, Kevin Gramm **Correctional Services of Canada – Joint Work Program**

The Grande Cache Correctional Services of Canada, Deputy Warden has opened discussion with the Community Services Department in Grande Cache about a potential joint Memorandum of Understanding development that would allow Federal Offenders, who have the necessary approvals, to participate in on-site works programs at the Correctional Centre. This program allows offenders the access to trades training, construction project involvement, and on site programs participation, that work to assist in creation and completion of community projects in an effort to further their education and give back to the community they are incarcerated within.

Dance Play – Programmer Certification in Kids Instruction

Senior Programmer for the Grande Cache programming team, recently received certification in the instructional qualification in Dance Play. Dance Play is an instructor led program that allows children and youth to interact with their fellow friends and others in being creative, dynamic and spontaneous. The program also drives to increase the physical activity level of children and youth by making the learning environment fun and interactive.



ATCO Electric – Grande Cache Recreation Centre Service Supply

We recently met with ATCO electric representatives to review a power monitoring study on the Grande Cache Recreation Centre. At the request of the Community Services Department, ATCO Electric installed a phase monitor at the incoming power source to record and track data and events related to power interruption, power loss and brown out situations. The report concluded that no major events occurred during the reporting period, however, several phase losses were recorded and there was an imbalance in service supply. Although the imbalance was within tolerable limits as per required guidelines, the Recreation Centre equipment does not respond well to the inconsistent supply of power. Further monitoring will be conducted, in addition report evaluation and equipment upgrades will continue.

Grande Cache 50th Anniversary Committee Mural Request

Members of the 50th Anniversary Committee have expressed interest in having a professional wall mural painted on an outside wall of the Grande Cache Recreation Centre. The interest in creating the wall mural was brought to the committee by the local Pallet Pals Artist group in Grande Cache. The Committee would create a review and evaluation group to choose what should be on the wall and who should conduct the work. A request was made to have the Manager at the Recreation Centre sit on the evaluation panel. Further details will be brought forth in the next following months.

Grande Cache Curling Club – Lease Extension Request

The Community Services Department in Grande Cache received a written request to extend the current Curling Club Association lease agreement for an additional year. The agreement would include the same increase as in previous years, maintain the integrity of the current agreement, and be in effect for one (1) additional year. This request came for consideration, due to many agreements expiring in 2019 that require approval, examination and drafting. The club has asked to move forward on this to maintain the current license agreement with AGLC which works in favor of both parties.

MD of Greenview – Leadership meetings with Community Services Department (Grande Cache)

Leadership from the MD of Greenview recently met with the various departments within Grande Cache Community Services. Staff attended sessions specific to their groups to meet and greet with Stacey Wabick, General Manager Community Services and Matthew Norburn, Manager Recreation Services. The meetings were all well received and staff are eager to move forward and work alongside the combined “Team Greenview.”



CAO's Report

Function: Interim CAO

Date: February 11, 2019

Submitted by: Denise Thompson

Council & CAO Services

- Agendas & Meeting Dates
- Strategic Planning Agenda & Facilitation Draft
- 2019 Budget Review/Preparation
- Working on an administrative synopsis to provide to Council
- Tracking and tending to complaints/requests – examining ways to improve

Senior Leadership Team

- Budget Discussions
- Team Building & Planning

Inter-Departmental Support

- Working to learn the challenges, processes, goals and objectives of each department

Communications

- Communications Review
- Improvements in messaging & response
- Department Analysis – recommendations coming soon
- Work plan with Grande Cache

Community Relations & Ratepayer's Concerns

- Volunteer Fire Fighter's Employee Assistance Program
- Contractors & Day Labour

Intergovernmental Relations

- Birch Hills – CAO – ICF Exemption/Extension Request
- Municipal Affairs – Dissolution Team
- Town of Fox Creek – CAO Meet and Greet

- Town of Valleyview – Acting CAO AHS & Fire Hall
- Alberta Health Services – Dr and Ambulance Housing
- Agriculture & Forestry – Fire Management Services
- Community Futures – New Board Members for West Yellowhead, Peace Region does not have elected official as board members and each board chooses how their board is structured. The Grande Prairie Community Futures does not recognize alternates.

Grande Cache

- Service Delivery
- Transition Progress & Challenges

General Tasks

- Organizational Review – Capacity issues and structure
- Bylaw and Policies
- Emergency Management – Overview and direction

Generally I have been working out of Valleyview Monday –Wednesday and Grande Cache on Thursdays and Fridays. I plan to scale back my travel to Grande Cache to once every other week. I am living primarily in Valleyview now. When in Grande Cache, I'm able to visit both Administration Offices as well as the facilities and staff. I will be incorporating visits to Grovedale and DeBolt to visit staff in those facilities too from here on.

I respectfully submit this report to Council as broad overview of the office of the Chief Administrative Officer.

Upcoming Dates

Strategic Planning	February 14-15
Growing the North	February 19-20



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 1 Deputy Reeve Winston Delorme

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
January 28, 2019	Regular Council Meeting	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 2 Reeve Dale Gervais		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
January 28, 2019	Regular Council Meeting	
February 1, 2019	Tri-Municipal Industrial Partnership	
February 5, 2019	Other	Alberta Health Services – Valleyview Clinic and Ambulance Building
February 6, 2019	Other	Pembina Open House
February 8, 2019	Other	Terrapin/Seven Generations Meeting



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
01/28/2019	Regular Council Meeting	
02/01/2019	South Peace Regional Archives	
02/08/2019	Other	District 4 meeting



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 5 Councillor Dale Smith

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
January 28, 2019	Regular Council Meeting	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
January 28, 2019	Regular Council Meeting	
February 1, 2019	Tri-Municipal Industrial Partnership	Reviewed a draft of the Area Structure Plan. Discuss the understanding of what the purpose, process and outcomes of the project going to achieve. Discussed the First Nation and Metis consultation process and next steps, on duty to consult. Discussed the project charter, organizational and governance structures



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COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Rutt

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
1/28/2019	Regular Council Meeting	



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COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Duane Didow		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
1/28/2019	Regular Council Meeting	Highlights posted on MD website
2/5/2019	Weyerhaeuser Public Advisory Group	<ul style="list-style-type: none"> • Review of January Meeting • 2019-2029 Strategic Forest Management Plan progress overview • Upcoming Weyerhaeuser Open Houses for public input on Strategic Plan • Summary of First Nations Consultation Activities • Values, Objectives, Indicators & Targets overview • Viewshed Analysis of sensitive areas



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COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Tyler Olsen		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
2/1/2019	Tri-Municipal Industrial Partnership	Presentation and discussion on updated ASP
2/4/2019	The River of Death & Discovery Dinosaur Museum Society	Reviewed resumes for executive Director position, as completion has now closed. Group was narrowed down to 3 and interview dates were selected.
2/7/2019	The River of Death & Discovery Dinosaur Museum Society	Interviewed candidates for ED position.