



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday April 23, 2019

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 a Regular Council Meeting minutes held Monday, April 8, 2019 to be adopted.	4
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 18-800 Land Use Bylaw	17
		6.2 Bylaw 19-814 Repealing Bylaw	152
		6.3 Bylaw 19-815 Tri-Municipal Industrial Partnership Area Structure Plan	190
#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 Fire Skid Unit Donation	228
		8.2 Twp. 681 and RR 230 Engineering Consultant	238
		8.3 Municipal Reserve (Land) Deposits	243
		8.4 Appointment of Pest Inspectors	247
		8.5 Appointment of Weed Inspectors	249

	8.6 BF75354 Tender Results	251
	8.7 Road Closure Request – Government Road Allowance	255
	8.8 Marketing & Communications Manager	262
	8.9 Title Change	264
	8.10 Council Stakeholder Event 2019	266
	8.11 Cranberry Rodeo Association Grant Request	271
	8.12 Grande Theatre Players Sponsorship	297
	8.13 Mighty Peace Day Sponsorship	300
	8.14 PARDS Reallocation of Grant Funds	309
	8.15 2018 Audited Financial Statements and Information Returns	351
	8.16 2019 1 st Quarter Budget to Actual report – Diamond System	389
	8.17 2019 1 st quarter Budget to Actual Report – Muniware System	431
#9	MEMBERS BUSINESS REPORTS	
	Deputy Reeve Winston Delorme	459
	Reeve Dale Gervais	460
	Councillor Shawn Acton	461
	Councillor Dale Smith	462
	Councillor Tom Burton	463
	Councillor Roxie Rutt	464
	Councillor Duane Didow	466
#10	CORRESPONDENCE	
	<ul style="list-style-type: none"> • RMA Correspondence • FCM Correspondence • Grande Prairie Chambers Correspondence • Hillside High School Commencement Ceremony 	

- Medieval Faire Invitation
- 2022 Alberta Winter Games
- Canadian Forest Products Emergency Preparedness Response Plan
- Institute of Corporate Directors
- Palliative Care Conference Invitation
- Plains Midstream Canada

#11 CLOSED SESSION

11.1 Disclosure Harmful to Economic and Other Interests of a Public Body

(FOIPP; Section 25)

11.2 Advise from Officials

(FOIPP; Section 24)

11.3 Privileged Information

(FOIPP; Section 27)

#12 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Monday, April 8, 2019

1:
CALL TO ORDER Deputy Reeve Winston Delorme called the meeting to order at 9:02 a.m.

PRESENT	Deputy Reeve Councillors	Winston Delorme Shawn Acton Tom Burton Duane Didow Tyler Olsen Bill Smith Dale Smith Les Urness
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ATTENDING	Interim Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services Acting General Manager, Infrastructure & Planning Communications Officer Recording Secretary	Denise Thompson Rosemary Offrey Stacey Wabick Roger Autio Diane Carter Lianne Kruger
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ABSENT	Reeve Councillor	Dale Gervais Roxie Rutt
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#2:
AGENDA MOTION: 19.04.257. Moved by: COUNCILLOR DALE SMITH
That Council adopt the March 25, 2019 Regular Council Meeting Agenda as amended:

- Add Agenda Item 8.18 MD of Greenview Library Board Borrowing Funds
- Add Agenda Item 11.3 Confidential Evaluations
- Add Agenda Item 11.4 Privileged Information
- Add Agenda Item 8.19 COGI Linear Property Tax Arrears
- Move Agenda Items 6.3 and 6.4 before Agenda Item 6.2
- Add Agenda Item 8.20 Discussion on Council Compensations

CARRIED

#3.1
REGULAR COUNCIL
MEETING MINUTES MOTION: 19.04.258. Moved by: COUNCILLOR SHAWN ACTON
That Council adopt the minutes of the Regular Council Meeting held on Monday February 25, 2019 as presented.

CARRIED

**#3.2
BUSINESS ARISING
FROM MINUTES**

3.2 BUSINESS ARISING FROM MINUTES:

**#4.0
PUBLIC HEARING**

4.0 PUBLIC HEARING

There were no Public Hearings presented.

**#5
DELEGATIONS**

5.0 DELEGATIONS

There were no Delegation Presentations.

**#6
BYLAWS**

6.0 BYLAWS

6.1 BYLAW 19-809 "PROCEDURAL BYLAW"

**BYLAW 19-809
THIRD READING**

MOTION: 19.03.221. Moved by: COUNCILLOR ROXIE RUTT
That Council give Third Reading to Bylaw 19-809 "Procedural Bylaw" as amended.

**BYLAW 19-809
TABLED**

MOTION: 19.04.259. Moved by: COUNCILLOR BILL SMITH
That Council table motion 19.03.221 to later in the meeting.

CARRIED

6.3 BYLAW 19-811 "2019 GRANDE CACHE SPECIAL TAX-BORROWING BYLAW"

**BYLAW 19-811
THIRD READING**

MOTION: 19.04.260. Moved by: COUNCILLOR DALE SMITH
That Council give Third and Final Reading to Bylaw 19-811 – 2019 Grande Cache Special Tax – Borrowing Bylaw.

CARRIED

6.4 BYLAW 19-812 "RESIDENTIAL ASSESSMENT SUB-CLASS"

**BYLAW 19-812
THIRD READING**

MOTION: 19.04.261. Moved by: COUNCILLOR SHAWN ACTON
That Council give Third and Final Reading to Bylaw 19-812 "Residential Assessment Sub-Class" as presented.

CARRIED

6.2 BYLAW 19-810 "2019 TAX RATE BYLAW"

**BYLAW 19-810
THIRD READING**

MOTION: 19.04.261. Moved by: COUNCILLOR SHAWN ACTON
That Council give Third and Final Reading to the 2019 Tax Rate (Property Tax) Bylaw 19 - 810.

CARRIED

6.5 BYLAW 19-814 "REPEALING BYLAW"

**BYALW 19-814
FIRST READING**

MOTION: 19.04.263. Moved by: COUNCILLOR DUANE DIDOW
That Council give First Reading to Bylaw 19-814 a Bylaw to repeal former Town of Grande Cache Bylaws deemed irrelevant or that address the same subject matter as M.D of Greenview Bylaws.

CARRIED

**BYLAW 19-814
SECOND READING**

MOTION: 19.04.264. Moved by: COUNCILLOR DUANE DIDOW
That Council give Second Reading to Bylaw 19-814 a Bylaw to repeal former Town of Grande Cache Bylaws deemed irrelevant or that address the same subject matter as M.D of Greenview Bylaws.

CARRIED

**#7
OLD BUSINESS**

7.0 OLD BUSINESS

There was no Old Business presented.

**#8
NEW BUSINESS**

8.0 NEW BUSINESS

8.1 POLICY 6309 AGRICULTURAL IMPROVEMENT POLICY REVISION

POLICY 6309

MOTION: 19.04.265. Moved by: COUNCILLOR TOM BURTON
That Council approve Policy 6309 "Agricultural Improvement" as presented.

CARRIED

POLICY AG 01

MOTION: 19.04.266. Moved by: COUNCILLOR DALE SMITH
That Council repeal Policy AG 01.

CARRIED

8.2 POLICY 6310 AGRICULTURAL SERVICE BOARD POLICY REVISION

POLICY 6310

MOTION: 19.04.267. Moved by: COUNCILLOR DALE SMITH
That Council approve Policy 6310 "Agricultural Service Board" as amended.

CARRIED

AG 02

MOTION: 19.04.268. Moved by: COUNCILLOR TOM BURTON
That Council repeal Policy AG 02.

CARRIED

Chair Delorme recessed the meeting at 10:05 a.m.
Chair Delorme reconvened the meeting at 10:23 a.m.

8.3 POLICY 6311 ANIMAL HEALTH POLICY REVISION

POLICY 6311 MOTION: 19.04.269. Moved by: COUNCILLOR DALE SMITH
That Council approve Policy 6311 "Animal Health" as presented.

CARRIED

AG 11 MOTION: 19.04.270. Moved by: COUNCILLOR DALE SMITH
That Council repeal Policy AG 11.

CARRIED

8.4 POLICY 6312 VOLUNTARY PROGRAM PARTICIPATION ALBERTA AGRICULTURE AND FORESTRY POLICY REVISION

POLICY 6312 MOTION: 19.04.271. Moved by: COUNCILLOR TOM BURTON
That Council approve Policy 6312 "Voluntary Program Participation Alberta Agriculture and Forestry" as presented.

CARRIED

AG 16 MOTION: 19.04.272. Moved by: COUNCILLOR TOM BURTON
That Council repeal Policy AG 16.

CARRIED

8.5 POLICY 6314 SOIL CONSERVATION POLICY REVISION

POLICY 6314 MOTION: 19.04.273. Moved by: COUNCILLOR DUANE DIDOW
That Council approve Policy 6314 "Soil Conservation" as presented.

CARRIED

AG 18 MOTION: 19.04.274. Moved by: COUNCILLOR DALE SMITH
That Council repeal Policy AG 18.

CARRIED

8.6 BRUSHING REQUEST – ROAD ALLOWANCE LICENSE N1/2-22 & S1/2-27-70-26 W5M

BRUSHING REQUEST MOTION: 19.04.275. Moved by: COUNCILLOR TOM BURTON
That Council grant the landowner permission to brush the strip of wooded area within the previous road allowance license contained between the NW quarter of 22-70-26-W5M and SW quarter of 27-70-26-W5M, and portion of NE ¼ 22-70-26 W5 and SE ¼ 27-70-26 W5 for future development opportunities.

CARRIED

MOTION: 19.04.276. Moved by: COUNCILLOR DUANE DIDOW
That Council approve a revision to the agenda order.

CARRIED

Reeve Dale Gervais attended the meeting via teleconference at 10:32 a.m.

CLOSED SESSION

MOTION: 19.04.277. Moved by: COUNCILLOR DUANE DIDOW
That the meeting go to Closed Session, at 10:32 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

11.3 CONFIDENTIAL EVALUATIONS
(FOIPP; Section 19)

OPEN SESSION

MOTION: 19.0.278. Moved by: COUNCILLOR TOM BURTON
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 10:50 a.m.

CARRIED

Reeve Dale Gervais vacated the meeting at 10:50 a.m.

CHIEF
ADMINISTRATIVE
OFFICER
APPOINTMENT

MOTION: 19.04.279. Moved by: COUNCILLOR BILL SMITH
That Denise Thompson be appointed and employed as the Chief Administrative Officer with the MD of Greenview.

CARRIED

CHIEF
ADMINISTRATIVE
OFFICER
CONTRACT

MOTION: 19.04.280. Moved by: COUNCILLOR TOM BURTON
That the written employment contract between Denise Thompson and the MD of Greenview be adopted.

CARRIED

CHIEF
ADMINISTRATIVE
OFFICER

MOTION: 19.04.281. Moved by: COUNCILLOR DALE SMITH
That Denise Thompson's appointment as the Acting Chief Administrative Officer ends when appointed and employed as the Chief Administrative Officer.

CARRIED

19.03.221

MOTION: 19.04.282. Moved by: COUNCILLOR BILL SMITH
That council lift tabling motion 19.03.221, Bylaw 19-809 "Procedural Bylaw".

CARRIED

**BYLAW 19-809
THIRD READING**

MOTION: 19.03.221. Moved by: COUNCILLOR ROXIE RUTT
That Council give Third Reading to Bylaw 19-809 "Procedural Bylaw" as amended.

CARRIED

8.7 2019 FIRE GUARDIAN APPOINTMENT

**2019 FIRE
GUARDIAN
APPOINTMENT**

MOTION: 19.04.283. Moved by: COUNCILLOR TOM BURTON
That Council appoint Derian Rosario Greenview Protective Service Coordinator and Brian Lott, Grande Cache Fire Chief as Greenview's Fire Guardians for the period of March 2019 to February 2020.

CARRIED

8.8 ECONOMIC DEVELOPMENT SOCIAL MEDIA STRATEGY

**ECONOMIC
DEVELOPMENT
SOCIAL MEDIA
STRATEGY**

MOTION: 19.04.284. Moved by: COUNCILLOR DUANE DIDOW
That Council approve an upset limit of \$18,000.00 for consulting services assigned to develop and initiate the Economic Development department's social media strategy, with funds to come from Economic Development Budget.

CARRIED

**TRANSFER OF
FUNDS**

MOTION: 19.04.285. Moved by: COUNCILLOR TOM BURTON
That Council direct Administration to transfer an upset limit of \$18,000.00 from Contingency to Economic Development Budget.

CARRIED

8.9 2019 GRADERS (4) TENDER AWARD

**2019 GRADER
TENDER AWARD**

MOTION: 19.04.286. Moved by: COUNCILLOR TYLER OLSEN
That Council award Brandt Tractor Ltd. of Clairmont, Alberta the 2019 Graders Tender in the amount of \$2,059,600.00 for the purchase of four (4) graders. Funds to come from the Approved 2019 Operations Capital Budget.

CARRIED

8.10 GROVEDALE PUBLIC SERVICE BUILDING DUGOUT

**GROVEDALE
PUBLIC SERVICE
BUILDING DUGOUT**

MOTION: 19.04.287. Moved by: COUNCILLOR TOM BURTON

That Council authorize Administration to repair the Grovedale Public Service Building site dugout by installing an underground tank (Option 3) with an upset limit of \$60,000.00, with funds to come from Protective Services.

19.04.287
TABLED

MOTION: 19.04.288. Moved by: COUNCILLOR BILL SMITH

That Council table motion 19.04.287., Grovedale Public Service Building Dugout until later in the meeting.

CARRIED

Chair Delorme recessed the meeting at 12:05 p.m.

Chair Delorme reconvened the meeting at 1:05 p.m.

19.04.288

MOTION: 19.04.289. Moved by: COUNCILLOR BILL SMITH

That Council lift tabling motion 19.04.288., Grovedale Public Service Building Dugout.

CARRIED

GROVEDALE
PUBLIC SERVICE
BUILDING SITE
DUGOUT

MOTION: 19.04.287. Moved by: COUNCILLOR TOM BURTON

That Council authorize Administration to repair the Grovedale Public Service Building site dugout by installing an underground tank (Option 3) with an upset limit of \$60,000.00, with funds to come from Protective Services.

19.04.287
DEFERRED

MOTION: 19.04.290. Moved by: COUNCILLOR BILL SMITH

That Council defer motion 19.04.287. Grovedale Public Service Building Site Dugout until more detailed information can be brought forward on options 2 and 3.

CARRIED

8.11 REQUEST TO HAVE FINANCE CHARGES REMOVED FROM A/R ACCOUNT #185504

A/R ACCOUNT
#185504

MOTION: 19.04.291. Moved by: COUNCILLOR TYLER OLSEN

That Council approve Strath Resources request to forgive finance charges to their account for \$1435.23, due to an administrative error.

CARRIED

8.12 REQUEST TO HAVE FINANCE CHARGES REMOVED FROM A/R ACCOUNT #185561

A/R ACCOUNT
#185561

MOTION: 19.04.292. Moved by: COUNCILLOR SHAWN ACTON

That no action be taken on the request from Ridgeback Resources to reverse finance charges on their A/R Account for \$1282.71.

CARRIED

8.13 BF77756 TENDER RESULTS

**BF77756
TENDER**

MOTION: 19.04.293. Moved by: COUNCILLOR DALE SMITH
That Council direct Administration to cancel Tender 77756-19 (Bridge File 77756) because of irregularities in the Tender process.

CARRIED

**BF77756
RE-TENDER**

MOTION: 19.04.294. Moved by: COUNCILLOR DUANE DIDOW
That Council direct Administration to re-tender BF77756 in Sweathouse Creek Area.

CARRIED

8.14 WILLMORE WILDERNESS FOUNDATION GRANT APPEAL

**WILLMORE
WILDERNESS
FOUNDATION
GRANT APPEAL**

MOTION: 19.04.295. Moved by: COUNCILLOR SHAWN ACTON
That no action be taken on the request from the Willmore Wilderness Foundation's appeal that the 2019 Greenview grant provided to the Willmore Wilderness Foundation be increased from \$40,000.00 to \$86,900.00.

CARRIED

8.15 EAST PRAIRIE METIS SETTLEMENT SPONSORSHIP REQUEST

**EAST PRAIRIE
METIS SETTLEMENT**

MOTION: 19.04.296. Moved by: COUNCILLOR DALE SMITH
That no action be taken on the request from the East Prairie Metis Settlement for a sponsorship of their 2019 quad rally.

CARRIED

8.16 GRANDE CACHE COMMUNITY FRIENDS ASSOCIATION (100 CARING HEARTS, GRANDE CACHE)

**100 CARING
HEARTS**

MOTION: 19.04.297. Moved by: COUNCILLOR BILL SMITH
That Council sponsor \$1,000.00 to the Grande Cache Community Friends Association (100 Caring Hearts, Grande Cache), funds to come from the Community Services Miscellaneous Grant Budget.

CARRIED

8.17 CAO/MANAGERS' REPORTS

**CAO/MANAGERS'
REPORT**

MOTION: 19.04.298. Moved by: COUNCILLOR TOM BURTON
That Council accept the CAO/Managers' Reports for information as presented.
CARRIED

8.18 MD OF GREENVIEW LIBRARY BOARD FUNDS

**MD OF GREENVIEW
LIBRARY BOARDS
FUNDS**

MOTION: 19.04.299. Moved by: COUNCILLOR TOM BURTON
That Council accept Bylaw 19-003 MD of Greenview Library Board Borrowing Funds.
CARRIED

8.19 COGI LINEAR PROPERTY TAX ARREARS

**COGI LINEAR
PROPERTY TAX**

MOTION: 19.04.300. Moved by: COUNCILLOR DALE SMITH
That Council direct Administration to write off the tax arrears and penalties on Tax Roll 319273 for \$144,340.44 as per the recommendation of Greenview's Legal Counsel.
CARRIED

8.20 DISCUSSION ON COUNCIL COMPENSATION

**COUNCIL
COMPENSATION**

MOTION: 19.04.301. Moved by: COUNCILLOR TYLER OLSEN
That Council direct Administration to investigate other counties and municipalities and the remuneration package of the elected officials to come to the May 27, 2019 Regular Council Meeting.
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;
March 25, 2019 Regular Council Meeting

WARD 2

REEVE DALE GERVAIS submitted his update to Council on his recent activities, which include;
March 25, 2019 Regular Council Meeting
Tri-Municipal Industrial Partnership Meeting (Conference Call)
Tri-Municipal Industrial Partnership Chamber Meeting

WARD 3 **COUNCILLOR LES URNESS** submitted his update to Council on his recent activities, which include;
March 25, 2019 Regular Council Meeting
Little Smoky Ski Hill Meeting

WARD 4 **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;
March 25, 2019 Regular Council Meeting
South Peace Regional Archives Meeting
Golden Triangle Consortium Meeting

WARD 5 **COUNCILLOR DALE SMITH** updated Council on his recent activities, which Include;
March 25, 2019 Regular Council Meeting
Heart River Housing Meeting
Agriculture Services Board Meeting
51st National Congress on Housing and Homelessness

WARD 6 **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;
March 25, 2019 Regular Council Meeting
MD of Greenview Library Board Meeting
Grande Prairie Regional Recreation Committee Meeting
Tri-Municipal Industrial Partnership Meeting
Grande Prairie Tourism Association Meeting
MD of Greenview Library Board Meeting

WARD 7 **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;
March 25, 2019 Regular Council Meeting
Met with Grande Spirit Foundation, DeBolt Seniors and Administration
P.A.C.E Board of Directors Meeting

WARD 8 **COUNCILLOR BILL SMITH** submitted his update to Council on his recent activities, which include;
March 25, 2019 Regular Council meeting
Agriculture Services Board Meeting
Nitehawk Meeting

Grovedale Agriculture Society Fundraiser

DIVISION 9

COUNCILLOR DUANE DIDOW submitted his update to Council on his recent activities, which include;
Meeting with Grande Cache 25th Anniversary Committee
March 25, 2019 Regular Council Meeting
Review of Cheque Schedule – Grande Cache
RCMP Community Partnership Review
Grovedale Agriculture Society Fundraiser

DIVISION 9

COUNCILLOR TYLER OLSEN updated Council on his recent activities, which include;
March 25, 2019 Regular Council Meeting
The River of Death and Discovery Dinosaur Museum Society Meeting
Tri Municipal Industrial Partnership Meeting
RCMP Member Review
Greenview Library board meeting

COUNCIL
COMPENSATION
COMPARABLES

MOTION: 19.04.302. Moved by: COUNCILLOR DUANE DIDOW
Council directs Administration bring back comparable information from similarly structured municipalities as Greenview on how the urban and rural residential tax rates are delineated.

CARRIED

SERVICE LEVEL
MATRIX

MOTION: 19.04.303. Moved by: COUNCILLOR DUANE DIDOW
Council direct Administration provide a service level matrix of the municipal supplied services to all residents within Greenview.

CARRIED

GROVEDALE
SOUTH WAPITI
RECREATION
BOARD

MOTION: 19.04.304. Moved by: COUNCILLOR BILL SMITH
That Council direct Administration to add the Grovedale South Wapiti Recreation Board to the Additional Named Insurer (ANI).

CARRIED

MEMBERS
BUSINESS

MOTION: 19.04.305. Moved by: COUNCILLOR TOM BURTON
That Council accept the Members Business for information.

CARRIED

Chair Delorme recessed the meeting at 3:11 p.m.
Chair Delorme reconvened the meeting 3:23 p.m.

Councillor Dale Smith vacated the meeting at 3:11 p.m.

**#10
CORRESPONDENCE**

10.0 CORRESPONDENCE

**COUNCIL
CORRESPONDENCE**

MOTION: 19.04.306. Moved by: COUNCILLOR DUANE DIDOW
That Council accept the correspondence for information, as presented.
CARRIED

**#11 CLOSED
MEETING**

11.0 CLOSED SESSION

CLOSED SESSION

MOTION: 19.04.307. Moved by: COUNCILLOR TOM BURTON
That the meeting go to Closed Session, at 3:23 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)

11.2 Disclosure Harmful to Personal Privacy
(FOIPP; Section 17)

11.4 Privileged Information
(FOIPP; Section 27)

OPEN SESSION

MOTION: 19.0.308. Moved by: COUNCILLOR LES URNESS
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:53 p.m.
CARRIED

**MD OF GREENVIEW
LIBRARY BOARD
INSURANCE**

MOTION: 19.04.309. Moved by: COUNCILLOR BILL SMITH
That Council approve the MD of Greenview Library Board as an Additional Named Insurer (ANI).
CARRIED

12.0 ADJOURNMENT

**#12
ADJOURNMENT**

MOTION: 19.04.310. Moved by: COUNCILLOR BILL SMITH
That this meeting adjourn at 3:54 p.m.

CARRIED

INTERIM CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED



REQUEST FOR DECISION

SUBJECT: **Land Use Bylaw 18-800**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 23, 2019
DEPARTMENT: PLANNING & DEVELOPMENT
STRATEGIC PLAN: Development

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: RA
MANAGER: SAR
PRESENTER: SAR

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council give Third Reading to Land Use Bylaw 18-800.

BACKGROUND/PROPOSAL:

The updated Land Use Bylaw 17-779 was adopted by Council on February 26, 2018. The intent of the Land Use Bylaw was to provide a "user-friendly" document that is easy to use and increases clarity and certainty for landowners. After using the Land Use Bylaw for several months, Administration had identified areas that could be refined to provide simple, easy to find information and clarify requirements and expectations.

Land Use Bylaw 18-800 was presented to Council at the Public Hearing that was held on October 22, 2018. At that time, Council also gave second reading to Land Use Bylaw 18-800 with the following changes:

- Added "The construction of temporary federal, provincial, or municipal work camps" to the list of developments that do not require a development permit.
- Added general regulations for Clustered Leisure Accommodation
- Changed Beekeeping to Backyard Beekeeping to differentiate between hobby beekeeping and commercial beekeeping, and clarified the general regulations.
- Removed 'Medical Marijuana Cultivation' and 'Medical Marijuana Processing' and added 'Cannabis Production Facility' as a use to reflect new legislation.
- Removed 'Medical Marijuana Dispensary' and added liquor and cannabis sales under the 'Retail Sales' definition.
- Removed "A maximum of 8.1 ha (20 ac) can be subdivided out of a quarter Section of A-1 land" under A-1, and left the First Parcel Out: Minimum: 1.2 ha (3.0 ac) and Maximum: 8.1 ha (20.0 ac), to clarify that only one A-1 parcel may be taken out of an unsubdivided quarter section without rezoning.

- New use and definition for ‘Employee Accommodation’, ‘Coverall Building’, Cabin’, ‘Oilfield Service’, ‘Oilfield Waste Management Facility’, and ‘Cannabis Production Facility’
- Updated definitions for ‘Accessory Building’, ‘Dugout’, ‘First Parcel Out’ and ‘Retail Sales’
- Added definitions for ‘Change of Use’, ‘Farm Building’, ‘Public Use’, ‘Riparian Protection Area’, ‘Similar Use’, ‘Temporary’, ‘Unsubdivided Quarter Section’, and ‘Variance’
- Added “Only one A-1 parcel may be taken out of an unsubdivided quarter section without rezoning” to the Agricultural One (A-1) District Regulations.
- Minor grammar and vocabulary revisions

Administration is confident that the revisions to the Land Use Bylaw will improve fairness and procedural clarification and continue to be a "user-friendly" document that is easy to use and increase clarity and certainty for landowners.

Administration is recommending that Council give Third Reading to the Bylaw.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that by updating the Land Use Bylaw, the Land Use Bylaw will continue to respond to new land use and development trends, and remain a relevant planning document.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

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

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

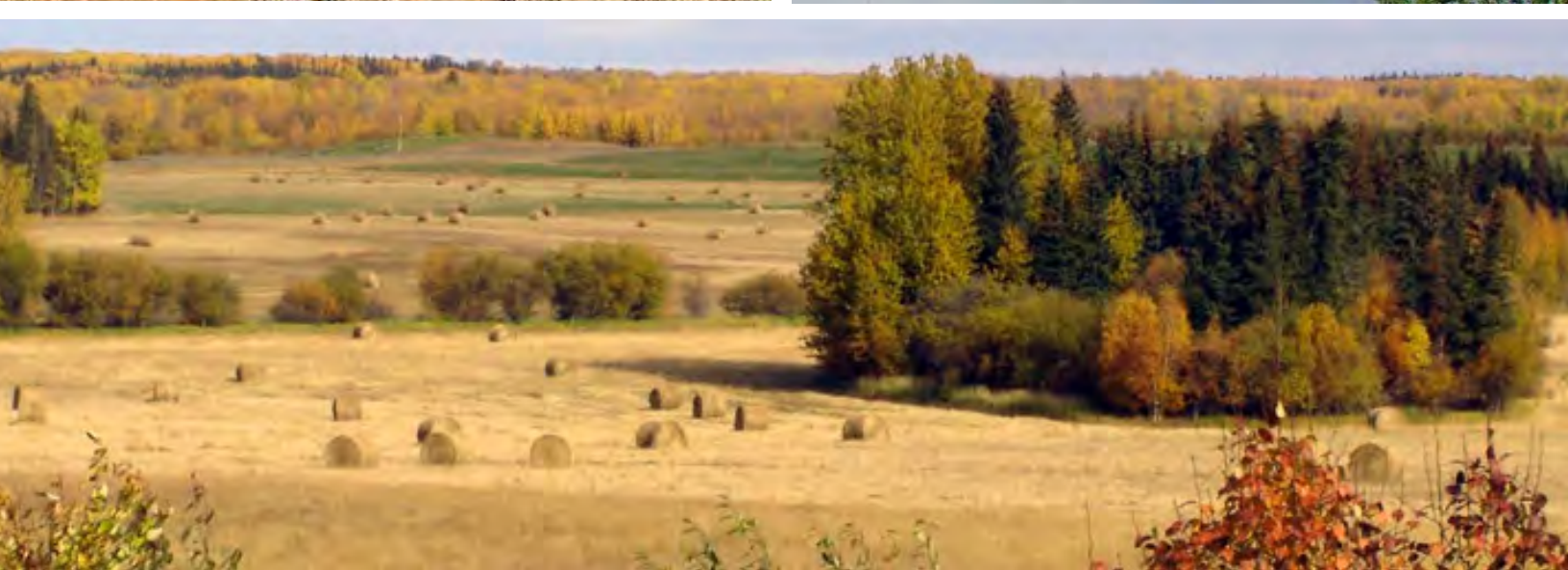
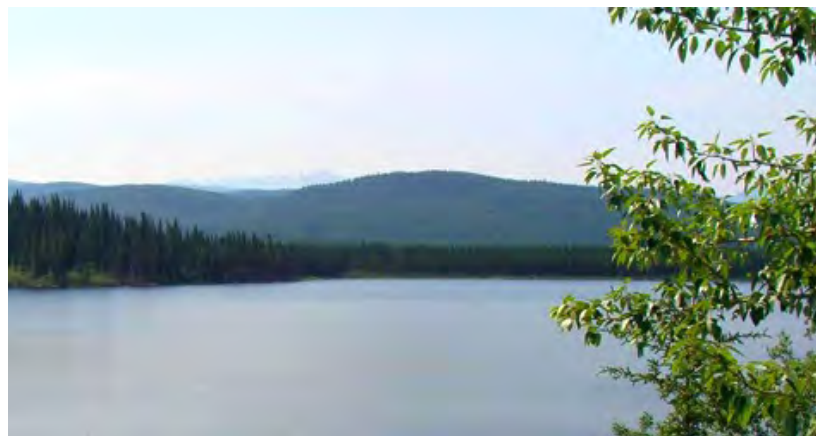
- Land Use Bylaw 18-800
- Bylaw 18-800



Municipal District of Greenview No. 16

Land Use Bylaw

No.18-800, 2018



WHEREAS Council wishes to repeal Bylaw No.17-779, "Municipal District of Greenview No. 16 Land Use Bylaw", as amended and wishes to adopt a new land use bylaw pursuant to Section 692 of the *Municipal Government Act*.

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

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

1. This Bylaw may be cited as the "Municipal District of Greenview No. 16, Bylaw No.18-800, 2018".
2. The following schedules attached hereto are hereby made part of this Bylaw and adopted as the land use bylaw for the Municipal District of Greenview No. 16:
 - a) Schedule A (Land Use Bylaw Text)
 - b) Schedule B (Land Use Bylaw Maps)
3. The "Land Use Bylaw No.18-800, 2018" is hereby adopted as the "Land Use Bylaw of the Municipal District of Greenview No. 16". This Bylaw shall come into force and effect upon the date of final passing.

Read for a first time the

Read for a second time the

Read for the third time and passed on the

"Original Signed by Reeve"

"Original Signed by Chief Administrative Officer"

[illegible]

SCHEDULE A

Land Use Bylaw

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1.0 GENERAL

1.1 Purpose

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

1.2 Application of Bylaw

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

1.3 Units of Measurement

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

1.4 Reference Material

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

1.5 Applicable Regulations

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

1.6 Compliance with Other Legislation

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

1.7 Severability

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

2.0 ADMINISTRATION

2.1 Development and Subdivision Authority

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

2.2 Land Use Bylaw Amendment Applications

- 2.2.1 An application to amend this Land Use Bylaw may be made in writing to Greenview by:
- a) The owner of a parcel or site; or,
 - b) The agent for the owner of a parcel or site.
- 2.2.2 The application shall be made on a form prescribed by Greenview, which shall be completed and accompanied by all required information, in accordance with Greenview's policies and procedures in this Bylaw.
- 2.2.3 A completed application shall require the following:

- a) A non-refundable processing fee as identified in Greenview's Schedule of Fees Bylaw;
- b) A copy of the Certificate of Title for the lands affected;
- c) Owner authorization and, where applicable, an applicant signature;
- d) A written statement to describe and justify the proposal;
- e) A map with dimensions indicating the affected site, and its relationship to existing land uses within an 804.0 m (2640 ft.) radius of the boundaries of the site;
- f) Advertising fees, if applicable;
- g) Any additional reports, drawings or studies that may be required, in order to prepare, evaluate and make a recommendation concerning the proposed amendment, including but not limited to: effects on land use, traffic, the environment, underground and above ground utilities such as telephone, cable, hydro, water, sewer, and other municipal services and facilities; and,
- h) Such additional information as the Development Authority may require.

2.2.4 The Development Authority may refuse to process a bylaw amendment application if:

- a) Information required for a completed application is not provided;
- b) The quality of the information provided is inadequate to properly evaluate the application;
- c) The Development Authority determines that the application does not conform to an applicable Statutory Plan – in this case, the applicant may be required to submit a complete application, fee and required plans to amend the applicable Statutory Plan prior to an application to amend this Bylaw being considered as complete; or,
- d) The Development Authority determines that an Area Structure Plan is required in accordance with the Municipal Development Plan or Greenview policy – in this case, the applicant may be required to submit an Area Structure Plan prepared in accordance with Greenview policy prior to considering the application to amend this Bylaw as complete.

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

2.2.6 Upon receipt of a complete application, and in accordance with the *Municipal Government Act*, Municipal Development Plan, this Bylaw and other Greenview policies and procedures, the application:

- a) Shall be referred to the Greenview administration for drafting a proposed Land Use Bylaw Amendment; and
- b) Shall be referred to Council for first reading and to establish a date for a public hearing to be held prior to second reading.

2.2.7 The Development Authority may refer an amendment application to any agency in order to receive comment and advice.

- a) The Development Authority will give written notice of the application to the assessed owner(s) of the parcel and any adjacent landowners;
- b) Where the affected land is within 3.2 km (2.0 miles) of a municipal boundary, the adjacent municipality will be notified of the proposed amendment; and,
- c) Where the Development Authority determines that additional parcels may be affected by an application to amend this Bylaw, notices of the Public Hearing shall be mailed to the owner(s) of those parcels.

2.2.8 For an application to amend this Bylaw, a Notice of a Public Hearing shall be made in accordance with the *Municipal Government Act* and shall be published once a week for two consecutive weeks in at least one local newspaper circulating in Greenview. This notice will appear no less than (5) five business days before the date of the public hearing. This notice shall contain:

- a) The legal description of the land;
- b) The purpose of the proposed amending bylaw;
- c) The one or more places where a copy of the proposed amending bylaw may be inspected by the public during regular office hours;
- d) The one or more dates, places, and times that Council will hold a public hearing on the proposed amending bylaw;
- e) A map showing the location of any subject parcel to which the amendment application may apply; and,
- f) An outline of the procedures to be followed by anyone wishing to file a petition in respect of the public hearing.

2.2.9 Where the Development Authority determines that additional parcels may be affected by an application to amend this Bylaw, notices of the Public Hearing shall be mailed to the owner(s) of those parcels.

2.2.10 Council, after considering any representations made at the Public Hearing, may:

- a) Pass the proposed amendment;
- b) Make such changes as it considers necessary to the proposed amendment if any, and proceed to pass the proposed amendment; or,
- c) Defeat the proposed amendment.

2.2.11 Council, on its own initiative, may proceed to undertake an amendment to this Bylaw.

2.2.12 When an amendment application has been refused pursuant to this Bylaw, the submission of another application for an amendment on the same parcel of land for the same or similar use shall not be accepted until (6) six months after the date of refusal.

3.0 DEVELOPMENT PERMITS

3.1 Control of Development

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

3.2 Permits Required

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

3.3 Permits Not Required

- 3.3.1 The following developments and uses shall not require a development permit provided they conform to all provisions of this Bylaw:
 - a) Those uses or developments exempted by provincial or federal legislation;
 - b) The completion of a building which was lawfully under construction at the date of the adoption of this Bylaw provided that the building is completed in accordance with the terms of any permit granted in respect of it and subject to the conditions to which such permit was granted;
 - c) Utility services underground or in registered rights-of-way;
 - d) The temporary use of a building, in relation with a federal, provincial or municipal election, referendum or census;

- e) Works of maintenance or repair of any building, provided that such works do not include structural alterations or renovations over 50% of the value of the building above its foundation;
- f) Internal alterations, external maintenance, or repair of any building provided that the use, intensity, height, or gross floor area of the building does not change;
- g) The construction and maintenance of gates, fences, walls or other means of enclosure less than 1.8 m (5.9 ft.) in height;
- h) A temporary building, the sole purpose of which is incidental to the erection or alteration of a permanent building, for which a development permit has been issued provided it is removed within thirty (30) days of project completion;
- i) Farm buildings for agricultural use on parcels in A-1 and A-2 Districts.
 - i. Development permits are required for dwelling units and related accessory buildings, as well as specific agricultural operations as defined in this Bylaw.
- j) Accessory buildings which have a floor area of no greater than 15.0 m² (161.5 ft²);
- k) Any signage for which approval from Alberta Transportation is required;
- l) On-site landscaping;
- m) Non-enclosed Decks which are less than 1.0 m (3.3 ft.) from ground level;
- n) Fences for the following purposes do not require a development permit:
 - i. Livestock windbreak fences less than or equal to 3.6 m (11.8 ft.) in height;
 - ii. Livestock confinement fences less than or equal to 3.6 m (11.8 ft.) in height;
 - iii. Fences for sports-related purposes less than or equal to 4.0 m (13.1 ft.) in height;and,
- o) One temporary on-site sign not exceeding 1.0 m² (10.8 ft²) in area or 1.5 m (4.9 ft.) in height and intended for:
 - i. Advertising the sale or lease of a dwelling unit or property;
 - ii. Identifying a construction or demolition project for which a development permit has been issued; or,

- iii. Identifying a political or charitable campaign.
- p) One permanent on-site sign intended for use as:
- i. A commemorative plaque of a non-advertising nature; or,
 - ii. The identification of a farm residence or the advertising of farm products.
- q) Accessory to residential uses:
- i. Minor development not exceeding 2.0 m (6.6 ft.) in height, where there is an existing dwelling unit. This includes, but is not limited to a barbeque, composting bin, garbage enclosure, lawn sculpture, privacy screen or bird feeder;
 - ii. Pergola;
 - iii. Satellite dish;
 - iv. Unenclosed steps, landings or stairs (at grade);
 - v. Sun shelters over a deck or a patio;
 - vi. Air conditioning unit;
 - vii. Solar collectors attached to a building;
 - viii. Light standard or flagpole when located on a parcel containing a single detached dwelling unit;
 - ix. Decorative pond or water feature less than 0.6 m (2.0 ft.) in depth
 - x. Private play structures; or
 - xi. Seasonal holiday decorations.
- r) Demolition of a building or structure;
- s) A change of tenancy within an existing premise in a Commercial or Industrial District where:
- i. The Development Authority is satisfied that the existing development permit is valid, current and the approval conditions are being fulfilled; and,
 - ii. The change in use is from a permitted or discretionary use to a permitted use within the applicable District.
- t) Clock towers, monuments, sculptures or federal, provincial or municipal flags and their support structures, as well as other similar aesthetic enhancements;

- u) A Wind Energy Conversion System, Minor where mounted to a roof or attached to an accessory building in accordance with the following provisions:
 - i. One Wind Energy Conversion System, Minor per parcel;
 - ii. The total height shall not project 3.0 m (9.8 ft.) beyond the top of the roofline of building or exceed the maximum height regulation of the applicable District; and,
 - iii. No nuisance shall extend beyond the property boundary.
- v) Shipping containers used for temporary storage for no longer than six (6) months during a renovation or moving process, provided it complies with this Bylaw;
- w) Shipping containers in A-1 and A-2 Districts;
- x) Temporary/transient sales which are located on a parcel within a Commercial District where there is a principal building. This includes but is not limited to food product sales, Christmas tree sales, flower sales, or windshield repair; and,
- y) Work camps established for oil and gas drilling rigs.
- z) Any development carried out by or on behalf of the Crown but not including that carried out by or on behalf of a Crown Corporation;

3.4 Development Permit Application

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

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

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

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

- a) A non-refundable processing fee as identified in Greenview's Schedule of Fees Bylaw;
- b) A copy of the Certificate of Title for the lands affected;
- c) Owner authorization and, where applicable, an applicant signature;

- d) A dimensioned site plan showing:
 - i. Legal description of subject property and all abutting properties;
 - ii. Front, rear and side yards, if any;
 - iii. Any provisions for off-street loading, parking and access;
 - iv. Identification of all right-of-ways and easements within and abutting the subject property;
 - v. Identification of all abutting roads, highways and frontage roads, and any existing and/or proposed access to the site;
 - vi. Location of all existing and proposed services;
 - vii. Identification of all drainage courses and/or proposed storm drainage plans;
 - viii. Landscape plan in accordance with section 5.19;
 - ix. The extent of existing treed areas and an indication of which trees are proposed for removal; and
 - x. North arrow, scale and date of the drawing.
- e) A dimensioned floor plan and elevations;
- f) A written statement to describe and justify the proposal;
- g) For a new building larger than 47 m² (500 ft²) or an alteration to an existing building that will result in a building larger than 47 m² (500 ft²), confirmation in writing from the Alberta Energy Regulator (AER) of the location or absence of any abandoned wells within the parcel, unless such information was previously provided one year prior to the application date;
- h) The estimated commencement and completion dates;
- i) The estimated cost of the project or contract price;
- j) A non-refundable processing fee as set from time to time by resolution of Council;
- k) Any additional reports, drawings or studies that may be required, in order to prepare, evaluate and make a recommendation concerning the proposed development, including but not limited to: effects on land use, traffic, the environment, underground and above ground utilities such as telephone, cable, hydro, water, sewer, and other municipal services and facilities; and,
- l) Such additional information as the Development Authority may require.

3.5 Complete Development Permit Application

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

c) The date the forty (40) days to process the application expires.

- 3.5.6 If the applicant fails to submit all the outstanding information and documents required by the Development Authority pursuant to s. 3.5.4 on or before the date prescribed by the Development Authority or as agreed upon by the applicant and the Development Authority, the application is deemed to be refused.
- 3.5.7 If an application is deemed to be refused under this s. 3.5, the Development Authority shall issue to the applicant a notice in writing that the application has been refused and the reason for the refusal.
- 3.5.8 Notwithstanding the Development Authority has issued an acknowledgement that the application is complete, the Development Authority may, in the course of reviewing the application, request additional information or documentation from the applicant that the Development Authority considers necessary to review the application.
- 3.5.9 If the Development Authority does not make a determination as to the completeness of an application within twenty (20) days, or within an alternative timeframe agreed upon between the applicant and the Development Authority, the application is deemed complete.

3.6 Development Permit Processing

- 3.6.1 Once an application is considered complete, the application shall be processed and an investigation and analysis of the potential effects and impacts of the proposal will be undertaken.
- 3.6.2 Upon receipt of a complete application, the Development Authority may refer the application to:
- a) Other Greenview departments for review and comments; and,
 - b) Any agency in order to receive comment and advice.

3.7 Development Authority Discretion

- 3.7.1 If a proposed use of land or a building is not listed as a "Permitted Use" or "Discretionary Use" in the Bylaw, the Development Authority has the discretion to determine that the proposed use is similar in character and purpose to a use listed under that Land Use District and may issue a development permit for the proposed use as a Discretionary Use.
- 3.7.2 In making a decision on an application for a use listed under the "Permitted Uses" column in a Land Use District, the Development Authority shall:

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

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

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

3.8 Variances

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

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

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

3.8.3 The Municipal Planning Commission may approve a variance of the regulations and standards stated in the Bylaw provided the intent of the Bylaw are met.

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

3.9 Conditions

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

- a) Construct, or pay for the construction of a road required to provide access to the development;

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

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

3.10 Notifications

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

3.11 Appeals

3.11.1 The Subdivision and Development Appeal Board (SDAB) shall perform such duties and follow such procedures as specified in the Act and the SDAB Bylaw.

3.11.2 If the Development Authority issues a Discretionary Use, development permit, with or without conditions, or a Permitted Use development permit with a variance, the decision may be appealed to the SDAB by the applicant by serving the prescribed form of appeal with reasons for the appeal on the SDAB Secretary within twenty-one (21) days from the Notice of Decision Date as per the MGA and by an affected party by serving the prescribed form of appeal with reasons for the appeal on the SDAB Secretary within twenty-one (21) days from the date when notice is first published in a newspaper as per the requirements of this Bylaw.

3.11.3 When an Appeal Notice has been served on the SDAB Secretary with respect to a decision to approve an application for a development permit, the development permit shall not be effective until:

- a) The decision on the development permit has been sustained by the SDAB; or,

- b) The Secretary has received written notification from the appellant that the appeal has been withdrawn.

3.11.4 If the decision to approve a development permit application is reversed by the SDAB, the development permit shall be null and void.

3.11.5 No appeal may be made respecting the issuance of a development permit for a Permitted Use unless the provisions of this Bylaw were relaxed, varied or misinterpreted.

3.11.6 Applications for permission to appeal the decision of the SDAB shall be made to the Alberta Court of Appeal in accordance with MGA on a question of law or jurisdiction within thirty (30) days of the SDAB decision.

3.11.7 The SDAB shall give its decision in writing together with reasons for the decision within fifteen (15) days of concluding the hearing.

3.12 Enforcement

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

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

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

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

3.12.3 Penalties for offences under this Bylaw shall be:

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

- 3.12.4 Any person who contravenes any provision of this Bylaw by doing any act or thing which the person is prohibited from doing or by failing to do any act or thing the person is required to do is guilty of an offence and is liable on Summary Conviction to a fine not exceeding \$10,000.00 and in default of payment of any fine imposed to a period of imprisonment not exceeding six months.
- 3.12.5 Nothing in this Bylaw diminishes or in any way affects the powers of a Development Authority to issue Orders for Compliance or in any way affects any person's rights to appeal a Development Authority's Order.
- 3.12.6 Nothing in this Bylaw diminishes or in any way affects the rights of Greenview pursuant to the Municipal Government Act, or at common law to seek an entry order, order for compliance, injunction or any other order to obtain compliance with this Bylaw.
- 3.12.7 The levying and payment of any fine or the imprisonment for any period provided in this Bylaw does not relieve a person from the necessity of paying any fees, charges or costs for which that person is liable under the provisions of this Bylaw, any other Bylaw or other enactment.

3.13 Development Permit Lapses

- 3.13.1 A development permit lapses and ceases to be valid if the development is not substantially commenced within twelve (12) months from the date of issuing the permit or within such extended period not exceeding three (3) months that may be approved by the Development Authority.
- 3.13.2 Construction of the external components of development should be completed within twenty-four (24) months of construction commencement. Any development without the external components complete shall request an extension from the Development Authority.

3.14 Notification of Permit Approval or Refusal of a Discretionary Use

- 3.14.1 When a Discretionary Use - development permit application is approved, the Development Authority shall:
- a) Publish a notice in the local newspaper identifying the location and indicating the applicant's name, legal description of the property for which the application has been made, the nature of the approval, and the decision of the Development Authority;
 - b) Mail a notice of decision to the applicant or their agent;

- c) At the discretion of the Development Authority, notify any adjacent property owners or occupants and any other parties deemed affected; and,
 - d) At the discretion of the Development Authority, additional methods of notification may be used.
- 3.14.2 When a Discretionary Use - development permit application is refused; the Development Authority shall mail a Notice of Decision to the applicant or their agent stating the reasons for the refusal.
- 3.14.3 For the purposes of this Bylaw, the decision of the Development Authority is deemed to have been given on the date of issue on the Notice of Decision.
- 3.14.4 When a development permit application has been refused pursuant to this Bylaw or ultimately after appeal, the Development Authority shall not accept the submission of another application for a development permit on the same parcel of land for the same or similar use until six (6) months after the date of refusal.
- 3.14.5 If in the opinion of the Development Authority, satisfactory arrangements have not been made by a developer for the supply of water, electrical power, sewage, or access, and the development is in a hamlet or intended for use by the public, the Development Authority shall refuse to issue a development permit.

3.15 Notification of Permit Approval or Refusal of a Permitted Use

- 3.15.1 When a Permitted Use - development permit application is approved, the Development Authority shall:
- a) Mail a notice of decision to the applicant or their agent.
- 3.15.2 If in the opinion of the Development Authority, satisfactory arrangements have not been made by a developer for the supply of water, electrical power, sewage, or access, and the development is in a hamlet or intended for use by the general public, the Development Authority shall refuse to issue a development permit.
- 3.15.3 When a Permitted Use - development permit application is refused, as it does not conform to the Bylaw, the Development Authority shall;
- a) Mail a notice of decision to the applicant or their agent, stating reasons for the refusal.

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

4.0 SUBDIVISIONS

4.1 Complete Subdivision Application

4.1.1 The Subdivision Authority shall, within twenty (20) days after the receipt of an application for a subdivision, determine whether the application is complete. This time period may be extended by an agreement in writing between the applicant and the Subdivision Authority.

4.1.2 An application is complete if, in the opinion of the Subdivision Authority, the application contains the documents and other information necessary to review the application.

4.1.3 If the Subdivision Authority determines that the application is complete, the Subdivision Authority shall, prior to the expiry of the twenty (20) day review period or extended review period, issue to the applicant a written acknowledgement that the application is complete, indicating:

- a) The date the application was received and deemed complete;
- b) Confirmation the Subdivision Authority will begin processing the application; and
- c) The date the sixty (60) days to process the application expires.

4.1.4 If the Subdivision Authority determines that the application is incomplete, the Subdivision Authority shall, prior to the expiry of the twenty (20) day review period or extended review period, issue a written notice to the applicant, indicating:

- a) The application is incomplete;
- b) A detailed list of the outstanding documents and/or information required by the Subdivision Authority in order for the application to be deemed complete;
- c) The date which the required outstanding documents and/or information must be submitted to the Subdivision Authority, as either set out in the notice or as agreed upon on between the applicant and the Subdivision Authority.

4.1.5 If the Subdivision Authority determines that the information and documents required by the Subdivision Authority pursuant to s. 4.1.4 are complete, the Subdivision Authority shall, within the time prescribed by the Subdivision Authority or as agreed upon by the applicant and the Subdivision Authority, issue to the applicant an acknowledgement in writing that the application is complete, indicating:

- a) The date the application was received and deemed complete;

- b) Confirmation that the Subdivision Authority will begin processing the application; and
 - c) The date the sixty (60) days to process the application expires.
- 4.1.6 If the applicant fails to submit all the outstanding information and documents on or before the date prescribed by the Subdivision Authority or as agreed upon by the applicant and the Subdivision Authority, the application is deemed to be refused.
- 4.1.7 If an application is deemed to be refused, the Subdivision Authority shall issue to the applicant a notice in writing that the application has been refused. A decision of a Subdivision Authority shall state:
 - a) Whether an appeal lies to a Subdivision and Development Appeal Board or to the Municipal Government Board; and
 - b) The reasons for the refusal.
- 4.1.8 Despite the Subdivision Authority having issued an acknowledgement that the application is complete, in the course of reviewing the application, the Subdivision Authority may request additional information or documentation from the applicant that the Subdivision Authority considers necessary to review the application.
- 4.1.9 If the Subdivision Authority does not make a determination as to the completeness of an application within twenty (20) days, or within the alternative timeframe agreed upon between the applicant and the Subdivision Authority, the application is deemed complete.

5.0 GENERAL REGULATIONS

5.1 Applicability

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

5.2 Non-Conforming Parcels

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

5.3 Non-Conforming Uses and Buildings

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

- b) For the routine maintenance of the building if the Development Authority considers it necessary.

5.3.6 If a non-conforming building is damaged or destroyed or to be renovated to the extent of more than 75% of the value of the building above its foundation, the building shall not be repaired or rebuilt except in accordance with this Bylaw.

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

5.4 Utility Structures

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

5.5 Location and Siting

5.5.1 No principal building shall be located in any required front, side or rear yard setback.

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

5.6 Height Exceptions

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

- a) Chimney stacks;
- b) Church spires;
- c) Cranes;
- d) Domes or cupolas;
- e) Elevator housings;
- f) Flagpoles;
- g) Floodlights;
- h) Grain elevators;
- i) Hose and fire alarm towers;
- j) Heating, Ventilation and Air Conditioning (HVAC) units;

- k) Masts and aerials;
- l) Roof stairway entrances;
- m) Skylights;
- n) Stadiums (including bleachers);
- o) Transmission towers;
- p) Utility poles;
- q) Warning devices;
- r) Water towers; and,
- s) Wind turbines.

5.6.2 In the HR and HC Districts, the roofline of the attached garage or carport may not exceed the maximum height of the rest of the principal building.

5.7 Uses Permitted in Any District

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

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

5.8 Prohibited Uses

5.8.1 The following uses are prohibited in every District:

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

5.9 Number of Dwelling Units

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

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

5.10 Temporary Residence during Construction

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

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

5.11 Setbacks from Adjacent Roadways

5.11.1 All buildings and structures in any Land Use District must be setback from the parcel line of the adjacent roadway as follows:

- a) Provincial highway: 40.0 m (131.2 ft.)
- b) Internal subdivision road: 7.5 m (24.6 ft.)
- c) Service road: 7.5 m (24.6 ft.)
- d) All other roads: 40.0 m (131.2 ft.)
- e) Undeveloped road allowance 40.0 m (131.2 ft.)

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

5.12 Setback Exceptions

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

- a) Steps, eaves and gutters;
- b) Cornices, sills, belt courses, bay windows, pop outs, chimneys or other similar features, provided such projections do not project more than 1.0 m (3.3 ft.) into a required front, side, or rear yard provided that the foundation or supports do not also project;
- c) Non-enclosed or open patios, sun decks or terraces, provided that such projections do not exceed 35% of the width of a required front, side or rear yard;
- d) Balconies and sun shades provided that such projections do not exceed 40% of the width of a required front, side or rear yard;
- e) Fences, which must be located a minimum setback of 0.3 m (1 ft.) from the nearest parcel line of the roadway right-of-way;
- f) Trees or other planting adjacent to a municipal road for a shelterbelt, hedge or similar purpose, which must be located a minimum setback of 8.0 m (26.2 ft.) from the nearest parcel line of the road right-of-way;
- g) Uncovered permanent swimming pools, provided they are:
 - i. Not constructed, sited or placed in a front yard in any residential parcel less than 2.0 ha (5.0 ac) in size;
 - ii. At least 3.0 m (9.8 ft.) from any side or rear yard parcel line; and,
 - iii. Located within a fenced yard or surrounded by a fence.
- h) Covered permanent swimming pools, provided they are:
 - i. Not constructed, sited or placed within a front yard in a HR District;
 - ii. At least 3.0 m (9.8 ft.) from any side or rear yard parcel line;
 - iii. Located within a fenced yard or surrounded by a fence; and,
 - iv. Constructed so that the roof or ridge of the pool cover is no greater than 4.0 m (13.1 ft.) above grade.
- i) Public art;
- j) Community information boards owned and operated by a government; and,

- k) Underground structures may be sited in any portion of a parcel provided that the top surface of such structure shall at no point extended above the average finished ground elevation.

5.13 Parcel Area and Width

- 5.13.1 Except as otherwise permitted in this Bylaw, no parcel will be reduced in area, either by the conveyance or alienation of any portion thereof or otherwise, so that any of the provisions and regulations of this Bylaw are not complied with.
- 5.13.2 Minimum parcel size regulations do not apply where parcel lines are relocated to facilitate an existing development, provided that:
 - a) No additional parcels are created; and,
 - b) All parcels are contiguous.
- 5.13.3 The minimum parcel size required by this Bylaw may be reduced by a maximum of 10% if part of the proposed parcel is required for the purpose of widening an existing highway or right of way.
- 5.13.4 The minimum parcel size required by this Bylaw may be reduced by a maximum of 10% under the following conditions:
 - a) The minimum parcel width set out in this Bylaw, or set by the Development Authority, is attained;
 - b) The minimum parcel area needs to be reduced in order to allow the length of the parcel to be reduced; or,
 - c) The reduction in minimum parcel size (and resulting reduction in required length) is required in order to allow a subdivision to fit within an extension of the standard grid of streets in Greenview.

5.14 Site Elevation/Grade

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

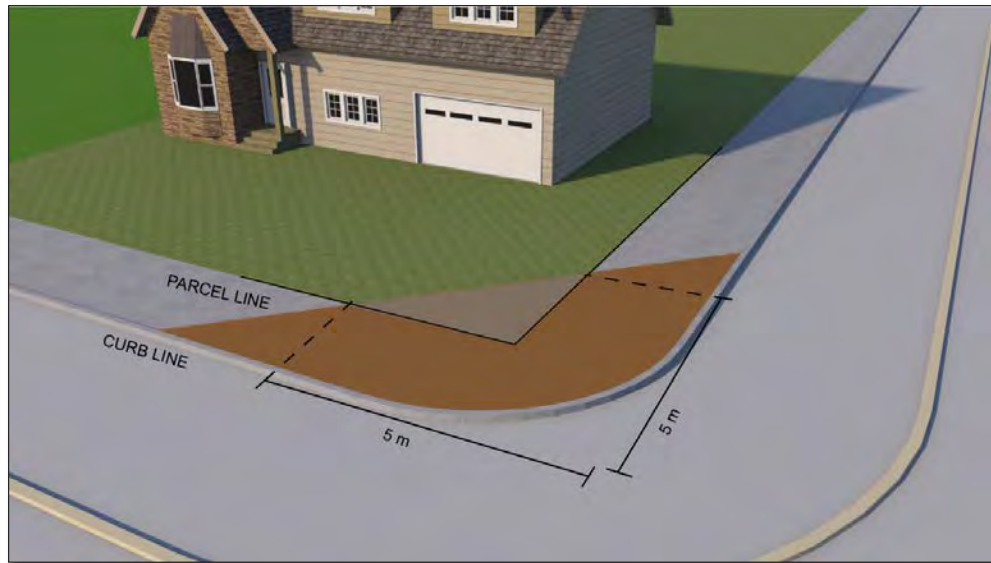
5.15 Access to a Parcel of Land

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

5.16 Corner Parcels

- 5.16.1 On a corner parcel in any HR District, no landscaping, screening, building or structure will be planted or erected to a height greater than 1.0 m (3.0 ft.) above the established grade of the municipal road within the shaded area (sight triangle) formed by the curb lines 5.0 m (16.4 ft.) from the point of intersection of the curb lines and joining perpendicular to the parcel lines and joining the parcel lines, as illustrated in Figure 5-1.

Figure 5-1: Illustration of Corner Parcel Sight Triangle



5.17 Conversion of Building Use

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

5.18 Fences and Shelterbelts

- 5.18.1 The height of a fence shall be measured as the vertical distance from the average finished ground level at the base of the fence to the highest point of the fence.
- 5.18.2 No barbed wire, single strand or high tensile wire fences are allowed in CR-2, CR-3 and HR Districts.
- 5.18.3 Fences along interior and rear yard parcel lines (where not adjacent to a highway) in Residential Districts shall not exceed a height of 2.0 m (6.6 ft.).
- 5.18.4 Fences in the front yard in the CR-1, CR-2, CR-3 and HR Districts shall not exceed a height of 1.2 m (3.9 ft.).
- 5.18.5 Fences on the exterior yard parcel line of a residential parcel may not exceed a height of 2.0 m (6.6 ft.).
- 5.18.6 A fence located in an Industrial or Commercial District shall have a maximum height of 2.5 m (8.2 ft.) on any side or rear yard.

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

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

5.19 Landscaping and Screening

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

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

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

- i. A minimum overall density of one (1) tree per 40.0 m² (430.56 ft.²) of the required setback area;
 - ii. A minimum overall density of four (4) shrubs per 100.0 m² (1076.39 ft.²) of the required setback areas;
 - iii. A minimum height of 1,1,000 mm (39.37 in.) for trees;
 - iv. A minimum height of 450 mm (17.72 in.) for deciduous shrubs; and,
 - v. A minimum height/spread of 450 mm (17.72 in.) for coniferous shrubs.
 - g) All parts of a parcel not covered by buildings, driveways, parking areas, pedestrian circulation facilities, storage and display areas and not part of a minimum required landscaped area shall be seeded to grass, sodded, cultivated as a garden, xeriscape or left with its undisturbed natural grass and vegetative cover.
- 5.19.3 The Development Authority may restrict the area or portion of the parcel to be hard-surfaced. Hard landscaping shall not exceed 25% of the total parcel area.
- 5.19.4 Any landscaping or screening required by a development permit shall be carried out within one (1) year of the issuance of the Alberta Building Code - occupancy permit (Alberta Safety Codes Authority).
- 5.19.5 The Development Authority may require screening to be provided in order to visually separate uses that detract from the surrounding area or are incompatible with adjacent uses. Special attention shall be given to proposals, which, in the opinion of the Development Authority detract from the natural landscape or the view of the travelling public. Such screening shall be of a quality and dimension satisfactory to the Development Authority.
- 5.19.6 When considering a development permit application, the Development Authority may impose conditions requiring the use and maintenance of landscaping, berms, fencing, vegetation or other screening of a location, length, thickness, type, height and extent that is considered necessary to buffer the proposed development from adjacent or neighbouring land uses.
- 5.19.7 Additional landscaping to that proposed in a Landscaping Plan may be required, if in the opinion of the Development Authority:
- a) There is a likelihood that the proposed development will generate undesirable impacts on surrounding sites, such as appearance, excessive noise, light, odours, traffic, litter, or dust; or,

- b) There is a likelihood that undesirable impacts may be generated on the site, and cause conflicts with other businesses within the development.

5.19.8 Unless covered by the provisions of a Development Agreement, any landscaping area between the parcel line and the existing curb must be incorporated into the landscape plan and shall be landscaped concurrently with the development.

5.19.9 The owner of a property, or their successor or assignees, shall be responsible for landscaping and proper maintenance. If the required landscaping does not survive two (2) growing seasons, the applicant/owner must replace it with a similar type of species and with a similar calliper width or height.

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

5.20 Objects Restricted in Residential Areas

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

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

5.21 Relocation of Buildings

5.21.1 Any person desiring to move or relocate a building greater than 15.0 m² (161.5 ft²) onto or within a parcel of land shall first apply for a development permit.

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

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

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

5.22 Accessory Buildings, Structures and Uses

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

- a) An accessory building or structure must not be used as a Dwelling Unit, Accessory dwelling or sleeping unit, unless permitted as a suite or accessory dwelling unit;
- b) Accessory buildings, structures and uses are not permitted on any parcel unless the principal building to which the building, structure or use is accessory has been erected or will be erected simultaneously;
- c) Where an accessory building or structure is attached to the principal building, it will be considered part of the principal building and must comply in all respects with the requirements of this Bylaw applicable to principal buildings;
- d) When located in a multi-parcel subdivision on a parcel of less than 0.4 ha (1.0 ac), an accessory building or structure shall not be higher than the permitted height of the principal building;
- e) An accessory building should not be located in the front yard;
- f) On a corner parcel in all Districts, an accessory building or structure must meet the same exterior side parcel line setbacks as the principal building on the parcel;
- g) Where an accessory building or structure is not attached to the principal building, the accessory building or structure must be setback a minimum of 1.5 m (4.9 ft.) from the principal building;
- h) An accessory building shall not be located closer than 1.5 m (4.9 ft.) to another accessory building;

- i) Where a building or structure is attached to the principal building by a roof, an open or enclosed structure above grade, or passageway connecting the buildings, it is part of the principal building;
- j) In any Hamlet District, the accessory building or structure must not exceed the size of the principal building;
- k) Accessory buildings and structures shall not be constructed over an easement or utility right-of-way;
- l) A boathouse shall be located no closer than 6.0 m (19.7 ft.) from the boundary of the parcel which is coterminous with or is closest to the legal top of bank, unless otherwise approved by the Development Authority; and,
- m) Fabric covered structures larger than 15.0 m² (161.5 ft²) on any parcel of land shall be a discretionary use, except where specified in the Land Use District.

5.23 Suites

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

- a) Unless otherwise stated, a maximum of one (1) attached suite and one (1) detached suite is permitted as an accessory use to a single detached dwelling unit;
- b) Suites shall be accessory and subordinate to the principal single detached dwelling unit on the same parcel;
- c) A suite may be allowed within a single detached dwelling unit, within a building other than the principal dwelling unit, or as a detached suite;
- d) A suite must be serviced from the utilities servicing the principal single detached dwelling unit, and shall not be serviced independently;
- e) The principal single detached dwelling unit on the parcel containing the suite must be occupied by the owner of the principal single detached dwelling unit, with the exception of a caretaker residence;
- f) Suites must meet Alberta Building Code requirements;
- g) In Hamlet Districts, one (1) additional on-site parking space must be provided for the suite, in addition to any parking requirements for the single detached dwelling unit;
- h) The maximum allowable habitable floor area of a suite shall be determined based on all stories, including basements but excluding the garage area and common areas of egress:

- i. 110.0 m² (1184.0 ft²) with a maximum of two (2) bedrooms for an attached suite;
 - ii. 110.0 m² (1184.0 ft²) with a maximum of two (2) bedrooms for a detached suite;
or,
 - iii. 45% of the gross floor area of the principal single detached dwelling unit,
whichever is less.
- i) A detached suite must:
 - i. Be constructed on a permanent foundation;
 - ii. Not exceed 5.5 m (18.0 ft.) in height; and
 - iii. Not contain a basement.
- j) An attached suite must:
 - i. Be considered part of the total building area; and,
 - ii. Not exceed 45% of the gross floor area of the single detached dwelling unit.

5.24 Clustered Leisure Accommodation

5.24.1 Where permitted within a District, clustered leisure accommodation must comply with the following regulations:

- i) Unless otherwise stated, a maximum of four (4) detached cabins are permitted on a parcel;
- j) The maximum allowable habitable floor area of a clustered leisure dwelling shall be 53.0m² (576.0 ft²).
- k) One (1) additional on-site parking space must be provided for each clustered leisure dwelling unit.

5.25 Home Occupations

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

- a) Home occupations must be clearly incidental and secondary to the use of the dwelling unit for residential purposes;
- b) Must not produce extensive noise between the hours of 10 p.m. and 7 a.m. in any Residential District;

- c) No offensive noise, vibration, smoke, dust, odour, heat, glare, electrical or radio disturbance detectable beyond the property boundary shall be produced by the business, at all times, the privacy and enjoyment of adjacent residences and land shall be preserved and the amenities of the neighbourhood preserved;
- d) Must not impact the privacy and enjoyment of adjacent residences;
- e) Lighting shall be designed, installed and operated in such a manner so as not to cause a disturbance to adjacent lands and/or interfere with the safe movement of traffic on nearby roads.

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

- a) Must be carried out solely within a dwelling unit or within one accessory building;
- b) Must not result in any exterior alterations that are not consistent with the residential character of the buildings and property;
- c) No more than two (2) people residing in the principal dwelling unit shall be permitted to work on-location in the Home Occupation, Minor;
- d) Shall not result in traffic that exceeds eight (8) customers per day;
- e) Must not produce any offensive noise, vibration, traffic, smoke, dust, odour, glare, heat or electrical interference with the residential nature of the area;
- f) Will involve no external storage of materials, containers or finished products;
- g) Is not permitted to use materials or processes that produce flammable or explosive vapours or gases; and
- h) Home occupations (minor) involving community care for children, as regulated by the *Family Day Home Standards*, shall not accommodate more than six children.

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

- a) Must only be conducted within the principal dwelling unit and within up to one accessory building;
- b) Outside storage shall not exceed 10% of the parcel size or 1.0 ha (2.5 ac) whichever is less.
- c) Finished display products shall be located in a specified area as determined by the Development Authority.

- d) Any outdoor storage associated with the home occupation shall be adequately screened from neighbouring parcels and highways;
- e) Must have a minimum parcel size of 1.2 ha (3.0 ac), and
- f) Shall not result in traffic that exceeds the equivalent of five (5) full-time employees and eight (8) customers per day;
- g) A Home Occupation, Major shall not include:
 - i. Wrecking yards; and/or,
 - ii. Sand and gravel processing.

5.26 Bed and Breakfasts

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

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

5.27 Manufactured Homes

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

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

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

5.27.4 Any renovations or additions to a manufactured home in a Residential District that are set out as conditions of the approval of a development permit must be completed within one (1) year of the issuance of the development permit.

5.27.5 Skirting must be installed within ninety (90) days from the date which the manufactured home is placed on the foundation.

5.27.6 The towing hitch and wheels must be removed within thirty (30) days from the date that the manufactured home is placed on the foundation.

5.27.7 All manufactured homes shall be serviced by a water supply, sewage system, and utilities to the satisfaction of the Development Authority.

5.28 Environmental Standards

5.28.1 Stripping of vegetation or grading may require an erosion and sediment control plan and be done in a manner which will minimize soil erosion by ensuring the extent of the disturbed area and the duration of its exposure is minimized.

5.28.2 All developments must be designed to ensure the stormwater runoff to adjacent lands or watercourses does not exceed pre-development flows.

5.28.3 Developments shall not adversely affect groundwater resources or disturb natural drainage patterns or watercourses unless such measures are necessary to serve a proposed development and receive approval from Alberta Environment.

5.29 Slope Stability

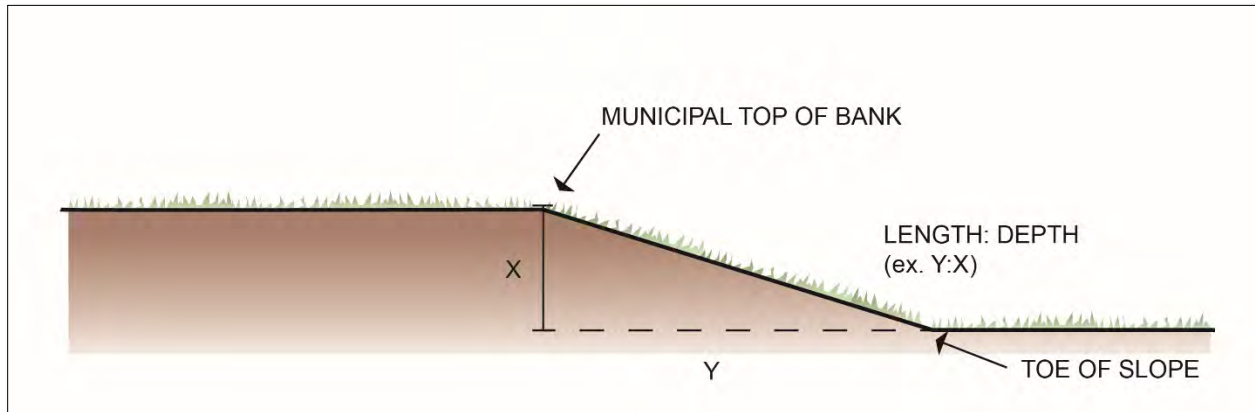
5.29.1 The distances set out in Table 5-1 from a steep slope are the required setback from the Municipal Top of Bank as illustrated in Figure 5.2.

Table 5-1: Depth of Slope Setback Requirements

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

- 5.29.2 If it can be demonstrated (via the submission of a slope stability assessment) that the proposed development will not be placed at undue risk, the Development Authority may relax the suggested setback requirements at their discretion.
- 5.29.3 For slopes with a smooth and uninterrupted grade, the depth will be the vertical distance from the valley crest to the toe of the slope, as shown in Figure 5-2.

Figure 5-2: Slope Depth



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

5.30 Site Reclamation

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

5.31 Soil Remediation

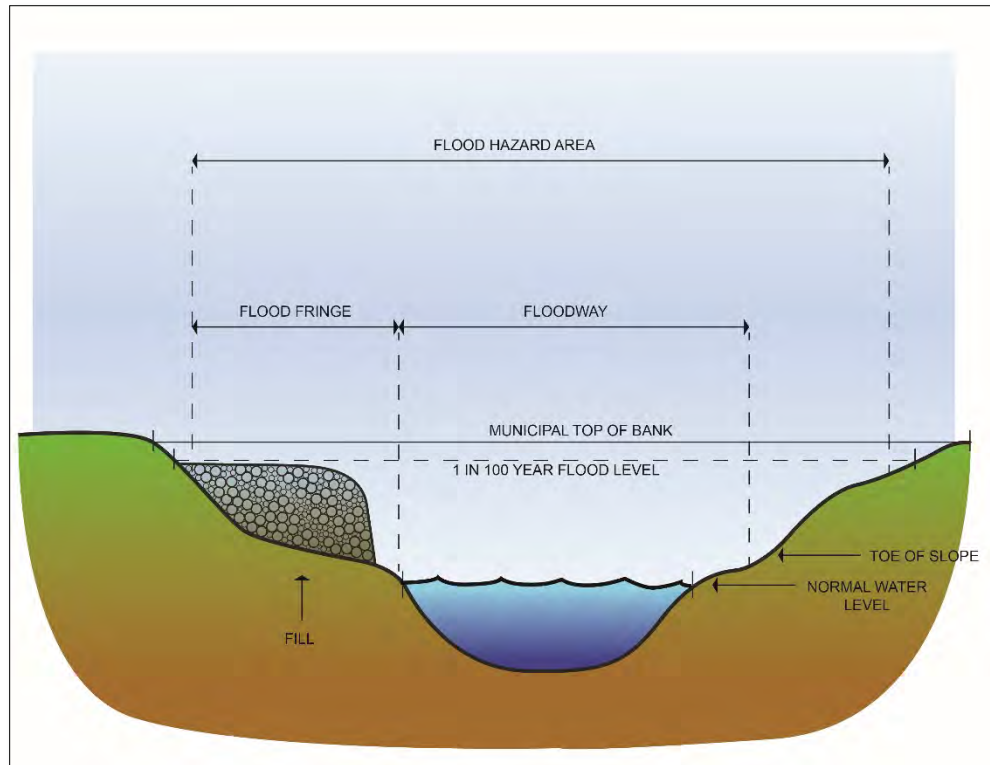
- 5.31.1 Soil remediation may be required on a parcel of land as a condition of subdivision or development approval where an environmental site assessment has established the presence of site contamination.
- 5.31.2 Remediation may include, but is not limited to, source removal, physical removal of contaminated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

5.32 Riparian Protection Area

- 5.32.1 The riparian protection area shall be measured from the municipal top of bank, as determined by a qualified environmental professional or professional land surveyor, with a minimum setback of 20.0 m (65.6 ft.).
- 5.32.2 Where an applicant disputes Greenview's determination of the riparian protection area, an applicant may apply for a development permit and submit a report prepared by a qualified professional, to Greenview's satisfaction.
- 5.32.3 If a development setback is required under other section(s) of the Land Use Bylaw that results in setback greater than the riparian protection area, that greater setback shall prevail.
- 5.32.4 No development shall take place in the floodway as shown in Figure 5-3, except for the following uses:
- a) Agriculture, Extensive that does not include buildings, structures or any obstruction in the floodway;
 - b) Roads, bridges, flood and erosion infrastructure as part of public works, services and utilities carried out on behalf of the Federal, Provincial or Municipal Authorities on land that is publicly owned or controlled;
 - c) Pathways that are constructed level with the existing natural grades;

- d) Recreational uses provided there are no buildings, structures or any obstruction in the floodway; and,
- e) Replacement of an existing building not involving the construction or placement of fill material below the 1: 100-year design flood. Replacement or new basements are not included in this provision.

Figure 5-3: Illustration of Flood Hazard Area



5.32.5 Subdivision is prohibited on parcels completely within the floodway.

5.32.6 Development within the flood fringe (see Figure 5-3) shall:

- a) Demonstrate that floor level (including the construction system of the floor) is above the 1: 100-year flood design. A qualified professional Engineer accredited by the Associate of Professional Engineers and Geoscientists of Alberta (APEGA) shall provide a detailed site survey and cross section drawings in support of the application;
- b) Have no basements;
- c) Be flood-proofed. New mechanical, electrical services and equipment shall be designed and installed a minimum of 0.6 m (1.6 ft.) above the 1: 100-year design flood. New or

replacement private sewer systems shall be designed and installed to be flood-proofed;
and

- d) Shall not place fill materials within the 1: 100-year flood without obtaining prior provincial approvals.

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

5.33 Riparian Protection Regulations – Compliances & Variance

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

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

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

5.34 Kennels

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

5.34.2 Unless a development permit has been issued for a kennel, the keeping of dogs is permitted in all Land Use Districts, provided the number of dogs does not exceed the following:

- a) Two (2) dogs over six months of age in HR, CR-2 and CR-3 Districts;
- b) Six (6) dogs over six months of age in all other Districts
- c) Greater than six (6) working dogs may be kept on a parcel 32.0 ha (79.0 ac) or greater if a development permit has been issued. In considering an application for working dogs the Development Authority may consider the following:
 - i. The number of working dogs requested;

- ii. The size and scale of the livestock operation; and,
 - iii. Any additional information the Development Authority deems relevant.
- d) In granting a development permit for a kennel, conditions of approval shall:
- i. Limit the term of the permit to a period not exceeding three (3) years;
 - ii. Require that all dogs be kept indoors from 10:00 p.m. and 7:00 a.m.; and,
 - iii. Require that any outside runs be enclosed with fences a minimum of 1.8 m (5.9 ft.) in height.

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

- a) No building or outdoor exercise area shall be located within 300.0 m (984.2 ft.) of any dwelling unit located on an adjacent parcel;
- b) Where applicable, all facilities, including buildings and outdoor exercise areas, shall be located behind the principal building;
- c) All facilities, including buildings and outdoor exercise areas, shall be screened from any existing dwelling units on an adjacent parcel;
- d) Exercise areas for animals shall be enclosed to the satisfaction of the Development Authority; and,
- e) Any animals placed within a quarantine area shall be located a minimum of 500.0 m (1640.4 ft.) of any dwelling unit located on an adjacent parcel.

5.35 Backyard Beekeeping

5.35.1 Where permitted within a Land Use District, every person keeping backyard bees and the owner of any parcel of land on which backyard bees are kept must comply with the following regulations:

- a) Provide adequate water to prevent the bees from seeking water from other sources, such as neighbourhood swimming pools, birdbaths, ponds or other bodies of water;
- b) Take all reasonable measures to prevent swarming and aggressive behaviour by the bees;
- c) If the bees swarm or show signs of aggressive behaviour, ensure that the bees are re-queened;

- d) No more than two (2) colonies of bees are permitted on a parcel having an area less than 1,100.0 m² (11,840.3 ft²);
 - e) No more than one (1) colony of bees are permitted on a parcel having an area of less than 600.0 m² (6,458.4 ft²);
 - f) A beehive is not permitted within 6.5 m (21.3 ft.) of any parcel line except when:
 - i. The hive is situated 2.5 m (8.2 ft.) or more above the adjacent ground level; or
 - ii. The hive is situated less than 2.0 m (6.5 ft.) above adjacent ground level and behind a solid fence or hedge 2.0 m (6.5 ft.) or more in height running parallel to any parcel line and extending at least 6.0 m (19.7 ft.) beyond the hive in both directions.
- 5.35.2 A valid permit must be obtained through the Development Authority to operate a backyard beekeeping operation, with the exception of parcels in A-1 and A-2.
- 5.35.3 Backyard beekeeping must be for personal use only and products produced from backyard beekeeping shall not be sold in any commercial manner.

5.36 Backyard Hen Enclosures

- 5.36.1 Where permitted within a Land Use District, a backyard hen enclosure must, unless otherwise indicated, comply with the following regulations:
- a) Backyard hen enclosures must be clearly incidental and secondary to the use of the dwelling unit for residential purposes, and must be conducted by a resident of the parcel;
 - b) A maximum of six (6) hens per site may be kept for personal egg consumption;
 - c) Backyard hen enclosures must be located in a backyard and the dwelling unit must be between the backyard hen enclosure and the front parcel line;
 - d) A backyard hen enclosure must only use a pen and a coop as defined by this bylaw;
 - e) The maximum size of a coop is 8.0 m² (86.1 ft²) in floor area and 2.5 m (8.2 ft.) in height;
 - f) The coop and the pen must be placed at least 2.5 m (8.2 ft.) from the exterior side parcel line, the interior side parcel line and the rear parcel line.
- 5.36.2 Backyard hen enclosures are for personal use only and products produced from backyard hen enclosures shall not be sold in any commercial manner.

5.37 Shipping Containers

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

5.38 Employee Accommodation

- 5.38.1 Employee accommodation shall only be allowed when it is associated with an industrial or commercial use for which a development permit has been issued.
- 5.38.2 Employee accommodation shall be clearly secondary and accessory to the principal use on the same parcel, and shall be operated for the sole purpose of on-site housing of employees of the principal use of that parcel.
- 5.38.3 All parking must be provided on the lot and areas for parking developed to the satisfaction of the Development Authority.

5.39 Work Camps - General

- 5.39.1 A development permit for a work camp shall only be valid for a period of one (1) year from its date of issuance, at which time an application may be made for a continuance of the use.

5.39.2 All work camps or project-oriented work camps shall conform to the following:

- a) Consist of portable and mobile accommodation units or trailers, with or without kitchen facilities;
- b) Only work camp staff may be housed on a full-time, ongoing, or permanent basis;
- c) Have siting of and setbacks from accommodations to the satisfaction of the Development Authority and consider adjacent land uses and operations.

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

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

5.39.4 Work Camps

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

5.39.5 Work Camps - Project Oriented

- a) These types of work camps include construction camps or work camps that are not designed to be on the site permanently. A project-oriented work camp shall:
 - i. Be occupied by employees, staff or personnel directly related to or employed by the project for which the work camp was constructed;
 - ii. Not be used as third-party rental accommodations; and,

- iii. Require temporary development permits that shall not be issued for a period greater than twelve (12) month duration, unless a new application for a development permit is made.

5.40 Recreational Vehicles

- 5.40.1 The year-round placement of recreational vehicles for non-commercial use on a parcel in the A-1, A-2, CR-1, CR-2, CR-3 and HR Districts may be allowed without a development permit and are subject to the maximum recreation vehicle limit as defined in Table 5.2.
- 5.40.2 Habitation or use of a recreational vehicle exceeding the number allowed in Table 5.2 is not permitted to be used or located on a parcel for a period of time longer than fourteen (14) days a year.
- 5.40.3 A recreational vehicle cannot be placed outside the setbacks identified in Section 5.11, Setbacks from Adjacent Roads, and shall meet all other required setback regulations for the District.
- 5.40.4 A recreational vehicle may not be augmented by an attached canopy, deck, lean-to or any other attached accessory building. Detached accessory buildings over 15.0 m² (161.5 ft²) require a development permit.
- 5.40.5 Sewage and wastewater systems, including holding tanks and onsite treatment are subject to approval from an agency authorized by the Alberta Safety Codes Authority.
- 5.40.6 Utility hookups are subject to approval from an agency authorized by the Alberta Safety Codes Authority.

Table 5-2: Recreational Vehicle Regulations

Land Use District	Parcel Size	Maximum Number of Recreational Vehicles
Agricultural One (A-1) District	Between 64.7 ha (160.00 ac) and 32. ha (79.1 ac)	5
Agricultural One (A-1) District	Between 32 ha (79.1 ac) and 8.1 ha (20 ac)	4
Agricultural One (A-1) District	Less than 8.1 ha (20 ac)	3
Agricultural Two (A-2) District	Between 32 ha (79.1 ac) and 8.1 ha (20 ac)	4
Country Residential One (CR-1) District	Between 8.1 ha (20 ac) and 1.2 ha (3 ac)	1

<i>outside the Sturgeon Lake Area Structure Plan</i>		
Country Residential One (CR-1) District <i>inside the Sturgeon Lake Area Structure Plan</i>	Between 8.1 ha (20 ac) and 1.0 ha (2.5 ac)	3
Country Residential Two (CR-2) District <i>outside the Sturgeon Lake Area Structure Plan</i>	Between 2.0 ha (5 ac) and 1.0 ha (2.5 ac)	1
Country Residential Two (CR-2) District <i>inside the Sturgeon Lake Area Structure Plan</i>	Between 1.0 ha (2.5 ac) and 0.39 ha (0.95 ac)	3
Country Residential Two (CR-2) District <i>inside the Sturgeon Lake Area Structure Plan</i>	Less than 0.39 ha (0.95 ac)	2
Country Residential Three (CR-3) District	Greater than 1.0 ha (2.5 ac)	4
Country Residential Three (CR-3) District	Between 1.0 ha (2.5 ac) and 0.39 ha (0.95 ac)	3
Country Residential Three (CR-3) District	Less than 0.39 ha (0.95 ac)	2
Hamlet Residential (HR) District	Greater than 465.0 m ² (5,005.2 ft ²)	1

5.41 Campgrounds

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

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

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

5.42 Signage

5.42.1 General

- a) The quality, aesthetic character, materials and finishing of sign construction shall be to the satisfaction of the Development Authority.

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

5.42.2 Permanent Signage

- a) A permanent sign is a sign that:
 - i. Exceeds 1.0 m² (10.8 ft²) in area;
 - ii. Exceeds 1.5 m (4.9 ft.) in height;
 - iii. Is not for a Federal, Municipal or Provincial election; and,
 - iv. Is displayed for more than 21 consecutive days.
- b) An on-site sign that is displayed for less than twenty-one (21) consecutive days does not exceed 1.0 m² (10.8 ft²) in area or 1.5 m (4.9 ft.) in height and is intended for:
 - i. Advertising the sale or lease of a dwelling unit or property;
 - ii. Identifying a construction or demolition project which a development has been issued; or,
 - iii. Identifying a charitable campaign.
 - iv. Shall be considered a temporary sign and subject to the regulations in Section 5.11, Setbacks from Adjacent Roads.
- c) A permanent sign shall not be erected on land or affixed to any building or structure within 300.0 m (984.2 ft.) of a highway or within 800.0 m (2,624.7 ft.) of the intersection of a highway and public road unless approval is obtained from Alberta Transportation pursuant to the Public Highway Development Act;
- d) A permanent sign shall not be erected on land or affixed to any building or structure in any area of Greenview that is outside the setbacks identified in Section 5.11, Setbacks from Adjacent Roads unless a development permit approved by the Development Authority has been issued for the permanent sign;
- e) A development permit application for one or more permanent signs shall not be approved if, in the opinion of the Development Authority, the sign would:
 - i. Unduly interfere with the amenities of the area;

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

5.42.3 Temporary Signage

- a) A temporary sign shall not be:
 - i. Greater than 1.0 m² (10.8 ft²) in area;
 - ii. Greater than 1.5 m (4.9 ft.) in height;
 - iii. Located on a parcel of land for more than twenty-one (21) days;
 - iv. For the commercial sale of goods or services; and,
 - v. For the advertising of a business, activity or event that is not on the parcel of land on which the sign is located.
- b) A temporary on-site sign intended for the uses identified in Section 5.40.2, Permanent Signage, must be removed no more than seven (7) days following the date any advertised event, project or sale concludes;

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

5.42.4 Logo Signage

- a) A logo sign is a sign that:
 - i. Exceeds 1.0 m² (10.8 ft²) in area;
 - ii. Exceeds 1.5 m (4.9 ft.) in height;
 - iii. Is placed within a highway or municipal road right-of-way; and,
 - iv. Is provided and erected by Greenview to display the logos and/or business names for local businesses or service providers.
- b) A logo sign shall not be erected on land or affixed to any building or structure within 300.0 m (984.3 ft.) of a highway or within 800.0 m (2,624.7 ft.) of the intersection of a highway and public road unless approval is obtained from Alberta Transportation pursuant to the Public Highway Development Act;
- c) A logo sign shall not be erected on land or affixed to any building or structure in any area of Greenview that is outside the setbacks identified in Section 5.40.4, Temporary Signage unless a development permit approved by the Development Authority has been issued for the permanent sign.

6.0 OFF-STREET PARKING REGULATIONS

6.1 Parking and Storage

6.1.1 The Development Authority shall require all developments in all HC, HI, HR and CR-3 Districts to provide off-street parking and loading facilities in accordance with this Bylaw unless otherwise stated.

6.1.2 In the HR District, parking and storage shall be permitted outside of a dwelling unit as follows:

- a) Trucks, commercial vehicles or equipment temporarily required for the ongoing construction, repair and servicing or maintenance of the premises;
- b) Any dismantled or wrecked automobile, truck, recreational vehicle, trailer, or construction equipment for a period of not more than fourteen (14) consecutive days;
- c) One (1) boat or vessel unit not exceeding a centre line length of 11.0 m (36.1 ft.);
- d) One (1) trailer not exceeding a body length of 12.2 m (40.0 ft.).

6.1.3 In the CR-1, CR-2 and CR-3 Districts, parking and storage shall be permitted outside of a dwelling unit as follows:

- a) Trucks, commercial vehicles or equipment temporarily required for the ongoing construction, repair and servicing or maintenance of the premises;
- b) Any dismantled or wrecked automobile, truck, recreational vehicle, trailer, or construction equipment for a period of not more than fourteen (14) consecutive days;
- c) Two (2) boats or vessel units not exceeding a centre line length of 11.0 m (36.1 ft.);
- d) Two (2) trailer not exceeding a body length of 12.2 m (40.0 ft.).

6.2 Vehicle Storage

6.2.1 Except where specifically permitted, no HR, CR-1, CR-2 or CR-3 parcel may be used for:

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

- c) The storing of unlicensed motor vehicles, recreational vehicles or detached parts of such on a vacant lot.

6.3 **Parking Space Standards**

- 6.3.1 All parking or loading spaces must be graded and drained to properly dispose of all surface water and maintain positive drainage to not cause flooding.
- 6.3.2 The Development Authority may require that parking or loading spaces are surfaced with asphalt, concrete or similar pavement, or other hard surface such as interlocking paving stones, to provide a surface that is durable and dust free.
- 6.3.3 When a building requires parking or loading spaces, the owner of the building shall provide the required parking and loading spaces at or before the time of occupancy of the building.
- 6.3.4 Entrances and exits to and from all parking spaces must be by means of unobstructed manoeuvring aisles. The manoeuvring aisles must be not less than 7.0 m (23.0 ft.) wide for right angle parking and may be reduced to 4.5 m (14.8 ft.) for angle parking up to 45 degrees to the manoeuvring aisle.
- 6.3.5 Maneuvering aisles and fire lanes must be a minimum of 7.0 m (23.0 ft.) wide.
- 6.3.6 All parking and loading spaces required by this Bylaw shall be located on the same site as the use requiring them, subject to setback and yard requirements.
- 6.3.7 For parking areas with twenty-five (25) parking spaces or less, parking spaces must be a minimum of:
 - a) 6.0 m (19.7 ft.) in length; and,
 - b) 3.0 m (9.8 ft.) in width.
- 6.3.8 For parking areas with twenty-five (25) parking spaces or more, parking spaces must be a minimum of:
 - a) 5.4 m (17.7 ft.) in length; and,
 - b) 2.7 m (8.9 ft.) in width.
- 6.3.9 Driveway widths for residential front yard parking stalls shall not exceed 40% of the total lot width at the property line, and shall not be less than 3.0 m (9.8 ft.) wide.

6.4 Parking Spaces for Persons with Disabilities

6.4.1 Where more than twenty (20) parking stalls are required, every off-street parking area must provide 1% of the required stalls, with a minimum of one (1) stall for the use of persons with disabilities. Each stall must be:

- a) At least 4.0 m (13.1 ft.) in width and at least 7.5 m (24.6 ft.) in length;
- b) Located as close as possible to a main accessible building entrance; and,
- c) Clearly identified for the exclusive use of persons with disabilities.

6.5 Parking Regulations

6.5.1 The required number of off-street parking spaces for motor vehicles for any use is calculated according to Table 6-1 in which Column I classifies the types of uses and Column II sets out the number of required off-street parking spaces that are to be provided.

6.5.2 In respect of a use permitted under this Bylaw which is not specifically referred to in Column I of Table 6-1, the required number of off-street parking spaces is calculated based on the requirements for a similar use that is listed in the table, or at the discretion of the Development Authority.

6.5.3 For the purpose of computing the required number of off-street parking spaces, any fraction shall be rounded up to the nearest whole number.

6.5.4 Where more than one use is located on a parcel the required number of off-street parking spaces shall be the sum total of the requirements for each use.

6.5.5 Where more than one use is located in a building, the required number of off-street parking spaces may recognize the mixed-use and determine the number of spaces required based on the various portions of the building dedicated to each use.

6.5.6 Unless otherwise provided for in this Bylaw, the minimum number of off-street parking spaces that shall be required within Hamlets is as outlined in Table 6-1.

Table 6-1: Off-Street Parking Regulations

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

7.0 ESTABLISHMENT OF DISTRICTS

7.1 District Classification

7.1.1 For the purpose of this Bylaw, lands within the boundaries of Greenview shall be divided into the Districts identified in Table 7-1.

Table 7-1: Establishment of Districts

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

7.2 Location of Districts

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

7.3 Land Use District

7.3.1 Where a Land Use District boundary shown on Schedule B follows a highway, road right-of-way or watercourse, the centerline of such shall be the land use boundary.

7.3.2 Where the Land Use District boundary does not follow a legally defined line, the Land Use District boundary shall be determined by scaling from the land use maps.

8.0 LAND USE DISTRICTS

8.1 Agricultural One (A-1) District

8.1.1 Purpose

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

8.1.2 Uses

- a) Table 8-1 identifies the permitted and discretionary uses within the A-1 District.

Table 8-1: A-1 Permitted and Discretionary Uses

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

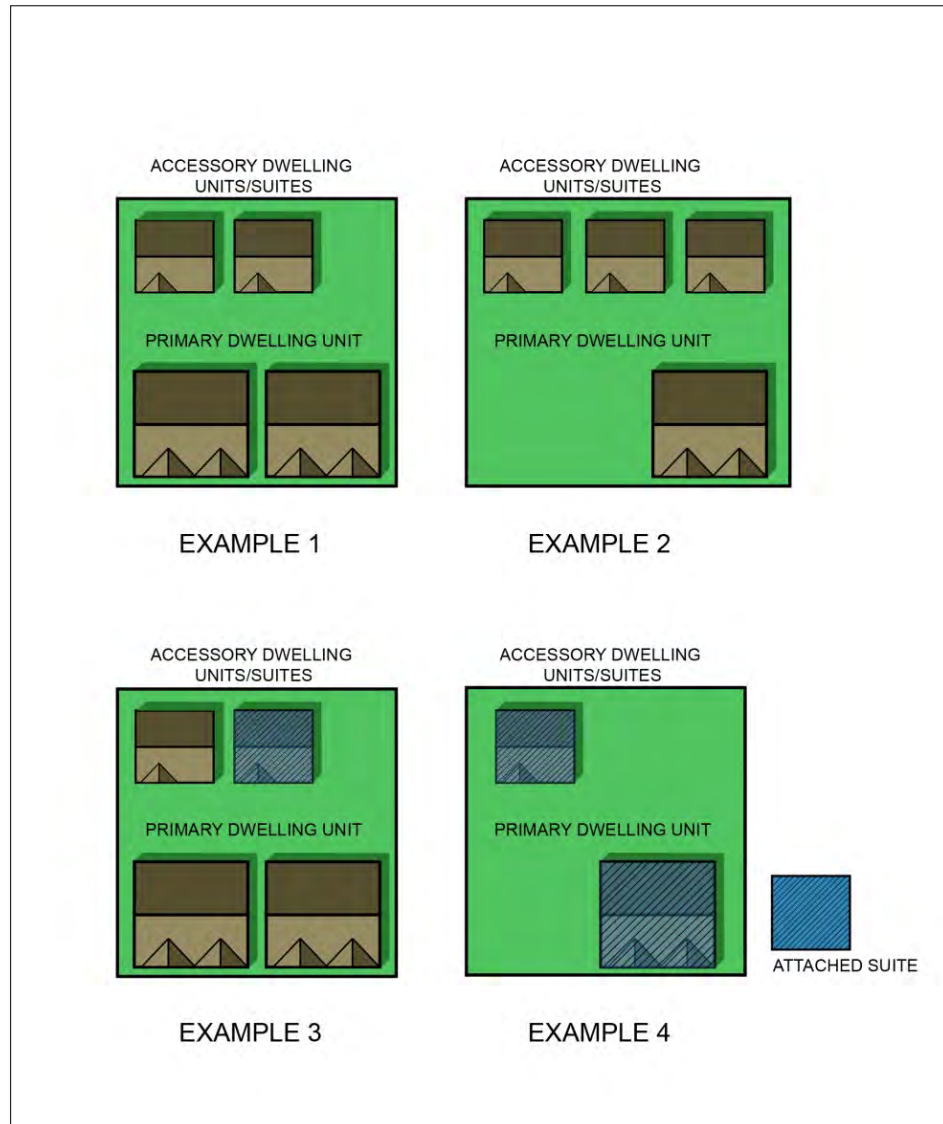
27. Wind Energy Conversion System, Minor

8.1.3 Regulations

- a) On a parcel located in an A-1 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-2.

Table 8-2: A-1 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 4 dwelling units per parcel, which may include: <ul style="list-style-type: none"> a maximum of 2 primary dwelling units a maximum of 3 accessory dwelling units and/or suites
.2 Minimum parcel size	1.2 ha (3 ac)
.3 Minimum parcel width	100 m (328.1 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.6 Maximum building and structure height <ul style="list-style-type: none"> Principal building and structures Accessory building 	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.7 Maximum parcel coverage (all buildings)	30 %

Figure 8-1: Examples of A-1 Dwelling Unit Configurations

8.1.4 Other Regulations

- a) All applications for confined feeding operations must be submitted to the Natural Resources Conservation Board for review and approval in accordance with the Agricultural Operation Practices Act;
- b) Only one A-1 parcel may be taken out of an unsubdivided quarter section without rezoning. Work Camp, Project-Oriented – Only within 400.00 m (1,312.3 ft.) of highways;
- c) First Parcel Out: Minimum: 1.2 ha (3.0 ac)
 Maximum: 8.1 ha (20.0 ac)
- d) An application to create two titles based upon a fragmented parcel may be approved notwithstanding the size of parcels to be created on either side of the fragmentation line with the following conditions:
 - i. Minimum parcel sizes and other development considerations must be adhered to;
 - ii. Parcels fragmented by water bodies or ravines would still be subject to environmental reserve evaluation and dedication.
- e) Agricultural parcels that are fragmented will be prorated by the size of the parcel to determine the number and size of parcels that are to qualify for subdivision from each fragmented portion as follows:
 - i. The amount of land that may be subdivided from a fragmented parcel will be directly proportionate to its percentage of the quarter section.

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.2 Agricultural Two (A-2) District

8.2.1 Purpose

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

8.2.2 Uses

- a) Table 8-3 identifies the permitted and discretionary uses within the A-2 District.

Table 8-3: A-2 Permitted and Discretionary Uses

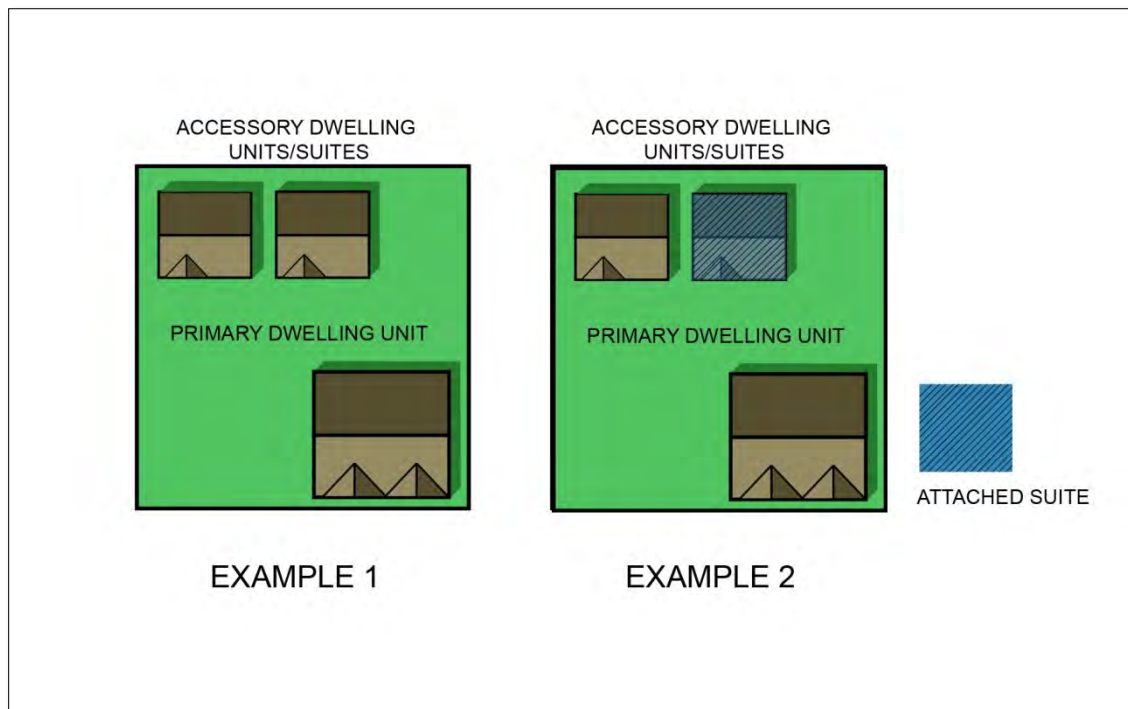
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Agricultural Processing
2. Agriculture, Horticulture	2.a Cannabis Production Facility
3. Apiary	3.a Coverall Building
4. Bed and Breakfast	4.a Craft Brewery and Distillery
5. Boarding and Lodging	5.a Home Occupation, Major
6. Borrow Pit	6.a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

8.2.3 Regulations

- a) On a parcel located in this District, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in Table 8-4.

Table 8-4: A-2 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 3 dwelling units per parcel, which may include: <ul style="list-style-type: none"> • a maximum of 1 primary dwelling unit • a maximum of 2 accessory dwelling units and/or suites
.2 Maximum parcel size	32.0 ha (79.1 ac)
.3 Minimum parcel size	8.1 ha (20 ac)
.4 Minimum parcel width	100 m (328.1 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.8 Maximum parcel coverage (all buildings)	30 %

Figure 8-2: Examples of A-2 Dwelling Unit Configurations

8.2.4 Other Regulations:

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

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.3 Rural Settlement (RS) District

8.3.1 Purpose

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

8.3.2 Uses

- a) Table 8-5 below identifies the permitted and discretionary uses within the RS District.

Table 8-5: RS Permitted and Discretionary Uses

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

8.3.3 Regulations

- a) On a parcel located in the RS District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-6.
- b) Uses listed within the Institutional District (INS) are to be considered Discretionary Uses in the RS District

Table 8-6: RS District Regulations

Matter to Be Regulated	Regulation
.1 Minimum parcel size	32.0 ha (79.1 ac)
.2 Minimum parcel width	100 m (328.1 ft.)
.3 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.4 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.5 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.6 Maximum parcel coverage (all buildings)	35 %

8.3.4 Additional Requirements

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

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.4 Country Residential One (CR-1) District

8.4.1 Purpose

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

8.4.2 Uses

- a) Table 8-7 identifies the permitted and discretionary uses within the CR-1 District:

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

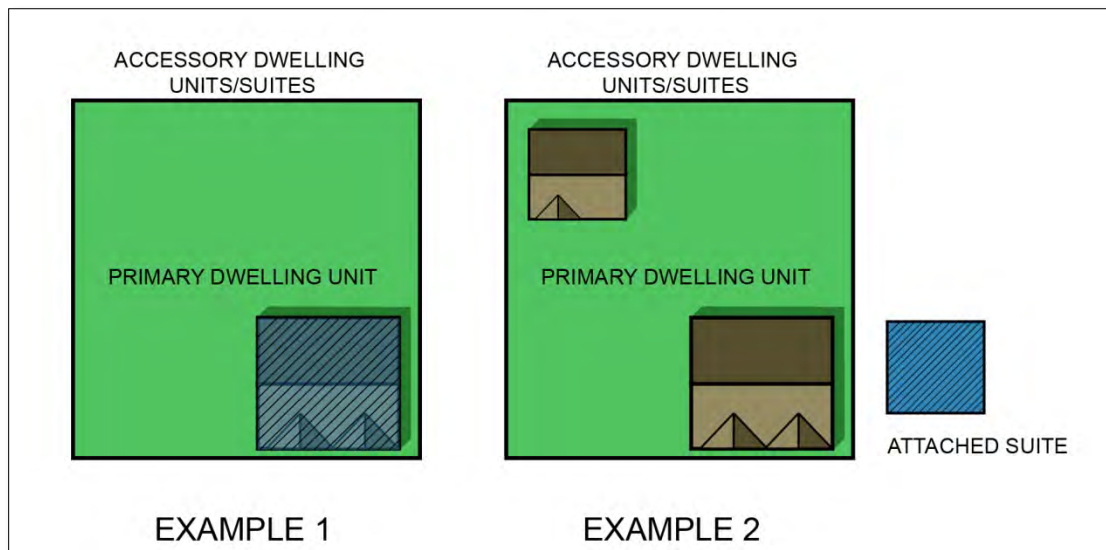
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Coverall Building
2. Agricultural Pursuit, Minor	2.a Dwelling Unit, Manufactured
3. Backyard Beekeeping	3.a Home Occupations, Major
4. Backyard Hen Enclosure	4.a Sign
5. Bed and Breakfast	
6. Boarding and Lodging	
7. Dugout	
8. Dwelling Unit,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

8.4.3 Regulations

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

Table 8-8: CR-1 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 2 dwelling units per parcel, which may include: <ul style="list-style-type: none"> a maximum of 1 primary dwelling unit a maximum of 1 suite
.2 Minimum parcel size	1.2 ha (3.0 ac)
.3 Maximum parcel size	4.0 ha (9.9 ac)
.4 Minimum parcel width	30.0m (98.4 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance: 40.0 m (131.2 ft.) 7.5 m (24.6 ft.) 15.0 m (49.2 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 5.0 m (16.4 ft.) 5.0 m (16.4 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> Principal building and structures Accessory building 	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.8 Maximum parcel coverage (all buildings)	35 %

Figure 8-3: Example of CR-1 Dwelling Unit Configuration

8.4.4 Additional Regulations

- a) For this District, on-site servicing includes an approved wastewater disposal system and a piped or on-site water supply;
- b) Design guidelines for multi-parcel country residential development includes:
 - i. The provision of on-site parking; and,
 - ii. As a component of drainage management and as a water supply for fire protection, the provision of dugouts is encouraged where municipal water supplies are not available. The dugouts should be located along main access roads and should be bermed on all sides adjacent to roadways as a safety precaution.
- c) In this District, no person shall keep any livestock except in conformity with the following:
 - i. Livestock shall be limited to no more than one animal equivalency per ac or part thereof, to a maximum of three animal equivalents to be calculated in accordance with Table 8-9, which is used to determine the appropriate number of livestock.
 - ii. Adequate fencing and/or buffering shall be constructed to the satisfaction of the Development Authority to ensure the on-site confinement of animals and to reduce the impact of noise or visual presence on surrounding properties; and,
 - iii. Adequate measures to provide for the disposal of animal wastes shall be provided to the satisfaction of the Development Authority.

Table 8-9: CR-1 Livestock Animal Equivalents

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

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.5 Country Residential Two (CR-2) District

8.5.1 Purpose

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

8.5.2 Uses

- a) Table 8-10 identifies the permitted and discretionary uses within the CR-2 District.

Table 8-10: CR-2 Permitted and Discretionary Uses

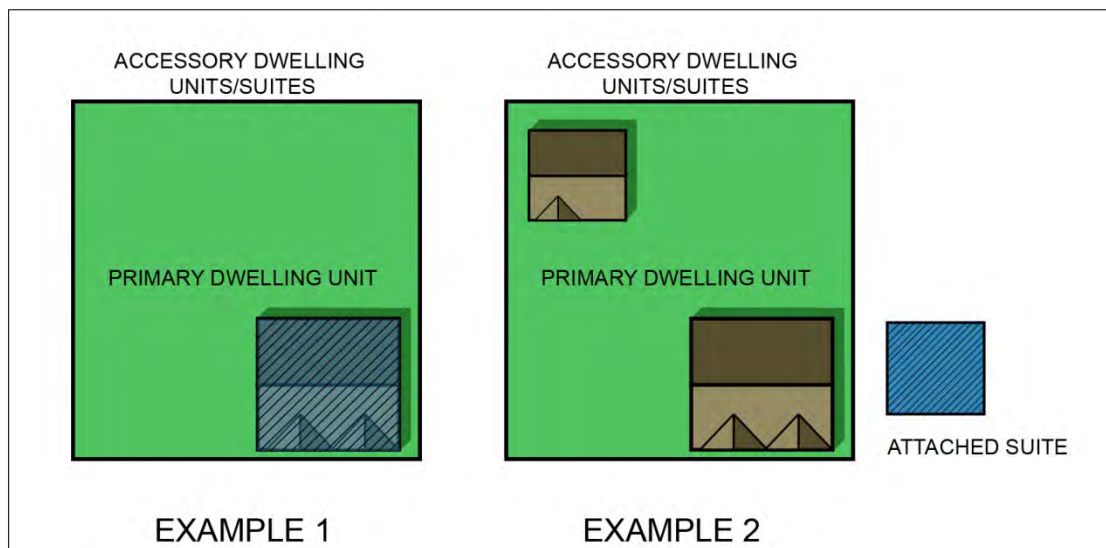
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Coverall Building
2. Backyard Beekeeping	2.a Dwelling Unit, Manufactured
3. Backyard Hen Enclosure	3.a Kennel, Hobby
4. Bed and Breakfast	
5. Boarding and Lodging	
6. Dugout	
7. Dwelling Unit, Modular	
8. Dwelling Unit, Single Detached	
9. Home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

8.5.3 Regulations

- a) On a parcel located in a CR-2 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-11.

Table 8-11: CR-2 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 2 dwelling units per parcel, which may include: <ul style="list-style-type: none"> • a maximum of 1 primary dwelling unit • a maximum of 1 suite
.2 Minimum parcel size	0.2 ha (0.5 ac)
.3 Maximum parcel size	2.0 ha (5.0 ac)
.4 Minimum parcel width	18 m (59.1 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 5.0 m (16.5 ft.)
.8 Maximum parcel coverage (all buildings)	35 %

Figure 8-4: Example of CR-2 Dwelling Unit Configurations

8.5.4 Regulations

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

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.6 Country Residential Three (CR-3) District

8.6.1 Purpose

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

8.6.2 Uses

- a) Table 8-12 identifies the permitted and discretionary uses within the CR-3 District.

Table 8-12: CR-3 Permitted and Discretionary Uses

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Accommodation, Clustered Leisure
2. Cabin	2.a Backyard Beekeeping
3. Dwelling Unit, Modular	3.a Backyard Hen Enclosure
4. Dwelling Unit, Single Detached	4.a Coverall Building
5. Shipping Container	5.a Dwelling Unit, Manufactured
6. Solar Collector, Minor	
7. Wind Energy Conversion System, Minor	

8.6.3 Regulations

- a) On a parcel located in the CR-3 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-13.

Table 8-13: CR-3 District Regulations

Matter to be Regulated	Regulation
.1 Maximum density	A maximum of 1 dwelling unit per parcel.
.2 Minimum parcel size	0.2 ha (0.5 ac)
.3 Maximum parcel size	4.0 ha (9.9 ac)
.4 Minimum parcel width	18.0 m (59.1 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 8.0 m (26.2 ft.)
.8 Maximum parcel coverage (all buildings)	40 %

8.6.4 Additional Regulations

- a) Additional setbacks for environmental protection may be required at the time of development.
- b) The keeping of livestock is not permitted in this District.

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.7 Hamlet Residential (HR) District

8.7.1 Purpose

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

8.7.2 Uses

- a) Table 8-14 below identifies the permitted and discretionary uses within the HR District.

Table 8-14: HR Permitted and Discretionary Uses

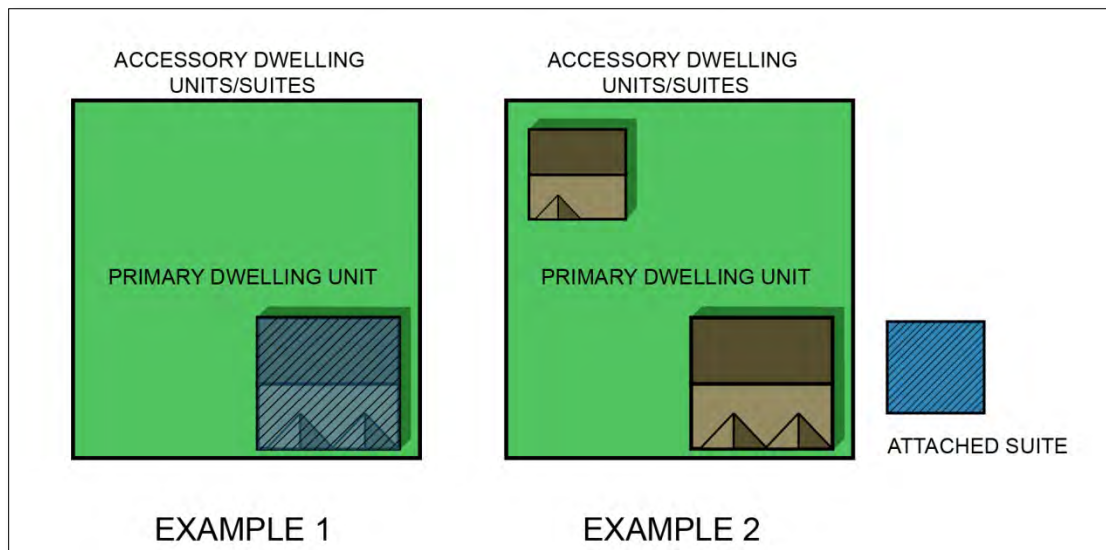
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Backyard Beekeeping
2. Apartment	2.a Backyard Hen Enclosure
3. Dwelling Unit, Modular	3.a Coverall Building
4. Dwelling Unit, Multiplex	4.a Dwelling Unit, Manufactured
5. Dwelling Unit, Semi-Detached	
6. Dwelling Unit, Single Detached	
7. Dwelling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

8.7.3 Regulations

- a) On a parcel located in the HR District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-15.

Table 8-15: HR District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 2 dwelling units per parcel, which may include: <ul style="list-style-type: none"> a maximum of 1 primary dwelling unit a maximum of 1 suite
.2 Minimum parcel size <ul style="list-style-type: none"> Unserviced Serviced Municipal Water Only: 	1,860.0 m ² (20,020.9 ft ²) 465.0 m ² (5,005.2 ft ²) 1,395.0 m ² (15,015.7 ft ²)
.3 Municipal Sewer Only:	930.0 m ² (10,010.4 ft ²)
.4 Maximum parcel size	0.3 ha (0.7 ac)
.5 Minimum parcel width	15.0 m (49.2 ft.)
.6 Minimum setback of principal building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.7 Minimum setback of accessory building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.8 Maximum building and structure height <ul style="list-style-type: none"> Principal building and structures 4 storeys Principal building and structures 3 storeys All other principal building and structures Accessory building 	16.0 m (52.5 ft.) 14.0 m (45.9 ft.) 10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.9 Maximum parcel coverage (all buildings)	40%

Figure 8-5: Example of HR Dwelling Unit Configurations

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.8 Manufactured Home Park (MHP) District

8.8.1 Purpose

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

8.8.2 Uses

- a) Table 8-16 identifies the permitted and discretionary uses within the MHP District.

Table 8-16: MHP Permitted and Discretionary Uses

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

8.8.3 Regulations

- a) On a parcel located in the MHP District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-17.

Table 8-17: MHP District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 1 dwelling unit per parcel
.2 Minimum parcel size	365 m ² (3,928.8 ft ²)
.3 Minimum parcel width	9.7 m (31.8 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line abutting residential • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) or 4.5 m (14.8 ft.) from adjacent unit 6.0 m (19.7 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line abutting residential • Interior side parcel line abutting other • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 1.5 m (4.9 ft.) 7.5 m (24.6 ft.)
.6 Maximum building and structure height	10.0 m (32.8 ft.)
.7 Maximum parcel coverage (all buildings)	40 %

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.9 Direct Control (DC) District

8.9.1 Purpose

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

8.9.2 Use

- a) Table 8-18 identifies the permitted and discretionary uses within the DC District.

Table 8-18: DC Permitted and Discretionary Uses

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

8.9.3 Regulations

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

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.10 Institutional (INS) District

8.10.1 Purpose

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

8.10.2 Uses

- a) Table 8-19 identifies the permitted and discretionary uses within the INS District.

Table 8-19: INS Permitted and Discretionary Uses

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

8.10.3 Regulations

- a) On a parcel located in an INS District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table8-20.

Table 8-20: INS District Regulations

Matter to Be Regulated	Regulation
.1 Minimum parcel size	1.0 ha (2.5 ac)
.2 Maximum parcel size	4.0 ha (9.9 ac)
.3 Minimum parcel width	18.0 m (59.1 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.). 3.0 m (9.8 ft.) 7.5 m (24.6 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) 2.0 m (6.6 ft.)
.6 Maximum building and structure height	10.0 m (32.8 ft.)
.7 Maximum parcel coverage (all buildings)	40 %

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.11 Recreational (REC) District

8.11.1 Purpose

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

8.11.2 Uses

- a) Table 8-21 below identifies the permitted and discretionary uses within the REC District.

Table 8-21: REC Permitted and Discretionary Uses

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

8.11.3 Regulations

- a) On a parcel located in the REC District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-22.

Table 8-22: REC District Regulations

Matter to Be Regulated	Regulation
.1 Minimum parcel size	1.0 ha (2.5 ac)
.2 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.3 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.4 Maximum building and structure height	10 m
.5 Maximum parcel coverage (all buildings)	40 %

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.12 Hamlet Commercial (HC) District

8.12.1 Purpose

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

8.12.2 Uses

- a) Table 8-23 below identifies the permitted and discretionary uses within the HC District.

Table 8-23: HC Permitted and Discretionary Uses

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

8.12.3 Regulations

- a) On a parcel located in an HC District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-24.

Table 8-24: HC District Regulations

Matter to Be Regulated	Regulation
.1 Minimum parcel size	950.0 m ² (10,225.7 ft ²)
.2 Minimum parcel width	15.0 m (49.2 ft.)
.3 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line abutting residential • Interior side parcel line abutting other uses • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.). 3.0 m (9.8 ft.) 1.5 m (4.9 ft.) 7.5 m (24.6 ft.)
.4 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line abutting residential • Interior side parcel line abutting other uses • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal Subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 1.5 m (4.9 ft.) 7.5 m (24.6 ft.)
.5 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.6 Maximum parcel coverage (all buildings)	40 %

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.13 Rural Commercial (RC) District

8.13.1 Purpose

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

8.13.2 Uses

- a) Table 8-25 identifies the permitted and discretionary uses within the RC District.

Table 8-25: RC Permitted and Discretionary Uses

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

8.13.3 Regulations

- a) On a parcel located in an RC District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-26.

Table 8-26: RC District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 1 dwelling unit per parcel
.2 Minimum parcel size	465 m ² (5,005.2 ft ²)
.3 Minimum parcel width	18.0 m (59.1 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 5.0 m (16.4 ft.) 7.0 m (23.0 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.6 Maximum building and structure height <ul style="list-style-type: none"> Principal building and structures Accessory building 	12.0 m (39.4 ft.) 5.0 m (16.4 ft.)
.7 Maximum parcel coverage (all buildings)	50 %

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.14 Hamlet Industrial (HI) District

8.14.1 Purpose

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

8.14.2 Uses

- a) Table 8-27 identifies the permitted and discretionary uses within the HI District.

Table 8-27: HI Permitted and Discretionary Uses

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

8.14.3 Regulations

- a) On a parcel located in an HI District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-28.

Table 8-28: HI District Regulations

Matter to Be Regulated	Regulation
.1 Minimum parcel size	0.2 ha (0.5 ac)
.2 Minimum parcel width	30.0 m (98.4 ft.)
.3 Minimum setback from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.4 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.5 Maximum parcel coverage (all buildings)	40 %

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.15 Industrial Light (M-1) District

8.15.1 Purpose

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

8.15.2 Uses

- a) Table 8-29 identifies the permitted and discretionary uses within the M-1 District.

Table 8-29: M-1 Permitted and Discretionary Uses

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

8.15.3 Regulations

- a) On a parcel located in the M-1 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out Table 8-30.

Table 8-30: M-1 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 1 accessory dwelling unit per parcel
.2 Minimum parcel size	1.0 ha (2.5 ac)
.3 Maximum parcel size	4.0 ha (9.9 ac)
.4 Minimum parcel width	20.0 m (65.6 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 7.5 m (24.6 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) 2.0 m (6.6 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.8 Maximum parcel coverage (all buildings)	40 %

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.16 Industrial General (M-2) District**8.16.1 Purpose**

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

8.16.2 Uses

- a) Table 8-31 identifies the permitted and discretionary uses within the M-2 District.

Table 8-31: M-2 Permitted and Discretionary Uses

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

8.16.3 Regulations

- a) On a parcel located in an M-2 District, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in Table 8-32.

Table 8-32: M-2 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 1 accessory dwelling unit per parcel
.2 Minimum parcel size	1.0 ha (2.5 ac)
.3 Maximum parcel size	8.0 ha (19.8 ac)
.4 Minimum parcel width	20.0 m (65.6 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> Principal building and structures Accessory building 	10.0 m (32.8 ft.) 5.0 m (16.4 ft.)
.8 Maximum parcel coverage (all buildings)	40 %

8.16.4 Additional Regulations

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

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.17 Crown Land (CL) District

8.17.1 Purpose

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

8.17.2 Uses

- a) Table 8-33 identifies the permitted and discretionary uses within the CL District.

Table 8-33: CL Permitted and Discretionary Uses

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

8.17.3 Regulations

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

8.17.4 Additional Regulations

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

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

9.0 DEFINITIONS

A

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

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

ACCESSORY BUILDING means a building or structure separate and subordinate to the principle building and is located on the same parcel of land. An accessory building or structure means a garage, carport, shed, storage building, hobby greenhouse, gazebo, deck, patio, permanently installed swimming pool and similar buildings. Where a development is attached to the main building on a lot by a roof or an open or enclosed structure, except carports where vehicular access to the rear yard is not obstructed, said accessory development is part of the main building and not an accessory building and shall, unless otherwise specified in this Bylaw, adhere to the yard and other requirements for main buildings.

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

ACCOMMODATION, EMPLOYEE means a single or attached building or portion thereof consisting of one or more dwelling units or sleeper units operated for the sole purpose of on-site housing of employees of the principal use of that parcel, and may contain private or double occupancy sleeping units with washing and sanitary facilities and may contain common social, meal preparation and eating preparation areas.

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

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

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

AGRICULTURE, HORTICULTURE means the primary and basic production and processing (i.e. cleaning, sorting, separating, grading or packing) of horticultural products such as vegetables, herbs and orchards,

for sale on or off-site. Typical uses include berry farms, tree farms, sod farms, plant nurseries and market garden operations.

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

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

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

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

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

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

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

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

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

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

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

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

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

B

BACKYARD BEEKEEPING means the use of land for the keeping of honey bees for the purpose of non-commercial honey production.

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

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

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

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

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

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

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

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

C

CABIN means a dwelling unit suitable for seasonal use and generally lacking in one or more of the components, conveniences or utilities required for year-round occupancy. A cabin can be a stick built detached building which is either moved-in or constructed on site.

CANNABIS PRODUCTION FACILITY means a premise used for growing, producing, testing, destroying, storing, or distribution of Cannabis, but does not include the retails sales of Cannabis.

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

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

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

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

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

CHANGE OF USE means changing an approved use of a building or lands to any other use.

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

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

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

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

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

CONDOMINIUM, UNIT means:

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

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

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

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

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

COVERALL BUILDING means a building designed and constructed with a rigid frame that supports an exterior fabric covering and may also include some rigid exterior wall panels containing windows and/or doors.

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

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

D

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

DEVELOPMENT means:

- a) An excavation or stockpile and the creation of them; or,
- b) A building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land; or,
- c) A change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or,
- d) A change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building.

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

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

DUGOUT means a site excavation of earth, rock, concrete or other natural material designed to capture and retain water for agricultural, commercial, industrial or fire prevention uses but does not include a lagoon for the purpose of processing wastewater.. Anything designed for a depth shallower than 1.0 m (3.3 ft.) may be considered an ornamental pond for landscaping purposes.

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

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

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

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

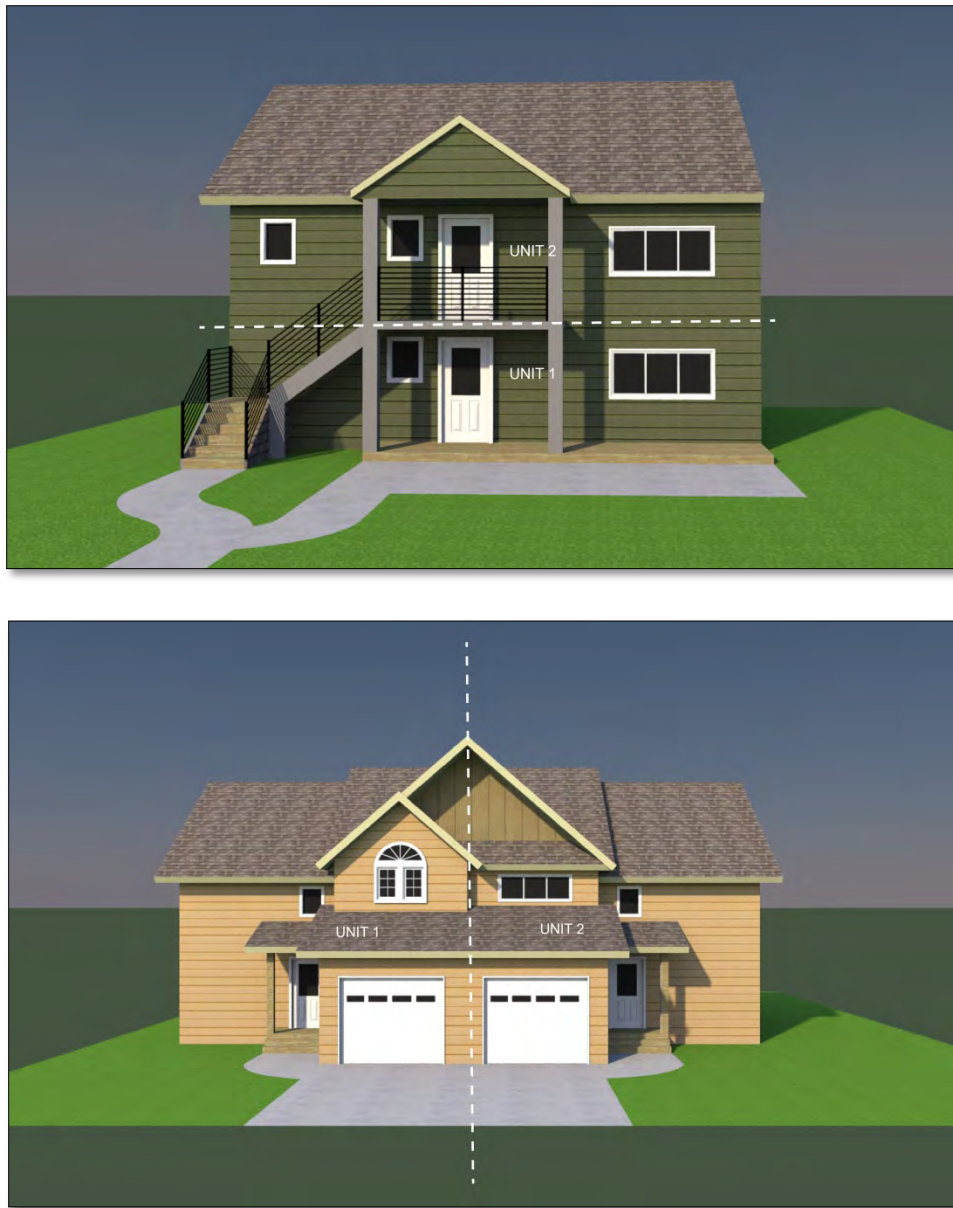
DWELLING UNIT, MULTIPLEX means a building containing three or more dwelling units located immediately adjacent to each other and sharing a common wall or with dwelling units placed over the others in whole, or in part and each having a separate entrance to grade and intended as a permanent residence, as shown in Figure 9-1.

Figure 9-1: Illustration of Dwelling Unit – Multiplex



DWELLING UNIT, SEMI-DETACHED means any building containing two dwelling units, with either one situated above the other, or side-by-side, each of which has an independent entrance either directly from outside the building or through a common vestibule, as shown in Figure 9-2.

Figure 9-2: Illustration of Dwelling Unit – Semi-Detached



DWELLING UNIT, SINGLE DETACHED means a building that contains only one dwelling unit and is completely separated by open space on all sides from any other structure, except its own garage or shed.

Where permitted, a single detached dwelling unit may contain an additional dwelling unit in the form of an attached suite.

DWELLING UNIT, TOWNHOUSE means a building containing a row of three or more dwelling units, each sharing a common wall extending from the first floor to the roof, at the side only with no dwelling unit being placed over another in whole or in part. Each dwelling unit shall have separate, individual, and direct access to the building at grade, as shown in Figure 9-3.

Figure 9-3: Illustration of Dwelling Unit – Townhouse



E

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

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

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

F

FARM BUILDING means a building located on agricultural land as defined in the Agricultural Operation Practices Act that is occupied for an agricultural operation as defined in the Agricultural Operation Practices Act, including, but not limited to,

- a) Housing livestock;
- b) Storing, sorting, grading or bulk packaging of agricultural products that have not undergone secondary processing; and
- c) Housing, storing or maintaining machinery that is undertaken in the building.

FENCE means a constructed or installed structure or barrier used to enclose or screen all or part of a parcel or site. As shown in Figure 9-4, fence height is the vertical distance between the natural ground level and the top of the fence at any given point.

Figure 9-4: Illustration of Fence Height



FIRST PARCEL OUT means the first parcel out of an un-subdivided quarter section, either containing an existing, dwelling unit and associated buildings and related improvements or with no substantial improvements. It does not encompass a physically severed parcel. A subdivision which has been registered on a quarter section for a public use and public utilities is not considered a first parcel out.

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

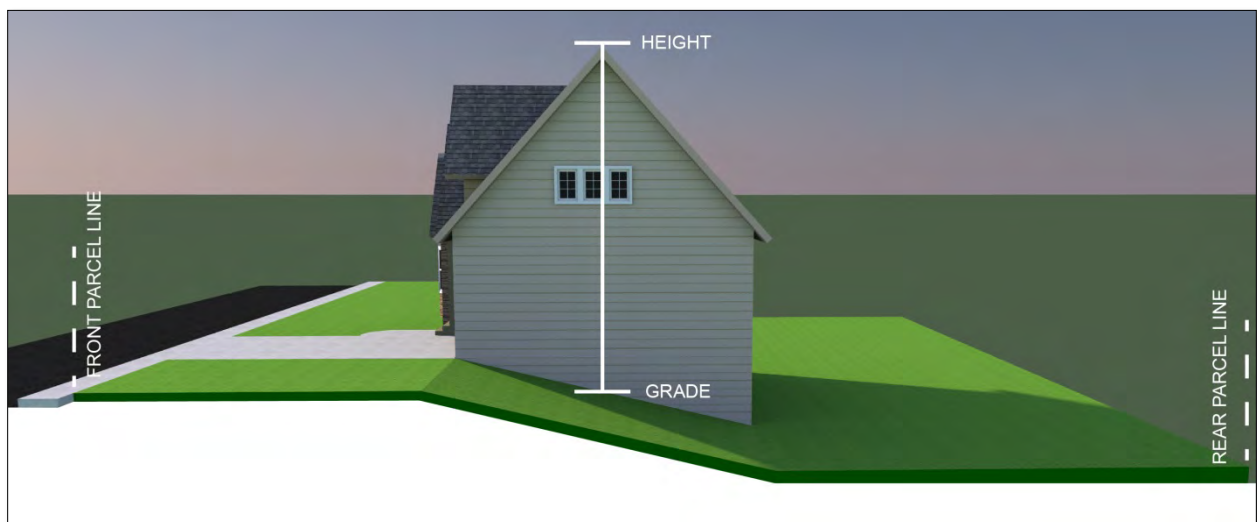
FLOOD FRINGE AREA means the flood hazard area is typically divided into floodway and flood fringe zones and may also include areas of overland flow.

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

G

GRADE means the average elevation of all finished or unfinished ground measured at the exterior perimeter of the building or structure (not including an attached garage). Areas such as vehicle or pedestrian entrances do not need to be considered in determining the grade. See Figure 9-5.

Figure 9-5: Illustration of Grade



GOVERNMENT SERVICES means a development providing for a crown corporation, municipal, provincial or federal government services directly to the public. This does not include protective and emergency

services, detention and correction services, minor utility services, major utility services, and public education.

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

H

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

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

HEIGHT means the maximum vertical distance between grade and the highest point of the building or structure, as shown in Figures 9-5 and 9-6. Fence height is an exception and is not measured from grade.

Figure 9-6: Illustration of Height



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

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

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

HOUSEHOLD means:

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

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

I

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

K

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

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

L

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

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

LANDSCAPING means a vegetated area and/or garden, or a combination thereof, which has a mix of:

- a) Soft landscaping consisting of vegetation such as trees, shrubs, hedges, grass and other ground cover; and,
- b) Hard landscaping consisting of non-vegetative materials such as brick, stone, concrete, asphalt, tile and wood.

Landscaping excludes all areas utilized for roadways, driveways, and parking.

LIVESTOCK means livestock as defined in provincial legislation.

M

MANUFACTURED HOME PARK means a development on a site under single ownership and managed by a park operator. It is designed to accommodate numerous manufactured homes on leased parcels in a community setting.

MANUFACTURED HOME PARK OFFICE means a facility providing for the administration, management or direction of the manufactured home park and may include supplementary retail convenience sales that specifically service the manufactured home park.

MANUFACTURING PLANT, LARGE SCALE means a large industrial facility built for the purpose of manufacturing goods. Manufacturing plants may have multiple buildings depending on the processes involved in creating its product. Manufacturing Plant, Large Scale uses may have some negative effect on the safety, use, amenity and enjoyment of adjacent or nearby sites due to appearance, noise, odour, emission of contaminants, fire or explosive hazards, or the presence of dangerous goods.

MANUFACTURING PLANT, SMALL SCALE means an industry engaged in the assembly, processing, manufacture, cleaning, testing, repairing, storage or distribution of various materials into a new product. Manufacturing Plant, Small Scale can be developed on smaller parcels or land and does not produce emissions which are obnoxious or hazardous.

MARINA means a facility that extends into or over an inland lake and provides service to the public, or members of a marina for docking, loading or other servicing of recreational watercraft.

MOTEL means providing rooms for temporary sleeping accommodation where each room has direct access to the parking lot and may be equipped with individual kitchen facilities. A motel may include an office for hotel administration.

MUNICIPAL GOVERNMENT ACT (MGA) is the legislative framework in which all municipalities and municipal entities across the Province of Alberta operate.

MUNICIPALITY means the Municipal District of Greenview No. 16.

N

NATURAL RESOURCE EXTRACTION means the extraction of resources from the land but does not include processing.

NATURAL RESOURCE PROCESSING means those uses of land or buildings which are governed by the location of a natural resource and which involve the extraction or on-site processing and/or storage of a natural resource. Resource processing uses include the following:

- a) Cement and concrete batching plants;

- b) Sand and gravel operations; and,
- c) Logging and forestry operations, including sawmills.

NON-CONFORMING PARCEL means a parcel on the official records on file at the Land Title Office in Alberta before the adoption date of this Bylaw that does not adhere to the parcel area and width requirements. A legal non-conforming parcel will be granted the permitted uses as identified in this Bylaw.

NUISANCE means anything that in the opinion of the Development Authority may cause adverse effects to the amenities of the neighbourhood or interfere with the normal enjoyment of adjacent land or building. This could include that which creates or is liable to create:

- a) noise, vibration, smoke, dust, odour, heat, electrical interference, glare, light, fumes, fire, explosion, or any other hazard to health or safety; and
- b) unsightly or unsafe storage of goods, salvage, junk, waste or other materials.



OFFICE, PROFESSIONAL means development to accommodate:

- a) professional, managerial and consulting services; or,
- b) service-related businesses such as travel agents, insurance brokers, real estate agents.

OFFICE, TRADE means offices that include trades, contractors, storage for trades, and related industries including, but not limited to, electrical, fabricating, flooring, heating, painting, plumbing, refrigeration, roofing, septic services and ventilation and air conditioning.

OIL AND GAS FACILITY means a facility used in extracting and processing oil and gas, including a gas processing plant for the extraction of hydrogen sulphide, natural gas liquids or other substances. Accessory uses may include pre and post-processing storage, parking, and administrative offices.

OILFIELD SERVICE means a development that provides cleaning, servicing, repairing or testing of materials, goods and equipment normally associated with the oil and gas industry and may include the storage or shipping of such materials, goods and equipment, including petrochemical products and supplies provided such storage is in accordance with all applicable provincial and federal statutes. This definition applies to oil and gas industry support operations and includes, but is not limited to, seismic and surveying, well servicing, pipeline contractors and welding operations.

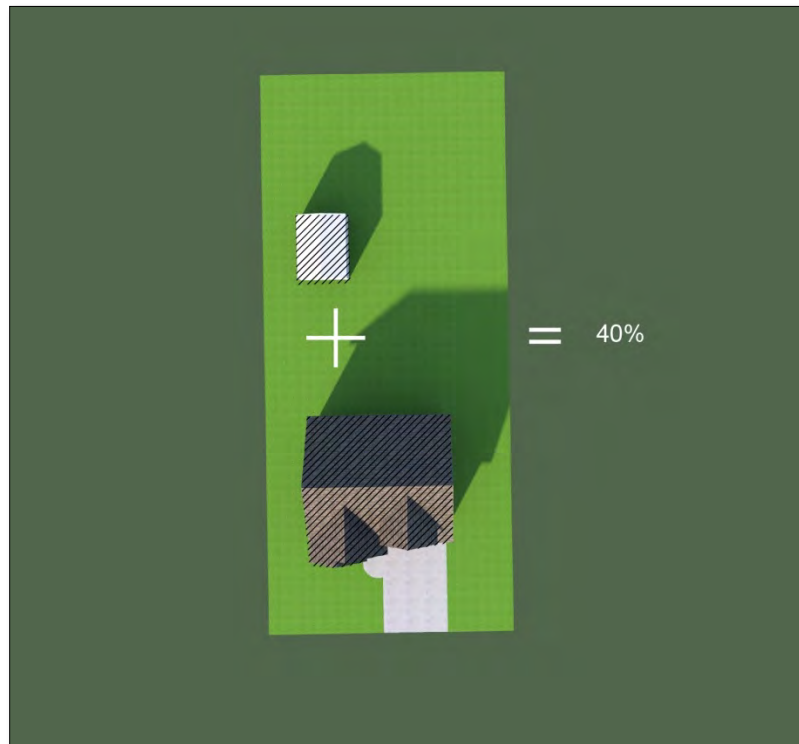
OILFIELD WASTE MANAGEMENT FACILITY mean a facility to process, treat, dispose of, store or recycle oilfield waste.

P

PARCEL means a piece of land being a Lot, Block, quarter section, legal subdivision, river lot, condominium unit, described lot or other quantifiable piece of Real Property contained within the legal description of a valid Certificate of Title registered at the Alberta Land Titles Office.

PARCEL COVERAGE means the sum of the areas of the building footprints of every building or structure on the parcel, as shown in Figure 9-7. Parcel coverage is expressed as a percentage of the parcel area, and in the case of a building or structure with no walls, the building footprint shall be the horizontal area within the drip line of the roof.

Figure 9-7: Illustration of Parcel Coverage

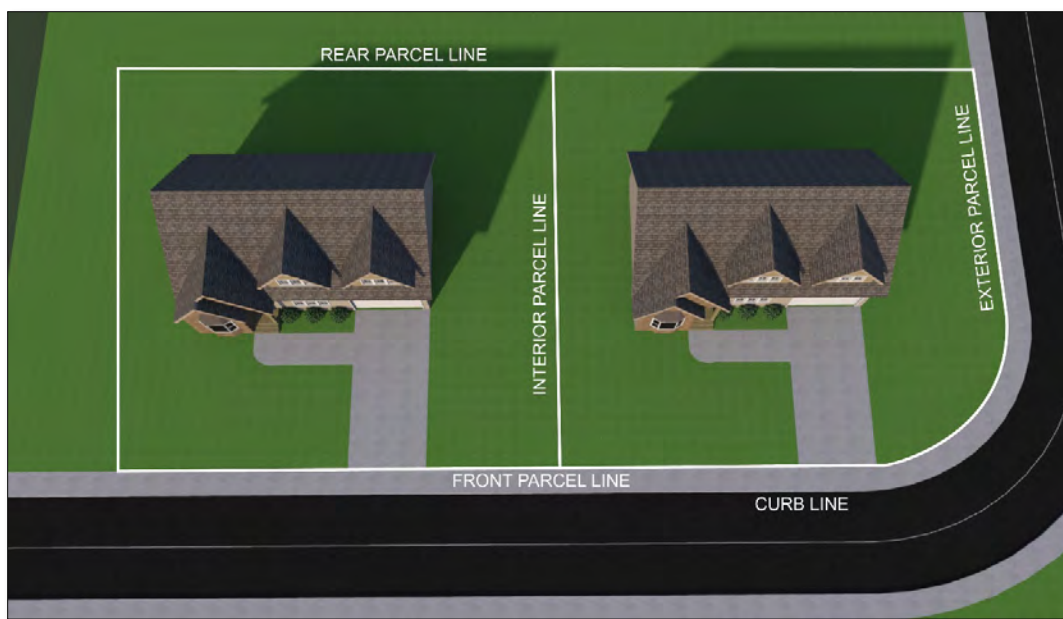


PARCEL, FRAGMENTED means a portion of a parcel that is physically severed from the balance of a quarter section by a road, railway, water body, watercourse, ravine or similar feature. A Quarter Section containing a physical severance is still wholly on one title for the quarter is still treated as if it were one (1) quarter section unless subdivided.

PARCEL LINE means the boundary of a parcel as shown in in Figure 9-8:

- a) **Exterior Side Parcel Line** means a side parcel line which abuts a district road on a corner parcel.
- b) **Front Parcel Line** means any parcel line common to a parcel and one district road. Where a parcel is contiguous to the intersection of two (2) district roads, the front parcel line is the shortest parcel line contiguous to a district road.
- c) **Interior Side Parcel Line** means a parcel boundary between two (2) or more parcels, other than a front or rear parcel line.
- d) **Rear Parcel Line** means the boundary of a parcel which lies the most opposite to and is not connected to the front parcel line.

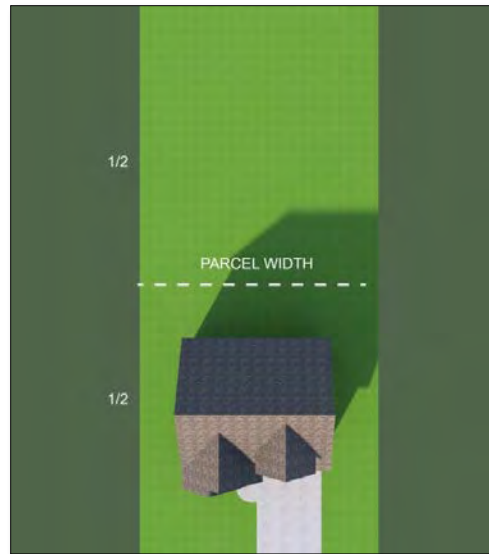
Figure 9-8: Illustration of Parcel Lines



PARCEL SETBACK means the distance requirement that a development must be located from a specified parcel line.

PARCEL WIDTH means the distance between the side parcel lines at a point midway between the front and rear of the parcel and parallel to the street line as shown in Figure 9-9.

Figure 9-9: Illustration of Parcel Width



PERSONAL SERVICES ESTABLISHMENT means a development used for the provision of services to an individual which are related to the care and appearance of the body, or the cleaning and repair of personal effects. Typical services include but are not limited to barbershops, hairdressers, beauty salons, tailors, dressmakers, shoe repair shops, dry cleaners, and similar uses, but do not include health services.

PLACE OF WORSHIP means the use of a building, or portion thereof, for religious worship. Typical uses include but are not limited to churches, chapels, synagogues, monasteries, temples, and convents. It may also include an accessory dwelling unit for a caretaker, minister or someone of a similar position.

PRINCIPAL BUILDING OR USE means the main or primary use of land, buildings or structures which is provided for in the list of permitted uses in the Districts of this Bylaw.

PROTECTIVE SERVICES means a development which is required for the public protection of persons and property from injury, harm or damage together with the incidental storage of equipment and vehicles. Typical uses include police, ambulance and fire stations, and ancillary training facilities.

PUBLIC USE means a development which is publicly owned, supported or subsidized involving public assembly or use. Public uses typically may include the following and similar uses as public schools, parks, libraries, arenas, museums, art galleries, hospitals, places of worship, tennis courts, swimming pools and other indoor and outdoor recreational activities.

PUBLIC UTILITY means the right-of-way for one or more of the following:

- a) Telecommunications systems;
- b) Waterworks systems;
- c) Sewage systems;
- d) Heating systems;

- e) Systems for the distribution of gas, whether natural or artificial;
- f) Systems for the distribution of artificial light or electric power;
- g) Water management projects;
- h) Wind energy conversion systems; or,
- i) Solar energy systems.

Q

QUARTER SECTION means a titled area containing 64.8 ha (160 ac) more or less, but excluding road widenings.

R

RECLAMATION PLAN means a description of the procedures used to return the site to equivalent land capability (this may involve returning the site to conditions and land uses that are similar to the pre-development setting or, in some instances, to an approved alternate land use different than before). It is based on pre-disturbance site assessments of soil, landscape, vegetation, and land use.

RECREATION, INDOOR means facilities within an enclosed building for sports, active recreation, performing and cultural arts where patrons are predominantly participants. This includes but is not limited to arenas, athletic clubs, health and fitness clubs, gymnasiums, swimming pools, rifle and pistol ranges, bowling alleys, and racquet clubs. May include necessary uses such as cafeterias, pro-shop and amusement arcades exclusively servicing the users of the facility.

RECREATION, MOTORIZED VEHICLE means a facility for vehicular or motorized sports activities or both. This includes but is not limited to motorbikes, snowmobiles, motor vehicle racetracks and boating facilities.

RECREATION, OUTDOOR PASSIVE means facilities used for recreational activities, which utilize tracts of land and may require accessory facilities or structures. This includes but is not limited to cross-country ski trails, golf courses and driving ranges, ice rinks, playgrounds, ski hills, sports fields and paintball.

RECREATIONAL VEHICLE means an accommodation unit designed to be transported on its own wheels or by other means (including units permanently mounted or otherwise on trucks) designed or constructed in a manner that will permit its use for temporary dwelling accommodation for travel and recreation purposes only, but does not include a manufactured home as defined in this Bylaw.

RECREATIONAL VEHICLE STORAGE means a development which provides fenced or indoor, secure, on-site storage of 2 or more recreational vehicles.

RESORT means a commercial establishment featuring a range of accommodations, amenities, sports facilities, and other leisure attractions.

RETAIL SALES means a building where goods, wares, merchandise, substances, articles or things are offered or kept for sale at retail, including storage of limited quantities of such goods, wares, merchandise, substances, articles or things, sufficient only to service such a store. Retail sales can also include a retail store specializing in liquor sales and the legal sale of cannabis and cannabis related products.

RESTAURANT means a commercial establishment where food and beverage are sold to the public and may include dine-in, take-out and/or fast-food pick-up. It may include supplementary on or off-premises catering services.

RIPARIAN PROTECTION AREA means the lands adjacent to naturally occurring watercourses, which Greenview has deemed necessary to protect by limiting certain forms of development within this area. The purpose and intent of the riparian protection area is to conserve and manage riparian lands. The riparian protection area is based on the Province of Alberta's "Stepping Back from the Water Guidelines: A Beneficial Management Practices Guide for New Development near Water Bodies in Alberta's Settled Region" as amended.

ROAD, DISTRICT means a road within Greenview, including the rights-of-way of all or any of the following:

- a) Developed or Undeveloped Road Allowance
- b) A Township road;
- c) A Range road;
- d) An internal subdivision road;
- e) A service road;
- f) A street;
- g) An avenue; and,
- h) A lane.

S

SALVAGE YARD means development for purchasing, receiving or transporting of spent materials or substances which may generate a detrimental impact or nuisance beyond the boundaries of the parcel or parcel on which it is situated. It includes a site where dilapidated vehicles, damaged or inoperable or

obsolete goods, machinery or equipment, building materials or other scrap metal are stored, dismantled or crushed.

SCREENING means the total or partial concealment of a building, equipment, structure or activity by a fence, earth berm, trees, hedge, or established shelterbelt.

SERVICE STATION means a premise or the portion thereof used or intended to be used for the servicing and minor repairing of motor vehicles and for the sale of fuel, lubricating oils and minor accessories for motor vehicles.

SETBACK means the measured distance from a lot line to a building or structure or any other feature specified by this Bylaw.

SHIPPING CONTAINER means a prefabricated shipping or cargo container specifically constructed for the transportation of good by rail, ship or truck.

SIGN means an object or device that is intended to promote anything or provide off-site directional information.

SIGN, DIRECTIONAL means a sign which regulates or denotes the distance, function and/or direction to various parts of a building, structure, or premises, including parking and traffic areas

SIMILAR USE means a specific use of land or of a building that is not expressly mentioned in this bylaw but which the Development Authority has determined to be similar in character and purpose to a use listed as a Permitted or Discretionary Use in the District in which the use is proposed.

SOLAR COLLECTOR, MAJOR means the use of land or buildings for the conversion of the sun's rays to thermal, electrical or mechanical energy from a generating unit with a total capacity of greater than 150 kW.

SOLAR COLLECTOR, MINOR means the use of land or buildings for the conversion of the sun's rays to thermal, electrical or mechanical energy from a generating unit with a total capacity of less than 150 kW.

STORAGE, OUTDOOR means the storing, stockpiling or accumulating of products, goods, equipment, vehicles, or material in an area that is open or exposed to the natural elements. This can include storage of raw materials, truck trailers, partially processed or finished goods, manufactured products, equipment, and recreational vehicles.

STORAGE, TEMPORARY means development used exclusively for temporary outside storage of goods and materials where such storage of goods and materials does not involve the erection of permanent structures or the material alteration of the existing state of the land. Typical uses include storage yards for construction vehicles, equipment and materials, pipes, mats or recreation vehicles.

STRUCTURAL ALTERATION means any change to the roof, foundation or exterior walls of a structure that results in the expansion of the usable floor area of a structure or reduces existing setback distances.

SUBDIVISION AUTHORITY is a body that exercises subdivision powers on behalf of the municipality. It is provided for by Council through a bylaw. The Subdivision Authority can include the following members: any or all members of Council, a designated officer, a Municipal Planning Commission, or any other person or organization.

SUITE, ATTACHED means a second self-contained living unit within the principal dwelling unit which is an accessory use. An attached suite has cooking, food preparation, sleeping and sanitary facilities.

SUITE, DETACHED means a dwelling unit located on the same parcel as the principal dwelling unit, but separate from it. A detached suite has cooking, food preparation, sleeping and sanitary facilities.

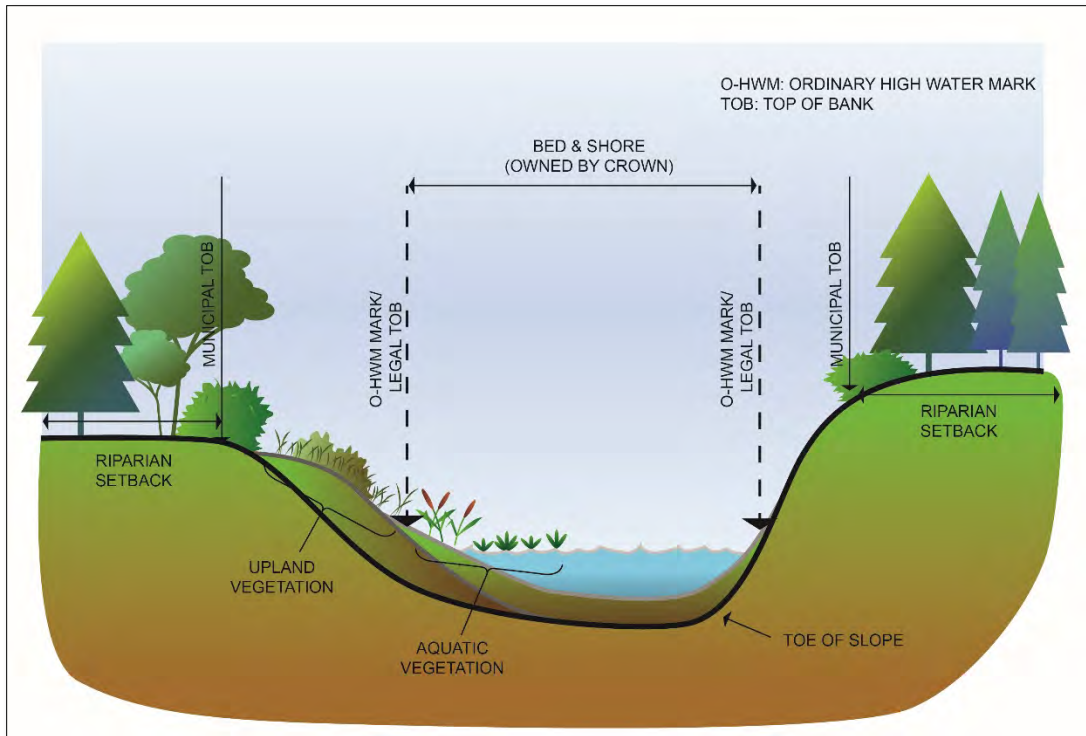
SUPPORTIVE LIVING ACCOMMODATION means a residential multi-unit building designed to provide long-term housing where residents are provided with any combination of meal services, housekeeping services and personal care assistance. Typical uses include seniors' lodges and nursing homes.

T

TEMPORARY means a use or building which occurs from the date of the development permit approval for a length of time as specified in the permit approval by the Development Authority.

TOP OF BANK, LEGAL means the points closest to the boundary of the active floodplain of a lake, stream, or other body of water where a break in slope of the land occurs such that the grade beyond the break is flatter than 3 (horizontal) to 1 (vertical) at any point for a minimum of 15 m (49.2 ft.) measured perpendicularly from the break. Where banks are not well defined (e.g. in the case of lakes, wetlands or ponds), the top of the bank is equivalent to the ordinary high water mark or flood hazard area, whichever is greater (see figure 9-10: Illustration of Typical Stream).

Figure 9-10: Illustration of Typical Stream



TOP OF BANK, MUNICIPAL means the points closest to the boundary of the flood hazard area of a lake, stream, or other body of water (see figure 9-10: Illustration of Typical Stream).

TRUCK STOP means the provision of facilities, including a service station and restaurant, for the parking of tractor/trailer units.

TRUCKING OPERATION means the use of land, buildings or structures for the purpose of storing, repairing, servicing or loading trucks or transportation trailers. This may include parking for trucks, not in use, logistics and administrative offices or service bays.

U

UTILITIES, MAJOR means development which is necessary for the local distribution of a public utility but has larger land requirements, and may have impacts on adjacent land uses and includes sanitary landfill sites, waste transfer stations, sewage treatment plants, sewage lagoons, sludge disposal beds, waste recycling plants, maintenance and equipment storage yards, surface reservoirs, water and sewage storage tanks, and water treatment plants.

UNSUBDIVIDED QUARTER SECTION means a quarter section that has not been subdivided except for fragmented parcels, public uses, or public utilities.

V

VARIANCE means an alteration or change to a standard prescribed by this Bylaw that is authorized by the Development Authority.

VEHICLE WASH, COMMERCIAL means a separate facility for washing vehicles that is intended and designed to accommodate vehicles with a licensed gross vehicle weight exceeding 4,500 kg.

VEHICLE WASH, LIGHT PASSENGER means a separate facility for washing vehicles that is intended and designed to accommodate cars and light trucks with a licensed gross vehicle weight not exceeding 4,500 kg. A separate light passenger vehicle car wash does not include a vehicle washing facility that forms part of an automobile, truck and recreational vehicle sales and repair facility, or a service station.

W

WIND ENERGY CONVERSION SYSTEM, MAJOR means a single turbine or many turbines with a total capacity of 150 kW or more. This does not include windmills used for the aeration of dugouts.

WIND ENERGY CONVERSION SYSTEM, MINOR means a small-scale wind turbine with a total capacity of less than 150 kW. This does not include windmills used for the aeration of dugouts.

WORK CAMP means a temporary residential complex used to house workers, usually but not necessarily for a contracting firm or project. A work camp is usually made up of several buildings used to provide sleeping, eating, recreation and other basic living facilities. Buildings are designed to be dismantled and moved from location to location and from time to time but do not include manufactured homes or recreational vehicles.

WORK CAMP, PROJECT-ORIENTED means a temporary residential complex used to house workers, for a specific project, on a temporary basis of not more than twelve (12) months. A project-oriented work camp is usually several buildings used to provide sleeping, eating, recreation and other basic living facilities. Buildings are designed to be dismantled and moved from location to location and from time to time but do not include manufactured homes or recreational vehicles.

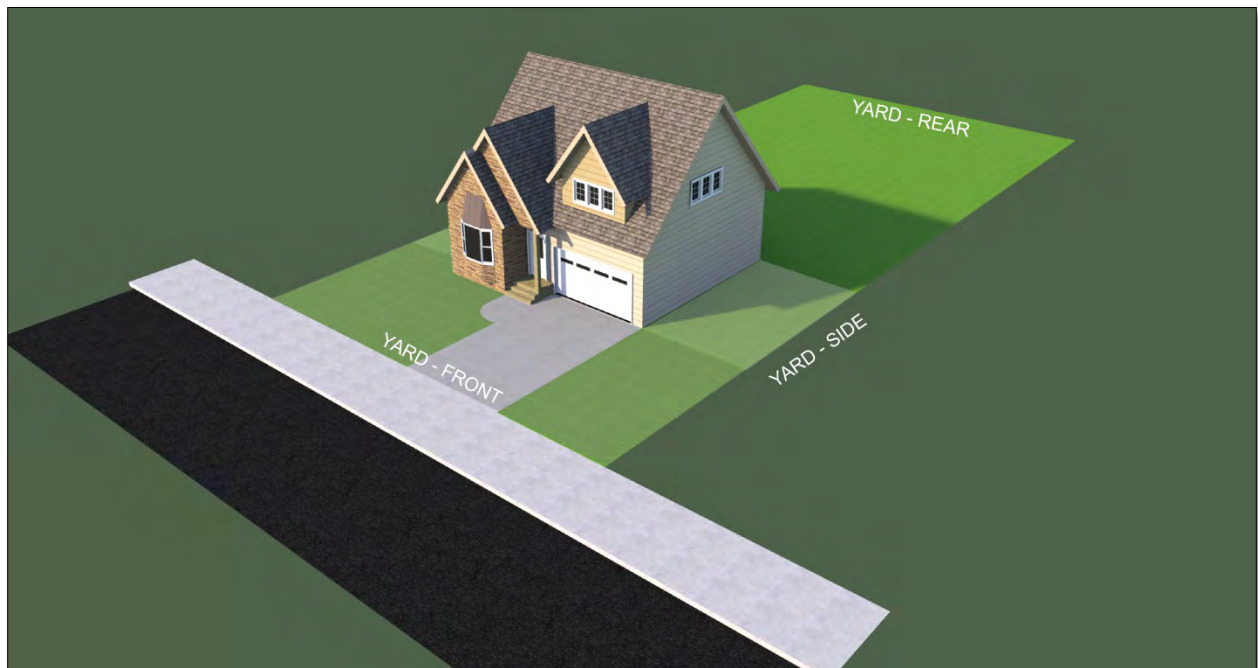
Y

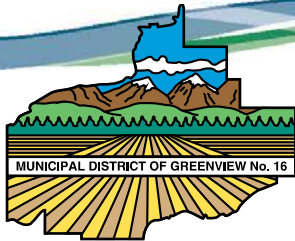
YARD, FRONT means part of a parcel lying between the front parcel line and the front of the principal building and extended across the full width of the parcel, as shown in Figure 9-11.

YARD, REAR means part of a parcel lying between the rear parcel line and the rear of the principal building and extended across the full width of the parcel, as shown in Figure 9-11.

YARD, SIDE means part of a parcel extending from the front yard to the rear yard and lying between the side parcel line and the closest side of the principal building, as shown in Figure 9-11.

Figure 9-11: Illustration of Yards





BYLAW NO. 18-800 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for adopting Bylaw 18-800, being the Land Use Bylaw.

Whereas, Council wishes to repeal Bylaw No. 17-779, “Land Use Bylaw” and wishes to adopt a new Land Use Bylaw pursuant to Section 692 of the Municipal Government Act.

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

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

1. This Bylaw may be cited as the “Municipal District of Greenview No. 16, Bylaw No. 18-800, 2018”.
2. The following schedules attached hereto are hereby made part of this Bylaw and adopted as the land use bylaw for the Municipal District of Greenview No. 16:
 - a) Schedule A (Land Use Bylaw Text)
 - b) Schedule B (Land Use Bylaw Maps)
3. The “Land Use Bylaw No. 18-800, 2018” is hereby adopted as the “Land Use Bylaw of the Municipal District of Greenview No. 16’. This Bylaw shall come into force and effect upon the date of final passing.

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

Read a second time this 22 day of October, A.D., 2018.

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

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: **Bylaw 19-814 Repealing Bylaw**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 8, 2019
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – *Municipal Government Act*, Chapter M-26, R.S.A 2000. Order in Council 361/2018.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give Third Reading to Bylaw 19-814 a Bylaw to repeal former Town of Grande Cache Bylaws deemed irrelevant or that address the same subject matter as M.D of Greenview Bylaws.

BACKGROUND/PROPOSAL:

The Order in Council 361/2018 states that bylaws and resolutions of the town of Grande Cache continue to apply in the former area of the town until the bylaws or resolutions are repealed, amended or replaced by the council of the M.D of Greenview.

The Municipal Government Act requires that a Council must repeal Bylaws in the same manner with which they were passed. Legal Counsel recommended that Greenview pass a bylaw, or a series of bylaws to repeal the irrelevant or duplicate bylaws as necessary. Bylaw 19-814 repeals a series of Bylaws relating to Council, CAO and various authorities already established in Greenview. They are as follows:

- Bylaw No. 822 – Chief Administrative Officer
- Bylaw No. 795 – Council Procedures
- Bylaw No. 800 – Grande Cache Municipal Library Board
- Bylaw No. 806 – Municipal Planning Commission
- Bylaw No. 656 – Permanent Election Register
- Bylaw No. 805 – Subdivision Authority
- Bylaw No. 136 – Town Crest

Administration anticipates 1-2 more similar bylaws to come forward as we continue to navigate this transition and the departments continue to navigate and evaluate what bylaws of the former Town are necessary to apply in Grande Cache and what Bylaws of the M.D of Greenview will apply in Grande Cache.

BENEFITS OF THE RECOMMENDED ACTION:

1. There will be clarity as to which bylaws continue to apply in Grande Cache, duplicate bylaws will be removed and irrelevant bylaws will be eliminated.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to remove one or more of the Grande Cache bylaws from the listing, however, any bylaw that is not repealed by this bylaw will remain in effect.

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 remove the affected Bylaws from the register.

ATTACHMENT(S):

- Bylaw No. 822 – Chief Administrative Officer
- Bylaw No. 795 – Council Procedures
- Bylaw No. 800 – Grande Cache Municipal Library Board

- Bylaw No. 806 – Municipal Planning Commission
- Bylaw No. 656 – Permanent Election Register
- Bylaw No. 805 – Subdivision Authority
- Bylaw No. 136 – Town Crest

**Town of Grande Cache
BYLAW NO. 822**

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE POSITION OF CHIEF ADMINISTRATIVE OFFICER AND TO OUTLINE THE DUTIES AND RESPONSIBILITIES OF THE CHIEF ADMINISTRATIVE OFFICER AND TO REPEAL BYLAW NO. 634

WHEREAS pursuant to the *Municipal Government Act, RSA 2000, Chapter M-26 as amended*, a municipal council has authority to govern and the authority to pass bylaws respecting the municipality;

WHEREAS Section 205 of the *Municipal Government Act, RSA 2000, Chapter M-26 as amended* provides that a municipal council must by bylaw establish the position of a Chief Administrative Officer and appoint a person to carry out the powers, duties and functions of such position;

AND WHEREAS Sections 207 and 208 of the *Municipal Government Act, RSA 2000, Chapter M-26 as amended*, provides that the Chief Administrative Officer shall exercise the powers and duties set out in the *Municipal Government Act*, and such other duties as may be delegated by bylaw or resolution of council;

AND WHEREAS Council deems it proper and expedient to establish the position of Chief Administrative Officer, and define the duties, responsibilities and authority thereof;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Grande Cache, duly assembled in Council Chambers in Grande Cache, Alberta, enacts as follows:

Part 1 – Title and Definitions

- 1.1 This bylaw shall be cited as the 'Chief Administrative Officer Position Bylaw'.
- 1.2 In this bylaw, including this section, unless the context otherwise requires:
 - a) **Act** means the *Municipal Government Act, Chapter M-26, RSA 2000* and any amendments thereto.
 - b) **CAO** means the Chief Administrative Officer.
 - c) **Council** means the Council of the Town of Grande Cache acting at a duly assembled meeting.
 - d) **Municipality** means the municipal corporation of the Town of Grande Cache.

Part 2 – Establishment of the Position and Appointment of a CAO

- 2.1 Council hereby establishes the position of Chief administrative Officer of the Town of Grande Cache and the individual appointed to that position will have the title 'Chief Administrative Officer' ('CAO').
- 2.2 Council will, by resolution, appoint an individual to the position of Chief Administrative Officer and will, by contract, establish the terms and conditions of his/her appointment. Council retains the right to negotiate adjustments to the contract during the term of the contract.
- 2.3 The Council may, by resolution, appoint an acting CAO, and prescribe the duties, who shall act during illness, absence or other incapacity that may prevent the CAO from performing the duties of his or her office. The CAO shall designate an Acting CAO in planned absences from the office for any period longer than one day.

Part 3 - Responsibility/Authority

- 3.1 The CAO is responsible to Council for the overall administration of municipal operations of the municipality in accordance with objectives, policies and plans approved by Council. In carrying out these responsibilities, the CAO shall work in close liaison with the Mayor. He or she shall direct, control and coordinate the activities of the various departments as per the attached position description in Appendix A.

Part 4 - Personnel Administration

- 4.1 The CAO shall supervise all agents and employees of the municipality to the extent allowed by this bylaw and the Act.
- 4.2 All employees and agents of the municipality shall be appointed or engaged for employment with the municipality on the basis of qualifications and merit.
- 4.3 The CAO shall make recommendations on all salaries of those employees subject to his or her supervision, within the limitations of any salary plan or salary contract agreement, after which plan or agreement has been adopted by Council.

Part 5 - Purchasing Authority

- 5.1 The CAO shall be the Chief Purchasing Agent of the municipality in accordance with policies established by Council.

Part 6 - Delegation of CAO

- 6.1 In accordance with Section 209 of the Act, the Chief Administrative Officer may delegate any of his/her powers, duties or functions under this or any other enactment or bylaw to a designed officer or an employee of the municipality. In all instances, Council shall hold the CAO responsible for his or her duties.
- 6.2 To the extent that it is necessary to bring to bear on a given subject several disciplines, the CAO is hereby authorized to establish committees for the proper and efficient administration of the municipal business. Such committees may be used for coordination of daily operations as well as for the furnishing of full information to Council upon inquiry.

Part 7 - Organization

- 7.1 The organizational chart, as approved by Council from time to time, shall indicate the reporting and responsibility structure of the municipality.
- 7.2 Except for the purpose of general inquiry, the Council shall deal with the administrative service and control thereof solely through the CAO and shall not give orders to any of the subordinates of the CAO. Council shall require that its directives be carried out through the offices of the CAO.

Part 8 – Repeal and Effect

- 8.1 The following bylaws are hereby repealed:
- a) Bylaw No. 6 to appoint a Secretary/Treasurer;
 - b) Bylaw No. 86 to appoint a Secretary/Treasurer;
 - c) Bylaw No. 93 to appoint a Secretary/Treasurer;
 - d) Bylaw No. 153 to appoint a Secretary/Treasurer;

- e) Bylaw No. 183 to appoint an Assistant Municipal Administrator; and
- f) Bylaw No. 639 the Chief Administrative Officer Position Bylaw.

8.2 This bylaw takes effect following third and final reading.

READ a first time this twenty second day of February, 2017

READ a second time this twenty second day of February, 2017

READ a third and final time this day of , 2017

Herb Castle
Mayor

Loretta Thompson
Chief Administrative Officer

TOWN OF GRANDE CACHE
BYLAW NO. 795
(consolidated version – October 2016)

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO REGULATE THE PROCEEDINGS OF COUNCIL AND COUNCIL COMMITTEES AND TO DEFINE DUTIES OF COUNCIL, COMMITTEES AND OFFICERS

WHEREAS pursuant to the provisions of the *Municipal Government Act, RSA 2000, Chapter M-26, as amended*, a Council may pass bylaws respecting the procedures and conduct of Council, Council committees, and the conduct of the members thereto; and to define the duties of the Chief Administrative Officer and designated officers with respect to Council and Council committee meetings;

AND WHEREAS pursuant to the provisions of the *Municipal Government Act, RSA 2000, Chapter M-26*, and amendments thereto, Council may, by bylaw, delegate its powers, duties or functions to a Council Committee;

NOW THEREFORE the Council of the Town of Grande Cache, duly assembled in Grande Cache, Alberta, hereby enacts as follows:

1.0 TITLE, PURPOSE, DEFINITIONS AND INTERPRETATION

- 1.1 This bylaw may be referred to as the 'Council Procedures Bylaw'.
- 1.2 The purpose of this bylaw is to establish rules to follow in governing the Town of Grande Cache and to establish Committees of Town Council.
- 1.3 In this bylaw:
- a) **CAO** means the person appointed to the position of Chief Administrative Officer by Council and includes any person that the Chief Administrative Officer may appoint as his/her designate for purposes of carrying out responsibilities under this bylaw and further includes any person that may be appointed to act in the absence of the Chief Administrative Officer.
 - b) **Chairperson** means the member elected from among the members of a Committee to preside at all meetings of the Committee.
 - c) **Committee** means a committee, task force, board, commission authority or other body established by Council under the Act.
 - d) **Committee of the Whole** is a committee comprised of all Councillors which is a procedural device that permits Council greater freedom of debate.
 - e) **Council** means the Mayor and Councillors of the Town of Grande Cache.
 - f) **Delegation** shall be one or more persons who have formally requested and been granted an audience with Council at a Regular Meeting in accordance with this bylaw.
 - g) **Deputy Mayor** means the member of Councillor appointed pursuant to this bylaw to act as Mayor in the absence or incapacity of the Mayor.
 - h) **Inaugural Meeting** means the first organizational meeting after a general municipal election.
 - i) **In Camera** means a part of the meeting closed to the public at which no resolution or bylaw may be passed except a resolution to revert to a meeting held in public.
 - j) **Mayor** shall mean the Chief Elected Officer.

Chair Initial _____

CAO Initial _____

- k) **Municipality** means the Town of Grande Cache, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the municipality.
 - l) **MGA** means the Alberta Municipal Government Act, RSA 2000, Chapter M-26 and all amendments thereto.
 - m) **Officer** shall be the designated officer attending at the Council Meeting, and to whom the Chief Administrative Officer has delegated certain responsibilities pertaining to Council meetings and minutes.
 - n) **Person** shall refer to any member of Council or committee member, any member of the Town of Grande Cache Administration, any delegation addressing Council or any committee, special task force, any member of the media and any member of the public present at a meeting.
 - o) **Point of Information** means a request or statement directed to the Presiding Officer, or through the Presiding Officer to another member or to the Administration, for or about information relevant to the business at hand, but not related to a Point of Procedure.
 - p) **Point of Order** means the raising of a question by a member with the view of calling attention to any departure from this bylaw or the customary proceedings in debate or in the conduct of Council's business.
 - q) **Point of Privilege** refers to all matters affecting the rights and exemptions of Council collectively or the position and conduct of individual members and includes, but is not limited to:
 - i. the organization or existence of Council
 - ii. the comfort of members
 - iii. the conduct of Administration or members of the public in attendance at the meeting, and
 - iv. the reputation of member or Council as a whole.
 - r) **Point of Procedure** means a question directed to the Presiding Officer to obtain information on a matter of parliamentary law or the rules of Council regarding the business at hand in order to assist a member to:
 - i. make an appropriate resolution,
 - ii. raise a Point of Order,
 - iii. understand the procedure, or
 - iv. understand the effect of a resolution.
 - s) **Recess** means an intermission or break within a meeting that does not end the meeting, and after which proceedings are immediately resumed at the point where they were interrupted.
 - t) **Terms of Reference** means those terms pertinent to the establishment and mandate of a Committee and which are in addition to or beyond the parameters of this bylaw.
- 1.4 For the purposes of this bylaw, the words 'he or his' shall be interpreted to mean 'she or her'.
- Amended, Bylaw No. 816 (October 26, 2016)

2.0 APPLICATION

- 2.1 If a question relating to the procedures of Council or Committees is not answered by this bylaw, the answer to the question is to be determined by referring to the most recent revision of *'Robert's Rules of Order, Newly Revised'*.

- 2.2 The precedence of the rules of governing the procedures of Council is:
- a) the MGA,
 - b) other provincial legislation,
 - c) this bylaw, and
 - d) Roberts' Rules of Order, Newly Revised.
- 2.3 Council may suspend any provision of this bylaw, for a defined period of time, by resolution except:
- a) the provisions about statutory hearings, and
 - b) the provisions for amending or repealing this bylaw.

3.0 ORGANIZATION OF COUNCIL

- 3.1 Council will hold its Inaugural Meeting the first Wednesday following a general municipal election at the time and place set by the CAO.
- 3.2 At this meeting:
- a) all Councillors, including the Mayor must take the oath of office as per the Alberta Oath of Office Act,
 - b) Council will confirm the seating of elected Councillors, and
 - c) all other matters required by section 3.4 must be dealt with.
- 3.3 An Organizational Meeting must be held each year, not later than two weeks after the third Monday in October, as defined in the Act.
- 3.4 At this meeting, Council:
- a) shall appoint members of Council to a specific schedule as Deputy Mayor to act as Mayor in the absence or incapacity of the Mayor, and can, by resolution at a regular council meeting, make changes or alter the Deputy Mayor schedule,
 - b) shall establish dates, times and places for Regular and Committee of the Whole meetings and if a scheduled meeting falls on a statutory holiday, that meeting will be rescheduled,
 - c) shall appoint members of Council and members-at large to Boards and Committees,
 - i. appointments of Council members to Committees shall be for a term of one year, unless otherwise specified, andwill deal with any other business described in the notice of the meeting.
- 3.5 Councillor's Annual Disclosure Statements
- a) The purpose of this section is to require Councillors, including the Mayor, to file an annual disclosure statement with the municipality disclosing the names of people, corporations or partnerships in which the councillor has an interest.
 - b) Every Councillor must file a Councillor's Annual Disclosure Statement with the CAO on the last working day of January every year. A Councillor's Annual Disclosure Statement will be in the form attached as Schedule D to this bylaw.
 - c) The Councillor's Annual Disclosure Statement must include the names of:
 - i. the Councillor's family,
 - ii. the Councillor's employers,
 - iii. any non-distributing corporation(s) which the Councillor owns shares or is a director or officer,
 - iv. any distributing corporation(s) which the Councillor beneficially owns ten percent (10%) of the voting shares, and
 - v. any partnership(s) or firm(s) which the Councillor is a member.
 - d) The CAO may provide a copy of a Councillor's Annual Disclosure Statement to any Town employee the CAO deems appropriate.

4.0 MEETINGS

4.1 Regular Meetings

Regular Meetings of Council shall be held on the second and fourth Wednesday of each month at 6:30 pm in Council Chambers, notwithstanding any deviations as established at the annual Organizational Meeting.

4.2 Public Hearings will be scheduled for and conducted during a Regular Meeting.

4.3 In Camera Session

Council may consider a matter in camera in accordance with the *Alberta Freedom of Information and Protection of Privacy Act, RSA 2000, Chapter F-25*.

No resolutions may be made when Council is sitting in closed session except the resolution to reconvene the Regular Meeting.

4.4 Committee of the Whole Meetings

Council Committee of the Whole Meetings shall be held on the first Wednesday of each month at 12:00 noon in Council Chambers, notwithstanding any deviations as established at the annual Organizational Meeting.

4.5 Special Meetings

The Mayor may call a Special Council meeting at any time and must do so if a majority of Councillors so request in writing, including a statement of the purpose of the meeting.

A special meeting requested by Councillors must be held within fourteen (14) days after the request is received.

4.6 Change of Time, Date or Location of Meetings

Council may change the time, date or location of any meeting by resolution only.

4.7 Cancellation

Council may cancel any Regular, Committee of the Whole or Special meeting if notice is given in accordance with section 4.8 (c).

4.8 Notice of Meetings

- a) The CAO will ensure that a quarterly calendar of scheduled meetings is posted at the Town Office and will give notice of any change or cancellation of these meetings.
- b) For all meetings requiring notice, the notice must:
 - i. be issued a minimum of 24 hours prior to the meeting date,
 - ii. be in writing and specify the time, date, location and purpose of the meeting,
 - iii. be delivered or emailed to each Councillor,
 - iv. be posted at Council Chambers in the Provincial Building, and
 - v. give any other notification as requested by Council or Committee.
- c) Notwithstanding section 4.8 (b), the Mayor may call a Council meeting on shorter notice and without providing notice to the public provided all Councillors are notified of the meeting and 2/3 of Councillors give written consent, as per 'Waiver of Notice of Special Meeting' (Schedule B attached) to holding the meeting before the meeting begins.

4.9 Quorum

Quorum for Council is a majority of Councillors and for Committees is a majority of the members of the Committee, unless otherwise specified by this or any other bylaw.

4.10 Commence Proceedings

- a) The Mayor, when present, shall preside as Chair over all meetings of Council, unless otherwise provided for in this bylaw. The Deputy Mayor shall Chair council meetings when the Mayor is absent or unable to act as Mayor, and shall have the powers and responsibilities of the Mayor under this bylaw.
- b) In case the Mayor or Deputy Mayor shall not be in attendance within fifteen (15) minutes after the hour appointed, the Officer shall call the meeting to order and shall call for a Presiding Officer to be chosen by a resolution of Council.
- c) A majority of the members of Council constitutes a quorum. A quorum of Council for the Town of Grande Cache shall be four (4) members. If a position on Council is vacant, the quorum will be the majority of the remaining members of Council provided that the minimum number for a quorum cannot be less than three (3) members. In the case of a Council committee, excluding standing committees of Council, the minimum number for a quorum is two (2).
- d) As soon after the hour of the meeting as there is a quorum present, the Mayor shall take the chair and the members of Council shall be called to order.
- e) The Officer shall record the time of arrival and departure of all in attendance at meetings, should a member of Council arrive late or depart prior to the completion of the meeting.

4.11 No Quorum

Unless there is a quorum present within thirty (30) minutes after the time scheduled for the meeting of Council, the Officer shall call the roll and take down the names of members of Council present, and the Council shall then stand absolutely adjourned until the next day of meeting unless a special meeting is duly called in the meantime.

4.12 Order of Business

Unless otherwise specified in this bylaw, the order of business for a Regular Meeting of Council shall be contained within the agenda for the meeting. Agendas shall follow the format outlined as per Schedule A of this bylaw.

5.0 AGENDAS AND RECORDS OF MEETINGS

- 5.1 The agenda of Council shall be prepared under the joint direction of the Mayor and the Chief Administrative Officer and shall include copies of all reports or communications to be dealt with at each regular meeting.

5.2 Agenda Distribution

- a) The agenda shall be distributed to Council at least three (3) working days prior to the Council meeting.
- b) If reports and supplementary information/materials are not available when the agenda package is ready to be sent out, the items will be removed from the agenda.
- c) Agenda packages will be emailed to Council and will be made available online for department managers, media and the general public.

5.3 Adoption of Agenda

Council must vote to adopt the agenda prior to transacting other business and may:

- a) add new items, including reports that were not available at the time the agenda package was distributed, and
- b) delete any matter from the agenda.

5.4 Preparation of Meeting Minutes

The CAO will ensure the minutes for all Council meetings are prepared and available in the next Regular Meeting agenda package for review and adoption by Council.

5.5 Adoption of Meeting Minutes

The minutes of each meeting will be circulated in the agenda package at the next Regular Meeting, and if:

- a) there are errors or omissions, Council must pass a resolution to adopt the minutes as amended, or
- b) there are no errors or omissions, Council must adopt the minutes as circulated.

6.0 COMMUNICATIONS

6.1 Any communication intended for Council or a Committee which is received at the Town Office must:

- a) be legible and coherent,
- b) be able to identify the writer, the writer's address and telephone number or email address,
- c) be on paper in a printable format, and
- d) not be libelous, impertinent or improper.

6.2 If the requirements in section 6.1 are met, the CAO will:

- a) add the communication under 'Correspondence' on the next Regular Meeting agenda,
- b) draft a report for Council regarding the communication and add it to the next Regular Meeting,
- c) send a copy of the communication to all Councillors for information, or
- d) take any other appropriate action on the communication and inform Council of said action.

6.3 Council will be provided copies of communications in the agenda packages for review and discussion. Council may:

- a) refer any communication to Administration for a report, and
- b) give other instructions on the communication.

6.4 The CAO must make reasonable efforts to respond to the person sending the communication and advise that person of any action taken on the subject of the communication following the Regular Meeting where it was discussed.

6.5 Any matter required to be brought to Council by way of petition must be supported by a petition that complies with the MGA or other legislation.

7.0 PRESENTATIONS, DELEGATIONS AND OPEN PUBLIC FORUM

7.1 Presentations may be made to Council by individuals or groups.

7.2 Individuals or groups may request an appointment to be heard by Council as a delegation, as per the 'Delegations Before Council' policy and guidelines.

- 7.3 Delegates must submit a request in writing for an appointment with Council to the Chief Administrative Officer. All delegates are required to provide written documentation to the Chief Administrative Officer which clearly outlines the nature of their business for inclusion in the agenda package. All documentation is to be submitted by noon the Wednesday prior to the date of Regular Council Meeting to which the delegation is to attend.
- 7.4 The Chief Administrative Officer will review the request in consultation with any affected departments and may:
- a) undertake an Administrative Review and provide a written response to the individual or group to satisfy the request for an appointment with Council. This process will be undertaken only with the consent of Administration and the individual or group requesting the appointment with Council,
 - b) add the appointment to the next Regular Council meeting agenda, or
 - c) add the appointment to a future Regular Council meeting agenda if
 - i. requested by the individual or group making the request; or
 - ii. If Administration requires more time to properly investigate and report on the matter.
- 7.5 Any taxpayer or Town of Grande Cache resident shall be provided the opportunity to address Council provided they have not addressed Council on the same subject within the previous six (6) months. Delegates requesting reappearance on a specific matter shall only be permitted to do so if the information to be presented is new or a significant addition to which was previously presented.
- 7.6 In questioning presenters or delegates at the Council meeting, Councillors will only ask those questions which are relevant to the subject of the appointment and will avoid repetition of questions. Likewise, presenters and delegates speaking to a subject will be restricted to speaking on the subject matter only.
- 7.7 Delegations shall not speak for more than ten (10) minutes, unless the time is extended by the majority vote of Council.
- 7.8 Council shall, at the next Regular Meeting following the delegation presentation, make any decisions, if required, regarding the issue raised by the delegation unless there is unanimous support for Council decision at the Regular Meeting at which the delegation presentation was made and the issue is discussed under New Business.
- 7.9 Open Public Forum is an opportunity granted to members of the public present at a Regular Council Meeting, to ask questions of Council or Administration or make comments regarding topics relating to the municipality. Guidelines and conduct for the Open Public Forum are listed in the Town's Policy and Procedures Manual, C-1, Council – 'Open Public Forum at Regular Council Meetings'.

8.0 CONDUCT OF BUSINESS

- 8.1 The Presiding Officer shall preserve order, decorum and decide questions of procedure subject to an appeal to the Council and the decision of the Presiding Officer shall be final unless reversed by a majority vote of the members present without debate.
- 8.2 When any Point of Order, Point of Procedure or Question of Privilege arises, it shall be immediately taken into consideration.

When the Presiding Officer is called upon to decide a Point of Order, Point of Procedure, Question of Privilege or practice, the point shall be stated without unnecessary comment and the Presiding Officer shall cite the rule or authority applicable to same.

- 8.3 When a Point of Information is raised, the Presiding Officer shall answer the question or direct the question to the appropriate member of Council or Administration.
- 8.4 When a Point of Order is raised or when a member of Council is called to order by the Presiding Officer, the member of Council speaking shall immediately cease speaking until the Presiding Officer decides the point raised.
- 8.5 The Presiding Officer shall give each member of Council who wishes to speak on an item an opportunity to do so before calling the question. No member of Council shall speak without first being recognized by the Presiding Officer and being granted the floor.

No member of Council shall speak to the same question or in reply for longer than five (5) minutes.

- 8.6 Every member of Council and every member of Administration present at the meeting, in speaking to any question or resolution, shall address himself only to the Presiding Officer.

When a member of Council is addressing Council, he shall:

- a) not speak disrespectfully of Her Majesty the Queen, her official representatives or her government;
- b) not use offensive, disrespectful or unkind words in referring to any member or to any official or staff member of the Town or any member of the public;
- c) not reflect on any vote of Council except when moving to rescind it and shall not reflect on the motives of the members who voted on the resolution or the mover of the resolution;
- d) not shout or immoderately raise his voice or use profane, vulgar or offensive language;
- e) assume personal responsibility for any statement he quotes to Council or upon request of Council shall give the source of the information.

The Presiding Officer may rule any member of Council out of order for failing to observe any of the above-noted restrictions, and any member of Council so ruled out of order shall immediately cease to speak.

- 8.7 When two or more members of Council desire to speak to a matter, the Presiding Officer shall establish the priority.
- 8.8 A member of Council called to order shall immediately cease to speak but may afterwards explain. Council, if appealed to, shall decide the same without debate, and if there is no appeal, the decision of the Presiding Officer shall be complied with. During the reading of the minutes, reports, communications or other papers, and when a member of Council or any other person is addressing Council, silence shall be observed and no person shall be allowed to disturb the meeting.
- 8.9 Any member of Council may require the question or resolution under discussion to be read at any time during the debate, but not so as to interrupt a member of Council while speaking.
- 8.10 A member of Council may introduce a resolution at a meeting and present the resolution for discussion and vote of Council. A seconder is not required when a resolution is presented. When a resolution is stated and upon request by any member of Council, it shall be read by the Presiding Officer or Officer before debate.

After a resolution is read by the Presiding Officer or Officer, it shall be deemed to be in possession of Council, but may be withdrawn at any time before decision or amendment with the permission of all the members of Council present.

- 8.11 Whenever the Presiding Officer is of the opinion that a resolution offered to Council is contrary to the rules and privileges of Council, he shall apprise the members of Council thereof immediately before putting the question, and shall cite the rule or authority applicable to the case without argument or comment.
- 8.12 Resolutions may be offered on items that are not on the Council or Committee agenda as adopted. Members of Council wishing to introduce resolutions at a meeting shall do so by Notice of Resolution and present the resolution for discussion and vote of Council.
- 8.13 No resolution shall be offered that is subsequently the same as one on which the judgment of the meeting has already been expressed during the same meeting.
- 8.14 A Resolution to Defer any matter until it is decided, shall preclude all amendments to the main question. Further, said resolution to defer is open to debate, but only as to whether or not to defer.

A member of Council making a Resolution to Defer shall be required to include in the resolution:

- a) the terms on which the matter is being deferred;
- b) the time when the matter is to be returned;
- c) whatever explanation is necessary as to the purpose of the resolution.

- 8.15 A member of Council making a Resolution to Table any matter shall include in the tabling resolution:
- a) the time at the present meeting or the date of a future meeting to which the matter is to be tabled; or
 - b) a provision that the matter is to be tabled indefinitely.

A Resolution to Table a matter shall not be put forward until every member of Council has had an opportunity to speak on the item and will not be debated thereafter, except as to the time when Council will again consider the matter.

- 8.16 When the question under consideration contains distinct propositions, upon the request of any member of Council, the vote for each proposition shall be taken separately. If the vote is taken for each proposition, it then becomes unnecessary to vote upon the whole question.
- 8.17 A resolution to rescind an action of Council may be offered at any time subsequent to the meeting at which the original resolution was passed upon service of a Notice of Resolution by the member of Council intending to seek the rescinding of the resolution. Any member of Council may make the resolution to rescind and a majority vote of 2/3 of the members of Council is required for the passage of a resolution to rescind.
- 8.18 A member of Council may make a Resolution to Adjourn a meeting at any time except when:
- a) another member of Council has the floor;
 - b) a call for a vote has been made;
 - c) the members of Council are voting;
 - d) Council is in a closed session;
 - e) a previous Resolution to Adjourn has been defeated and no other intermediate proceedings have taken place.

A Resolution to Adjourn shall be put without comment or debate and a Resolution to Adjourn cannot be reconsidered.

- 8.19 After any question is finally put by the Presiding Officer, no member of Council shall speak to the question nor shall any other resolution be made until after the result of the vote has been declared. The decision of the Presiding Officer as to whether the question has been finally put may be subject to appeal, subject to confirmation by the members of Council of the question being finally put.

After the Presiding Officer has declared the vote, no change of vote can be made except by the unanimous consent of the members of Council who were present when the vote was put.

- 8.20 If any member of Council wishes to have a recorded vote, the request for a recorded vote must be made prior to the vote being taken. The Presiding Officer shall directly ask every member in turn how they wish to vote on the matter at hand.
- 8.21 Every amendment must be relevant to the question on which it is proposed. Any amendment offered which raises a new question can only be considered on a distinct resolution after notice.
- 8.22 All amendments shall be put in the reverse order to that in which they are moved and every amendment shall be decided upon or withdrawn before the main question is put to a vote. Only one amendment to the main resolution at one time shall be allowed and only on sub-amendment shall be allowed to an amendment at one time.
- 8.23 A sub-amendment should not enlarge the scope of the amendment but should deal with matters not covered by the amending resolution.
- 8.24 An amendment proposing a direct negative to the original resolution is out of order.
- 8.25 Any resolution made in the negative shall be ruled out of order.
- 8.26 Direction to Administration by Council shall be limited to Council as a whole directing the CAO only.

9.0 GENERAL

- 9.1 No member of Council shall resist the rules of Council or disobey the decision of the Presiding Officer and Council, on any question of order or practice or upon the interpretation of the rules of Council. In case any member of Council shall so resist or disobey, he may be ordered by Council, by a majority vote, to leave his seat for that meeting, and in case of his refusing to do so, he may, on order of the Presiding Officer, be removed by the police. In the case of ample apology being made by the offender, he may, by vote of Council without debate, be permitted forthwith to take his seat.
- 9.2 No member of Council shall have the power to direct or interfere with the performance of any work for the Corporation, and the Officer in charge shall be subject only to his superior officer (if any) and to the Council, or to any committee (while acting in the capacity and not otherwise) to which the Council may, in any case, give authority in that behalf.

Nothing in the foregoing shall in any way interfere or restrict the right of a Councillor to seek information from any officer or employee of the Town through the office of the Chief Administrative Officer.

- 9.3 Any member of the public who, while in the Council Chambers, interrupts and disturbs the proceedings of Council by words or actions and who, when so requested by the Presiding Officer, refuses to end such interruption or to leave the Council Chambers if so requested, shall be subject to removal from the Council Chambers by the police.

The Presiding Officer, at any meeting, may cause to be expelled and excluded any person who has been guilty of improper conduct.

- 9.4 Members of Council shall subscribe to the Alberta Urban Municipalities Association Ethical Guidelines of Conduct for Members of Council. In addition to these Guidelines, members of Council shall refrain from uttering malicious or libelous comments with respect to each other or members of Administration, either in Council Chambers or in the community at large.

A breach of this section of the bylaw by any member of Council may place himself in the position of censure by Council.

- 9.5 Where the relationship between two members of Council has deteriorated to a point so as to significantly interfere with the normal conduct of Council business, as judged by themselves, a majority of Council, or the Mayor, the two members of Council shall seek to mediate their differences by any of the following steps:
- a) a joint meeting to resolve their difference,
 - b) a joint meeting with the Mayor as a neutral mediator to resolve their differences, and
 - c) a meeting with the Council to resolve their differences.
- 9.6 The reference book in resolving procedural disputes not covered in this bylaw shall be Roberts' Rules of Order, Newly Revised edition.
- 9.7 Notice of Council and committee meetings shall be by any one or more of the following methods:
- a) through advertisement or notice in the weekly newspaper circulating in the community or website, and/or
 - b) through posting of notice at the Council Chambers and the local mall.
- 9.8 The agenda format for Council meetings is attached to this bylaw outlined as per Schedule A of this bylaw.
- 9.9 The Report for Council format is attached to this bylaw as Schedule C.
- 9.10 Meetings shall be limited to duration not to exceed four (4) hours from the beginning of the meeting unless two thirds (2/3) of Council in attendance agrees to extend beyond four (4) hours.
- 9.11 Council provides the authority to the Chief Administrative Officer to publish the full Council agenda package with the exception of closed session matter prior to each Regular Council Meeting, Special Meeting and Open House.

10. COMMITTEE OF THE WHOLE

- 10.1 There shall be a Committee of the Whole Committee comprising of all Council and shall be known as Committee of the Whole.
- 10.2 Subject to the Act, the Committee of the Whole may consider any matter that Council may consider, including but not limited to discussion and debate of the following matters:
- a) the budget,
 - b) the audit,
 - c) transportation issues,
 - d) development issues,
 - e) strategic planning,
 - f) legislative reform,
 - g) policing matters, and
 - h) policy formulation.

- 10.3 Committee of the Whole may:
- conduct non-statutory public hearings,
 - receive delegations and submissions,
 - meet with other municipalities and other levels of governments, and
 - recommend appointments of members of the public to Council committees, other Town committees and other bodies on which the Town is entitled to have representation.
- 10.4 Council may receive briefings in Committee of the Whole.
- 10.5 In addition to the restrictions contained in Section 203(2) of the Act, the Committee of the Whole shall not hold statutory public hearings.
- 10.6 Committee of the Whole may make the following resolutions:
- to receive agenda reports as information,
 - to refer matters to Administration or a committee for review,
 - make recommendations to Council.
- 10.7 A quorum of Committee of the Whole is a majority of Council.
- 10.8 The Committee will be chaired by the Deputy Mayor, and in the case of his/her absence, a Chair will be nominated by the members present at the meeting. The Committee will be comprised of all members of Council.
- 10.9 At a Committee of the Whole meeting, the procedures of Council shall be relaxed as follows:
- a Councillor may speak even though there is no resolution on the floor, but if there is a resolution on the floor, a Councillor shall only address that resolution,
 - a Councillor may speak more than once on a matter provided that each Councillor who wishes to speak to the matter has already been permitted to do so,
 - no notice needs to be given of any resolution to be made.
- 10.10 Members of the public shall be restricted to the public seating area.
- 10.11 Committee of the Whole may consider a matter in closed session in accordance with the *Alberta Freedom of Information and Protection of Privacy Act, RSA 2000, Chapter F-25*.

11.0 COUNCIL COMMITTEES

- 11.1 Council may, by bylaw, appoint committees consisting of one or more of the members of Council and public representatives, and may delegate to any such committees any of Council's powers, duties or functions, excepting:
- the power to enter into contracts,
 - the function of publicly expressing or communicating any opinion that may be misconstrued as being Council's opinion,
 - those duties and responsibilities that Council cannot delegate, pursuant to the *Alberta Municipal Government Act*.

A committee to which a duty or power is delegated may exercise or perform it in like manner and with same effect as Council.

- 11.2 All Committees shall be appointed on resolution of a member of Council by consent of a majority of the members of Council present at a meeting of Council. Any member of Council may be placed on a Committee, notwithstanding the absence of any such member of Council at the time of his being named upon such Committees. The Mayor shall be ex-officio member of all committees and as such member of the committees shall have all the powers and privileges of any member of the same, including the right to vote upon all questions to be dealt with by such committee.

- 11.3 In any case where a member of a committee is absent from the Town or is otherwise unable to attend meetings of the committee(s) of which he is a member, the Mayor may appoint a member of Council to such committee(s) to attend the meetings of the committee(s) concerned and such appointment to be restricted to one meeting unless authorized by Council.

The member so appointed by the Mayor shall during the term of such appointment have all the powers, rights and duties as a member of the committee(s) concerned as if appointed by Council thereto.

- 11.4 A special committee(s) may be appointed at any time by Council or by the Mayor acting upon the instructions of Council, providing only that a resolution has been adopted specifying the matters to be dealt with by the committee(s), and including the term of the committee(s).

- 11.5 The membership of the committee(s) shall be subject to revision on a yearly basis at the Organizational Meeting of each year of a Council's term of office.

Each proposed change will be voted upon and decided by a majority vote.

Each committee shall select one of its members to be the Chairperson unless Council designates:

- a) the Chairperson of a committee,
- b) the manner in which the Chairperson shall be selected.

- 11.6 The business of committee(s) shall be conducted under the following regulations and subject to the rules governing procedures in Council:

- a) the Chairperson shall preside at every meeting,
- b) the name of the Chairperson shall appear on all reports and recommendations made by the committee,
- c) in the absence of the Chairperson, the Deputy Chairperson shall preside,
- d) the minutes of the transactions of every committee meeting shall be accurately entered in a book to be provided for that purpose,
- e) when a division takes place on any question and the question may be put to a vote, the votes of the members may be recorded,
- f) no report or recommendation to do with any matter or thing shall be recognized as emanating from any committee unless it is in writing, nor unless it bears the name of the Chairperson or Acting Chairperson and has been certified correct by the Secretary and refers to the minutes of the committee under which it is issued,
- g) the Town staff person in attendance, or a committee member designated by the committee chairperson shall record the minutes of the committee meetings,
- h) any member of Council not a member of a committee shall have the right to attend committee meetings with right of debate but not to make resolutions or to vote.

- 11.7 The general duties of all the committees of Council shall be as follows:

- a) to report to Council whenever so desired by Council and as often as the interests of the Town may require on all matter connected with the duties imposed on each such committee and to recommend such action by the Council as it deems necessary within its terms of reference,
- b) to observe, unless otherwise specifically permitted, the rules prescribed by the bylaws of Council.

- 11.8 Each of the committees may create any sub-committee(s) it considers necessary and shall designate the duties, powers and responsibilities of each sub-committee(s), including the requirements for reporting on its findings.

A committee may terminate the existence of any of the sub-committee(s) created by it and a sub-committee/special task force shall cease to exist on the submission of its final report.

- 11.9 All committee meetings shall be open to the public.

11.10 Internal and external Council committees:

- Council as a Whole	All of Council
- Community Futures West Yellowhead	2 positions + alternate
- Evergreens Foundation	1 position + alternate
- Grande Cache Emergency Management Advisory Committee	2 positions
- Grande Cache Environmental Committee	2 positions
- Grande Cache Municipal Library Board	1 position
- Grande Cache Transportation Committee	2 positions
- Municipal Planning Commission	2 positions
- Yellowhead Regional Library Board	1 position

~ Amended, Bylaw No. 816 (October 26, 2016)

12.0 BYLAWS

- 12.1 A bylaw appearing on the Council agenda when listed as ready for first reading shall be introduced by a member of Council making the resolution, '... that first reading be given to bylaw (quoting the bylaw number)'. Council may then discuss or debate the bylaw prior to the vote for first reading.

If a bylaw fails to receive first reading it may be struck from the agenda.

Proposed bylaws may be referred to Town committees after the first reading.

- 12.2 A bylaw shall be introduced for second reading by a member of Council proposing a resolution '... second reading be given to bylaw (quoting the bylaw number)'. After a member of Council has made a resolution for second reading of a bylaw, Council may:
- debate on the substance of the bylaw, and
 - propose and consider amendments to the bylaw.

When all amendments have been accepted or rejected, the vote for second reading of the bylaw, as amended, shall be taken.

- 12.3 A bylaw shall be introduced for third reading by a member of Council proposing a resolution that '... third reading be given to bylaw (quoting the bylaw number)'. After a member of Council has made a resolution for third reading of a bylaw, Council may:
- debate on the substance of the bylaw, and
 - propose and consider amendments to the bylaw.

- 12.4 Every bylaw which has passed the Council shall, as soon as reasonably possible after third reading, be signed by the Presiding Officer and the Officer, sealed with the corporate seal and be deposited with the Officer for safe storage.

- 12.5 Every bylaw of general application shall be printed or otherwise duplicated so as to be available to all interested parties. Other bylaws shall be recorded and filed as well as amendments thereto and the Officer shall retain the original of every bylaw on file and properly record amendments thereto.

13.0 STATUTORY AND NON-STATUTORY HEARINGS

- 13.1 Statutory Public Hearings:
- public hearings will be held in conjunction with a Regular Council meeting,
 - persons interested in speaking at a public hearing may register with the Chief Administrative Officer prior to the public hearing.
 - persons interested in providing a written submission may provide the Chief Administrative Officer with their submission prior to 12:00 noon of the Wednesday preceding the public hearing. Written submissions received prior to 12:00 noon of the Wednesday preceding the public hearing will become public information on the Friday prior to the public hearing. Council will accept written submissions on the date of the public hearing.

- d) public hearings will commence as close and reasonably practicable to the advertised time of a Regular Council meeting and will normally be held in the Council Chambers.
 - e) Council may change the date, time and place of a public hearing by resolution. If any of the date, time or place is changed, the public hearing must be re-advertised, as per the MGA.
- 13.2 Conduct of statutory public hearings:
- a) the Mayor shall chair all public hearings;
 - b) once the Mayor has called the public hearing to order and identified the matter to be discussed, the mayor shall review the process to be followed, including the expectations relating to public feedback, rules for speaking, timelines and the process for decision making following the public hearing.
 - c) Administration shall introduce the matter and provide any background material.
 - d) after Administration has introduced the matter, the Mayor shall invite interested parties and members of the public to speak to the matter.
- 13.3 The Mayor shall call upon those persons who have registered with the Chief Administrative Officer to speak first, followed by other persons at the meeting who have not registered to speak but who wish to address Council. If there is more than one person who wishes to speak, the Mayor shall establish the order of speaking.
- a) members of the public who wish to speak shall be asked to speak from the podium.
 - b) all those who wish to speak to a matter (for or against) may only speak once and shall be limited to ten (10) minutes.
 - c) the decision of the Mayor with regard to imposition of the time limit to speak and the order of speaking shall be final and not debated.
 - d) a delegation of more than one member shall be considered to be one person for the purposes of a public hearing and only a spokesperson shall be entitled to speak once for a limit of ten (10) minutes regardless of the number of members of the delegation who may be present.
 - e) the Council shall not debate an issue with any speaker, but each member of Council may ask questions for clarification of each speaker. All questions must be directed through the chair.
 - f) Council may accept a written submission in lieu of a verbal presentation as long as the document is signed, dated and shows the street address of the person making the submission. All written submissions will be filed with the Chief Administrative Officer.
 - g) 'Recess' used in relation to a public hearing means to take a short break in the public hearing, with the intent of returning to the public hearing later in the same meeting, or to adjourn the public hearing to another Council meeting.
 - h) 'Close' used in relation to a public hearing means to terminate the public hearing.
 - i) when all persons who wish to speak to an issue have been given their opportunity to speak, the Mayor shall declare the public hearing closed.
 - j) once closed, a public hearing may not be reopened. Council may hold a second public hearing on the same subject; however, it is subject to the same requirements of advertising and rules for speaking as the initial public hearing.

14.0 GENERAL

- 14.1 Procedures Bylaw No. 768 and all amendments thereto are hereby rescinded.
- 14.2 This bylaw shall come into force and take effect upon the date of third and final reading.

READ a first time this twenty-eighth day of October, 2015
READ a second time this twenty-eighth day of October, 2015
READ a third and final time this twenty-eighth day of October, 2015

Original signed and available at the Town Office or contact the Legislative Services Coordinator

Herb Castle
Mayor

Loretta Thompson
Chief Administrative Officer

SCHEDULE 'A' – Agenda for Regular Council Meetings



Town of Grande Cache
AGENDA
REGULAR MEETING
Wednesday, <date> at 6:30 pm
Council Chambers

Grande Cache will be a progressive mountain community that achieves excellence by embracing cultural diversity, encouraging safe and healthy lifestyles while fostering environmental stewardship within a thriving and diversified economy

1.0 CALL TO ORDER AND RELATED BUSINESS

- 1.1 Call to Order
- 1.2 Adoption of Agenda
- 1.3 Adoption of Meeting Minutes
 - a)

2.0 ITEMS FOR DISCUSSION AND RELATED BUSINESS

- 2.1 Public Hearing
 - a)
- 2.2 Presentations (Delegations)
 - a)
- 2.3 Open Public Forum
- 2.4 Unfinished Business
- 2.5 New Business

3.0 REPORTS

- 3.1 Mayor
- 3.2 Deputy Mayor
- 3.3 Councillors
 - a)
- 3.4 Chief Administrative Officer
 - a) Bi-monthly Report
 - b) Financial Report for October (meeting on the 4th Wednesday only)
 - i. Cheque Listing – October (meeting on the 4th Wednesday only)

4.0 CORRESPONDENCE

- | | <u>From</u> | <u>Subject</u> |
|-----|-------------|----------------|
| 4.1 | | |
| 4.2 | | |

5.0 CLOSED SESSION

6.0 ADJOURNMENT

The next Regular Council Meeting is on Wednesday, _____ at 6:30 pm
in Council Chambers.

SCHEDULE B



Town of Grande Cache

Waiver of Notice of Special Meeting

<date>

Waiver of Notice of a Special Meeting of Council for the Town of Grande Cache called under the authority of the Alberta Municipal Government Act, Section 194.

We, the undersigned members of Council of the Town of Grande Cache, hereby waive notice of a Special Meeting of Council to be held on <date>, at <time> for the purpose of discussing and acting upon the following item(s):

1.

Signed

Mayor

Date

Councillor

Date

Councillor

Date

Councillor

Date

Councillor

Date

Councillor

Date

SCHEDULE C



TOWN OF GRANDE CACHE

Report to Council <Name of> Meeting <date of meeting>

SUBJECT

—

BACKGROUND

—

DISCUSSION

—

RECOMMENDATION

—

Prepared by: _____ Reviewed by: Loretta Thompson, CAO

Date: _____ Date: _____

SCHEDULE D

TOWN OF GRANDE CACHE



Council Annual Pecuniary Disclosure Statement

As per Bylaw No. 795

Member of Council _____

Please print name

Part A – Councillor's Family Members

Relationship	Relationship
Spouse _____	Mother _____
Children _____	Father _____
_____	Spouse's Mother _____
_____	Spouse's Father _____

Part B – Councillor's Employers (other than Town or Council directed employment)

Name of Employee(s) _____

Part C – Non-Distributing Corporations in which the Councillor is a shareholder, officer or director

Name(s) of Corporation(s) _____

Part D – Distributing Corporations in which the Councillor is a director, officer or holds 10% of the voting shares

Name(s) of Corporation(s) _____

Part E – Firms or partnerships in which the Councillor is a member

Name(s) of Firm(s) or Partnership(s) _____

If additional space is required, please use the back of this form or attached the information to this form.

Councillor's Signature _____

Date _____

INFORMATION DISCLOSURE

The personal information requested in this document is being collected pursuant to the authority given in Section 171 of the Alberta Municipal Government Act, Chapter M-26, RSA 2000 and the Freedom of Information and Protection of Privacy Act, F-25, RSA 2000. If you have any questions regarding the collection of this information, please contact the Executive Assistant at the Town Administration Office, Provincial Building, 10001 Hoppe Avenue, Grande Cache, Alberta T0E 0Y0.

**THE TOWN OF GRANDE CACHE
BYLAW NO. 800**

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR A MUNICIPAL LIBRARY BOARD

WHEREAS the Alberta Municipal Government Act, RSA 2000, Chapter M-26 as amended, provides as follows:

Section 7 A council may pass bylaws for municipal purposes respecting the following matters:
(f) services provided by or on behalf of the municipality;

AND WHEREAS the Alberta Libraries Act, RSA 2000, Chapter L-11 as amended, provides as follows:

Section 3(1) The council of a municipality may, by bylaw, establish a municipal library board.

(4) On being established, the municipal library board is a corporation and shall be known as the 'Grande Cache Municipal Library Board'.

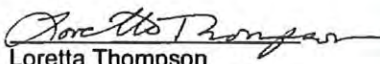
NOW THEREFORE the Council of the Town of Grande Cache, duly assembled in Council Chambers at Grande Cache, Alberta, hereby enacts as follows:

- (1) The Town of Grande Cache will provide facilities for a Municipal Library and appoint a Municipal Library Board consisting of eight (8) members, which will include one (1) representative from Town Council, two (2) representatives from the Grande Yellowhead Public School Division No. 77, one (1) representative from the Municipal District of Greenview No. 16 appointed by the Municipal District of Greenview No. 16 Council, and four (4) members at large from the Town of Grande Cache.
- (2) The Grande Yellowhead Public School Division No. 77 shall be authorized to have two (2) representatives appointed to the Municipal Library Board for as long as the Municipal Library is located in the Grande Cache Community High School.
- (3) The Municipal District of Greenview No. 16 shall appoint a representative to the Grande Cache Municipal Library Board as long as they provides an equal grant each year for operating purposes as per the Memorandum of Agreement with the Town of Grande Cache for the joint provision of library services.
- (4) That appointments to the Grande Cache Municipal Library Board shall be for a term of three (3) years, and shall be eligible for re-appointment as set forth in Section 4 (4) and (7) of the *Alberta Libraries Act*.
- (5) That the members appointed to the Grande Cache Municipal Library Board shall elect a chairperson of the said Board annually.

THIS Bylaw rescinds Bylaw No. 672 - Town of Grande Cache Municipal Library Board, and shall become effective on the date of the final reading thereof.

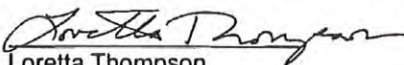
**Read a first time this thirteenth day of January, 2016
Read a second time this thirteenth day of January, 2016**


Herb Castle
Mayor


Loretta Thompson
Chief Administrative Officer

Read a third and final time this thirteenth day of April, 2016


Herb Castle
Mayor


Loretta Thompson
Chief Administrative Officer

**Town of Grande Cache
BYLAW NO. 806**

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE GRANDE CACHE MUNICIPAL PLANNING COMMISSION

WHEREAS pursuant Section 626 of the *Municipal Government Act, RSA 2000, Chapter M-26 as amended*,

THEREFORE BE IT RESOLVED THAT the Council of the Town of Grande Cache, duly assembled in Council Chambers in Grande Cache, Alberta, enacts as follows:

1.0 Title

This Bylaw shall be cited as the 'Grande Cache Municipal Planning Commission Bylaw'.

2.0 Definitions

In this bylaw:

- 2.1 **Chief Administrative Officer (CAO)** means the Chief Administrative Officer of the Municipality appointed by Council;
- 2.2 **Council** means the duly elected officers of the Municipality;
- 2.3 **Land Use Bylaw** means the Town of Grande Cache Land Use Bylaw 799, and any amendments thereto;
- 2.4 **Municipality** means the Town of Grande Cache;
- 2.5 **Municipal Government Act (MGA)** means the Municipal Government Act, RSA 2000, Chapter M-26 as amended or legislation substituted therefor;
- 2.6 **Municipal Planning Commission (MPC)** means members of Council and public-at-large appointed by resolution of Council to the Municipal Planning Commission of the Municipality in accordance with this bylaw;
- 2.7 **Organizational Meeting of Council** means the annual organizational meeting of Council held in October;
- 2.8 **Recording Secretary** means a person appointed to the position of recording secretary of the MPC pursuant to this bylaw;
- 2.9 **Simple Majority** means more than 50% of the votes or persons;
- 2.10 **Staff Advisor** means a person appointed to the position of staff advisor of the MPC pursuant to this bylaw;
- 2.11 **Subdivision Authority Bylaw** means the Town of Grande Cache Subdivision Authority Bylaw No. 805, and any amendments thereto;
- 2.12 **Town Planning Consultant** means a planning consultant who is a professional, registered member in good standing with the professional planning association recognized under regulation with the Province of Alberta, contracted to and at the disposal of the Municipality for the purposes of land use planning, subdivision and development control; and
- 2.13 **Vacancy** means the absence of a member that is unable to continue to fulfill his or her obligation as a member.

ALL OTHER TERMS used in this bylaw shall have the meaning assigned to them by the MGA, to the extent that said meaning differs from the ordinary mean.

Chair Initial



CAO Initial



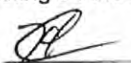
3.0 Establishment, Membership and Term of Office

- 3.1 The MPC is hereby established and shall consist of five (5) members, being two (2) members of Council and three (3) members from the public-at-large.
- 3.2 Council members on the MPC as required by Section 3.1, shall be appointed at the annual Organizational Meeting of Council for a one-year term. Any member of Council's appointment to the MPC terminates upon ceasing to be a member of Council.
- 3.3 Council shall appoint the MPC members from the public-at-large as required by Section 3.1 by resolution of Council at the Organizational Meeting of Council and in accordance with the following:
- a) Members of the MPC from the public-at-large shall be appointed for a three (3) year term and no such member may serve more than three (3) consecutive terms on the MPC.
 - b) Members sitting on the MPC as of the adoption date of this bylaw shall be put forward for appointment for a three (3) year term by resolution of Council at the Organizational Meeting of Council, which will be considered as the commencement of their first term.
 - c) Any vacancy occurring may be filled for the remainder of the term by Council resolution.
 - d) The appointment of a member of the MPC from the public-at-large terminates upon expiry of their term as established by resolution of Council pursuant to this section, ceasing to be a resident of the Municipality, upon a member's formal request to resign, or for other reasons as may be determined by Council.
- 3.4 No member of the MPC may be an employee of the Municipality, a person who carries out subdivision or development powers, duties and functions on behalf of the Municipality, or is a member of the Subdivision and Development Appeal Board.
- 3.5 MPC members shall be entitled to such remuneration, travelling and living expenses as may be fixed from time to time.

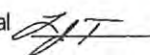
4.0 Quorum, Chairperson, Vice-Chairperson and Rules of Procedure

- 4.1 A simple majority of the members of the MPC shall constitute a quorum.
- 4.2 The members of the MPC shall appoint one (1) member as Chairperson and one (1) member as Vice Chairperson, who shall act in the absence of the Chairperson. To ensure compliance with this section, the appointed Chairperson or, in the absence of the appointed Chairperson, the appointed Vice Chairperson, must always be present to form the MPC.
- 4.3 The Chairperson and Vice Chairperson shall hold office for a period of one (1) year from the date of appointment.
- 4.4 The duties of the Chairperson shall consist of:
- a) presiding at the regular and special meetings of the MPC;
 - b) direction and control of the operation of the MPC;
 - c) direct consultation with the CAO, or designate;
 - d) reviewing all information and material for inclusion in an agenda for all regular and special meetings of the MPC; and
 - e) acting as the spokesperson for the activities of the MPC.

Chair Initial



CAO Initial



4.5 The duties of the Vice Chairperson shall consist of fulfilling the duties of the Chairperson in his or her absence.

4.6 For those matters not covered in this bylaw or Part 17 of the MGA, the MPC may establish rules of procedure as necessary for the conduct of its meetings and other business that is consistent with this bylaw and the MGA. For those matters not otherwise covered, the MPC may refer to the Procedures Bylaw of the Municipality.

5.0 Role of Staff and the Town Planning Consultant

5.1 The CAO, or their designate, may appoint a staff advisor or the Town's Planning Consultant, or a designate, to the MPC and may, where appropriate, attend meetings of the MPC in a non-voting, ex-officio capacity.

5.2 The role of the staff advisor and Town Planning Consultant, or a designate, appointed hereunder, would be that of an advisor to the MPC in respect of those matters within the jurisdiction of the MPC.

5.3 The duties of the recording secretary, or the staff advisor where a recording secretary is not appointed, shall consist of:

- a) attendance at all regular and special meetings of the MPC;
- b) attendance at all regular or special meetings of any sub-committees of the MPC as required by the MPC;
- c) to record and distribute minutes of such meetings in accordance with the provisions of this bylaw or as directed by the MPC;
- d) to prepare and provide an agenda to members of the MPC at least two (2) working days prior to the meeting for which the agenda is prepared; and
- e) to perform all other duties as may be assigned by the MPC from time to time.

6.0 Meetings

6.1 Meetings of the MPC shall be held as required at the call of the Chairperson.

6.2 Special meetings may be called on 24 hours' notice by the chairperson or at the request of a simple majority of the members of the MPC. The MPC may, by unanimous consent, waive notice of a special meeting at any time if every member of the MPC is present and has signed a waiver of notice of special meeting.

7.0 Minutes

7.1 A minute book shall be kept and the minutes of all regular and special meetings shall be recorded therein by the recording secretary. Copies of all minutes shall be filed with the Municipality and circulated to all members prior to the next regular meeting.

8.0 Decisions

8.1 The decision of the simple majority of the members present at a meeting duly convened shall be deemed to be the decision of the whole MPC.

8.2 Only those MPC members present at a meeting shall vote on any matter before the MPC.

Chair Initial



CAO Initial



9.0 Sub-Committees

- 9.1 The MPC may appoint sub-committees to deal with any special phase of the matters coming within the scope of the jurisdiction of the MPC. Upon the filing of a final report by a sub-committee to the MPC on its activities, the sub-committee shall be dissolved.

10.0 Duties of the MPC

- 10.1 The MPC is authorized to act as a Development Authority in accordance with the Land Use Bylaw.
- 10.2 The MPC is authorized to act as a Subdivision Authority in accordance with the Subdivision Authority Bylaw.
- 10.3 The MPC shall assume the role as a planning advisory committee with respect to planning initiatives and projects as may be assigned by the Council, CAO or their designate.
- 10.4 In addition to any duties and responsibilities the MPC set out in this bylaw or as prescribed by the MGA, the duties and responsibilities of the MPC shall be determined by resolution of Council.
- 10.5 The MPC may advise Council with respect to the making of policies as it deems necessary from time to time, provided such policies are not inconsistent with the powers herein conferred.

11.0 General

- 11.1 Council shall review this bylaw annually and make any changes deemed necessary.

12.0 Severability

- 12.1 If any section or parts of this bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or parts of this bylaw shall be deemed to be separate and independent there from and to be enacted as such.

13.0 Repeal and Enactment

- 13.1 That Bylaw No. 673 and all amendments thereto are hereby repealed when this bylaw receives third and final reading.

READ a first time this eighth day of June, 2016
READ a second time this eighth day of June, 2016
READ a third and final time this eighth day of June, 2016


Herb Castle
Mayor


Loretta Thompson
Chief Administrative Officer

**THE TOWN OF GRANDE CACHE
BY-LAW NO. 656**

BEING A BY-LAW OF THE TOWN OF GRANDE CACHE, IN THE PROVINCE OF ALBERTA, PURSUANT TO THE PROVISIONS OF THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M-26.1 OF THE REVISED STATUTES OF ALBERTA 1980 AND AMENDMENTS THERETO, TO ESTABLISH A PERMANENT REGISTER OF RESIDENTS WHO ARE ENTITLED TO VOTE IN AN ELECTION.

WHEREAS Sections 48.1 of the Local Authorities Election Act provides that Council may direct the permanent register of residents in a municipality who are entitled to vote in an election.

NOW, THEREFORE, the Council of the municipality, duly assembled, enact as follows:

1. The Returning Officer for the Town of Grande Cache is hereby directed to prepare a permanent register of residents entitled to vote in elections.
2. The Returning Officer is authorized to:
 - a) Establish the procedure and forms necessary to complete an enumeration.
 - b) Establish methods of compiling and revising the permanent electors registry.
 - c) Enter into an agreement with the Chief Electoral Office under the Local Authorities Election Act for the use of information collected for the permanent electors register.

Read a first time this 26th day of November, 2007 A.D.

Read a second time this 26th day of November, 2007 A.D.

Read a third and final time this 26th day of November, 2007 A.D.

DISCLAIMER: This by-law has been signed, sealed and is available for viewing at the Administration Office.

Louise Krewusik,
Mayor

Darren Ottaway,
Chief Administrative Officer

Town of Grande Cache
BYLAW NO. 805

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE GRANDE CACHE SUBDIVISION AUTHORITY

WHEREAS pursuant to Section 623 of the *Municipal Government Act, RSA 2000, Chapter M-26 as amended*, enables a municipality, by bylaw, to establish a subdivision authority to exercise subdivision powers on behalf of the municipality;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Grande Cache, duly assembled in Council Chambers in Grande Cache, Alberta, enacts as follows:

1.0 Title

This Bylaw shall be cited as the 'Subdivision Authority Bylaw'.

2.0 Definitions

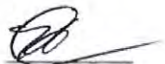
In this Bylaw:

- 2.1 **Chief Administrative Officer** means the Chief Administrative Officer of the Municipality appointed by Council;
- 2.2 **Council** means the duly elected officers of the Municipality;
- 2.3 **Land Use Bylaw** means the Town of Grande Cache Land Use Bylaw No. 799, and any amendments thereto;
- 2.4 **Municipal Government Act (MGA)** means the Municipal Government Act, RSA 2000, Chapter M-26, as amended or legislation substituted therefore;
- 2.5 **Municipality** means the municipal corporation of the Town of Grande Cache;
- 2.6 **Municipal Planning Commission** means the Municipal Planning Commission established through the Town's Municipal Planning Commission Bylaw No. 806, pursuant to the MGA and any amendments thereto;
- 2.7 **Subdivision Authority** means the Subdivision Authority established by this bylaw who shall process, make decisions and execute all other matters concerning subdivision applications on behalf of the Municipality in accordance with the MGA, any regulations made thereunder, and any other applicable statutes, regulations and bylaws, including the Land Use Bylaw; and,
- 2.8 **Town Planning Consultant** means a planning consultant who is a professional, registered member in good standing with the professional planning association recognized under regulation with the Province of Alberta contracted to and at the disposal of the Municipality for the purposes of land use planning, subdivision and development control.

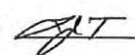
3.0 Powers, Duties and Decisions

- 3.1 The Subdivision Authority is hereby granted the powers and duties as set out in the MGA, any regulations made thereunder, and any other applicable statutes, regulations or bylaws, including the Land Use Bylaw.
- 3.2 For the purposes of this bylaw, the Subdivision Authority insofar as making decisions concerning subdivision applications shall be the Municipal Planning Commission with their duties and responsibilities as described elsewhere in this bylaw.

Chair Initial



CAO Initial



- 3.3 The Town Planning Consultant, or a designate, shall be responsible for the processing of applications for subdivision approval and, together with the CAO when required, executing all other matters concerning subdivision applications in accordance with the MGA, any regulations made thereunder, and any other applicable statutes, regulations and bylaws, including the Land Use Bylaw.
- 3.4 The Town Planning Consultant will refer to the Municipal Planning Commission, with recommendations, any subdivision for decision and the Municipal Planning Commission may approve or refuse said application in accordance with the MGA, any regulations made thereunder, and any other applicable statutes, regulations and bylaws, including the Land Use Bylaw.
- 3.5 The signing authority for all subdivision related matters shall be the Town Planning Consultant, or a designate, together with the CAO when required.
- 3.6 Upon endorsement of a subdivision plan, the Town Planning Consultant, or designate, is authorized to accept minor modifications from an approved plan of subdivision provided that:
- a) the number of parcels does not increase or decrease with the exception of public utility lots;
 - b) the area of municipal, school, or environmental reserve does not change;
 - c) roadway standards of the Municipality are not compromised;
 - d) such minor adjustments comply with municipal bylaws; and
 - e) from a planning perspective, it is appropriate to proceed under the provisions of this section.


4.0 Severability

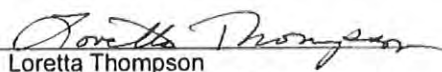
- 4.1 If any section or parts of this bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or parts of this bylaw shall be deemed to be separate and independent there from and to be enacted as such.

5.0 Enactment

- 5.1 That this Bylaw shall come into full force and effect upon the final passing thereof.

READ a first time this eighth day of June, 2016
READ a second time this eighth day of June, 2016
READ a third and final time this eighth day of June, 2016


Herb Castle
Mayor


Loretta Thompson
Chief Administrative Officer

THE NEW TOWN OF GRANDE CACHE

BY-LAW NO. 136

BEING A BY-LAW OF THE NEW TOWN OF GRANDE CACHE TO
AUTHORIZE THE ADOPTION OF A CREST.

WHEREAS, Section 145 of the Municipal Government Act
empowers a council with the approval of the Lieutenant Governor in Council
to adopt a Crest or Coat of Arms; and

WHEREAS, the Board of Administrators of the New Town of
Grande Cache considers it desirable to adopt an official Crest for the
New Town.

NOW THEREFORE, the Board of Administrators of the New Town
of Grande Cache duly assembled enacts as follows:

- (1) That the Crest as set out in Schedule "A" attached
hereto and forming part of this by-law is hereby
adopted by the Board of Administrators as the
official Crest for the New Town of Grande Cache,
subject to the approval of the Lieutenant Governor
in Council.
- (2) That the adoption of the Crest is effective upon
the date of the final passing of this by-law.

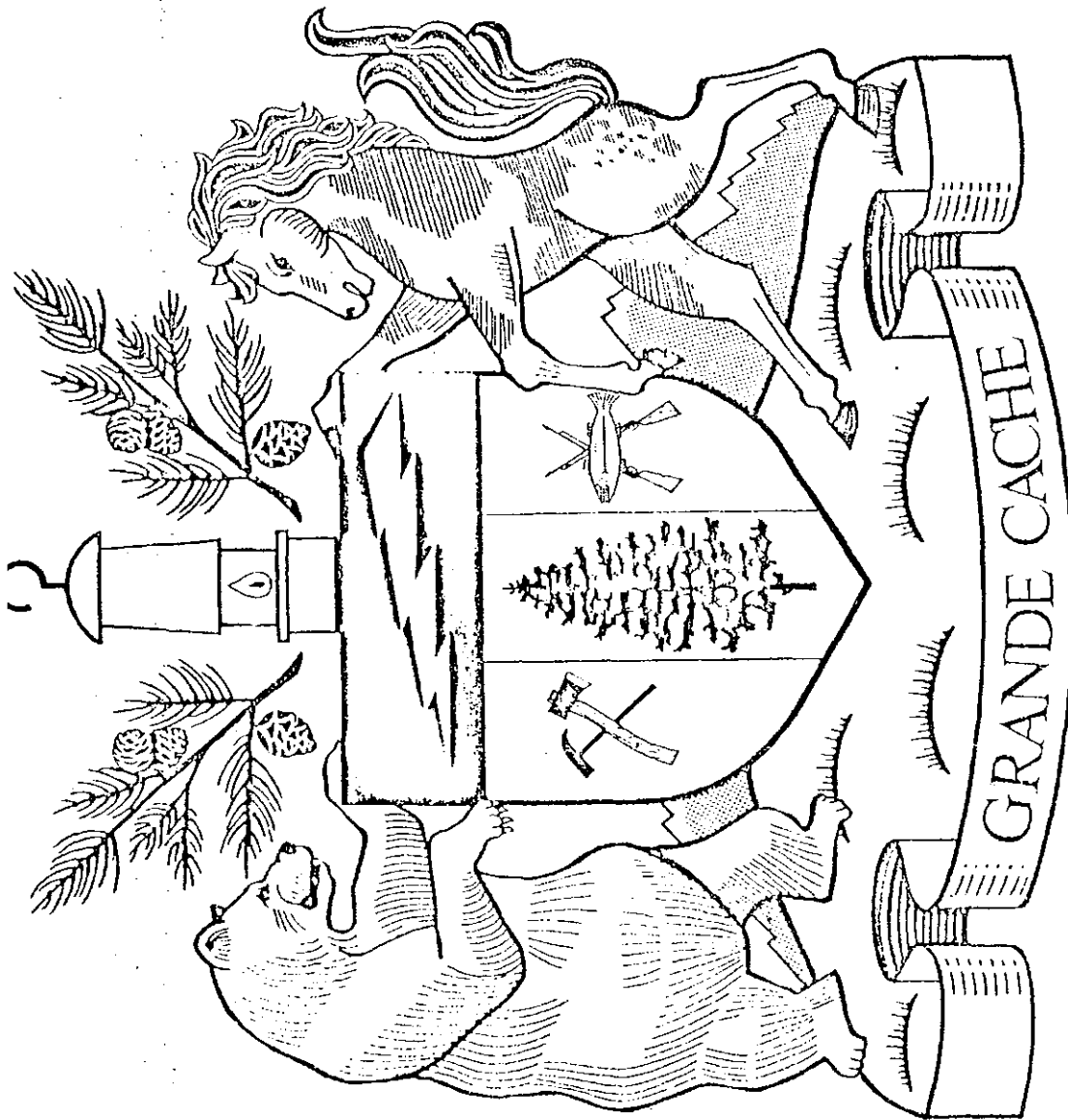
READ a first time this 16 day of Feb, 1974.

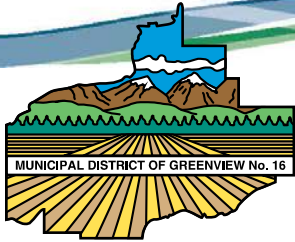
READ a second time this 26 day of Feb, 1974.

READ a third and final time and passed with unanimous consent this 26
day of Feb, 1974.

[Signature]
CHAIRMAN

[Signature]
SECRETARY-TREASURER





BYLAW NO. 19-814 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, in accordance with the Municipal Government Act, Chapter M-26, R.S.A 2000 and amendments thereto, for the purpose of repealing former Town of Grande Cache Bylaws that are irrelevant and/or have subsequent bylaws in place for those matters.

Whereas, under the provisions of the *Municipal Government Act*, Chapter M-26, R.S.A 2000, Council has been granted the authority to pass bylaws for municipal purposes; and

Whereas, in accordance with Order in Council 361/2018 the Town of Grande Cache was dissolved and directed to become a hamlet in the M.D of Greenview No. 16 on November 27, 2018; and

Whereas, under the Provisions of the Order in Council 361/2018, bylaws and resolutions of the town continue to apply in the former area of the town until the bylaws or resolutions are repealed, amended or replaced by the council of the M.D of Greenview, and

Whereas, there are a number of former Town of Grande Cache Bylaws that can be repealed because the M.D of Greenview has a bylaw that addresses the same subject matter or the bylaw is irrelevant;

Therefore, the Council of the M.D of Greenview, duly assembled in the Province of Alberta, hereby repeal the following:

1. Bylaw No. 822 – Chief Administrative Officer
Bylaw No. 795 – Council Procedures
Bylaw No. 800 – Grande Cache Municipal Library Board
Bylaw No. 806 – Municipal Planning Commission
Bylaw No. 656 – Permanent Election Register
Bylaw No. 805 – Subdivision Authority
Bylaw No. 136 – Town Crest
2. This Bylaw shall come into force and effect upon the day of final passing.

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

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

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



REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: **Bylaw 19-815 Tri-Municipal Industrial Partnership Area Structure Plan**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 23, 2019 CAO: DT MANAGER: KK
DEPARTMENT: ECONOMIC DEVELOPMENT GM: SW PRESENTER: KK
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 200, c M s.

Council Bylaw/Policy (cite) – Municipal Development Plan Bylaw No. 03-397 and Land Use Bylaw 03-396.

RECOMMENDED ACTION:

MOTION: That Council give First Reading to Bylaw No. 19-815, for the Tri-Municipal Industrial Partnership Area Structure Plan.

MOTION: That Council schedule a Public Hearing for Bylaw No. 19-815, to be held at 10:00 am on May 27, 2019, for the Tri-Municipal Industrial Partnership Area Structure Plan.

BACKGROUND/PROPOSAL:

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

The Area Structure Plan will be circulated to adjacent landowners within 1500 metres of the proposed development for comment prior to the Public Hearing.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantages of the recommended motions are that industrial development may conflict with adjacent land uses.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to pass a motion to table Bylaw No. 19-815 for further discussion or information.

Alternative #2: Council has the alternative to defeat First Reading Bylaw No. 19-815.

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

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

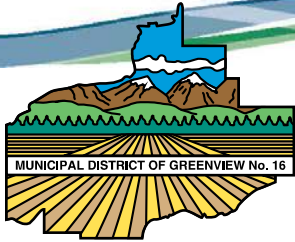
Consult - We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Tri-Municipal Industrial Partnership Area Structure Plan
- Bylaw No. 19-815



BYLAW NO. 19-815 of the Municipal District of Greenview No. 16

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

Whereas, Section 633 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, allows a municipality to adopt an Area Structure Plan

Therefore, the Council for the M.D. of Greenview No. 16, duly assembled, hereby enacts as follows:

1. That this bylaw may be cited as the Tri-Municipal Industrial Partnership Area Structure Plan.
2. That the Tri-Municipal Industrial Partnership Area Structure Plan attached hereto forms part of this bylaw.
3. 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

CHIEF ADMINISTRATIVE OFFICER



Tri-Municipal
Industrial Partnership

AREA STRUCTURE PLAN

Final Draft | **March 2019**

Acknowledgments

Municipal Partners	Tri-Municipal Industrial Partnership Municipal District of Greenview County of Grande Prairie City of Grande Prairie
Provincial Partners	Alberta Environment and Parks
Working Groups	Technical Advisory Committee Stakeholder Working Group
Project Consultants	PTAG Inc. O2 Planning + Design Inc. Helix Engineering Ltd.

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1 INTRODUCTION

The Tri-Municipal Industrial Partnership (TMIP) is created by the Municipal District of Greenview (the MD), the County of Grande Prairie, and the City of Grande Prairie to develop a world-class, heavy eco-industrial district (the District). The District is entirely located within the MD and will focus on attracting specific heavy industrial uses such as those associated with methane gas, urea fertilizer, and amine gas, and other gas processing facilities.

This Area Structure Plan (the Plan) is a collaborative attempt by TMIP and the Alberta Ministry of Environment and Parks (AEP) to coordinate the orderly development of industrial services in a manner that supports Provincial and Municipal economic, social, and environmental priorities.

- Support the creation of long-term employment growth and opportunities for residents, communities, First Nations, and Métis Settlements; and
- Create an ordered pattern of development that integrates industry, nature, and people.

1.1 Purpose and Intent of the Plan

The Plan provides a land use, infrastructure, and policy framework to attract future industrial activities to the plan area and allow for more effective coordination of industrial activities and management of impacts.

The Plan presents a vision for the development of a world-class heavy eco-industrial district in the MD. The Plan provides a framework and supporting policies that:

- Chart a course for the development of a world-class heavy eco-industrial district;
- Showcase the region's untapped potential, paving the way for services and infrastructure where heavy industry is interested in investing;

Figure 01: Regional Context

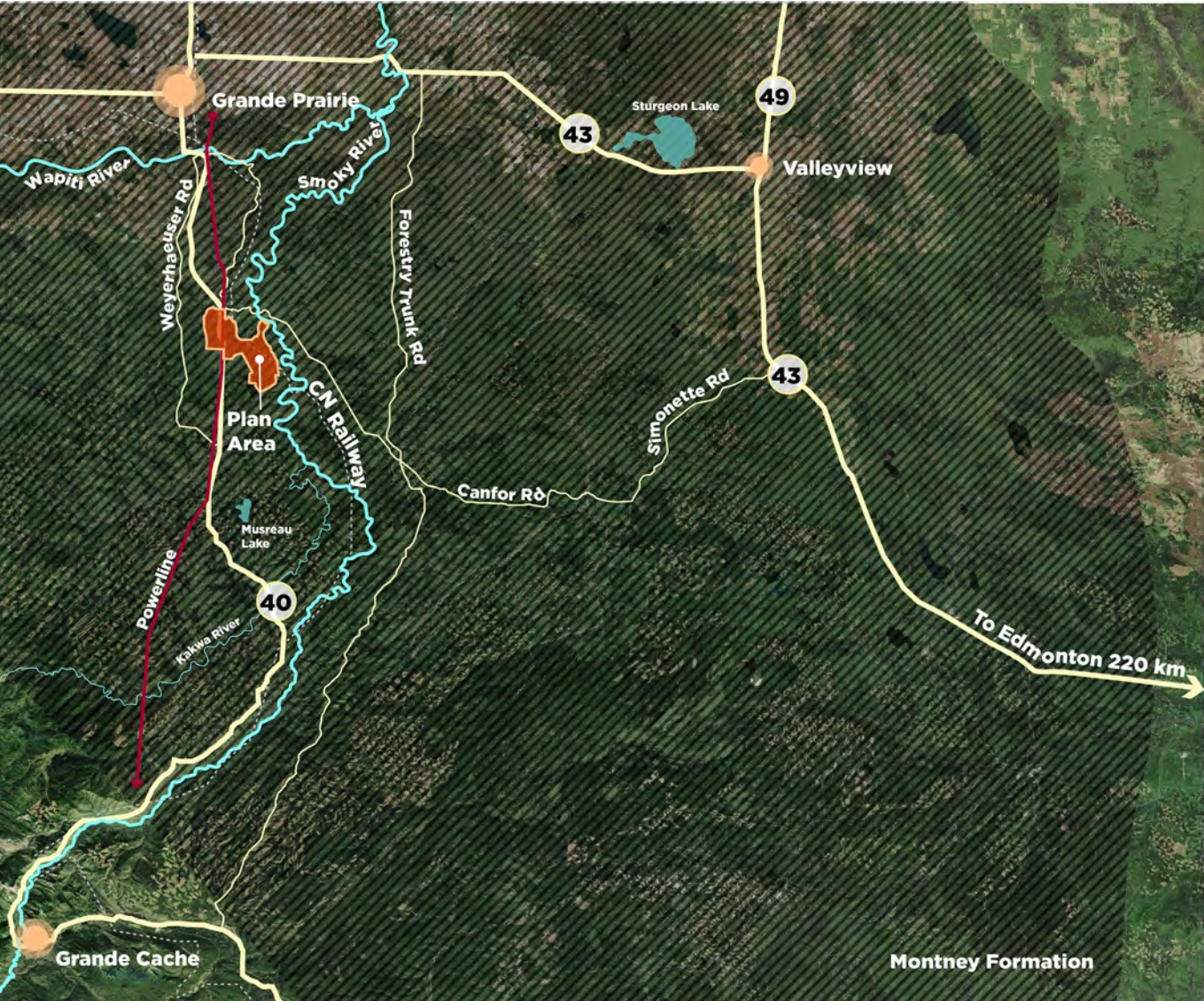
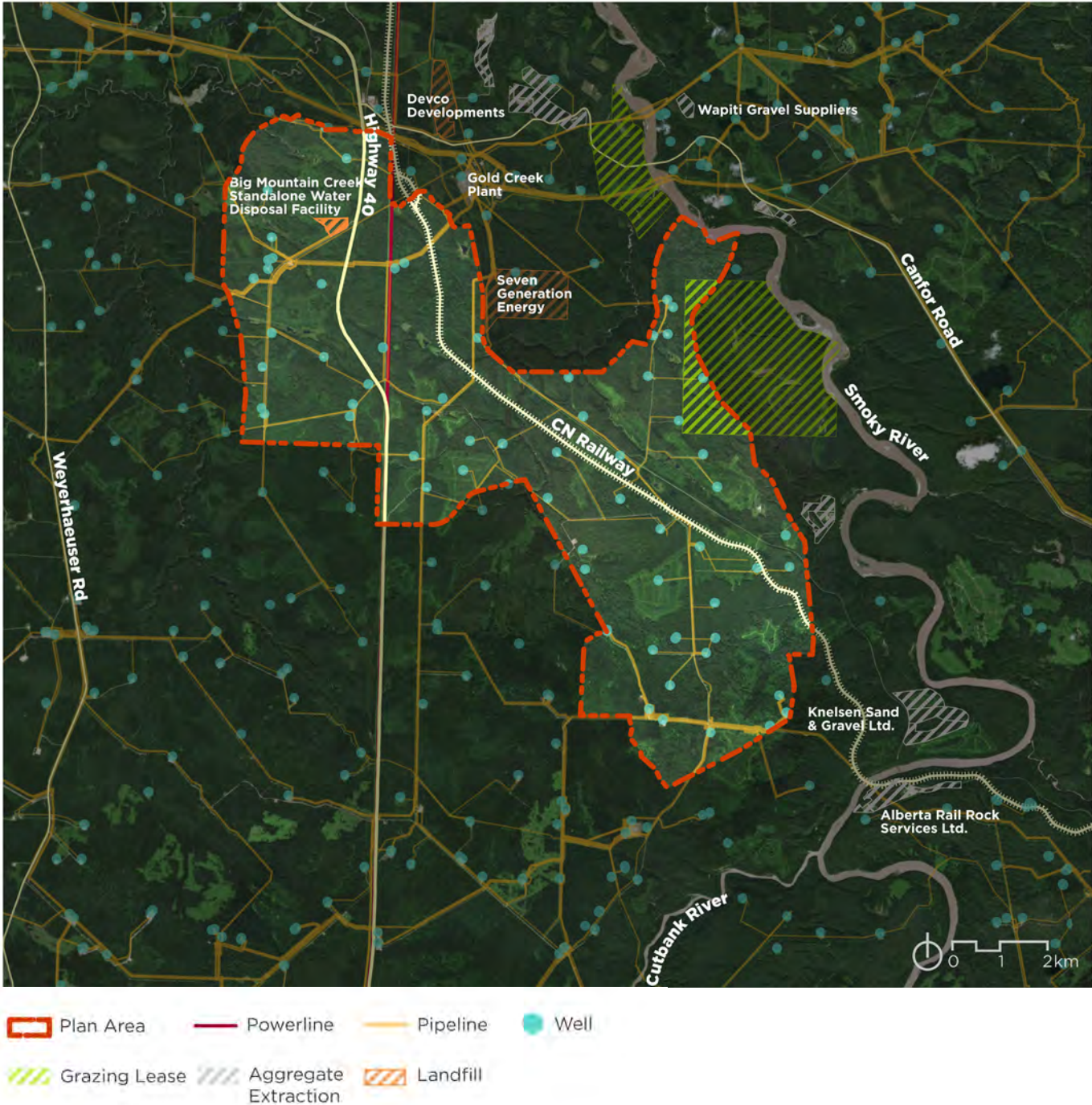


Figure 02: Plan Area Context



1.2 Plan Area Context

The plan area is entirely situated on Crown land within the MD, approximately 40km south of the City of Grande Prairie ([Figure 1 – Regional Context](#)). An area of 325 square kilometres was identified as the preliminary study area. Through an opportunities and constraints analysis and with feedback from the public and other stakeholders ([see Background Report](#)), the plan area was reduced to approximately 55 square kilometres ([Figure 2 – Plan Area Context](#)).

The plan area is well connected by road and rail to the region and beyond. Alberta Provincial Highway 40 passes through the plan area, connecting the City of Grande Prairie with the hamlet of Grande Cache, and CN owns and operates a rail line that passes through the plan area that connects the City of Grande Prairie to the CN Mainline. Additionally, Alberta Provincial Highway 43 connects the City of Grande Prairie to the City of Edmonton, accounting for part of the CANAMEX trade corridor, a transportation network that runs through the MD and connects local businesses to international markets.

The Plan takes advantage of the Montney formation, one of the largest natural gas plays in North America. Furthermore, the area is served by pipeline infrastructure. The Smoky River is located to the east of the plan area and represents a future water source for industrial activities. A power transmission corridor partially bisects the plan area north-south, facilitating the provision of power. For a full description of plan area attributes, see the [Background Report](#).

1.3 Community Consultation

Community consultation played a vital role in the development of the Plan from project start up to final adoption. Developing the Plan involved three phases of stakeholder engagement and two phases of public consultation.

The stakeholder engagement process involved two separate groups, each playing a pivotal role in shaping the Plan. The Stakeholder Working Group (SWG) comprised representatives from TMIP, industry, First Nations, Métis Settlements, financial institutions, and utility providers. At each meeting, the SWG was presented with updates on project progress and given the opportunity to provide feedback.

The Technical Advisory Committee (TAC) provided a forum for feedback, guidance, and advice to the project team at crucial points throughout the planning process. The TAC was comprised of members representing the Government of Alberta (the Province) and Municipal proponents of the TMIP, including:

- Alberta Environment and Parks
- Alberta Economic Development and Trade
- Alberta Aboriginal Consultation Office
- Alberta Agriculture and Forestry
- Alberta Energy
- Alberta Energy Regulator
- Alberta Culture and Tourism
- Municipal District of Greenview

Public engagement phases were scheduled around project milestones. The first phase, comprising one session in the hamlet of Grovedale and one in the County of Grande Prairie, provided attendees with an overview of the purpose and intent of the plan, the opportunities and constraints analysis, and the preliminary developable areas concept. The second phase occurred after completing the draft Plan. This afforded participants with an opportunity to offer feedback on the draft Plan and influence final revisions. For a complete engagement summary, refer to see the [Engagement Summary](#).

A First Nations and Métis Settlements consultation process was initiated in accordance with Government of Alberta's Policy and Guidelines on Consultation with First Nations and Métis Settlements on Land and Natural Resource Management.

2 VISION + PRINCIPLES

2.1 Vision Statement

Built on a framework of regional partnerships, further expanding the District's efficient use of the region's potential as a global energy hub and heavy eco-industrial district that attracts international investment and showcases innovation, value-added processing, and supporting infrastructure.

By incorporating the principles of industrial ecology, the District balances environmental, economic, and social considerations to become a world-class heavy eco-industrial district.

2.2 Planning and Development Principles

Seven principles were developed in response to feedback received from project partners, stakeholders, and the public. These principles guide the Plan towards the achievement of a world-class heavy eco-industrial vision.

SUSTAINABILITY: Provide an ordered pattern of development that is compact, well connected, and flexible to accommodate the needs of industry while managing environmental, economic, and social impacts in the region.

EFFICIENCY: Plan, design, and build with ease of business operations, inter-business cooperation, sharing of resources, and reduction of waste disposal in mind.

CONNECTIVITY: Strive for the efficient and safe movement of people, goods, and information between businesses, communities, the region, and beyond while mitigating potential traffic impacts.

COMPATIBILITY: Locate land uses and facilities to maximize opportunities for exchanging material wastes, energy, water, and information.

INNOVATION: Promote, attract, and retain industrial investors that are leaders in eco-industrial activities, gas processing, and product innovation.

CONSERVATION: Identify opportunities and implement innovative practices for managing impacts, including water and habitat conservation, energy generation and distribution, and stormwater management.

COLLABORATION: Collaborate with First Nations, Métis Settlements, the Province, surrounding communities, and industrial partners in the planning, development, and operation of the District.

3 LAND USE

The Plan ([Figure 3 – Land Use Plan](#)) is structured to take advantage of the area’s location within the Montney formation as well as existing road, rail, water, utilities, and pipeline infrastructure. Importantly, maximizing railway service is critical to enabling a world-class eco-industrial district. Accordingly, two primary land use designations are used: **Heavy Industrial – General**; and **Heavy Industrial – Rail-Oriented**. Additionally, the area designated as Utility Area will accommodate water infrastructure requiring direct access to the river, while areas designated as **Natural Features** strive to ensure that the District maintains an ecological network. [Appendix B](#) provides a summary of proposed land uses.

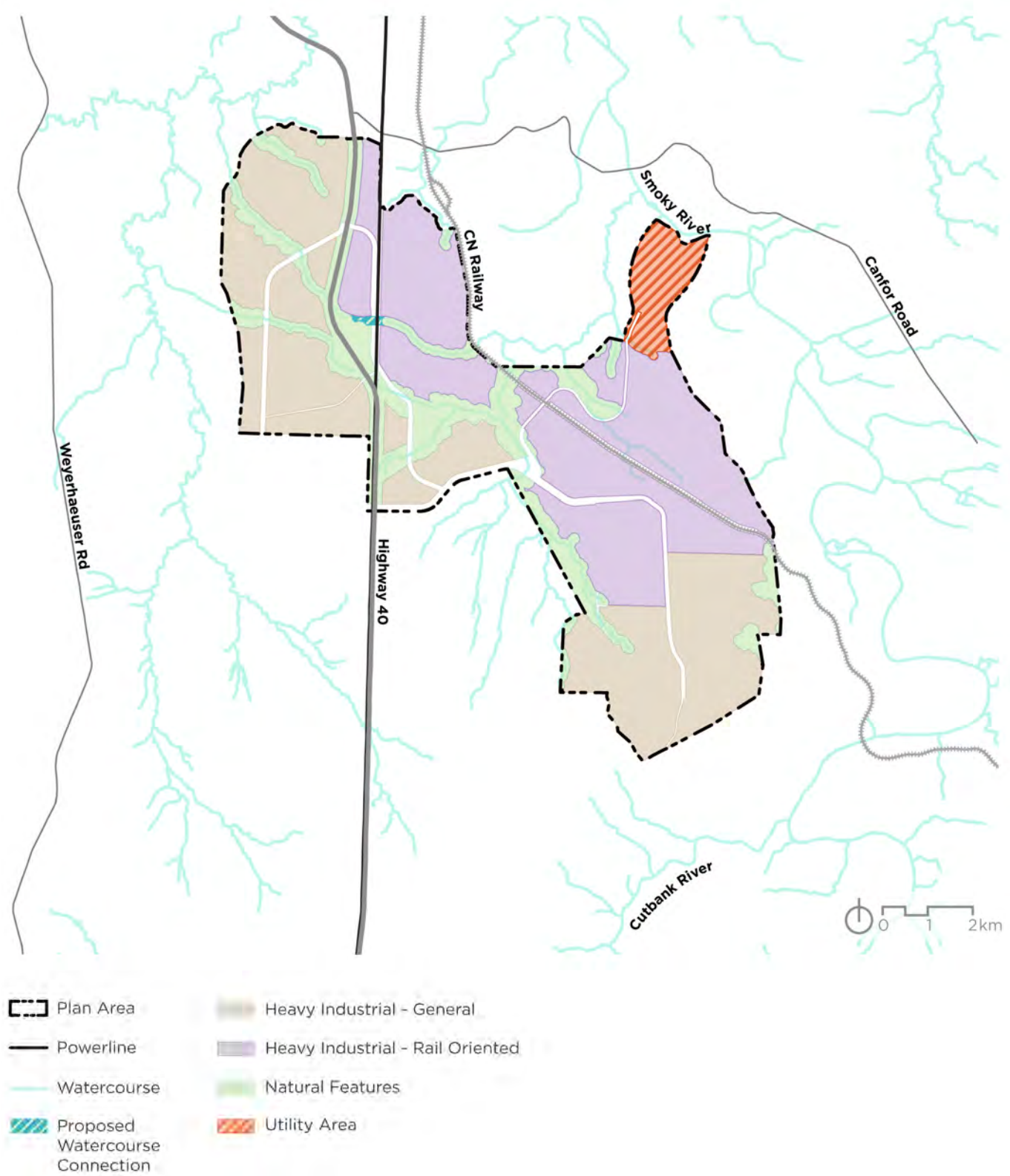
The Plan was developed with careful consideration of the plan area context, the opportunities and constraints identified for the plan area, and the Vision and Planning and Development Principles developed with input from Public consultation, the Technical Advisory Committee, and the Stakeholder Working Group ([see Background Report](#)).

The objectives and policies on the following pages apply to the entire plan area.

3.1 Objectives

- 3.1.1** To direct future heavy industrial development to the plan area.
- 3.1.2** To create an ordered pattern of development that integrates environmental sustainability, economic efficiency, and social well-being.
- 3.1.3** To provide clarity for industrial proponents and showcase the value of co-locating near the existing feedstock.
- 3.1.4** To attract heavy industrial activities that benefit from co-location and are interested in pursuing eco-industrial initiatives.

Figure 03: Land Use Plan



3.2 Compliance Policies

3.2.1 The Plan is intended to align with the MD's Municipal Development Plan (MDP).

3.2.2 Where policies in the Plan conflict with those found in the MDP or the Land Use Bylaw (LUB), the Plan shall be used as the basis for MDP and LUB updates.

3.2.3 Requirements within the Plan shall apply to new development or development expansions only. The Plan is not intended to impede existing operations and takes into consideration development that existed before the adoption of this Bylaw.

3.2.4 Future development must conform to the objectives and policies of the applicable land use area.

3.3 General Policies

3.3.1 Industry will ensure quality development through the siting and design of buildings, landscape treatment, location and screening of storage and parking areas, and the appropriate scale and design of signage that recognizes the surrounding natural and/or industrial setting of the area.

3.3.2 The MD will work in partnership with the Province, First Nations, Métis Settlements, and other key stakeholders towards the effective and efficient development of lands by following the policies of this Plan.

3.3.3 The MD will support the identification, compilation, and maintenance of information with respect to cultural and environmental values located within the District.

3.3.4 The MD will consider the impacts development applications may have on traditional resource uses, for instance, hunting, fishing, and trapping and will refer to Alberta Culture and Tourism and the Aboriginal Consultation Office as needed.

3.3.5 Through the subdivision process, the MD will collect cash-in-lieu of Municipal Reserve entitlement.

3.4 Heavy Industrial – General

The Heavy Industrial – General lands refer to the areas not located adjacent to existing rail or proposed rail network extensions (**Figure 3 – Land Use Plan**).

Anticipated uses within **Heavy Industrial – General** include petrochemical facilities; value-added processing facilities; and associated uses such as local power generation and water treatment facilities.

3.4.1 Objectives

3.4.1.1 To accommodate heavy industry that does not require direct access to rail.

3.4.1.2 To accommodate heavy industry in an environmentally sound, economically efficient, and socially responsible manner.

3.4.1.3 To ensure the trustworthy stewardship of sensitive environmental and culturally significant features.

3.4.2 Policies

3.4.2.1 Individual projects will require approvals, subject to the applicable regulatory processes and in compliance with Federal, Provincial, and Municipal requirements.

3.4.2.2 Industrial activities will comply with all Alberta Environment and Parks, and Alberta Energy Regulator regulations, approval conditions, and codes of practice. Standards and guidelines such as those pertaining to surface water quality guidelines, discharge to the Smoky River, and maintenance of airshed will also be followed.

3.4.2.3 Industrial services that accompany heavy industrial activities, such as co-generation power units, must comply with Alberta Environment and Parks in a manner similar to policy 3.4.2.2.

3.4.2.4 Land uses that conflict with heavy industrial operations are not permitted.

3.4.2.5 Operations camps are strongly discouraged.

3.4.2.6 Agricultural and forestry uses, including but not limited to harvesting, grazing, cropping, and feed lots are supported.

3.4.2.7 Encourage agricultural and forestry operations to work with adjacent industrial developments to define mutually beneficial operating procedures.

3.5 Heavy Industrial – Rail-Oriented

Maximizing rail access is vital to the marketability of industrial operators with shipping needs. Given the limited supply of land capable of accommodating rail, industrial development must prioritize the development of spurs from the existing CN rail line. Doing so ensures that the potential for rail access is maximized for as many future industrial proponents as possible.

The **Heavy Industrial – Rail-Oriented** lands are located on either side of the existing CN rail line. The opportunities and constraints analysis (see [Background Report](#)) revealed the lands that can accommodate potential rail spurs. The **Heavy Industrial Rail-Oriented** lands include these areas in addition to lands that are adjacent to proposed rail extensions. In doing so, the lands capable of accommodating rail are intended to prioritize industrial activities that require rail access.

3.5.1 Objective

3.5.1.1 To accommodate heavy industry that requires direct access to rail.

3.5.2 Policies

3.5.2.1 Policies established for **Heavy Industrial – General** shall apply to **Heavy Industrial – Rail Oriented**.

3.5.2.2 Industry is required, through the approvals process, to demonstrate their requirements for rail access, to the satisfaction of the Development Authority.

3.5.2.3 The MD will work with CN rail to identify additional rail extensions, beyond those identified in the proposed rail network.

3.5.2.4 The potential for rail spurs must be considered as part of the development of the area and the system of local roadways.

3.5.2.5 Subdivision patterns and roadway designs that restrict the extension of rail service are prohibited.

3.5.2.6 The MD will encourage industry to collaborate in the development of a central storage and distribution facility, located adjacent to the existing CN rail line.

3.6 Utility Area

For heavy industrial activities to be viable, access to the Smoky River is required. As such, the Plan includes a **Utility Area** in the east of the plan area to provide for river access ([Figure 3 – Land Use Plan](#)). The expectation is for this area to accommodate water storage and related infrastructure. A precise water intake location will be identified upon the completion of the necessary Provincial studies. Given its central location in the plan area, a preliminary assessment suggests this as the ideal location for water intake, pumphouse, and storage.

3.6.1 Objectives

3.6.1.1 To allow access to the Smoky River to provide future industrial activities with water.

3.6.1.2 To accommodate low impact accessory uses that require direct access to the river.

3.6.2 Policies

3.6.2.1 Allow for activities licensed for direct access to the river (intakes, pump stations, outfalls, water storage, treatment, groundwater return pumps, and pipelines).

3.6.2.2 Maintain a minimum 100 metre development setback from the top-of-bank of the Smoky River to maintain the integrity of the river's edge and to accommodate wildlife movement and public access.

3.7 Natural Features

Achieving the eco-industrial vision for the plan area involves respecting sensitive natural features, maintaining an ecological network, and providing opportunities for wildlife movement. The Plan will accomplish this by minimizing potential impacts to the Smoky River and its tributaries, other water courses, wetlands, prospective wet areas, potential connections, and other natural assets.

The **Natural Features** areas identified in **Figure 3 – Land Use Plan** constitute the majority of the plan area's watercourses with 100 metre development setbacks applied from top-of-bank. Additionally, a 100 metre development setback has been applied to Highway 40 to provide a visual buffer for travelers on the highway and to maintain an ecological network.

Further, the opportunity and constraints analysis (**see Background Report**) revealed the potential for areas of historical and cultural significance within the plan area. As these areas tend to follow major watercourses, maintaining a 100 metre development setback from the top-of-bank significantly reduces the potential for impact.

3.7.1 Objectives

3.7.1.1 To ensure that sensitive environmental features are identified and preserved throughout the plan area.

3.7.1.2 To identify opportunities for wildlife movement and maintain an ecological network.

3.7.1.3 To identify and conserve environmental, traditional resource, and historic areas.

3.7.1.4 To maintain opportunities for recreational and traditional uses such as hunting, fishing, and trapping.

3.7.2 Policies

3.7.2.1 Natural Features shall, to the greatest extent possible, remain undisturbed.

3.7.2.2 The **Watercourse Connection**, indicated in **Figure 3 – Land Use Plan**, shall, provide additional connectivity within the system of Natural Features for wildlife movement and permeability.

3.7.2.3 Maintain a 100 metre development setback from the top-of-bank of all watercourses designated as **Natural Features**, to maintain the integrity of the river's edge and to accommodate wildlife movement and public access.

3.7.2.4 Maintain a 100 metre development setback from the centre line of Highway 40 to maintain a visual buffer for Highway 40 travelers.

4 TRANSPORTATION

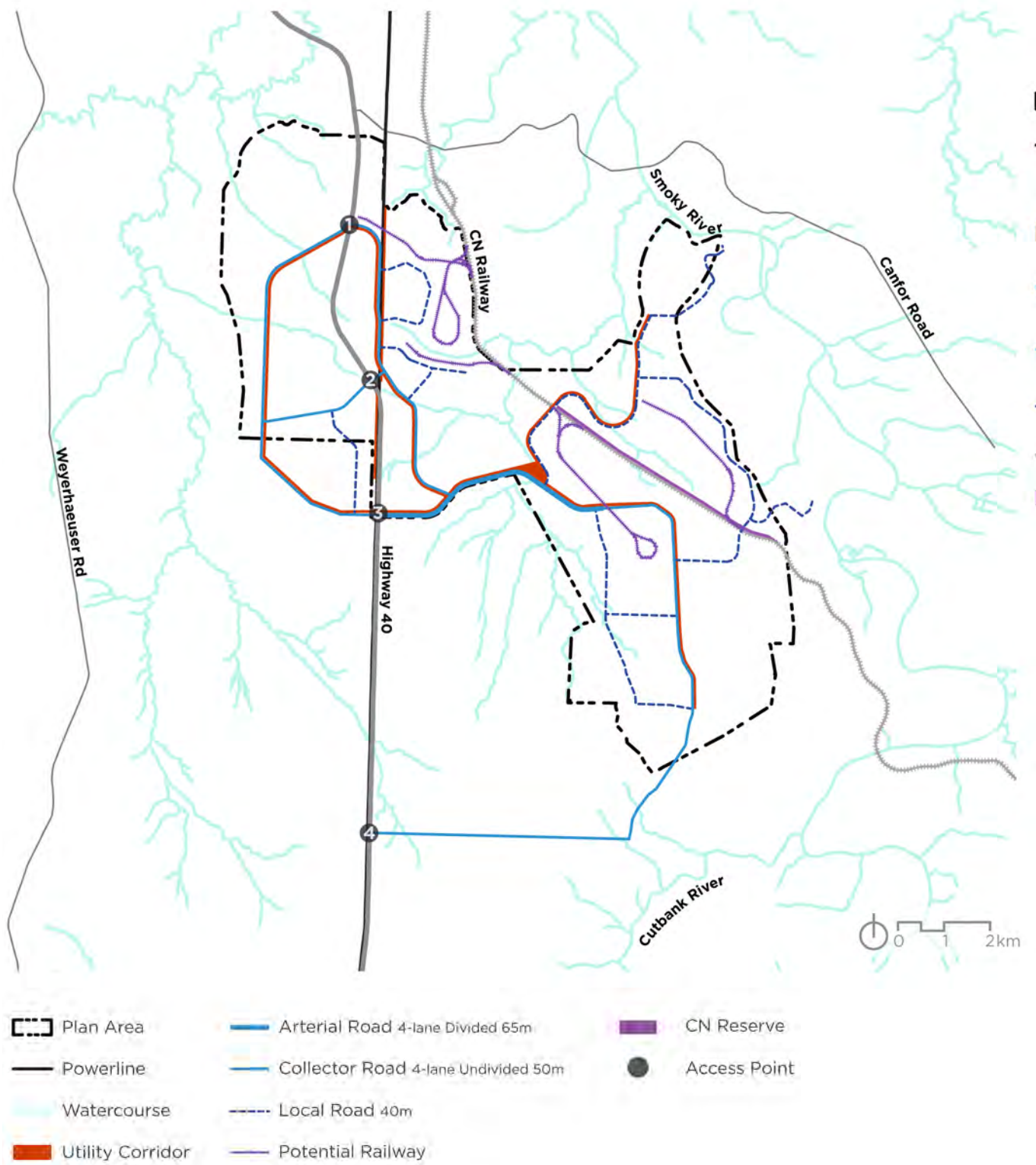
A long-term transportation network for the District is illustrated in **Figure 4 – Transportation and Infrastructure Plan**. The internal road network consists of arterial and collector roads with access to and from Highway 40. Alberta Provincial Highway 40 travels between Grande Prairie and Grande Cache, partially bisecting the study area from the north to the south. Highway 40 has current traffic volumes in the order of 5,000 vehicles per day. Currently, 37% of that traffic is trucking (for comparison, the provincial average is 15%). The District will increase traffic volumes and trigger the need for improvements. Because of this prioritizing safety and efficiency on Highway 40 is vital to the success of the District. Additionally, a conceptual network of local roads represents one potential scenario for how access may be provided to individual industrial parcels.

The transportation network includes rail with both the existing CN rail line and potential rail extensions providing access to the plan area. Approximately 27 hectares have been identified on the north side of the CN rail line for **CN Reserve**. As the District develops, there will be a need for CN to expand its services in the area. The **CN Reserve** land is intended to help CN meet this requirement by enabling CN to construct siding and associated infrastructure as needed. This may allow for trains to bypass the Grande Prairie rail yard altogether, opting instead to operate within the District before turning around and heading south to Edmonton and beyond.

4.1 Objectives

- 4.1.1** To provide a safe and efficient transportation network to, from, and within the plan area.
- 4.1.2** To prioritize the safety of all travelers on Highway 40.
- 4.1.3** To mitigate traffic impacts to Highway 40.
- 4.1.4** To minimize creek crossings and other environmental impacts.
- 4.1.5** To maximize the potential for rail service to, from, and within the plan area, thereby reducing the effect on the highway.
- 4.1.6** To provide space for CN expansion.
- 4.1.7** To work with industry to identify opportunities for Transportation Demand Management. Shuttle services, car-sharing, and carpooling may be explored as options.
- 4.1.8** To manage public access to the plan area.

Figure 04: Transportation and Infrastructure Plan



4.2 Policies

4.2.1 Access to the plan area will be provided by four **Access Points** from Highway 40, as indicated in **Figure 4 – Transportation and Infrastructure Plan**.

- a) Additional access points to and from Highway 40, beyond those indicated in **Figure 4 – Transportation and Infrastructure Plan** are not permitted.

4.2.2 Regional emergency access will be facilitated by Highway 40, the Forestry Trunk Road, the Weyerhaeuser Road, and the Canfor Road (**Figure 1 – Regional Context**).

4.2.3 Existing internal roads may be used on an interim basis until the pace of development triggers the need for upgrades.

- a) Upgrades to internal roads will be phased in alignment with the requirements of new development.
- b) The MD will manage the phasing and funding of the road network on a cost-sharing basis. A transportation levy may be used to fund the road network.

4.2.4 The road network, identified in **Figure 4 – Transportation and Infrastructure Plan** shall be designed to accommodate ultimate traffic loads in accordance with MD standards.

- a) Construction of the road network shall be in accordance with the road classifications and standards established by the MD.
- b) The Subdivision and Development Permit process will determine future road alignment, in accordance with policy 4.2.3.
- c) Wherever possible, roads shall be designed to respect the existing topography and landscape, thus minimizing the need for site alteration.
- d) The design process shall ensure safe and easy access to individual industrial parcels.

4.2.5 Lands identified as **CN Reserve** in **Figure 4 – Transportation and Infrastructure Plan** shall be reserved for the future expansion of CN rail infrastructure.

4.2.6 The MD will require industry to incorporate Transportation Demand Management measures into development applications.

4.2.7 The MD will work with the City of Grande Prairie and the County of Grande Prairie to identify locations for park and ride facilities.

5 UTILITIES AND SERVICING

Given the nature of anticipated uses, there will be a need for reliable utilities, including power, water, telecommunications, feedstock, and gas. Additionally, to achieve the eco-industrial objectives of the Plan, these utilities must be provided in a highly efficient, cost-effective, and sustainable manner. To this end, select lands have been dedicated for the purpose of utility corridors, the intention of which is to co-locate utility infrastructure within rights-of-way that are shared with roads (**Figure 4 – Transportation and Infrastructure Plan**). Doing so maximizes the plan area's developable area, protects the most sensitive areas, and ensures efficient delivery.

5.1 Water Quality and Distribution

Future heavy industrial proponents will require water for operations. Process water requirements are likely to vary significantly among users and therefore emphasis is to be placed on treating water on-site and re-using water to the greatest extent possible. Doing so will limit the amount of water drawn from the Smoky River and reduce the overall environmental impact of the District.

5.1.1 Objectives

5.1.1.1 To limit the amount of water drawn from the Smoky River.

5.1.1.2 To ensure efficient distribution of water throughout the plan area.

5.1.2 Policies

5.1.2.1 Source all water supply from the Smoky River.

5.1.2.2 The MD will manage all water infrastructure.

5.1.2.3 Protect utility corridors for the provision of water distribution pipelines.

5.1.2.4 Ensure that applications for subdivision and development include measures that minimize or mitigate any negative impacts on water quality, flow, supply deterioration, soil erosion, and groundwater quality and availability.

5.2 Wastewater Management

In the Plan area's proposed industrial setting wastewater can be either domestic sewage or process waste. In both cases, the responsibility for treating wastewater will rest with individual industrial proponents. Whenever possible, wastewater will be treated to a quality that is sufficient for use either by the original proponent or for other activities within the District. In circumstances where this is not possible, wastewater will be treated to meet all of Alberta Environment and Parks quality parameters prior to being discharged into the natural drainage system.

5.2.1 Objectives

5.2.1.1 To promote efficient treatment and re-use of water.

5.2.2 Policies

5.2.2.1 Industry is required to manage and treat their own wastewater.

5.2.2.2 Industry is encouraged to treat and to the greatest extent possible, re-use wastewater.

5.2.2.3 The MD will maintain a central return and discharge point for any wastewater returned to the natural drainage system.

5.3 Stormwater Management

The collection and management of stormwater will be the responsibility of individual industrial developments and will be required to achieve the highest standards.

5.3.1 Objectives

5.3.1.1 To ensure best practices in stormwater management in support of the eco-industrial vision.

5.3.2 Policies

5.3.2.1 Industry is required to prepare individual stormwater management plans.

5.3.2.2 Stormwater will be collected in ponds providing the storage necessary to attenuate run off leaving the water system to the 100-year predevelopment flow rate.

5.3.2.3 Industry will be encouraged to integrate stormwater management facilities with natural wetlands to aid in protecting the long-term health of wetlands.

5.3.2.4 Low impact development and other innovative means to manage stormwater runoff and ultimate discharge into the Smoky River and other water bodies are encouraged.

5.4 Power Transmission

There is an existing power transmission line that runs north-south through the plan area yet, this line is not capable of meeting all the needs of future heavy industrial activities. Supplying power to the plan area therefore requires upgrades to the existing system as well as local sub-stations. Utility corridors will facilitate the distribution of power infrastructure to industrial parcel boundaries.

5.4.1 Objectives

5.4.1.1 To ensure efficient distribution of power throughout the plan area.

5.4.2 Policies

5.4.2.1 Industry is strongly encouraged to develop co-generation power facilities to reduce the load on the existing system, with excess power being sold back to the grid.

5.4.2.2 Utility corridors shall be prioritized for the distribution of power.

5.5 Pipelines and Wells

A complex network of pipelines and wells is already located within the plan area. As heavy industrial activity concentrates within the plan area new pipelines and well infrastructure will need to be built. Additionally, the abandoned wells in the plan area are subject to Provincial regulations.

5.5.1 Objectives

5.5.1.1 To ensure future development enables pipeline and well infrastructure expansion.

5.5.2 Policies

5.5.2.1 Future developments within the plan area may be required to dedicate rights-of-way for future key pipeline routes through mechanisms such as easements or rights-of-way.

5.5.2.2 Future developments within the plan area must conform to AER's Directive 079 – Surface Development in Proximity to Abandoned Wells.

6 SUSTAINABILITY

The plan area will become home to a heavy eco-industrial district that achieves sustainable development by encouraging cooperation between industrial operators. Shared information, materials, water, energy, infrastructure, and resources will increase economic gains and improve the environment. This co-operation will reduce both waste and pollution.

6.1 Objectives

6.1.1 To create a heavy eco-industrial district, where heavy industrial operators are encouraged to share resources, materials, infrastructure, information, and waste.

6.1.2 To attract environmentally conscious heavy industrial development.

6.1.3 To limit the District's impact on the environment.

6.1.4 To build and maintain positive relationships with the local communities.

6.2 Policies

6.2.1 Industrial proponents will explore shared utilities and infrastructures such as pipelines, transmission lines, substations, telecommunication, and waste management initiatives.

6.2.2 At the development permit stage, industrial projects will ensure sufficient setbacks and open space to provide for wildlife movement and to accommodate on-site stormwater management facilities, in accordance with 5.3.2.2 and 5.3.2.3.

6.2.3 Industry is encouraged to incentivize their employees to choose alternatives to single-occupancy vehicles. This may include parking rebates for car-pooling or car-sharing. The Plan also encourages paid shuttle commutes.

6.2.4 Industry is encouraged to conserve, treat, and re-use process water.

- a)** Industry should work with other industrial proponents in the area when developing their stormwater management plans, with a view towards operating shared stormwater management systems.
- b)** Industry is required to retain as much stormwater on-site as possible to use as process or general operations water. This will reduce the amount of water drawn from the Smoky River.
- c)** Industry should work with other industrial proponents in the area when developing wastewater management plans, with a view towards operating shared wastewater management systems.

6.2.5 Industry is encouraged to build relationships with communities in the region through, but not limited to, consultation and engagement efforts, impact and benefit agreements, and community-based monitoring.

7 ENVIRONMENTAL PROTECTION

The plan area is rich with natural assets and forms an important part of the Upper Peace Region's ecological network. The Plan strives to maintain and enhance sensitive environmental features wherever possible. The preliminary study area boundary (see [Background Report](#)) captured 32,500 hectares of land, including wildlife sensitivity areas such as a Secondary Grizzly Bear Zone, a potential Trumpeter Swan Waterbody and a Key Wildlife and Biodiversity Zone. In addition, a complex network of watercourses and wetlands exists in the area, including the Smoky River and its tributaries. A robust constraints analysis (see [Background Report](#)) took the environmental considerations and refined the plan area to capture only those lands best suited for development.

7.1 Objective

7.1.1 To maintain the plan area's sensitive environmental features such as wetlands, watercourses, the Smoky River Valley, steep slopes, and key wildlife and biodiversity areas, to the greatest extent possible.

7.2 Policies

7.2.1 The MD may require a range of studies to help identify and where feasible maintain the plan area's many and varied natural assets. These studies may include Environmental Site Assessments and Biophysical Impact Assessments. The development application process will identify these studies.

- a)** Ensure, to the greatest extent possible, that impacts to sensitive natural assets (vegetation and wetlands) are minimized or, if possible, avoided altogether. If negative impacts cannot be avoided or minimized, then off-sets or compensation for the natural asset shall be provided.
- b)** At the discretion of the Development Authority, a Wetland Assessment shall be prepared by a qualified professional for any development or subdivision proposal that is deemed to affect and/or potentially affect a wetland in accordance with the Alberta Wetland Policy.

c) The MD may accept wetland compensation in-lieu of acquisition, in accordance with the Alberta Water Act and/or Alberta Wetland Policy. The compensation may be directed towards either the creation, restoration, or management of other wetlands, watercourses, or water bodies.

7.2.2 Maintain a minimum 200 metre development setback from the top-of-bank of the Smoky River and a 100 metre development setback from the top-of-bank of all other watercourses, to maintain the integrity of the river's/watercourses' edge and to accommodate wildlife movement and public access.

7.2.3 Ensure that applications for subdivision and development include measures that minimize and/or mitigate any negative impacts on water quality, flow, supply deteriorations, soil erosion, and groundwater quality and availability.

a) Mimic pre-development hydrologic conditions so far as possible in terms of ground infiltration and stormwater discharges.

7.2.4 Reduce the spread of invasive species in accordance with the Alberta Invasive Species Management Framework.

8 HISTORICAL RESOURCE PROTECTION

There are areas of potential historical significance within the plan area, concentrated near the Smoky River valley and nearby watercourses. The application of development setbacks from top-of-bank will reduce interference with these areas. Given the intensity of use anticipated in the plan area, the Provincial government is in charge of issuing Historical Resource Act approval for Heavy Industrial development applications. This approval will be required whether or not historical resources have been previously identified.

8.1 Objectives

8.1.1 To ensure that any resources of historical significance are identified, evaluated, properly preserved, and potentially protected by qualified individuals.

8.2 Policies

8.2.1 Applications for development shall be referred to Alberta Culture and Tourism to assess potential impacts on historic resources.

8.2.2 A Historic Resources Impact Assessment (HRIA) may be required by the Province prior to permit approval.

8.2.3 Where required, the applicant shall, to the satisfaction of Alberta Culture and Tourism, undertake protective or mitigative measures identified in an HRIA report.

9 IMPLEMENTATION

9.1 Authority of the ASP

The Plan is in conformance with Section 633 of the Municipal Government Act (MGA). The Plan guides and directs the specific land use, subdivision and development decisions that collectively determine the form that the District will take. Additionally, the Plan charts the initial course for an orderly, sustainable and compatible pattern of eco-industrial development.

9.2 Plan Interpretation

Unless otherwise specified within the Plan, the boundaries or locations of any symbols or areas shown on a figure or map are approximate only, not absolute, and will be interpreted as such. They are not intended to define exact locations except where they coincide with clearly recognizable physical features or fixed boundaries, for example property lines or road and utility rights-of-way.

9.3 Policy Interpretation

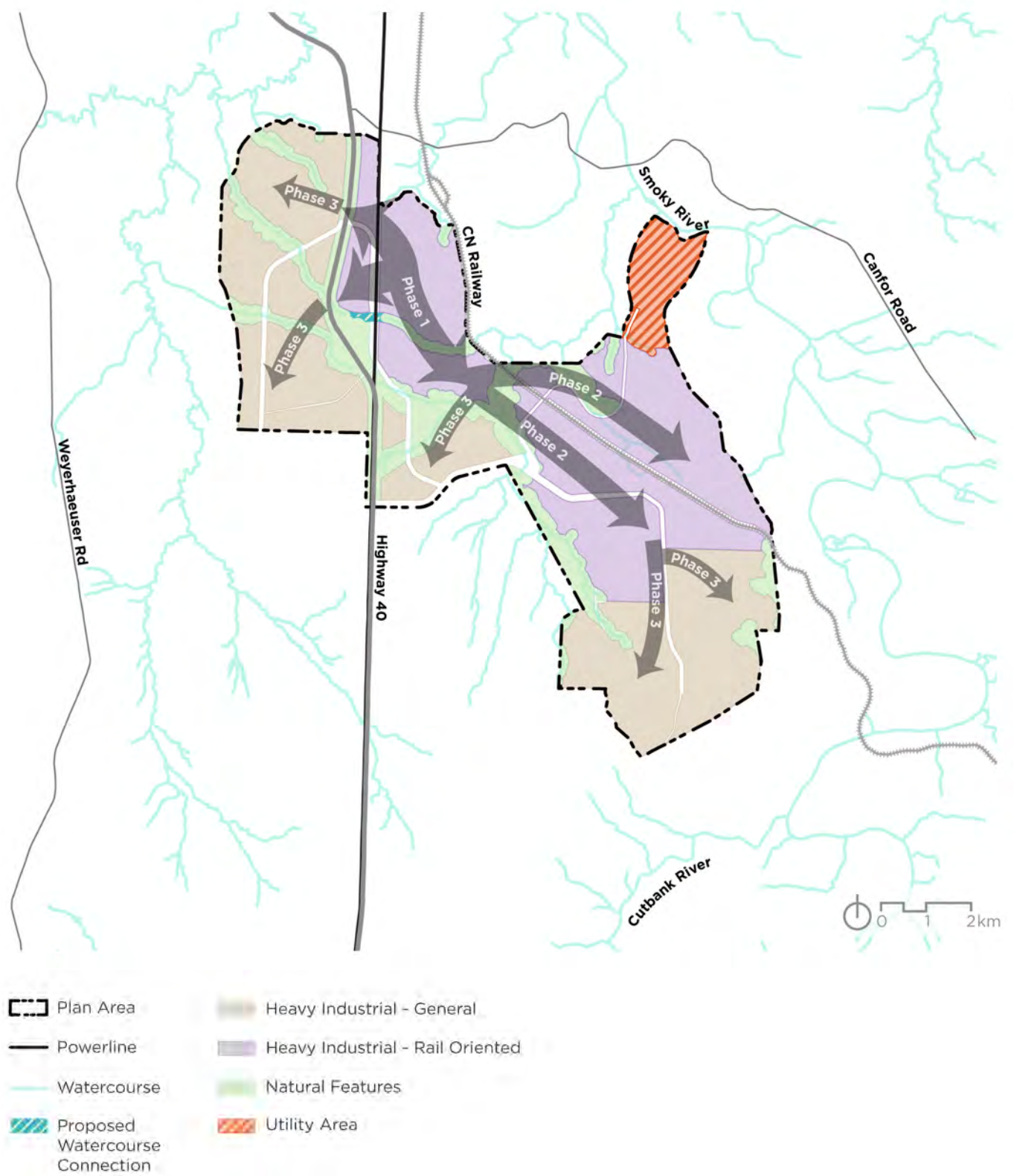
Where “shall” or “will” is used in a policy, the policy is considered mandatory. Where “should” or “may” is used in a policy, the intent is that the policy is to be complied with. However, the policy may be deviated from in a specific situation where the deviation is necessary to address unique circumstances that will otherwise render compliance impractical or impossible, or to allow an acceptable alternate means to achieve the general intent of the policy to be introduced.

9.4 Plan Limitations

An ASP is a high-level planning document that promotes a vision for an area and puts in place policies and guidelines that work towards achieving that vision. The policies and guidelines in the Plan are not to be interpreted as an approval for a use on a specific site. This Plan makes no representation that any particular site is suitable for a particular purpose as detailed site conditions or constraints must be assessed on a case-by-case basis as part of an application for Subdivision or Development Permit.

Additionally, while the Plan charts a course for the development of an eco-industrial district, the responsibility of achieving the principles of industrial ecology ultimately rests on industrial proponents.

Figure 05: Development Staging



9.5 Development Staging

Anticipated development patterns should be based on market conditions and the locational and infrastructure requirements of industry. Development is expected to start in the **Heavy Industrial – Rail-Oriented** area located in the north of the plan area between Highway 40 and the CN rail line. Road and rail serve this area well and it represents a logical first phase for the provision of power. Then development is expected to trend to the southeast following the existing CN rail line (**Figure 5 – Development Staging**).

Stage 1: Development of the **Heavy Industrial – Rail-Oriented** area located in the north of the plan area between Highway 40 and the CN rail line.

Stage 2: Development of the **Heavy-Industrial – Rail-Oriented** lands that straddle the CN rail line in the south of the plan area.

Stage 3: Development of all remaining areas.

9.5.1 Policies

9.5.1.1 The MD will work with industry and Alberta Environment and Parks (AEP) to establish a Development Staging Plan.

9.5.1.2 The MD will align service levels with the Development Staging Plan.

9.5.1.3 The MD will consult with Forest Management Agreement (FMA) holders and Registered Fur Management Area licensees when establishing a Development Staging Plan.

9.6 Provincial Approval Processes and Review of Applications

The primary authority for approval of new industrial development in the plan area rests with Alberta Environment and Parks (AEP) and Alberta Energy

Regulator (AER). The Alberta Aboriginal Consultation Office (ACO) assesses the adequacy of First Nations and Métis Settlements consultation efforts and therefore also contributes to the approvals process.

All industrial development applications are reviewed subject to provincial processes and applicable legislation and policy. Applications must provide reliable information on the potential cumulative environmental effects within the activity's proposed area, as well as proposed environmental risk avoidance and mitigation strategies.

9.6.1 Policies

9.6.1.1 The MD will work with industry to meet all Provincial requirements.

9.7 Allocation of Public Land

The *Public Lands Act* and *Public Lands Administration Regulation* regulate the disposition of Crown land. This is administered by Alberta Environment and Parks (AEP) and the Alberta Energy Regulator (AER).

9.7.1 Policies

9.7.1.1 The MD will work with provincial authorities to ensure that if a public land sale occurs, the process adheres to the *Public Lands Act*, *Public Lands Administration Regulation*, and associated land sale policies.

9.7.1.2 The Plan will inform public land sale considerations.

9.7.1.3 The MD will engage with existing disposition holders including, but not limited to, Forest Management Area licensees, Registered Fur Management Area licensees, Mineral Exploration licensees, and Aggregate Extraction licensees. Engagement will address issues

including, but not limited to, developing an Easement Management Plan, a Staging Plan, and a Disposition strategy.



9.8 Consultation

Before development approval, industrial proponents have to meet consultation requirements in accordance with the Municipal Government Act and the MD. Additionally, First Nations and Métis Settlements whose treaty rights, traditional uses, or harvesting may be impacted must be consulted in accordance with the Government of Alberta's Policy and Guidelines on Consultation with First Nations and Métis Settlements on Land and Natural Resource Management.

9.8.1 Policies

9.8.1.1 The MD will meet Duty to Consult requirements for any Plan amendments, approvals, or land dispositions from the Crown, in accordance with the Municipal Government Act.

9.9 Water Diversion License

A water license is required to divert and use water from the Smoky River, as per legislation established in the Water Act. The plan area will be serviced by one water intake, with the MD being the applicant and eventual licensee. Prior to obtaining a water diversion license, the MD must provide information, to the satisfaction of AEP, related to:

- Proposed intake location;
- Proposed storage location;
- Proposed end use location;
- Anticipated volume; and
- Purpose of use.

Applications for licenses and approvals under the Water Act may be coordinated with the Environmental Protection and Enhancement Act application but should be submitted separately.

10 RECOMMENDED FUTURE PLANS AND STUDIES

Implementation of the Plan will be supported by future reports and studies. These will provide scope and context for the servicing strategies for the plan area.

10.1 Capital Plan

On-site and off-site costs of servicing and access improvements will be linked to the Development Staging Plan. Improvements will be financed through development and servicing agreements.

10.1.1 Policies

10.1.1.1 The MD will develop a Capital Plan that identifies service levels and creates a strategy for cost-sharing and/or cost recovery for shared utilities and transportation infrastructure improvements related to the Plan.

10.1.1.2 The MD will align service levels in the Capital Plan with the Staging Plan.

10.1.1.3 The cost of all infrastructure upgrades identified in the Capital Plan will be considered during the development application process.

10.2 Economic Impact Study

An Economic Impact Study will determine the effect of the District on the region and to what extent the region is market ready.

10.2.1 Policies

10.2.1.1 The MD shall endeavor to work with the County of Grande Prairie, the City of Grande Prairie, and the Province of Alberta to develop an Economic Impact Study with consideration to the Staging Plan and the Capital Plan.

10.3 Monitoring and Communications Strategy

The Plan is a living document that guides development in the plan area with the best interests of the public and key stakeholders in mind. To this end, the MD will establish a monitoring and communications strategy to ensure that the Plan remains relevant and effective.

10.3.1 Policies

10.3.1.1 The MD shall monitor the implementation and effects effectiveness of the Plan annually. This monitoring could include the application of eco-industrial principles and any , emerging environmental issues and cumulative effects of industrial development.

10.3.1.2 The Plan will be responsive to any information that results from existing provincial monitoring provisions.

10.3.1.3 The MD will support the coordination of both community-based baseline monitoring and community-based ongoing monitoring.

10.3.1.4 The MD will distribute and encourage feedback on the findings of the monitoring process. Monitoring documents should be distributed to the public and all key stakeholders.

10.3.1.5 A review of the Plan will occur every ten years to determine its relevance and effectiveness. If the Plan is no longer relevant or effective, a new plan must be implemented.

10.4 Transportation Impact Assessment

The MD will perform a Transportation Impact Assessment (TIA) in support of the Plan. The TIA will estimate phased traffic volumes on the internal road network and intersections with Highway 40.

10.4.1 Policies

10.4.1.1 The TIA will address road requirements based on development staging and service levels.

10.4.1.2 The TIA will provide the basis for estimating the cost of transportation related infrastructure for the Capital plan.

10.5 Easement Management Plan

The MD will prepare an Easement Management Plan in support of this Plan.

10.5.1 Policies

10.5.1.1 The Easement Management Plan will address existing and anticipated future easement and right-of-way requirements.

10.6 Emergency Services

10.6.1 Policies

10.6.1.1 As a condition of a development permit, the MD shall require proponents of heavy industrial applications to provide a Risk Assessment undertaken by a qualified professional.

10.6.1.2 The MD shall require Emergency Response Plans of each industrial proponent as a condition of the development permit, as per the Land Use Bylaw.

10.6.1.3 The MD will develop and maintain an Emergency Response Plan for the District once site-specific industry plans have been reviewed. The plan will identify and explore synergies in delivery of required emergency services.

10.6.1.4 The MD will develop an Emergency Services Building whose primary function is to support emergency incidents expected from increased industrial growth. Through the development of the Emergency Services Plan timing and location of the Emergency Service will be examined.

10.7 Upper Peace Regional Plan (UPRP)

10.7.1 Policies

10.7.1.1 The MD will encourage the Province to develop the Upper Peace Regional Plan to support appropriate analysis and policy regarding regional transportation and regional extension of utility infrastructure in support of this Plan.

10.7.1.2 The Plan will inform the development of the Upper Peace Regional Plan.

APPENDIX A

DEFINED TERMS

DEFINED TERMS

Baseline Monitoring: Establishing a base against which ongoing monitoring will be evaluated.

Co-generation: The use of a heat engine or power station to generate electricity and useful heat at the same time.

Community-based Monitoring: A framework for members of the community to track environmental changes and local impacts associated with the District and to generate demands, suggestions, critiques, and data to be provided to the MD.

The District: The proposed heavy eco-industrial district.

Low Impact Accessory Uses: Uses that are supplementary to heavy industrial activity and have comparatively low environmental impacts. These include water storage, treatment facilities, pumphouses, and water intakes.

Low Impact Development: An approach to stormwater management that emphasizes conservation and use of on-site natural features to protect water quality.

Market Ready: The degree to which the region is ready to accommodate industrial activity of the scale envisioned for the District.

Natural Features: A municipal land use designation that captures environmentally sensitive areas and other areas that are to remain undisturbed.

Petrochemical Facilities: Convert natural resources such as crude oil, natural gas, and minerals into products for a wide range of applications.

The Plan: The Tri-Municipal Industrial Partnership Industrial Area Structure Plan.

Plan Area: The Tri-Municipal Industrial Partnership Industrial Area Structure Plan boundary.

Stormwater Management Plan: A plan that indicates the pre- and post-development drainage systems including any required stormwater management features.

Transportation Demand Management (TDM): The application of strategies and policies to reduce travel demand.

Traditional Resource Use: Refers to places, animals and vegetation on the landscape that are of cultural importance to First Nations and Métis Settlements. This includes, but is not limited to:

- Hunting
- Trapping
- Fishing
- Harvesting plant materials for food, medicines, and cultural and traditional crafts
- Areas of cultural importance

The traditional use of resources has a cultural, spiritual, and economic value to the users, including First Nations and Métis Settlements.

Value-added Processing: Increases the profit derived from natural resources, creates more permanent jobs than straight extraction, and provides some cushioning for the fluctuations in world prices.

APPENDIX B

LAND USE SUMMARY

LAND USE SUMMARY

Land Use Area	Area in hectares
Total Plan Area	7,729.9
Heavy Industrial – General	2,895.5
Heavy Industrial – Rail-Oriented	2,751.4
Natural Features	1,307.9
Utility Area	311.5
Utility Corridors	234.5
Transportation rights-of-way	199.8
CN Reserve	27.4



REQUEST FOR DECISION

SUBJECT: **Fire Skid Unit Donation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 8, 2019
DEPARTMENT: PROTECTIVE SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council donate Greenview's surplus fire skid unit to the Swan City Rotary Club of Grande Prairie for their Highway to Mexico Project.

BACKGROUND/PROPOSAL:

Unit F-20 the Valleyview Rapid Attack unit was replaced following Greenview's policies AD-26 and 4006, which states that fire trucks are to be replaced after 15 years of service. The firefighting skid along with auxiliary emergency equipment was removed from F-20 and it was transferred to Facilities Maintenance for their use, which they continue to use it to-date. The firefighting skid consists of a tank with a small pump and hose reel.

A letter has been received by Greenview asking if we were interested in donating any equipment specifically the skid unit to their "Highway to Mexico Project". The program that this organization promotes is very worthwhile and helps those communities which are less fortunate. This unit has reached its allowable life span for Greenview but could be used for many years to come by some less fortunate community in the Mazatlán area of Mexico.

In November 2015 Greenview donated unit F-12 a fire engine to the Swan City Rotary Club of Grande Prairie for this same cause. In September of 2014, Greenview donated unit F-14 another fire engine to the Swan City Rotary Club of Grande Prairie and it was delivered to a community in Mexico and is now in service there.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There is no perceived disadvantages of donating the Greenview Fire Skid Unit to the Swan City Rotary Club of Grande Prairie.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: The salvage value of the Greenview Skid Unit would be approximately \$6,000.00.

Ongoing / Future Costs:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

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):

- Swan City Rotary Club Letter
- Policy AD-26 – Surplus Assets
- Policy 4006 – Vehicle and Equipment Replacement



ROTARY CLUB OF EDSON

BOX 6176, EDSON, ALBERTA T7E 1T7 CANADA

March 24, 2019

Derian Rosario
Manager, Protective Services
PO Box 1079
Valleyview, AB T0H 3N0

Dear Mr. Rosario:

Re: Surplus Firefighting Slip On Tank and Pump

I am writing to you on behalf of the Rotary Club of Edson to request the contribution of your surplus Slip on Tank and pump for the benefit of our brother and sister firefighters in the state of Sinaloa, Mexico.

First you may be asking who is Rotary; we are an international service club that has been in operation for 100 years with our motto being "Service Above Self". The Rotary Club of Edson was started over 25 years ago and we help meet local and international needs.

In 2002 we started our Highway to Mexico Project. This project involves the delivery of vehicles (buses, ambulance, fire trucks) and firefighting equipment to Mazatlan, Mexico and the surrounding region. Mazatlan has a population of over 700,000 and although it has a good tourist trade, many of its citizens, schools and the Fire Departments are in need of assistance. Our Rotary Club along with the 3 Grande Prairie Rotary Clubs have donated 96 vehicles since the start of the project. Along with the vehicles we have delivered fire fighting equipment, school supplies and first aid equipment. With donations from Alberta Fire Departments, we have provided turnout gear to over 700 firefighters in the state of Sinaloa.

The Fire Departments in Mazatlan operate with volunteer staff. The Departments do not receive funding for any operational costs and no money for capital purchases which includes turn out gear. The firefighters are very dedicated to their job and to their community, however are limited in what they can accomplish due to lack of resources.

Past contributors to the Rotary Highway to Mexico Project include: City of Grande Prairie Fire Department, City of Langford Fire Department, Town of Slave Lake Fire Department, Town of Hinton Fire Department, Jasper Fire Department, Town of High Level Fire Department, M.D. of Opportunity Fire Department, Woodlands County Fire Department, Town of Slave Lake Fire Department Yellowhead County Fire Department, Town of Whitecourt, Town of Swan Hills, Town of Morinville, City of Red Deer, Associated Ambulance, and M.D. of Northern Lights Fire Department. The project would not be possible without their participation.

THE ROTARY FOUR-WAY TEST of the things we think, say or do.

Is it the truth? Is it FAIR to all concerned? Will it build GOODWILL and BETTER FRIENDSHIPS? Will it be BENEFICIAL to all concerned?

Rotary delivers all the vehicles and equipment to Mazatlan which is a 5,000 kilometre journey. The delivery of the each of the vehicles and equipment involves 2 people driving each unit from Alberta to Mazatlan at a cost totalling \$10,000.00 which is incurred by the Rotary Club. The expenses for our project in 2018 exceeded \$50,000.00.

As a retired Fire Chief, I have had the opportunity to work with the firefighters of the City of Mazatlan. We returned from Mazatlan in April from our 2018 project, please visit on Facebook at Highway to Mexico.


The surplus tank and pump along with any firefighting equipment could fill a great need in the state of Sinaloa and would be utilized for many years providing protection to the local fire fighters. If you have any questions please contact me at 780-712-6444 or murray.h@telus.net. Thank you for considering our request for the donation of surplus firefighting equipment.



Murray Heinrich

Highway to Mexico Coordinator

Rotary Club of Edson

	M. D. OF GREENVIEW NO. 16 POLICY & PROCEDURES MANUAL	Section: ADMINISTRATION
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POLICY NUMBER: AD 26

POLICY TITLE: SURPLUS ASSETS	Page 1 of 2
Date Adopted by Council / Motion Number:	10.03.824

PURPOSE:

To provide a process for disposal of surplus assets held by the Municipality.

POLICY:

- 1.0 In February of each calendar year, the Directors will compile a list of all surplus equipment, fixed assets, furniture, machinery and vehicles from their respective departments. This surplus list will be forwarded to the Manager of Finance prior to March 31st of each year.
- 2.0 Council will declare by resolution those items from the fixed assets list that will be declared as surplus, and the disposal method.
- 3.0 Council may establish a reserve bid, where deemed appropriate.
- 4.0 The C.A.O. will be responsible to ensure that the declared surplus items are disposed of, within six months of declaration, by either public tender or public auction.
- 5.0 If an employee submits a tender for surplus items, the employee will not be involved in the opening of tenders.
- 6.0 All tender awards must be approved by Council.
- 7.0 Proceeds from the sale of surplus items will be deposited into the related capital reserve.
- 8.0 Upon the surplus items tender being awarded, they will be removed from the M.D. premises, or acceptable arrangements made with the C.A.O. or his designate, within seven (7) business days from the tender award date. Prior to removal, the account must be paid in full, and the purchaser must sign a 'Receipt of Goods' form. A member of the M.D. staff must be present when the asset is picked up and will verify that the purchaser has a paid receipt.

POLICY TITLE: SURPLUS ASSETS

Page 2 of 2

Date Adopted by Council / Motion Number:

03.04.239

9.0 If a surplus item is not picked up within the seven (7) day time limit, the C.A.O. or his designate may dispose of the item.

(Original signed copy on file)
REEVE

C.A.O.

TITLE: PROCEDURES FOR SURPLUS ASSETS

Page 1 of 1

PROCEDURE:

- 1.0 The C.A.O. will direct staff to identify all items declared as surplus to be cataloged, listed and marked as clearly as possible for general public viewing.
- 2.0 Employees compiling inventory of surplus items will document, sign, and have a senior staff official sign under their signature, verifying items to be sold.
- 3.0 Surplus items will be removed from the inventory list and their depreciated costs removed from the Fixed Assets Ledger and the General Ledger by the Manager of Finance.

(Original signed copy on file)
C.A.O.

Title: EQUIPMENT AND VEHICLE REPLACEMENT

Policy No: 4006

Effective Date: January 26, 2016

Motion Number: 16.01.26

Supersedes Policy No: 4006



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) requires equipment and vehicles to operate the services provided, and shall ensure funds are available in the future to replace the equipment and vehicles by establishing an exclusive capital reserve fund.

Purpose: The purpose of the policy is to establish a capital reserve fund for the purpose of replacing capital equipment and vehicles for the Municipality's operations.

Principles:

1. Administration will recommend the type of equipment and vehicle(s) that will be required to be replaced on a regular basis, to ensure the services of the Municipality are provided as directed by Council.
2. Administration will establish a Capital Reserve Replacement rate, taking into consideration the life span of the equipment and vehicle(s) and the estimated replacement cost.
3. Equipment and Vehicle Reserve Replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
4. Interest earned from the vehicle and equipment reserve will be allocated to the reserve at year end.
5. Council shall authorize the transfer of funds to and from the reserve.

6. Vehicle and/or equipment will be evaluated for replacement based on the date of delivery to Greenview and the following criteria:

VEHICLE/EQUIPMENT TYPE	TIME IN SERVICE (years/kms/engine hours/condition)
Light/Medium Duty Vehicles	7 years / 150,000 kms
Medium Duty Diesel Vehicles	5 years / 300,000 kms
Heavy Duty Vehicles	10 years / 300,000 kms
Graders	5 years / 7,500 hours
Loaders	8 years / 7,500 hours
Backhoes	5 years / 5,000 hours
Track Excavators	6,000 hours
ATV's	10 years
Tractors	6,000 hours
Mowers	Condition
Fire Trucks	15 years
Rescue Vans	10 years
Water Tankers	15 years
Self-Contained Breathing Apparatus	15 years
Breathing Air Compressors	20 years
Thermal Imaging Cameras	10 years
Lift Stations	Condition
Water Pumps	Condition
UTV's	15 years





REQUEST FOR DECISION

SUBJECT: **Twp.681 and RR230 Engineering Consultant**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 23, 2019 CAO: DT MANAGER: OM
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: RA PRESENTER: OM
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council award the Township Road 681 and Range Road 230 reconstruction and grading projects in the amount of \$298,921.65 for consulting services to Beirsto Associates with funding to come from the 2019/2020 roads capital budget.

BACKGROUND/PROPOSAL:

At the December 10th, 2018 Council meeting the original RFD was brought forward and was defeated in the motion below:

MOTION: 18.12.711. Moved by: REEVE DALE GERVAIS

That Council award Beirsto Associates Township Road 681 and Range Road 230 reconstruction and grading projects for consulting services in the amount of \$298,921.65 with funds from the 2019/2020 Capital Budget for Roads, RD18006 & RD18011.

DEFEATED

The request for proposal (RFP) was advertised on the Alberta Purchasing Connection and closed on October 30th, 2018. This tender was proposed with two locations, Township 681 and Range Road 230 were combined for cost efficiency. Of these nine (9) bids received, they were all evaluated by two Greenview staff and using the matrix that was discussed with the previous General Manager. For your information administration has added the rating criteria that was used for the evaluations below to help determine the appropriate fit for the jobs being combined with cost and rating criteria.

The rating criteria is based on Five (5) categories: each category ranges from 0-5 in marks.

- (A) Corporate Qualifications and Experience (**10%**)
- (B) Staff Qualification and Experience (**20%**)
- (C) References and Past Performance (**20%**)
- (D) Project Time Scheduling (**15%**)
- (E) Cost & Services and Fee Scheduling (**35%**)

For example: Proposal “A” receives 4 out of 5 marks, this equates to 8% of category (A)

Proposal “A” receives 3 out of 5 marks, this equates to 12% of category (B)

After the five (5) categories were evaluated, and the weighted percentages are added together for a final score out of 100%, administration were left with two (2) contenders listed below using these factors:

TWP681 and RR230 Bid List

Rank	Bidder	Review Score	Road	Lump Sum Excluding Construction Phase	Day Rate for Construction Phase (All-Inclusive)*	GV Estimated Days Const.	Total Fees Per Road	Combined Total Fees
1st	Beairsto	84%	TWP 681	\$68,379	\$2,247	30	\$135,784	\$298,922
			RR 230	\$75,392	\$2,194	40	\$163,138	
2nd	WSP	82%	TWP 681	\$33,261	\$3,047	30	\$124,683	\$317,328
			RR 230	\$71,735	\$3,023	40	\$192,645	
	Allnorth	62%	TWP 681	\$84,248	\$2,894	30	\$171,054	\$381,701
			RR 230	\$92,499	\$2,954	40	\$210,647	
	Project Eng.	62%	TWP 681	\$54,091	\$2,752	30	\$136,646	\$302,407
			RR 230	\$48,631	\$2,928	40	\$165,761	
	HMR Eng.	59%	TWP 681	\$55,059	\$3,169	30	\$150,114	\$332,131
			RR 230	\$58,261	\$3,094	40	\$182,017	
	Stantec	51%	TWP 681	\$68,025	\$7,023	30	\$278,705	\$637,781
			RR 230	\$75,651	\$7,086	40	\$359,076	
	Sameng Inc.	43%	TWP 681	\$155,969	\$2,116	30	\$219,451	\$468,049
			RR 230	\$168,732	\$1,997	40	\$248,599	
	Oasis Eng.	41%	TWP 681	\$87,000	\$1,206	30	\$123,182	\$294,800
			RR 230	\$105,000	\$1,665	40	\$171,618	
	Wood	30%	TWP 681	\$126,700	\$4,186	30	\$252,289	\$570,788
			RR 230	\$150,016	\$4,212	40	\$318,499	

*Rate is determined by The Engineer's total for construction phase, over The Engineer's estimated number of construction days, as per the Terms of Reference.

The benefit of using this rating criteria is that it provides the staffing qualifications and experience to the projects which can determine that the staff being used is over qualified for specific jobs in relation to what Greenview requires. It also provides the past performance with Greenview of completion timelines, deliverables, tender preparation etc.

These two road projects require a large amount of different engineering disciplines work which will include environmental assessment, wetland assessment, drainage assessment and detailed engineering design. Currently, Greenview does not have enough staff in the construction and engineer department to complete this project in-house.

For this reason it is recommended that his project be awarded to the consultant who came forward with the highest overall evaluation for the two project combined to Beairsto Associates. Based on the evaluation scores, Beairsto and WSP score significantly higher than the other proponents. The estimated total for

Beairsto is ~\$18,000 lower in cost. Beairsto also scored 5% higher. Therefore, this is why Administration recommends Beairsto.

BENEFITS OF THE RECOMMENDED ACTION:

- 1. The benefit of the recommended motion will allow for Greenview to move forward with the required engineering services for the aforementioned projects.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

- Alternative #1:** Council has the alternative to choose one of the alternate consultants from the top two or lower. Any alternate choice must be consistent with the evaluation criteria in the matrix provided by Administration.
- Alternative #2:** Council has the alternative to not accept the recommended, and motion for more information.

FINANCIAL IMPLICATION:

- Direct Costs:**
- \$298,921.65**
- This includes consulting services, for Township Road 681 and Range Road 230 reconstruction and grading projects, with funds from the 2019/2020 Capital Budget.

Ongoing / Future Costs:

There are no staffing implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

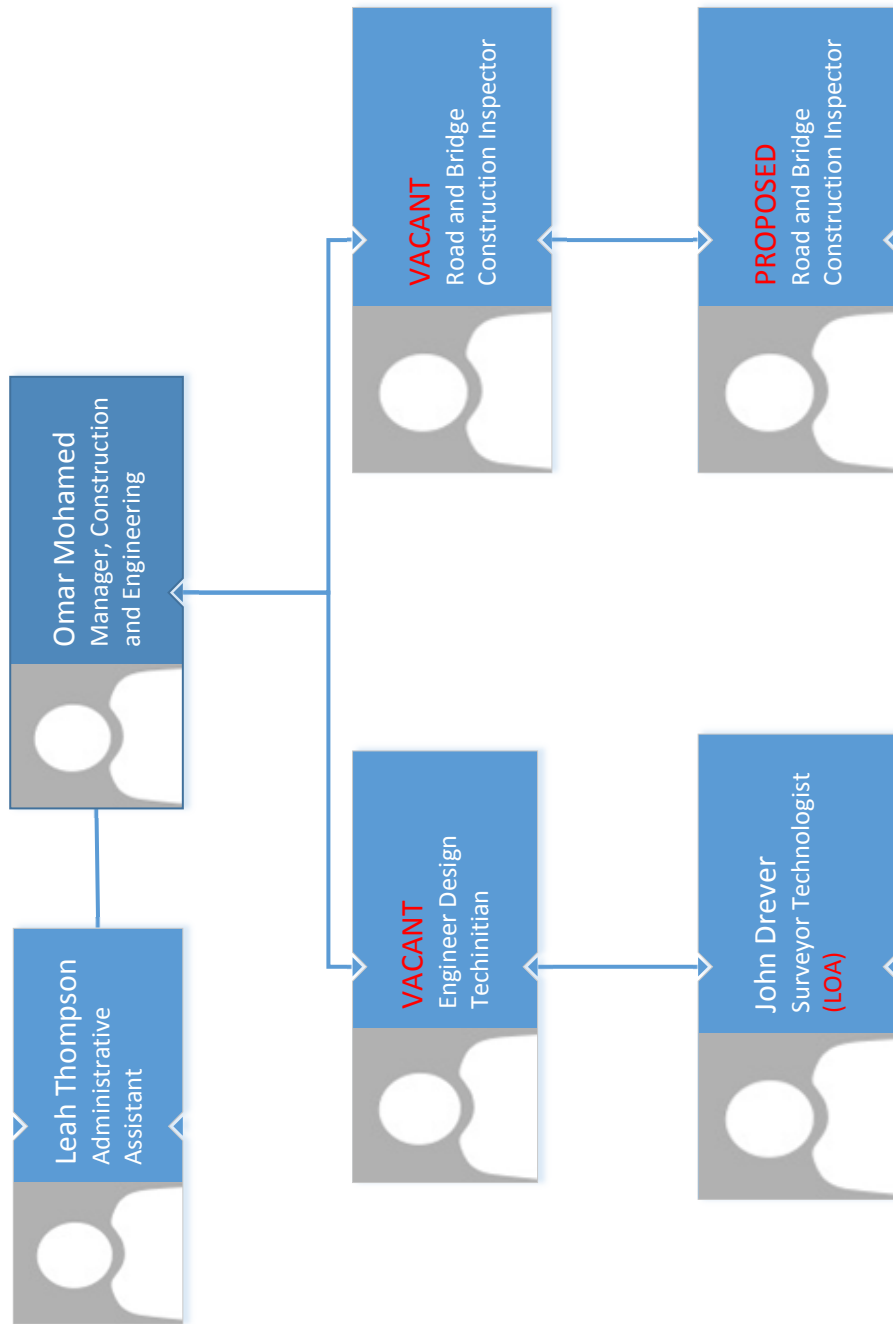
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the consultant of Council's decision.

ATTACHMENT(S):

- Organizational Chart





REQUEST FOR DECISION

SUBJECT: Municipal Reserve (Land) Deposits

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 23, 2019

DEPARTMENT: FINANCE

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

MANAGER: DD

GM: RO

PRESENTER: DD

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act (MGA) Sections 666(1), 671(2) & 671(4)

Council Bylaw/Policy (cite) – Greenview's Municipal Development Plan, Section 10.4

RECOMMENDED ACTION:

MOTION: That Council authorize the transfer of \$268,809.78 from the Operating Fund Reserve to the Cash-In Lieu for Municipal Reserves (Land) fund.

BACKGROUND/PROPOSAL:

In accordance with MGA Section 666(1), the owner of a parcel of land that is the subject of a proposed subdivision may be required to provide one of the following; part of the parcel of land as municipal reserve, money in place of municipal reserve, or a combination of land and money.

In the case of money, the municipality as per MGA Sections 671(2) & 671(4), is required to maintain the obtained funds in a separate account, specific to "Cash in Lieu of Municipal Reserves". These funds can then be used for the purpose of things such as public parks or recreation areas, or any other purpose identified in the MGA.

In 2010, funds totaling \$268,809.78 that had previously been sitting in a Municipal Reserves account were, by motion of Council, transferred into the Operating Reserve Fund for future use. As the MGA is very specific that these funds are to be held separately, Administration is requesting Council's authorization to transfer these funds back to a GL account that is strictly for "Cash in Lieu of Municipal Reserves".

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommend action is that Greenview will be complying with the MGA Sections 671(2) & 671(4).
2. The benefit of the recommend action is that the Cash in Lieu of Municipal Reserves funds can be monitored to ensure they are used as per MGA Sections 671(2) & 671(4).

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There is no disadvantage to the recommended action.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to accept the recommended motion; however, Administration does not recommend this as the municipality would not be following the requirements of the MGA Sections 671(2) & 671(4).

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 transfer \$268,809.78, from the Operating Fund Reserve to the Cash in Lieu for Municipal Reserve (Land) fund.

ATTACHMENT(S):

- MGA Section 666(1), 671(2) & 671(4)
- Greenview Municipal Development Plan Section 10.4

Municipal and school reserves

666(1) Subject to section 663, a subdivision authority may require the owner of a parcel of land that is the subject of a proposed subdivision

- (a) to provide part of that parcel of land as municipal reserve, school reserve or municipal and school reserve,
- (b) to provide money in place of municipal reserve, school reserve or municipal and school reserve, or
- (c) combination of land or money referred to in clauses (a) and (b).

Use of reserve land, money

671(1) Subject to section 676(1), environmental reserve must be left in its natural state or be used as a public park.

(d) Municipal reserve, school reserve or municipal and school reserve may be used by a municipality or school board or by them jointly only for any or all of the following purposes:

- (a) public park;
- (b) a public recreation area;
- (c) school board purposes;
- (d) rate areas of land that are used for different purposes.

(4) Money provided in place of municipal reserve, school reserve or municipal and school reserve and the interest earned on that money

(a) must be accounted for separately, and

d only

- d only for any or all of the purposes referred to in subsection (2).

Municipal and school reserves

666(1) Subject to section 663, a subdivision authority may require the owner of a parcel of land that is the subject of a proposed subdivision

- (a) to provide part of that parcel of land as municipal reserve, school reserve or municipal and school reserve,
- (b) to provide money in place of municipal reserve, school reserve or municipal and school reserve, or
- (c) combination of land or money referred to in clauses (a) and (b).

Use of reserve land, money

671(1) Subject to section 676(1), environmental reserve must be left in its natural state or be used as a public park.

(d) Municipal reserve, school reserve or municipal and school reserve may be used by a municipality or school board or by them jointly only for any or all of the following purposes:

- (a) public park;
- (b) a public recreation area;
- (c) school board purposes;
- (d) rate areas of land that are used for different purposes.

(4) Money provided in place of municipal reserve, school reserve or municipal and school reserve and the interest earned on that money

- (a) must be accounted for separately, and
- (b) may be used only for any or all of the purposes referred to in subsection (2).



REQUEST FOR DECISION

SUBJECT: **Appointment of Pest Inspectors**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 23, 2019
DEPARTMENT: AGRICULTURE
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – Agricultural Pests Act Chapter A-8 RSA 2000

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint: Dennis Haglund, Maureen Bly, Hazel Edwards, Jennifer Hammel, Terri Hoddinott, Marlee Ratzlaff, Brenda Jantz, Erika Pagenkopf, Terrence Peever, Sue Lepage, Stephanie Williams, Cheylin Patenuade, and Sage Eshelman as Pest inspectors for the Municipal District of Greenview No. 16 under Section 10 of the Agricultural Pests Act A-8 for the term of their employment.

BACKGROUND/PROPOSAL:

Greenview Council continues to appoint Pest Inspectors under the Agricultural Pests Act A-8 on an annual basis. The Pest Inspectors work from May to October and will inspect for the species listed in the Pest and Nuisance Control Regulation AR/184 2001.

Section 10 of the Agricultural Pests Act provides as follows:

Municipal Inspectors

10(1) The local authority of a municipality shall appoint a sufficient number of inspectors to carry out this Act and the regulations within the municipality

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview will be compliant with the Agricultural Pests Act, Greenview is required to appoint a sufficient amount of individuals as pest Inspectors.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Greenview Council may choose to not grant appointment to the specified individuals listed, however this would put Greenview in the situation of not having a sufficient number of pest inspectors appointed under the Agricultural Pests Act section 10.

Alternative #2: Greenview Council may choose to alter the recommended motion, however this would put Greenview in the situation of not having a sufficient number of pest inspectors appointed under the Agricultural Pests Act Section 10.

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 has approved the appointments, the employees will be able to start inspecting properties for agricultural pests.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **Appointment of Weed Inspectors**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 28, 2018
DEPARTMENT: AGRICULTURE
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – Weed Control Act Chapter W-5.1 SA 2008

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint: Dennis Haglund, Maureen Bly, Hazel Edwards, Jennifer Hammel, Terri Hoddinott, Brenda Jantz, Marlee Ratzlaff, and Erika Pagenkopf as Weed inspectors for the Municipal District of Greenview No. 16 under Section 7 of the Weed Control Act W-5.1 for the term of their employment.

BACKGROUND/PROPOSAL:

Greenview Council continues to appoint Weed Inspectors under the Weed Control Act W-5.1 on an annual basis. The Weed Inspectors work from May to October and will inspect for the species listed in the Weed Control Regulation AR 19/2010.

Section 7 of the Weed Control Act provides as follows:

Municipal Inspectors

7(1) A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the municipality.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview will be compliant with the Weed Control Act, Greenview is required to appoint a sufficient amount of individuals as weed Inspectors.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Greenview Council may choose to not grant appointment to the specified individuals listed, however this would put Greenview in the situation of not having a sufficient number of weed inspectors appointed under the Weed Act Section 7.

Alternative #2: Greenview Council may choose to alter the recommended motion, however this would put Greenview in the situation of not having a sufficient number of weed inspectors appointed under the Weed Act Section 7.

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 has approved the appointments, the employees will be able to start inspecting properties for invasive species.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: **BF75354 Tender Results**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 23, 2019
DEPARTMENT: INFRASTRUCTURE & PLANNING
STRATEGIC PLAN: Infrastructure

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: RA
MANAGER: OM
PRESENTER: RA

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Administration to award BF75354 to Cox Contractors Ltd. in the amount of \$537,347.00, and add additional funding to the Capital budget.

BACKGROUND/PROPOSAL:

Bridge File 75354 is located at SW 36-71-26-W5M, 3 km N of Crooked Creek. The unnamed watercourse crosses Rge Rd 261. The existing structure is an 1829 mm SPCSP X 38.4 m invert length, and has been in service approximately 53 years.

The replacement of BF 75354 will be replaced with a 3050 mm SPCSP X 43.3m invert length. The Tender closed on March 28, 2019, with a total of 6 bidders. The results are as follows;

Item	Description	Cost
1	Cox Contractors Ltd.	\$562,347.00
2	Northern Road Builders	\$584,342.50
3	Glen Armstrong	\$611,616.00
4	Prairie Erectors	\$641,164.25
5	1690882 AB Ltd.	\$652,164.25
6	Mainline Construction (2014) Ltd.	\$1,058,312.80

The lowest compliant bid was submitted by Cox Contractors Ltd. in the amount of \$562,347.00. All contractors were compliant with their submissions, including signed addendum pages.

The following table is a breakdown of the budget to date for BF75354.

Table 1: Overall Budget Update

Description	Cost
Construction Bid - (*site occupancy days \$30,000.00) + (Fish capture \$5,000.00).	\$537,347.00
Engineering left from agreement (Tender package, inspection	\$42,730.99
Contingency Estimate (10% of Construction and Engineering)	\$56,234.70
Overall Estimate	\$636,312.69
Current MD Overall Budget	\$490,000.00
Over Budget Estimate	\$146,312.69

- Site occupancy is a contracting strategy used to help ensure that the owner receives the lowest evaluated project cost (combination of price to construct plus the number of days to complete). The contractor estimates the number of calendar days that he requires to complete the work and includes this amount in the tender price (i.e. number of days multiplied by a predetermined daily rate). A site occupancy is made to contractors who complete the work in less calendar days bid. If a contractor completes the work in exactly the number of days bid, there is no change in payment. Assuming this is the case, the actual contract cost is the total tender amount less the site occupancy (i.e. 20 days @ \$1,500per day = \$30,000.00).

The bid price is over the project budget and will require additional Capital funding. For this project to be completed in 2019, additional funding in the amount of \$146,312.69 is required.

Administration recommends awarding BF75354 to Cox Contractors Ltd. in the amount of \$537,347.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion, will mean that the replacement Construction of BF75354 will be completed within 2019.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage is the requirement of additional Capital funding.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to re-tender BF75354. This is not recommended as the bids could come in higher, and require more additional funding, and could delay the project further.

FINANCIAL IMPLICATION:

Direct Costs: \$636,312.69 to come from Engineering and Construction Services 2019 Capital Budget.

Ongoing / Future Costs: Long term operating costs will include BIM inspections and maintenance.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

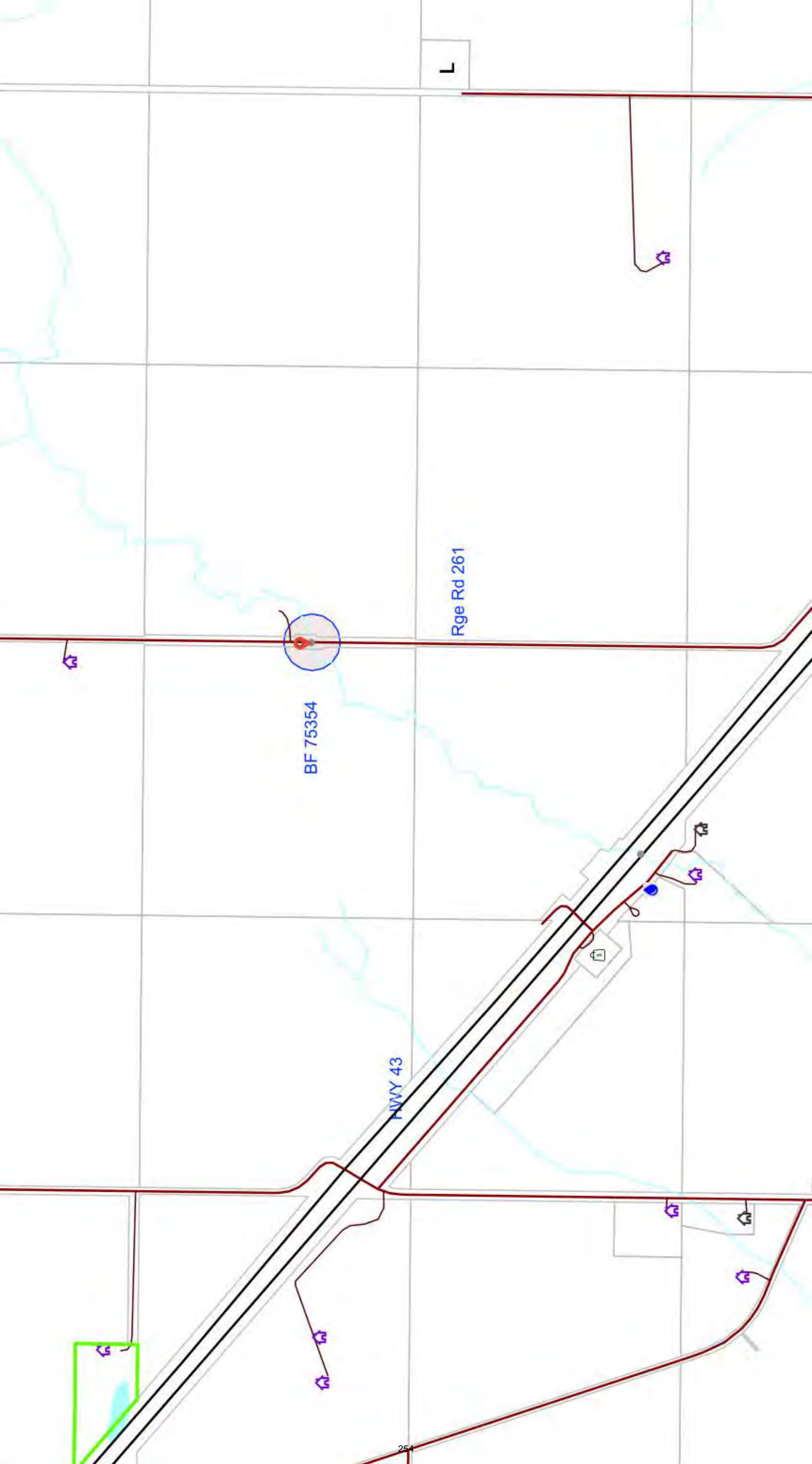
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Notice of Award letter to be sent to Cox Contractors Ltd.

ATTACHMENT(S):

1. PDF of bridge file location – BF 75354 Location Map



L

Rge Rd 261

BF 75354

HWY 43



REQUEST FOR DECISION

SUBJECT: **Road Closure Request – Government Road Allowance NW 9-69-21-W5M.**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 23, 2019 CAO: DT MANAGER:
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: RA PRESENTER: RA
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): “No road in municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.”

Municipal Government Act 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 first reading, or...”

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council waive the road closure fee, subject to cost covered reclamation agreement with the landowner.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from Arnie and Merle Johnson located at NW 9-69-21-W5M on September 1, 2018. The request is to close a portion of unused, undeveloped road allowance located on the West boundary of NW 9-69-21-W5M.

The property in question was government land in 1970, but was purchased in 1975 by the Johnson's. Correspondence with Mark Hand (Property Manager for Alberta Transportation) has indicated that the land was never meant to be kept, but only used during the construction of the bridge over Goose River and road construction along old Hwy 745. The land was used as an equipment laydown area, storage and other misc. tasks during construction. The Johnsons are prepared to purchase the land as per Greenview policy, willing to reclaim the site, and start farming as soon as possible all at their cost.

The undeveloped road allowance requesting to be closed is approximately 76.6 m X 128.5 m resulting in 9,843.12m² or 2.43 acres. Closing this section of undeveloped road allowance would require Greenview to sell approximately 2.43 acres on the west side of NW 9-69-21-W5M, allowing the resident to reclaim the site at their cost and start to farm this additional piece of land.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the Motion is saving the costs associated, with the reclamation process for that portion of land.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is public appearance and setting a precedence.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose not to waive the Road Closure application fee. Administration doesn't agree with this option as Greenview will then have to reclaim this portion of land at the expense of the rate payers.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

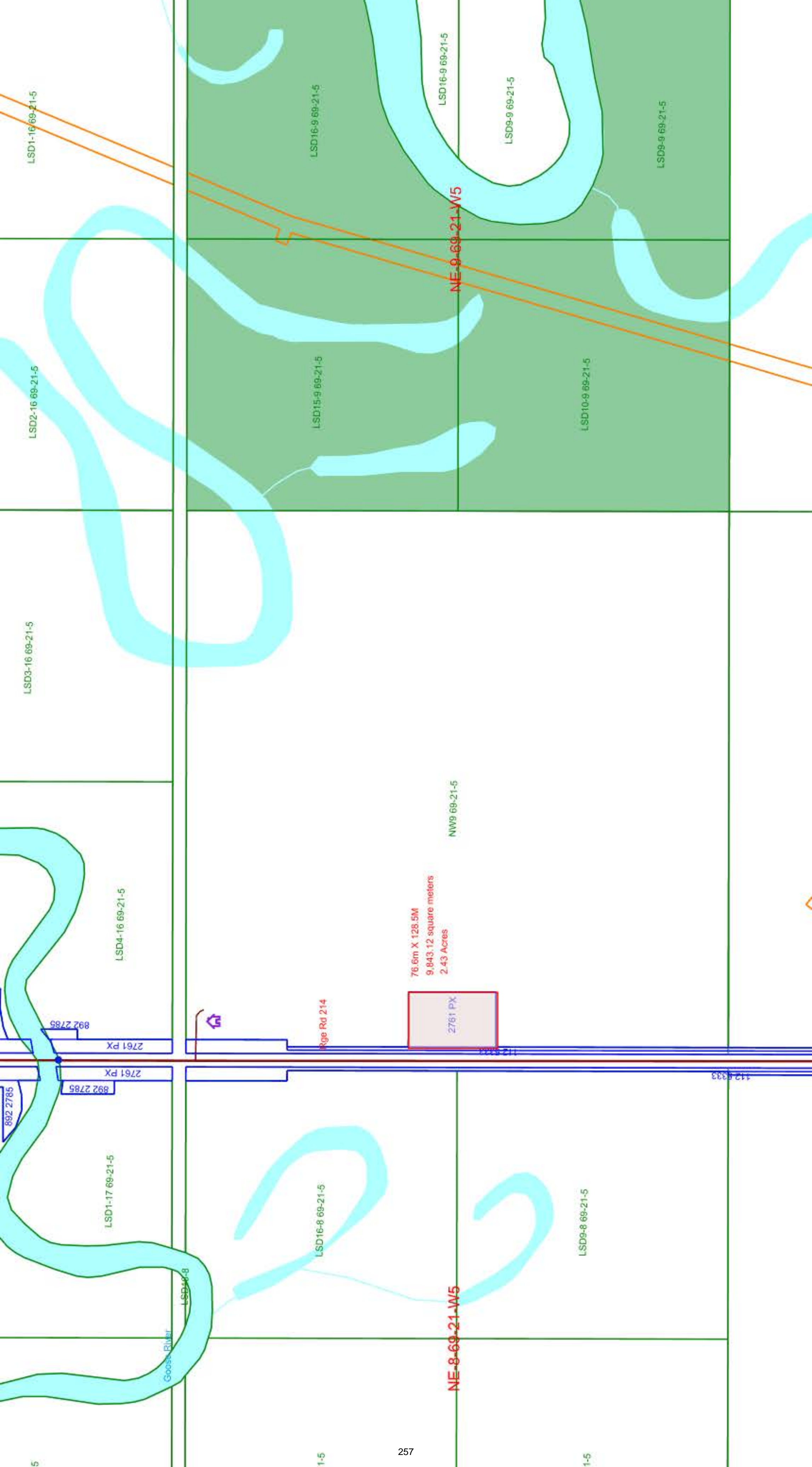
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will follow the Road Closure Procedure upon Council's direction.

ATTACHMENT(S):

- Location Map
- E-mail correspondence with Mark Hand



5

1-5

1-5

From: [Ron Podruzny](#)
To: [Roger Autio](#)
Subject: FW: NW 9 - 69 - 21 - W5M
Date: April 3, 2019 4:02:50 PM
Attachments: [image001.jpg](#)
[image002.png](#)
[image003.png](#)

Hi Roger,

The emails from Mark Hand from Alta. Transportation explain the land was taken when it was crown land to be used as a staging area for road construction on Hwy 745. The land was only to have been for a temporary staging area but was registered as part of the road plan by mistake. The landowner was not paid for the land in question. Since the land should have been part of the quarter section and not part of the road plan and the landowner was not paid for the land we should sell it back to him for \$1.00.

I will forward the email from Surveyor Darin Trydal explaining the existing road widening plans.

Thanks,

From: Mark Hand [mailto:Mark.Hand@gov.ab.ca]
Sent: November 9, 2018 2:39 PM
To: Ron Podruzny <Ron.Podruzny@MDGreenview.ab.ca>
Cc: Danny Jung <Danny.Jung@gov.ab.ca>
Subject: RE: NW 9 - 69 - 21 - W5M

Good afternoon Ron

Sorry for the delay in responding.

This land was never acquired from the landowner as it was registered at Land Titles in 1970 when it was crown land, ie prior to the landowner acquiring title in 1975.

Just to give you an idea if this property was under our Admin and control the following is the process that would be required to follow;

1. Internal circulation to deem that this property is surplus to the needs of the department.
2. Complete an Environmental Site Assessment and complete the recommendations provided within the report(s) ie further testing, monitoring or reclamation.
3. Provide instructions to Alberta Infrastructure to dispose of the property, which would include a circulation to other departments to determine if this property is surplus to the GOA's needs, appraisal report to support market value, circulation to the taxing authority for a review of their needs, review as to the appropriate method of sale ie adjacent landowner or open market.
4. Apply for a road closure.

Considering our process and the fact that the subject property is under the administration and

control of the MD the MD should complete whatever is necessary to transfer this area to the landowner.

Thank you

Mark Hand, SR/WA
Property Manager
Delivery Services Division
Peace River
Alberta Transportation
Government of Alberta

Tel 780-624-6504
Cell 780-618-5741
Fax 780-624-2440
Mark.Hand@gov.ab.ca

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From: Ron Podruzny [<mailto:Ron.Podruzny@MDGreenview.ab.ca>]
Sent: Wednesday, October 24, 2018 8:24 AM
To: Mark Hand
Cc: Danny Jung
Subject: RE: NW 9 - 69 - 21 - W5M

Hello Mark,

The landowner confirmed the area was taken as a staging area and/or borrow storage area. This portion of the Road Plan 2761PX is not, nor will it ever be needed for road construction or maintenance and does not affect traffic flow in any way. This property should have never been taken from the landowners title as a part of the road plan. As you know doing a partial road closure requires three votes at separate council meetings and a public hearing as well as approval from Alberta Transportation. In consideration of all of these factors is there a way this can just be done as an amendment to the Road Plan thru land titles? Please advise if you are aware of an easier way to give this landowner his land back.

Thank you,

From: Mark Hand [<mailto:Mark.Hand@gov.ab.ca>]
Sent: October 4, 2018 10:20 AM
To: Ron Podruzny <Ron.Podruzny@MDGreenview.ab.ca>
Cc: Danny Jung <Danny.Jung@gov.ab.ca>

Subject: FW: NW 9 - 69 - 21 - W5M

Good morning Ron

I have reviewed our files and I could not find information as to why this property has acquire and what it was used for. I did review this with our MCI for this area and he thinks that it may have been used as a staging area for the construction of the bridge over Goose River and road construction along old Highway 745.

When Highway 745 was de-gazetted the administration and control of this roadway was transferred to the MD which included right of way identifies within Road Plans 2761PX and 1125333 from the NW 9-69-21-5. As the subject area is included within Road Plan 2761 PX the MD would have the administration and control and therefore could arrange for the closure of the road and sell/transfer it to the landowner.

Mark Hand, SR/WA
Property Manager
Delivery Services Division
Peace River
Alberta Transportation
Government of Alberta

Tel 780-624-6504
Cell 780-618-5741
Fax 780-624-2440
Mark.Hand@gov.ab.ca

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From: Danny Jung
Sent: Tuesday, October 02, 2018 11:56 AM
To: Mark Hand
Subject: FW: NW 9 - 69 - 21 - W5M

Mark,

I will let you handle this one.

Thanks.

Danny

From: Ron Podruzny [<mailto:Ron.Podruzny@MDGreenview.ab.ca>]

Sent: Tuesday, October 02, 2018 11:44 AM
To: Danny Jung
Subject: NW 9 - 69 - 21 - W5M

Hello Danny,

We received a letter from landowners Arne and Merle Johnson on Sept. 1, 2018 (please see attached letter). We don't have anything on file about the Road Plan 2761PX registered against their title (NW 9 – 69 – 21 – W5M). There was a withdrawal of Land under The Public Lands Act April 28, 1970. The landowners are requesting the block of land taken in the withdrawal be returned to their title. Could you please check your records to see why this area was taken. It doesn't appear to be necessary for the road widening, was it perhaps for a borrow pit or equipment parking area? Please let me know what you can find.

Thank you,

Ron Podruzny

Stakeholder Liaison

Municipal District of Greenview No. 16 | 4806 36th Avenue Valleyview, Alberta T0H 3N0

Tel: [780-524-7600](tel:780-524-7600) | Fax: | Toll Free: [888-524-7601](tel:888-524-7601) | 24/7 Dispatch: [888-524-7608](tel:888-524-7608) | Direct: mdgreenview.ab.ca | Follow us on Twitter [@mdofgreenview](https://twitter.com/mdofgreenview)

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Thank you.

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<http://511.alberta.ca/ab/en.html>

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REQUEST FOR DECISION

SUBJECT: **Marketing & Communications Manager**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 23, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DT
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: Council approve the request for a Marketing & Communications Manager position.

BACKGROUND/PROPOSAL:

At the April 15, 2019 Committee of the Whole meeting the Committee made the following motion;

That Committee of the Whole recommend to Council the request for a Marketing & Communications Manager position.

Marketing and communications is an important function for municipalities. Internal corporate communications, external communications, marketing, and media management should be handled with intricate strategies and purposeful planning.

A Marketing & Communications Manager position is a senior role that will design, develop and manage the many moving parts of communications for the MD of Greenview. A compliment to all departments, this individual will come with extensive education, experience and managerial skills. A well-connected M&C Manager will further cultivate our relationships with other municipalities, other levels of government, community group and public, industry stakeholders and our departments.

Controlled exposure in the media, emergency communication, social media placement and interdepartmental communications strategies should be managed through the communications officer & specialists by an overseeing manager.

Effective marketing will be a valued compliment to the economic initiatives, community partnerships and other promotional projects constantly undertaken with Greenview. Investing marketing dollars and efforts should be designed and executed with precision and purpose.

This position would directly report to the Chief Administrative Officer.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion – will provide necessary expertise to improve the marketing and communications initiatives for the MD of Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. No perceived disadvantages to this recommended action

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to enter into a contract with an individual or group for these services.

Alternative #2: Council has the option to leave the department as status quo.

FINANCIAL IMPLICATION:

Direct Costs: Annual Salary & Benefits increase.

STAFFING IMPLICATION:

Increase of one FTE.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Collaborate

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

The follow up to the recommend motion is that Administration will create a job description and start posting the position once the job description is completed.

ATTACHMENT(S):

None



REQUEST FOR DECISION

SUBJECT: **Title Change**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 23, 2019

DEPARTMENT: FACILITY MAINTENANCE

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM: RA

MANAGER:

PRESENTER: RA

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: Council accept for information the change in title of Supervisor of Facilities and Maintenance to Manager of Facilities and Maintenance.

BACKGROUND/PROPOSAL:

Facilities and Maintenance is an important function for the municipality. The fact that this department doesn't have a Manager was troubling, due to the responsibility and expectations.

The MD of Greenview is a considerate employer that works to develop our staff by investing in professional development, safe workspace, and positive and progressive work culture. It is important that we credit our staff with accurate and equitable opportunities for their future career paths and one way is to ensure we define their job titles with the merit and acknowledgement it deserves.

BENEFITS OF THE RECOMMENDED ACTION:

1. Changing the title of Supervisor of Facilities and Maintenance to Manager of Facilities and Maintenance will provide a more accurate reflection of title from the roles and responsibilities assigned to this position.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. No perceived disadvantages to this recommended action.

ALTERNATIVES CONSIDERED:

No alternatives were considered due to the proposed title being the correct title for the duties carried out by this incumbent.

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

Collaborate

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:

As per Councils' direction.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT:	Council Stakeholder Event 2019	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: DT MANAGER:
MEETING DATE:	April 23, 2019	GM: PRESENTER: DC
DEPARTMENT:	CAO SERVICES	
STRATEGIC PLAN:	Intergovernmental Relations	

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council host the 2019 Greenview Stakeholder Outreach Event at the Shot Shell Sporting Clay Range in Valleyview on Thursday, September 12, 2019.

BACKGROUND/PROPOSAL:

Greenview has provided an annual public relations event in the form of a golf tournament from 2000 to 2017. In 2018 we hosted a clay shoot tournament for the first time which received positive reviews from those who participated. Originally the tournament began as a community event with staff and local volunteers. The emphasis then shifted to a fundraiser with invitations sent to all Greenview industrial and government stakeholders. In recent years, the golf tournament had declining participation and donations which led to changing the type of event.

The goal of the stakeholder outreach event is to have meaningful conversations and connect with our industrial ratepayers and neighbours. A sporting clay shoot provides a unique networking experience. Each year we also have people who choose to come just for the evening BBQ. Last year's event was opened up to the public and advertised throughout Greenview to increase participation. The goal of registration fees is to provide cost recovery for the event. Industrial sponsorships are welcome and will be donated directly to a local charity.

In 2018 we provided a subsidized registration fee of \$80 per participant or \$40 for supper only. The actual registration costs were closer to \$120 per participant. Council may recommend to keep the registration fees the same as the previous year or set another fee. Last year we had 70 participants including Council, Administration and stakeholders. We usually provide one Greenview representative per team to enhance the networking opportunities. Sponsors of \$1,000 or more receive free entry for a team of four.

Hosting a successful tournament is one of the most labour intensive public relations projects that Greenview provides. The stakeholder outreach event requires dedicated staff support in the months leading up to it for

planning, invitations and registration. A committee of six to eight staff members with representatives from each department will be formed to share the work involved in planning and hosting the tournament

Based on positive feedback, the tournament location and format are recommended to be the same as the last year's tournament. Shot Shell Sporting Clay Range is located 15 minutes south of Valleyview on Range Road 225 in the Municipal District of Greenview and is owned by Colin Dixon. The shooting range is open from 9:00 a.m. to 9:00 p.m. seven days per week from late April to the end of October. The owners have experience hosting large tournaments and fundraisers including the Canadian National Sporting Clay Association. We do not have any other professional sporting clay ranges within the municipality.

The Shot Shell Sporting Clay Range has stations along a creek and field edge. RV parking (without hookups) is available. The range features fully automated 16 station sporting clays course which includes tower and ground level presentations mimicking high flying geese or ducks, flushing partridge, pheasants and rabbits and are varied often. They also offer a 5-stand duck pond equipped with long-range remote controls to provide easier and better use.

Safety details and rules will be included in the invitations and at registration. Course waivers must be signed by all competitors. A separate waiver that addresses Greenview's potential liabilities has been drafted by our lawyers and will be required from all participants. Competitors must have a Possession and Acquisition Licence (PAL), or be guided by someone who has an active PAL. There are also limits on the type of shotgun shells that may be used on the course. In groups there must be at least one person with a PAL per each team of five people. Gun rental is possible at the shooting range. If one person has a PAL, they will be able to rent a gun and then be the supervisor of the shotgun while on the course. A valid PAL license must be shown and recorded by staff when renting a shotgun prior to shooting. Additional guides or instructors who have their PAL may be hired for beginning shooters and groups that do not have their PAL.

There is ZERO tolerance for drinking and shooting. The course does not serve alcohol and we recommend that alcohol not be served at the meal following the event.

Sponsorships, silent auction prizes, and raffle donations will be accepted with funds going directly to the selected non-profit organization. Council may also choose to provide a financial donation directly to the charity as well or not include a fundraiser in this event. Last year the additional funds remaining in the budget were donated to Lila's Angels. The total funds raised last year were close to \$20,000 including direct donations to the charity.

Council may wish to choose a different charitable cause to donate the funds raised. Administration is willing to research several charity organizations within Greenview and provide background of the programs & services they provide.

Tentative Schedule: Registration 11:00 a.m.
 Safety Meeting 11:30 a.m.
 Lunch at 12:00 p.m.
 Tournament 1:00 p.m. to 4:00 p.m.
 BBQ 5:00 p.m.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview's annual stakeholder outreach event is something that Greenview stakeholders look forward to and participate in each year. It is known to be a fun event that is non-competitive and welcoming. By hosting a new type of event in the fall we may attract new participants.
2. Hosting the stakeholder event provides an opportunity for Greenview Council and Staff to network with stakeholders and discuss upcoming projects while featuring different areas of the municipality and bringing awareness to local non-profits.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to hold the event on another date in September or October. Summer dates are not recommended as there may be reduced participation due to vacation schedules. Staff are also involved in planning other summer events (Ratepayer BBQs). Later dates aren't recommended due to the weather.

Alternative #2: Council may choose to provide another form of public relations event to engage with stakeholders. Other possibilities that have been suggested in the past include a snowmobile poker rally in the winter.

FINANCIAL IMPLICATION:

Direct Costs: Funding for this event is provided in the 2018 Communications Budget to a maximum amount of \$20,000.

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

STAFFING IMPLICATION:

Staff committee and additional volunteers on the event day. Staff availability for other projects may be limited prior to the event.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If Council approves the motion, tournament planning will officially begin. We will confirm the course booking and charity involved. Invitations will be designed and sent by the end of August.

ATTACHMENT:

- 2018 Tournament Financial Report

Greenview Clay Shoot 2018				
Total Budget \$20,000				
Expense	Cost	Quantity	Total	Notes
Registration Fees	80.00	11.00	880.00	11 Staff took part in the clayshoot.
Supper Costs	555.67	1	555.67	Subway \$132.30, Captain Pizza \$423.37
				Prizes: Outfitter Cooler \$291, Superday Back Pack \$299.95, Gift Cards 2x
Trapper Gord	720.50	1.00	720.50	\$50 = \$100
Prizes	250.00	10.00	2,500.00	Prizes for Male & Female 1st, 2nd, 3rd, Class A, B, C, Most Honest
				31 Shooting Stand signs \$22 each, 3x8 banner FREE, Easel Board x1 \$45,
Signage	847.35	1.00	847.35	Easel Board x 1 \$15 plus shipping.
Sportswear Plus	30.00	54.00	1,620.00	Registration Gifts (insulated thermos)
4Imprint	5.00	54.00	270.00	Registration Gifts (camo tote bag)
Greenview Promo	10.00	75.00	750.00	
Misc. Supplies	500.00	1.00	500.00	
Prizes	300.00	4.00	300.00	CT GC \$100, \$50, Keg GC \$100 & \$50
Costco Supplies	111.92		111.92	Cutlery, Snacks etc
Reynolds, Mirth, Richards & Farmer	798.95	1.00	798.95	Legal fees for drafting of legal waivers.
Rexall	300.00	2.00	300.00	2 Gift cards
Shot Shell Enterprises Ltd.	8,815.00	1.00	8,815.00	Cost of 54 Shooters @ \$160 and 7 extra meals @ \$25
Total			18,969.39	

Clay Shoot 2018 Revenue				
Source	Cost	Quantity	Total	Notes
Registration Fees	80.00	43.00	3,440.00	43 registered
Total			3,440.00	

Clay Shoot 2018 Fundraising - Sponsorships				
Source	Cost	Quantity	Total	Notes
Tiger Calcium	3,000.00	1	3,000.00	Platinum Sponsor
Encana	1,000.00	1.00	1,000.00	Silver Sponsor
WSP	1,000.00	1.00	1,000.00	Silver Sponsor
Grande Cache Fire Dept.	1,000.00	1.00	1,000.00	Silver Sponsor
Seven Generations	1,000.00	1.00	1,000.00	Silver Sponsor
Town of Fox Creek	1,000.00	1.00	1,000.00	Silver Sponsor
Benevity Social	1,000.00	1.00	1,000.00	Silver Sponsor
ProWest	1,000.00	1.00	1,000.00	Silver Sponsor
Big Lakes County	500.00	1.00	500.00	Bronze Sponsor
PCIT	500.00	1.00	500.00	Bronze Sponsor
Chrenek RBC	500.00	1.00	500.00	Stand Sponsor
RMA	500.00	1.00	500.00	Stand Sponsor

Accurate Assessment Group Ltd	500.00	1.00	500.00	Bronze Sponsor
Sameng	500.00	1.00	500.00	Stand Sponsor
Total			13,000.00	

Clay Shoot 2018 Fundraising - Other				
Source	Cost	Quantity	Total	Notes
Council Donation?			1030.61	Remaining tournament budget funds (with Council's permission)
Prize Donations				Reynolds Mirth Richards & Farmer LLP donated 2 x Oilers tickets & Piece of Luggage. No monetary value attributed.
Cash Donations		3.00	240.00	Eric Rosendahl \$40, Todd Loewen \$100, Anonymous \$100.
Total			1,270.61	

Grand Total **17,710.61**

AEP	1,000.00	1.00	1,000.00	Silver Sponsor - Made cheque out directly to Lila's Angels Travel Foundation.
Paramount	1,000.00	1.00	1,000.00	Silver Sponsor - Made cheque out directly to Lila's Angels Travel Foundation.



REQUEST FOR DECISION

SUBJECT: **Cranberry Rodeo Association Grant Request**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 23, 2019 CAO: DT MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve a capital grant in the amount of \$59,515.60 to the Cranberry Rodeo Association, with funds to come from Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

Established in 1983, the Cranberry Lake Rodeo Association grounds are located on the south side of Highway 43, across from the Hamlet of DeBolt. The primary events hosted at this location are amateur rodeos, wagon racing, high school rodeos, weddings, camp outs and family reunions.

In an effort to promote further events and to better cater the existing ones, it is the desire of the Cranberry Lake Rodeo Association to build a 40'X60' covered dance floor and band stand that is enclosed on one side.

To help accomplish this, the Association submitted a capital grant application to Greenview for \$39,000.00. At that time, Administration did not believe the application was complete and reached out to the Association to recommend the inclusion of additional information. Since that time, Administration has had other correspondence with the Association and has subsequently received supplemental cost estimates, which when calculated with the original \$39,000.00 now totals \$59,515.60. The Cranberry Lake Rodeo Association has secured in-kind labour and equipment at an estimated value of \$11,716.00 to help complete the project.

To ensure that the proposed facility is sound for public use, the association has retained spaEngineering Scheunhage Popek & Associates who will assist in design, construction, inspection and general administration of the project.

Administration recommends supporting the Cranberry Rodeo Association's proposed capital grant funding request as presented.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the funds will assist in providing an amenity for the Cranberry Lake Rodeo Association that will be used to attract and host events that will benefit the association and the local community.

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 the amount of funds requested in the grant application.

FINANCIAL IMPLICATION:

Direct Costs: \$59,515.60

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the grant applicant accordingly with Council's decision.

ATTACHMENT(S):

- Grant Application
- Supplemental Grant Information
- Location Map
- Venue Map

MUNICIPAL DISTRICT
OF GREENVIEW No. 16

RECEIVED

DEC 07 2018

VALLEYVIEW

Please find
all material
For the Grant
For more information
please call
Jacquie 518-6593



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

GRANT APPLICATION

Organization Information:

Name of Organization: Cranberry Rodeo Association (Fall Jamboree Sub Commit

Address of Organization: Box 500, DeBolt

Contact Name and Phone Number: Jacquie Aitken 780 518 6593

Position of Contact Person: Member of the Board of Directors Treasurer

Purpose of organization:

The Cranberry Rodeo Association registered as a society in 1983. The purpose of the organization is to promote the g

What act are you registered under? Societies Registration No. 50288344

Grant Information:

Total Amount Requested	<u>Operating</u>	<u>\$39,000</u>
	<u>Capital</u>	

Proposed Project: To Build A 40 X 80 Covered Dance Floor and Band Stand Enclosed on one side and one end, (

Operating costs are the costs of day-to-day operations.

Capital costs are costs more than \$2,500, which is not consumed in one year and/or those costs, which add value to property owned and operated by the organization.

FORM A must be filled out with **all** grant applications. Fill out FORM B for any capital requests.



Municipal District of Greenview

Grant Application Checklist

- 1) Have all final reports from previous grant applications been filed? ☒
- 2) Has the application been fully completed and signed? ☒
- 3) Have you attached an overall budget for your organization for the next year? ☒
- 4) Have you attached a detailed budget for the grant application? ☒
- 5) Have you attached your approved financial statements for the last year available? ☒
- 6) Have you attached other supporting documentation if applicable? ☒
- 7) Is everything you provided clearly written and easy to understand? ☒



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

Additional Information:

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

Yes ☒ No ☐

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

1. Amount \$ 10,000.00 Year 2018

Purpose: Support for the 2018 Rodeo (Rodeo and operational expenses as of Sept 30, 2018 was \$84,335. 2018 income was \$81

2. Amount \$ 15,000.00 Year 2017

Purpose: Support for Wagons and Volunteer appreciation to be added to the Rodeo for the 150 year celebration

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

Yes ☒ No ☐

If no, why has the report not been filed?

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

Yes ☐ No ☒

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

If yes; who, purpose and amount?

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



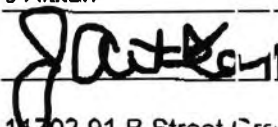
Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600 Fax: (780) 524-4307

By signing this application, I/we concur with the following statements:

- The organization applying for the grants is registered with Corporate Registries or under the Societies Act;
- The grant application is complete and includes all supporting documentation, including most recent financial statement (based on legislative requirements of our organization), balance sheet, current bank balances and current year detailed operating budget or completed Form "A".
- The grant shall be used for only those purposes for which the application was made;
- If the original grant application or purposes for which the grant requested have been varied by the M.D. of Greenview Council, the grant will be used for those varied purposes only;
- The organization will provide a written report to the M.D. of Greenview within 90 days of completion of the grant expenditure providing details of expenses, success of project and significance to the ratepayers of the municipality; failure to provide such a report will result in no further grant funding being considered until the final report is filed and grant expenditure verified;
- The organization agrees to submit to an evaluation of the project related to the grant, and;
- The organization will return any unused portion of the grant funds to the Municipal District of Greenview #16 or to request approval from the Municipality to use the funds for an optional project.

Applicant Information:

Name: J Aitken

Signature: 

Address: 11702 91 B Street Grande Prairie

Telephone Number: 780 518 6593

Date: 2018 12 08



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

APPLICATION FOR GRANT FORM A - OPERATING

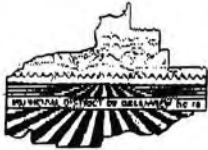
REVENUE		Previous Year Actual 20	Current Year Estimates 20	Next Year Proposal 20
1.	Fees			
2.	Memberships			
3.	Other income (please list)			
4.	Grants (please list)			
5.	Donations (please list)			
6.	Interest Earned			
7.	Miscellaneous Income			
	TOTAL REVENUE			
	(add up items 1-7)			
EXPENSES				
8.	Honourariums/Wages/Benefits			
9.	Travel Expenses			
10.	Professional Development			
11.	Conferences			
12.	Cleaning & Maintenance			
13.	Licensing Fees			
14.	Office Supplies			
15.	Utilities (phone, power, etc.)			
16.	Rent			
17.	Bank/Accounting Charges			
18.	Advertising			
19.	Miscellaneous			
20.	Capital Purchases (please list)			
	TOTAL EXPENSES			
	(add up lines 8-20)			
	NET BALANCE			
	(subtract Total Expenses from Total Revenue)			

Cash on Hand \$ _____
Current Account Balance \$ _____
Savings Account Balance \$ _____

Accounts Receivable \$ _____
Inventory to Dec 31, 20 \$ _____
Buildings \$ _____
Furniture/Fixtures \$ _____
Land \$ _____
Equipment \$ _____

Operating Loans \$ _____
Other Loans \$ _____
Accounts Payable \$ _____

*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.



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

APPLICATION FOR GRANT FORM B - CAPITAL

Purpose for Grant (please provide full description and detailed project budget);

Nelson Lumber Materials Priced @ 23,092

Gst 1,104

Misc Costs @20% 4639

Bar JW Ltd Carpenter costs 6,615

Electrical 4550

Total 39,000

Estimated Donated Labour & Equipment \$11,716.00

Skid Steer/Auger-Drill Holes 700.00 Gravel 3/4 12 @ 18.00 = 216.00

Construction Labour 492 Hrs @ 20.00 = 9840.00 Picker Truck 6 Hrs @ 160.00 = 960.00

Estimated Completion Date: August 2019

Quotes for Project (minimum of three quotes if available. Attach additional quotes if required):

1. Nelson Lumber 23,196.64

Amount \$ 23,196.64

2. Bar JW Ltd

Amount \$ 6,615.00

3. Electrical

Amount \$ 4550

*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.

Cranberry Lake Rodeo Association

2016

Purpose of the Funding:

We would like to promote a celebration of our Canada's 150th anniversary by enhancing our 2017 Rodeo by adding:

- an enhanced Grande Entry,
- an enhanced local rodeo
- a 3 night program of Chuck-wagon Racing
- a community supper and volunteer recognition

Use of Grant: \$15,000.00

Check #

822/827/880	flags	1858.95
848	wagons	9000.
830*	goats	180
854	bike	115.49
899	Catering	4000
Total		15154.44

Outcomes:

- an enhanced Grande Entry, SARA LAVOIE designed and coordinated the 2017 Grand Entry. JESSICA LAVOIE – MISS GP STOMPEDE. JULIE BUDGELL. MEGHAN SMITH, MEGHAN PETIJOHN, LAUREN KONASHUK, SYDNEE LOEWEN, SHELLY MORRISON, BROOKE BELANGER, MAUREEN DURDA, SIERRA LOEWEN, KAITLYN BUSSON, EMMA BUSSON, TRISTAN BUSSON & SARA LAVOIE carried the flags for Canada, Alberta, The MD of Greenview & Rodeo Sponsor. Flags were purchased and will be used for Future Grand Entry Performances, this will help recognize the Rodeo Sponsors and Supporters.

2017 CRANBERRY LAKE RODEO HONORARY TRAIL BOSSES, EVERETT & JOY MORRISON Were included in the Grand Entry and their Volunteer Contributions were recognized.

- an enhanced local rodeo

Local Rodeo Events were Hosted and will be further supported In 2018

- a 3 night program of Chuck-wagon Racing

3 nights of All Pro Wagons Raced in 2017 and Will be part of the Event in 2018.

- a community supper and volunteer recognition

Sponsors and volunteers were invited and Welcomed to the April 2018 Supper and Dance
There were over 200 in attendance at the even

Please find enclosed information
Regarding the use of the 2017 –
Canada's 150 Anniversary Grant
If you require this information on
A specific form or format please send
The information to
jacquieaitken@hotmail.com

CRANBERRY RODEO ASSOCIATION
STATEMENT OF REVENUE & EXPENDITURES
September 30, 2018

REVENUE

Grants	\$	10,000
General Operational	\$	-
W.R.A Rodeo	\$	-
Team Roping	\$	-
Wagons	\$	-
Local Rodeo	\$	28,655
Beer Gardens/Concession	\$	-
Spring Supper /Dance	\$	12,289
Bull Riding	\$	-
Spnsorships/Signs	\$	29,800
Winter Event	\$	258
Other	\$	130
Memberships		440

TOTAL	\$	81,572
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EXPENSES

General Operational	\$	5,118
W.R.A Rodeo		
Team Roping		
Wagons	\$	13,067
Local Rodeo	\$	33,641
Beer Gardens/Concession	\$	11,413
Spring Supper/Dance	\$	8,293
Bull Riding	\$	-
Winter Event	\$	503
Kitchen Fixed Asset	\$	12,300

TOTAL	\$	84,335
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OPERATING SURPLUS (DEFICIT)	\$	2,763
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DEBOLT JAMBOREE

BALANCE SHEET

DECEMBER 2017

Unaudited

Cash Income	\$5222.60
M,D. Greenview Grant	\$2500.00
East Smokey Rec Board	\$500.00
Totals	\$8222.60

EXPENSES

Groceries	\$2001.26
Advertising [signs radio bank]	\$731.70
Misc. [office,sound system,tollets]	\$979.39
Donation to Pioneer Center	\$500.00
GST	\$105.92
Totals	\$4318.27

Bank Balance December 31 2017	\$3904.91
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Prepared by Terry D. Adolf

DEBOLT JAMBOREE

BALANCE SHEET

NOVEMBER 2018

Unaudited

Balance forward	\$3904.91
East Smoky Rec.	\$500.00
Income	\$6188.84
Totals	\$10593.75

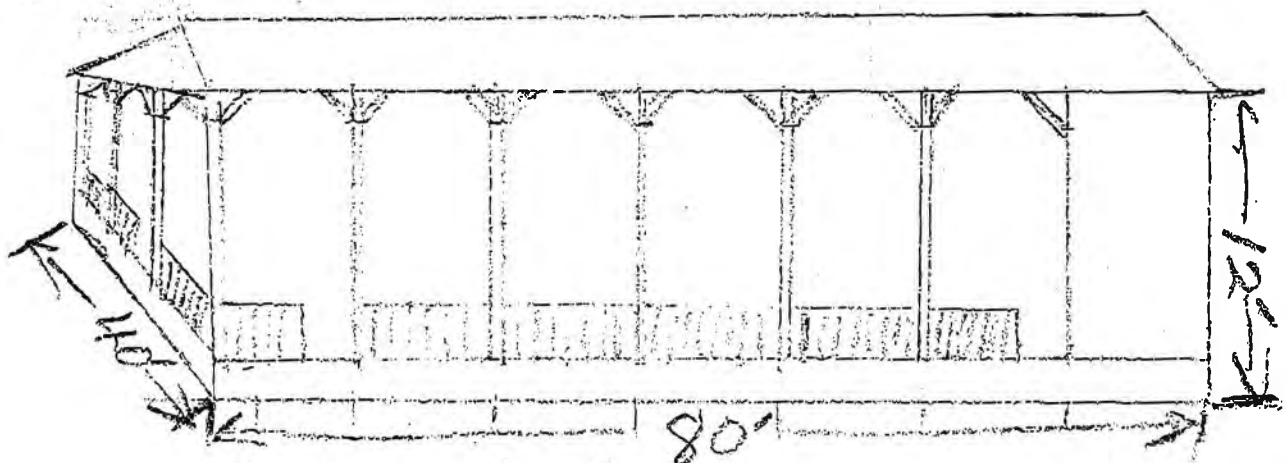
EXPENSES

Groceries	\$3387.19
Floor	\$1572.49
Advertising	\$ 80.12
Sound System & M.C.	\$ 600.00
Party Tent Purchase	\$ 475.25
Country Pumpout	\$380.00
Misc	\$221.50
GST	\$152.17
Totals	\$6868.72

Difference on the plus	\$80.35
Bank Balance November 2018	\$3644.68

Prepared by Terry D. Adolf

DE BOLT JAMBOREE



OPEN SIDE - 1 - END.

LAMINATED POSTS 18 PC X 22'

PRESSURE TREATED POST 24 PC 6" X 6" X 12'

ROOF TRUSS 4-12 PITCH - 40' @ 2' & 12" OVERHANG

FLOOR JOIST 2' X 8" X 10' 244 PC.

GRADE BEAMS - 4 PC - 2' X 8" X 16' 80 PC.

ROOF HEADER - 2' X 8" X 16" 48 PC.

FLOOR 3/4" T&G PLY - 100 sheets

STRAPPING PRESSURE TREATED 2' X 4" X 12' X 22 PC.

STRAPPING WALLS 2' X 4" X 12' X 75 PC.

STRAPPING ROOF 2' X 4" X 16' X 144 PC.

FACIAL BOARD 2' X 6" X 16' X 16 PC.

Storage Room 2' X 4" X 10' X 20 PC.

4' X 6' OSB - 20 sheets

WALL THROW DOOR METAL - 36 X 6' 8" & HARDWARE

ROOF TIN GREEN 164 LINEAL FT.

WALL TIN GREEN - 132 LINEAL FT.

+ GABLE ENDS

CORNERS, FACIAL, SOFFIT - WHITE



15603 - 84 Street
Grande Prairie, Alberta Canada T6X 0B9
Tel: (780) 532-5154 Fax: (780) 532-5151
Website: www.nlc.ca

QUOTATION

Page No:	1
Quote #	QT#4112434
Qt Date:	04/12/18
Ref:	

Sold To: 991
DEBOLT JAMBOREE

Ship To: 00000
DEBOLT JAMBOREE

Remit To: GRANDE PRAIRIE

Phone: -
Fax: -
Contact:

Exp Date: 04/22/18		Ship Loc: 13 Via:		Slspn: 58		
Tax Code: 113		Terms: C.O.D.				
ITEM CODE	ITEM DESCRIPTION	U/M	QTY	PRICE	DS	EXTENSION
012101621	2x10-16' #2 & BETTER KD SPRUCE	EA	25	19.89		497.25
016612T	6x6-12' TREATED POST SPF ROUGH	EA	24	44.09		1,058.16
1640S	40' STK TRUSS 2'OC 2'OH	EA	21	136.49		2,866.29
01281021	2x8-10' #2 & BETTER KD SPRUCE	EA	244	10.99		2,681.56
01281621	2x8-16' #2 & BETTER KD SPRUCE	EA	128	17.19		2,200.32
054812RFTG	4x8-3/4" FIR T&G PLYWOD 18.5mm	SHT	100	42.99		4,299.00
012412PWF	2x4-12' INCISED GROUND CONTACT	EA	22	8.25		181.50
	-- TREATED					
01241221	2x4-12' #2 & BETTER KD SPRUCE	EA	75	6.09		456.75
01241621	2x4-16' #2 & BETTER KD SPRUCE	EA	144	8.49		1,222.56
01261621	2x6-16' #2 & BETTER KD SPRUCE	EA	16	12.79		204.64
01241021	2x4-10' #2 & BETTER KD SPRUCE	EA	20	5.09		101.80
0548608B	4'x 8'- 3/8" O.S.B.	SHT	20	17.95		359.00
29306PDUR6	STEEL INS. DOOR UNIT PRE-HUNG	EA	1	299.99		299.99
	3'0X6'8 R/H 6PANEL 6-9/16 JAMB					
	-- DOUBLE DRILLED					
20CTR2936WW	WHITE WHITE TOUGH RIB 29GA 36"	LF	1180	2.69		3,174.20
20CTR2936WW	WHITE WHITE TOUGH RIB 29GA 36"	LF	528	2.69		1,420.32
20CS1414WW	14x1-1/4" FARMSCREW W/WHITE	PC	5000	0.11		550.00
20COSWW	WHITE WHITE O/S CORNER 10'6"	EA	3	18.99		56.97
20CEWW	WHITE WHITE EAVE 10'6"	EA	17	15.99		271.83
20CGWW	WHITE WHITE GABLE 10'6"	EA	10	18.99		189.90
	Subtotal					22,092.04
	G.S.T.					1,104.60
	Total Weight: 33540.75					

This is an estimate only and is subject to the correction of clerical errors.

Actual quantities required may differ due to different building methods.

Acceptance required within 10 days delivery within 30 days after acceptance.

Total 23,196.64

Product returns and order cancellations are not permitted on manufactured or special order items. When in resalable condition and accompanied by original invoice, all other product may be returned upon the approval of Nelson Lumber and will be subject to a restocking charge.

Quote prepared by: Scott Jeffery
sjeffery@nlc.ca

Accepted By _____

4639.33

27835.91

Electrical - 150 ft 100 AMP underground Cable
2 Rows Lights - 4 Plugs West Wall
Breaker Panel
#5 Circuits stage end

Spic Steer and Auger Drill Holes.
\$70.00 per hour. x 10 hrs. = \$700.00

Travel ~~1200~~ 3/4 Crush - 1 RT at \$18.00 = \$216.00

Labour. Construction 492 hr x ~~20.00~~ 20.00 + 9440.00
= ~~7200.00~~ 7200.00

Pickup Truck - set Tress 6 hrs at \$160.00 Per.
= \$960.00 + GST.

ESTIMATED VOLUNTEER DONATED = \$11,716.00
LABOUR & EQUIPMENT



BAR JW Ltd.

RR#1
Debolt, AB
T0H1B0

Terry Adolf

ESTIMATED COST

\$6,615.00

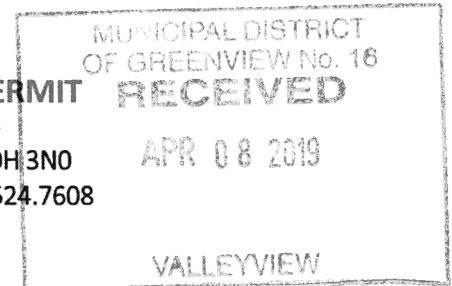
Labor - \$60	40hrs.	\$2,400
Labor OT - \$90	10hrs.	\$900
Total Labor	50hrs.	\$3,300
Materials		\$2,500
Miscellaneous costs (shop supplies and material not covered from above materials)		\$500
Labor and Material prices are subject to change		
	Subtotal	\$6,300.00
	GST	\$315.00

Cashboard Estimate Software

TITLED



APPLICATION FOR DEVELOPMENT PERMIT
Municipal District of Greenview No. 16
4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca



Information Checklist

The Development Permit Application is only considered complete once noted information has been provided to our office. This checklist must be completed by the applicant and submitted with the application.

Completed

- ☐ Complete and sign **Application for Development Permit** forms
- ☒ **Non-refundable processing application fee** – \$50.00 per each \$100,000.00 of the estimated cost, or portion thereof (e.g. completed project cost of \$129,335.00 – round up to \$200,000 = \$100.00 fee);
Make cheque/money order payable to: "Municipal District of Greenview No. 16"
- ☐ **Rural Address Sign fee** for new residential or occupied site – \$50.00
- ☐ Provide a **site plan** in the space provided, on graph paper or by including an engineered drawing (Industrial and Commercial)
- ☐ Provide **Alberta Energy Regulator (AER)** information regarding Abandoned Wellbores, identifying or confirming the absence wells and pipelines
- ☐ Complete the **Approach Application Request** form and remit the non-refundable \$175.00 per approach fee (if necessary)
- ☐ For variance requests, a complete **Development Permit Variance Request** form and a non-refundable \$160.00 variance request fee.

NOTE: The Development Authority shall advise you within 20 days of receipt if the application is deemed complete. If the application is incomplete you will be notified in writing of the outstanding documents and/or information and provided with a timeline in which to submit the required information.

IMPORTANT: This permit application is not for building, gas, plumbing, or electrical work.

Information on obtaining permits for such work can be found at: <http://www.municipalaffairs.alberta.ca/permits>

Please mail or bring all the information to the above address.

For further information, please contact:

Planning & Development Department

Leona Dixon, Development Officer – Direct Line: 780-524-7639 (Ward 5, Ward 6 & Ward 7)

Lindsey Lemieux, Development Officer – Direct Line: 780-524-7643 (Ward 1 & Ward 8)

Price Leurebourg, Development Officer – Direct Line: 780-524-6078 (Ward 2, Ward 3, & Ward 4)



**Alberta
Safety Codes
Authority**

A Division of the Safety Codes Council

MUNICIPAL DISTRICT
OF GREENVIEW No. 16
RECEIVED

APR 08 2019

VALLEYVIEW

BUILDING PERMIT APPLICATION FORM

Development Permit No.: _____ Other Permits Required (under separate application): ☐ Electrical ☐ Plumbing ☐ Gas ☐ PSDS

New Home Warranty No. (if applicable): _____

Application Date (mmm/dd/yyyy): _____

Estimated Project Completion Date (mmm/dd/yyyy): _____

Permit Applicant: ☐ Owner ☐ Contractor

Value of Installation (labour and material): \$ _____

Owner Name: CRAWBERRY LAKE RODEO Mailing Address: BOX 500

City: DEBOLT Province: AB Postal Code: T0H-1B0 Phone: _____

Cell: _____ Email: _____ Fax: _____

Contractor Name: DEBOLT JAMBOREE Mailing Address: _____

City: _____ Province: _____ Postal Code: _____ Phone: _____

Contact Name: _____ Cell: _____ Email: _____ Fax: _____

Project Location: Municipality: _____ Subdivision Name: _____ Tax Roll No.: _____

Street/Rural Address: _____ Postal Code: _____

Lot: _____ Block: _____ Plan: _____ LSD: _____ Quarter: _____ Section: _____ Township: _____ Range: _____ West of: _____

Directions: _____

Description of Work: ☐ Work has not started ☐ Work is in progress ☐ Work is complete

TYPE OF OCCUPANCY	TYPE OF WORK		BUILDING AREA
<input type="checkbox"/> Single Residential <input type="checkbox"/> Multi-family <input type="checkbox"/> Farm/Ranch <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Manufactured/Mobile Home <input type="checkbox"/> Oil and Gas <input type="checkbox"/> Other: _____	<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Renovation <input type="checkbox"/> Relocation/Ready to Move <input type="checkbox"/> Change of Occupancy/Use <input type="checkbox"/> Accessory Building <input type="checkbox"/> Shed <input type="checkbox"/> Deck <input type="checkbox"/> Secondary Suite <input type="checkbox"/> Nanny Suite <input type="checkbox"/> Basement Development <input type="checkbox"/> Demolition <input type="checkbox"/> Swimming Pool/Hot Tub	<input type="checkbox"/> Garage <input type="checkbox"/> Detached <input type="checkbox"/> Attached <input type="checkbox"/> Temporary Structure Removal Date: _____ <input type="checkbox"/> Foundation Type: _____ <input type="checkbox"/> Manufactured/Mobile Home CSA No.: _____ AMA No.: _____ <input type="checkbox"/> Wood Burning/Pellet Stove/Fireplace Certification No.: _____ <input type="checkbox"/> Other: _____	<div style="text-align: right;"> <input type="radio"/> ft² <input type="radio"/> m² </div> Main Area: _____ 2 nd Floor Area: _____ Basement Area: _____ Developed: <input type="checkbox"/> Yes <input type="checkbox"/> No Total Developed Area: _____ No. of Storeys: _____ Garage: _____ Deck: _____ Shed: _____

FOIP Notification: Personal information collected on this form is collected under the authority of section 33(6) of the Alberta Freedom of Information and Protection of Privacy Act. It is used for processing permit applications, issuing permits, safety codes compliance monitoring, verification and program evaluation. The name of the permit holder and nature of the permit may be included on reports provided to a municipality or made available to the public as required or allowed by legislation. Questions about this collection may be directed to ASCA Coordinators at 1-866-413-0099 or at Suite 500, 10405 Jasper Avenue, Edmonton, AB T5J 3N4.

Permit Applicant's Name (print): _____

Permit Applicant's Signature: _____

Homeowner's Signature (homeowner permit only): _____
 Homeowner Declaration: By signing this I hereby certify that I own/will own and occupy this dwelling.

Office Use Only

Permit Fee: \$ 665-60

SCC Levy: _____

Total Cost: \$ _____

(\$4.50 or 4% of the permit fee maximum \$560.00)

Receipt No.: _____

Issuing Officer's Name: _____

Issuing Officer's Signature: _____

Designation No.: _____

Permit Issue Date (mmm/dd/yyyy): _____

☐ Cash ☐ Debit ☐ Cheque

☐ Credit Card (attach signed credit card authorization form)

2018.08.27

February 11, 2019

Project Ref. No. 19-029

Cranberry Lake Rodeo Association
DeBolt, AB T0H 1B0

Attn: Terry Aldolf

Re: Cranberry Lake Pavilion, DeBolt, AB
Professional Engineering & Design Services Proposal

We are pleased to provide the following proposal to undertake professional engineering services for the Cranberry Lake Pavilion development located in DeBolt, AB. This proposal outlines our scope of work, the tasks required and the fee schedule for the preparation of the construction documents and associated administrative services.

1.0 SCOPE OF WORK

The scope of work will be applied to all tasks and/or phases of the project as listed in section 2.0 Work Program. The scope of work, as based on the conceptual drawings and our initial discussions, is understood to be as follows;

- Professional engineering & design services for a post and beam structure located in DeBolt, AB.
- Development of conceptual floor plans, elevations and renderings based on client requirements and applicable provincial and municipal codes and standards.
- The structure is estimated to have a footprint area of 3,200 sq ft.
- Construction of the structure may be of wood and construction and will utilize a floor structure and foundation system in accordance with the recommendations of the geotechnical consultant.
- Coordination of the building development with all local, municipal and provincial authorities to obtain development permits and building permits as required for construction.

2.0 WORK PROGRAM

We will undertake the following tasks to complete the scope of work identified in Section 1.0.

Task 1 –Conceptual Design Development

- Development & preparation of conceptual floor plans.
- Development & preparation of conceptual building elevation.
- Development & preparation of conceptual building renderings.

Task 2 – Preliminary Design Development

- Development & preparation of new floor plans for development permit application.
- Development & preparation of new building elevation for development permit application.

Task 3 – Construction Documentation and Design

- Architectural design, construction drawings and specifications
- Structural engineering design, construction drawings and specifications
- Electrical engineering design, construction drawings and specifications

Task 4 – Construction Administration

- Site inspections / Reviews
- Coordination of related design consultants and construction documentation.
- Review of applicable supplier prepared shop and/or fabrication drawings.
- Provide letters of assurance as required by the Authority Having Jurisdiction.

Items not included in the scope of work

- Civil & mechanical engineering services.
- Environmental and geotechnical engineering services.
- Utility and/or servicing identification, locates and coordination.
- As-built, topographic, legal and construction surveys.
- Preparation of as-built construction or record drawings.
- Design of fire suppression systems and/or fire alarm verifications.
- Permitting applications, submissions, approvals, licensing, levy's and fees.
- Quantity surveying, progress claim and project monitoring services.

3.0 FEES AND DISBURSEMENTS

Total Professional Engineering & Design Services Fee: **\$ 19,800.00**

Conceptual Design & Development Services	\$ 2,970.00
Preliminary Design & Development Services	\$ 3,960.00
Construction Documentation Services	\$ 10,890.00
Construction Administration Services	\$ 1,980.00

Specified Project Related Expenses

Printing, plotting and binding services	\$ 0.75 /sf
Travel related expense, mileage	\$ 1.00 /km

Please note that an administrative fee of 5.25% will be charged on all invoiced fees. This fee relates to the production and distribution of digital documentation, associated IT infrastructure and automation, regulatory compliance and project related operational expenses.

4.0 SCHEDULE OF RATES & FEES

Professional Services

Sr. Professional Engineer, P.Eng.	\$ 250.00
Professional Engineer, P.Eng.	\$ 220.00
Engineer in Training, E.I.T.	\$ 200.00

Technical Services

Sr. Registered Professional Technologist, R.P.T.	\$ 200.00
Registered Professional Technologist, R.P.T.	\$ 180.00
Technologist, R.E.T., C.Tech.	\$ 160.00

Disbursement & Client Related Expenses

Project related disbursements and client related expenses are charged at a cost plus 15% and include:

Courier and messenger services	Project / tendering related advertising costs
Specification binding and reproduction	Specialized equipment rentals
Specialized testing and inspection services	Project specific insurance (as requested by the client)
Accommodations, travel & meal expenses	Third party expenses paid on the client's behalf

G.S.T., reimbursable expenses such as printing, mileage, courier services or other expenses paid on the client's behalf will be in addition to this fee. Fees for services are due and payable upon receipt. Accounts in excess of 30 days from date of invoice are subject to interest charges of 2%, compounded monthly on overdue amounts.

5.0 SCHEDULE

Upon authorization to proceed, Scheunhage Popek & Associates Ltd. will begin the work with completion of the construction documents coordinated with the construction schedule

6.0 GENERAL PROVISIONS

If this proposal as prepared by Scheunhage Popek & Associates Ltd. to provide the services as described above is acceptable, the proposal shall constitute the entire agreement between the parties respecting the project and no other understandings and/or agreements, oral or otherwise, exist between the parties except as expressly set out herein.

We thank you for the opportunity to provide design & engineering services for your project and look forward to working with you soon.

Regards,



Brent D. Fehr, P.Eng., Principal

SCHEUNHAGE POPEK & ASSOCIATES LTD.

7.0 ACCEPTANCE OF PROPOSAL

The Client accepts the offer by Scheunhage Popek & Associates Ltd. to perform the services on the terms and conditions noted in this proposal and the Terms of Engagement by signing and returning a copy of this proposal to Scheunhage Popek & Associates Ltd.

Authorized Officer

Date

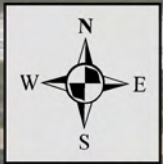
Cranberry Lake Rodeo Association Location



Hamlet
of DeBolt

Cranberry Lake
Rodeo Association

Cranberry Lake Rodeo Association Venue



Cranberry Lake
Rodeo Association



REQUEST FOR DECISION

SUBJECT: **Grande Theatre Players Sponsorship**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 23, 2019
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve a sponsorship in the amount of \$2000.00 to the Grande Theatre Players located in Grande Cache for the 2019 Missoula Children's Theatre production, with funds to come from Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

For the past fourteen years (14), the Grande Theatre Players in Grande Cache has accommodated the Residency of Missoula Children's Theatre (MTC). Based in Missoula Montana, the MTC is America's longest touring children's theatre that has been touring extensively for nearly 50 years to communities all over the world.

2019 will be the MTC's fifteenth (15) consecutive year coming to Grande Cache. Each year the MTC tour team arrives loaded with a set, lights, costumes, props, make-up, everything it takes to put on a play, except for a cast. However, upon arrival, 60-70 Grande Cache children ranging from grades K-12 excitingly attend auditions. This year the group will be staging "Blackbeard the Pirate".

The Grande Theatre Players staff make efforts to reduce the cost of the production by housing the MTC team in their homes while also providing all of the meals. The remaining cost of the production is approximately \$6,000.00.

The Grande Theatre Players has currently raised approximately half of the \$6,000.00 and is respectfully requesting any financial assists from Greenview that is deemed appropriate. In 2018, Greenview provided \$2000.00 and Administration recommends funding the same amount for 2019.

The Community Service Miscellaneous Grant has a balance of \$943,586.64 as of April 22, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the funds will assist the Grande Theatre Players in Grande Cache to host the 2019 Residency of Missoula Children's Theatre which enables youth to participate in a theatre production.

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 the amount of funds requested.

FINANCIAL IMPLICATION:

Direct Costs: \$2000.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

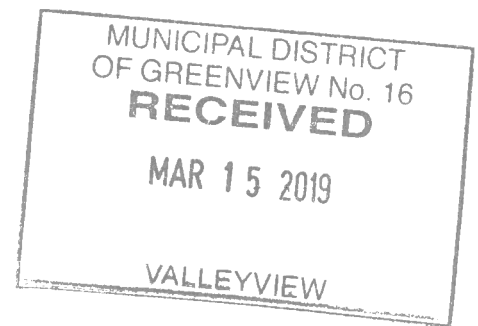
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the applicant accordingly with Council's decision.

ATTACHMENT(S):

- Sponsorship letter request



P.O. Box 1582
Grande Cache AB
T0E 0Y0
11 March 2019

Denise Thompson
Municipal District of Greenview
P.O. Box 1079
Valleyview AB
T0H 3N0

Dear Denise:

Re: 2019 Residency of Missoula Children's Theatre in Grande Cache May 6-11, 2019

This year's MCT Grande Cache residency will be the fifteenth consecutive one that I have facilitated. Each year it's a joy to see 60-70 excited faces at the Monday audition after school. The students, grades K-12, look forward to this opportunity during the year and always ask next year's show title after their current year's final Saturday evening performance. This year we are staging "Blackbeard the Pirate".

Since some of my longstanding faithful sponsors are no longer locally owned, fundraising has become a bit more of a challenge in recent years. The project costs approximately \$6000 and I am halfway to my fundraising goal. The MCT team live at our house and I cook for them, otherwise there is no way that we would be able to afford to bring them here. Last year I sent a letter like this one to the MD of Greenview and thankfully, received a donation that basically saved the day!

If you are able to help financially again this year, many Grande Cache children and I will be very appreciative.

Thank you.

Yours truly,
GRANDE THEATRE PLAYERS

A handwritten signature in cursive script that reads "Susan O'Reilly".

Susan O'Reilly
Treasurer

oreilly3@telus.net
780 827-3390



REQUEST FOR DECISION

SUBJECT: **Mighty Peace Day Sponsorship**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 23, 2019
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That no action be taken on the sponsorship request from the Mighty Peace Youth for Change Society for the Mighty Peace Day.

BACKGROUND/PROPOSAL:

Administration is recommending that no action be taken on the sponsorship request from the Mighty Peace Youth for Change Society for the Mighty Peace day. This recommendation is based on the lack of information provided to Greenview in the form of details regarding the event itself and how they positively impact attendees.

The Mighty Peace Youth for Change Society is dedicated to engaging with youth by inspiring them to follow their passion through supporting their involvement and positive contributions to local, national and global issues.

On May 7th, 2019 at the Revolution Place in Grande Prairie, youth from grades 5 to 12 from throughout the Peace Region will gather for Mighty Peace Day. Invitations have gone out to 13 schools within Greenview and attendees will experience inspiring speakers from across Alberta and the world.

The Mighty Peace Youth for Change Society is seeking sponsorship from Greenview. Opportunities range from two (2) year commitments of \$1000.00 to \$30,000.00 per year to a one-time \$500.00 sponsorship.

The Community Service Miscellaneous Grant has a balance of \$943,586.64 as of April 22, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be aware of the request for sponsorship from the Mighty Peace Youth for Change Society.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The potential disadvantage to the recommended motion is that an event that may impact youth positively may not achieve their desired funding level.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to provide a sponsorship to the Mighty Peace Youth for Change Society.

FINANCIAL IMPLICATION:

Direct Costs: There are no direct costs to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the applicant accordingly with Council's decision.

ATTACHMENT(S):

- Sponsorship letter request
- Sponsorship information



March 29, 2019

Dear Reeve Gervais & Council,

We invite you to join us in helping grow North Western Alberta's leaders of tomorrow at Mighty Peace Day 2019!

Modelled after the wildly successful social movement WE, the Mighty Peace Youth for Change Society is dedicated to celebrating our local youth and the positive contributions they make to local, national and global issues. We are devoted to encouraging youth to play an active role in society, by nurturing their desire to create change. The society brings speakers to the community throughout the year to engage and inspire our youth to be active and dedicated citizens of the world. Youth are encouraged to give back to causes they care about, and in doing so they earn their way into Mighty Peace Day, a bi-annual event filled with amazing speakers, musical acts and performing arts to further inspire them to create change and make the world a better place.

Mighty Peace Day is coming up on May 7th, 2019 at Revolution Place in Grande Prairie and it is sure to be another one to excite and inspire youth from across the region! In 2015 Mighty Peace Day was attended by 3,500 youth grades 5 to 12 from as far out as Wood Buffalo, Valleyview and Manning. This year we are hoping to extend our reach even further. The program is full of inspiring speakers from across Alberta and the world. Invitations have gone out to 13 schools across the MD of Greenview and we hope to see many of your students join us to be inspired!

Attached is the Mighty Peace Day Sponsorship Package, which outlines opportunities for the MD of Greenview to help us ensure Mighty Peace Day 2019 is a success.

Thank you for considering our request. Your partnership helps to ensure we continue to build the Peace Region's leaders of tomorrow.

Please contact me at 780.897.2882 or mightypeaceday@icloud.com with any questions.

Warm regards,

Ron Regnier, Co-Chair

COURAGE TO CREATE *change*



MIGHTY PEACE DAY

MPY4C

SPONSORSHIP PACKAGE

WHO WE ARE

The Mighty Peace Youth Society (MPYS) is dedicated to engaging with youth by inspiring them to follow their passion through supporting their involvement and positive contributions to local, national, and global issues. We are devoted to encouraging youth to play an active role in society, by nurturing their desire to create change.

The society brings speakers and artists and motivational inspiration into the community throughout the year to engage and inspire our youth to be active and dedicated citizens of our community and beyond.

Youth are encouraged to give back to causes they care about, and in doing so they earn their way into Mighty Peace Day, a bi-annual event filled with amazing speakers, musical acts, and performing arts to further inspire them to create change, become involved and make the world a better place.

"Being involved with Mighty Peace Days for the past three years has given me first-hand experience to witness the change that can be created by youth in our community. The ability to encourage their passion has provided me the opportunity to inspire and engage with youth from across the Region. I encourage you to consider making an impactful change by becoming involved with the Mighty Peace Youth Society."

Ron Regnier, President MPYS

WHY GET INVOLVED



A chance to involve your organization in highly successful youth focused initiatives



A way to engage and inspire your team in a local cause



A chance to make a lasting impact on the youth of our region



A way to explore what issues are important to youth and to expand community capacity



A chance to build community leaders and provide opportunities for youth in our region



A way to access world class performers, artists and motivational speakers for youth

SPONSORSHIP OPPORTUNITIES

MIGHTY PEACE DAY SPONSOR

2-YEAR COMMITMENT (\$30,000/YEAR)

- ✌ Logo prominently displayed on all Mighty Peace Youth Society marketing materials
- ✌ High profile logo on Mighty Peace Day assembly signage and print materials
- ✌ 8 passes to Mighty Peace Day in VIP seating area
- ✌ Company spokesperson on-stage message at Mighty Peace Day
- ✌ Hospitality luncheon meet & greet with entertainers and speakers at Mighty Peace Day
- ✌ 8 passes to after party on event day
- ✌ Weekly scheduled social media shout-outs for duration of two-year commitment
- ✌ Promotion as Presenting Sponsor on public service announcements and morning show appearances
- ✌ Use of Mighty Peace Day logo on website, social media, and client giveaways
- ✌ Mighty Peace Youth Society speaker invites
- ✌ Exclusive speaker engagement opportunities

Print material includes MPYS signage

TOGETHER WE STAND SPONSOR








2-YEAR COMMITMENT (\$15,000/YEAR)

- ✌ Logo on Mighty Peace Youth Society website, event banners, and venue banner
- ✌ Company recognition in Mighty Peace Day MC script
- ✌ 6 passes to after party with an opportunity to meet MPD musicians and speakers
- ✌ High profile logo on Mighty Peace Youth Society assembly signage and print materials
- ✌ 6 passes to Mighty Peace Day in VIP seating area
- ✌ Hospitality luncheon meet & greet with entertainers and speakers at Mighty Peace Day
- ✌ Mighty Peace Youth Society speaker invites
- ✌ Exclusive speaker engagement opportunities
- ✌ Social media shout-outs

SPONSORSHIP OPPORTUNITIES







COURAGE TO CREATE CHANGE SPONSOR

2-YEAR COMMITMENT (\$10,000/YEAR)

-  Logo on Mighty Peace Youth Society website
-  Logo on Mighty Peace Youth Society assembly signage and print materials
-  4 passes to Mighty Peace Day in VIP seating area
-  Company recognition in Mighty Peace Day MC script
-  Hospitality luncheon meet & greet with entertainers and speakers at Mighty Peace Day
-  4 passes to after party with an opportunity to meet MPD musicians and speakers
-  Social media shout-outs

MIGHTY PEACE YOUTH FOR CHANGE SPONSOR

2-YEAR COMMITMENT (\$5,000/YEAR)

-  Logo on Mighty Peace Youth Society website
-  Logo on Mighty Peace Youth Society assembly signage and print materials
-  2 passes to Mighty Peace Day in VIP seating area
-  School profile as a Mighty Peace Day supporter
-  2 passes to event day after party
-  Social media shout-outs

COURAGE SPONSOR

2-YEAR COMMITMENT (\$2,500/YEAR)

-  Logo on Mighty Peace Day website
-  2 passes to Mighty Peace Day in VIP seating area
-  2 passes to event day after party
-  Social media shout-outs

SPONSORSHIP OPPORTUNITIES

MPD SPONSORS

2-YEAR COMMITMENT (\$1,000/YEAR)



2 passes to Mighty Peace Day in VIP seating area



Social media shout-outs

FRIENDS OF MIGHTY PEACE DAY

(\$500/year)



Social media shout-outs

FOR FURTHER INFORMATION PLEASE CONTACT

Ron Regnier, Chair

Mighty Peace Youth Society

MightyPeaceDay@icloud.com

780-897-2882

SPONSORSHIP COMMITMENT

Company Name

Address

City

Postal Code

Contact

Phone

Email

☐ Other Opportunities / GIK

☐ Sponsor Package

Total Sponsorship Amount

Signature

Date

☐ I authorize the use of my name/company by Mighty Peace Youth Society for recognition and for promotional purposes for the event.

☐ I wish for my sponsorship commitment to remain anonymous and do not want to be recognized publicly.

PAYMENT

☐ Cheque made payable to: **Mighty Peace Youth Society**

☐ Visa

☐ Mastercard

☐ Please Invoice

Card #

Expiry

Signature

CVC Code

Please fill out and submit to secure your package preference. For more information or to submit completed forms, contact Ron Regnier at the phone or email below.



REQUEST FOR DECISION

SUBJECT:	PARDS Reallocation of Grant Funds		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 23, 2019	CAO: DT	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: SW	PRESENTER: SW
STRATEGIC PLAN:	Quality of Life		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the \$15,000.00 in awarded grant funds for the purchase of a side-by-side unit to Peace Area Riding for the Disabled Society (PARDS) to be reallocated for the installation of a lift in the PARDS facility.

BACKGROUND/PROPOSAL:

The Peace Area Riding for the Disabled Society (PARDS) has been operating in Grande Prairie since 1984 and is the only full time year round therapeutic riding centre in Alberta. PARDS mission is to provide high quality equine assisted therapies to the Peace area residents.

In January 2019, a capital grant in the amount of \$15,000.00 was awarded by Greenview to PARDS for the purchase of a side-by-side unit. Prior to receiving the grant, Pembina approached PARDS with a proposal to transfer ownership of a side-by-side unit to PARDS. With the acceptance of Pembina's generosity, PARDS is requesting that the \$15,000.00 awarded grant funding from Greenview be reallocated to complete the capital project of a lift at the PARDS facility. PARDS has raised \$25,000.00 of the \$40,000.00 budget for the lift and the reallocation of the \$15,000.00 Greenview grant will allow them to complete the project and have a facility in which all areas are fully accessible to all those that they serve.

PARDS has recently built a new 38,000 sq. ft. facility located on 55 acres just outside of Grande Prairie. This facility was built to eliminate wait lists for the programs and services and meet the expanding needs of the disabled community in the Grande Prairie area. The building includes a 100 by 200 foot riding arena, a 45 stall barn, office space and meeting rooms. The second floor mezzanine was designed as an arena viewing area and includes space for future development of meeting/event rooms, this space is currently accessible only by stairway and thereby excludes many who may have physical barriers obstructing them from using the stairs. The addition of a lift will allow all clients, their families, volunteers and other community members with full accessibility to all areas of the facility.

The ability to view the therapeutic lessons is extremely important to the families of the riders as it allows them to be more engaged in the lessons and activities utilized in the programs. The viewing area also allows the riders the opportunity to observe their families watching them, which boosts their confidence, and aids in many of the therapy goals. The mezzanine area will be made available for community, volunteer and rider appreciation events. Many of the volunteers who support the organization have a variety of challenges which prevent them from fully accessing the upper area of the facility, the addition of a lift will ensure them the opportunity to fully participate in all aspects of the organization.

Administration is in support of the reallocation of the \$15,000.00 grant to support the PARDS facility lift project.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the funds will be reallocated to a capital project that will accommodate accessibility to individuals with disabilities or restrictions from using the PARDS facility stairs.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request that PARDS return the grant funds.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the applicant accordingly with Council's decision.

ATTACHMENT(S):

- PARDS Grant Reallocation Request Letter



March 4, 2019

Municipal District of Greenview No. 16
c/o Teresa Marin

Dear Reeve and Council,

Thank you so much for the recent approval of our grant application for \$15,000 for operational expenses and \$15,000 for the capital purchase of a side-by-side unit. We truly value and appreciate your continued support of our riders.

In addition to thanking you for your approval of our request, I am writing to ask for your consideration in reallocating the funds designated for the purchase of a side-by-side. Since the time of writing our grant application, Pembina approached us with an offer to transfer ownership of a side-by-side unit to PARDS as they had already committed available granting funds for the 2018 year but still wanted to find a way to support us. With this generosity, our need for the capital equipment we had applied for has been filled however, we had originally applied to Pembina to support the installation of a lift in our facility with a cash donation. As this is now still an outstanding need of which we have already raised \$25,000 of the \$40,000 budget, reallocation of the \$15,000 capital grant from the MD of Greenview would allow us to complete this project and have a facility in which all areas are fully accessible to all those that we serve.

Project Rationale:

PARDS has recently built a new 38,000 sq. ft. facility located on 55 acres just outside of Grande Prairie, this was done to eliminate wait lists for our programs and services and to meet the expanding needs of the Disability Community in the Grande Prairie Area. The building includes a 100 by 200 foot riding arena, a 45 stall barn and office space and meeting rooms. There is also a second floor mezzanine which was designed as an arena viewing area and includes space for future development of meeting/event rooms; this space is currently accessible only by stairway and so excludes many who may have physical barriers to using stairs. The addition of a lift will allow all our clients, their families, volunteers, and other community members full accessibility to all areas of our facility.

The ability to view the therapeutic lessons is extremely important to the families of our riders as it allows them to be more engaged in the lessons and activities utilized in the programs. It also allows the riders the opportunity to observe their families watching which boosts their confidence and aids in many of the goals of the therapies.

The mezzanine area will be made available for community, volunteer and rider appreciation events. Many of the volunteers who support our organization have a variety of challenges which prevent them from fully accessing the upper area of the facility, the addition of a lift will ensure them the opportunity to fully participate in all aspects of the organization.

PARDS' organizational beliefs are the core of everything we do and include the belief that all individuals have the right to independence, self-confidence, community presence & involvement. Further, we believe the community as a whole is strengthened by developing and providing services that enhance quality of life for individuals of all abilities and we believe the development and support for services for individuals with disabilities increases their opportunity to become equal, included and contributing members of the community. These core beliefs make it imperative that we ensure full accessibility for all throughout our facility.

Thank you for considering this request and being an engaged partner in our efforts to support community members of all abilities.

Respectfully,

Jennifer Douglas, Executive Director



GRANT APPLICATION INSTRUCTIONS

Overview

Grant requests directed to the MD of Greenview must meet a number of criteria in order to be successful. Each application must contain all required information, include all applicable supporting documentation and be submitted on or prior to specified deadline.

The MD is committed to supporting sustainable activities that positively impact the ratepayers of the MD, and is faced with allocating a limited amount of resources among an ever growing list of applicants. This process is intended to help make the best use of limited funds.

You are **ineligible** to receive a grant if any of the following conditions exist:

- 1) You are not a registered charity or a registered not for profit society in active status.
- 2) The grant application is not complete.
- 3) A current financial statement is not included.
- 4) A detailed budget for the grant expenditure is not included.
- 5) A final report remains outstanding from a previous grant application.

Name of Organization

Full legal name of the organization as registered under Corporate Registries or the Societies Act. Organizations not registered or currently listed as inactive are ineligible for grants.

Mailing Address of Organization

This should include full address and postal code.

Contact Name(s)

First and last name of contact(s).

Contact Telephone Number(s)

Please include a phone with message capabilities, cell phone or work number if possible since most calls from the MD will come during the day.

Position Held

The person making the application should normally be a member of the executive of the organization or be specially appointed by way of motion.

Purpose of the Organization

Outline in a few sentences the purpose of the organization, including how long it has been in operation and its overall objective(s). Include an overall budget for the next year of operations.

Purpose of the Application

Outline in a few sentences what these specific funds would be used for and attach a detailed budget for the proposal. The outline should include the estimated number of participants/users impacted, other social or economic impacts of the application, cooperation with or funding from other groups and the impact on the organization/users if the grant is denied.

Past Financial Statements

Provide an approved copy of your most recent financial statements. Approval can be via signatures of two board members or as prepared by an accountant, based on your organizations legislated requirements.

Funding Sources that Denied this Application

List other funding sources applied to that denied this application.

Previous Grant and Reporting History (if applicable)

List the last two grants received from the MD, including purpose and amount. Please note that starting with the October 2010 application process, final reports **MUST** be filed with the MD within 90 days of completion of the grant expenditure. Failure to provide a final report will result in rejection of all future applications until applicable report(s) are filed.

Final Report Content

Within 90 days of the completion of the grant expenditure, a report must be filed with the MD verifying expenditure of the grant. This report should include:

- 1) Name of Organization
- 2) A summary of actual expenditures of grant funds compared to submitted budget
- 3) A short written description of activities, number of participants, successes etc.
- 4) Signatures of two members of the organization's executive



Municipal District of Greenview

Grant Application Checklist

- 1) Have all final reports from previous grant applications been filed? ☒
- 2) Has the application been fully completed and signed? ☒
- 3) Have you attached an overall budget for your organization for the next year? ☒
- 4) Have you attached a detailed budget for the grant application? ☒
- 5) Have you attached your approved financial statements for the last year available? ☒
- 6) Have you attached other supporting documentation if applicable? ☒
- 7) Is everything you provided clearly written and easy to understand? ☒



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

GRANT APPLICATION

Organization Information:

Name of Organization: PARDS-Peace Area Riding for the Disabled Society

Address of Organization: 710009 Rg Rd 55, County of Grande Prairie #1, AB T8W 5A7

Contact Name and Phone Number: Jenn Ash - (780)538-3211

Position of Contact Person: Community Engagement Coordinator

Purpose of organization:

PARDS has been operating in Grande Prairie since 1984 & is the only full time year round therapeutic riding centre in Alberta. PARDS mission is to provide high quality equine assisted therapies to Peace Area residents.

What act are you registered under? Alberta Societies Act Registration No. 50327430

Grant Information:

Total Amount Requested	<u>\$55,000</u>	<u>\$20,000</u>
	<u>Operating</u>	<u>Capital</u>

Proposed Project: Purchase of a Side by Side (UTV) - Capital

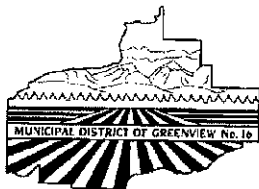
Money to fund a Barn Maintenance position for 1 year as well as money to purchase hay - Operations

Please see attached for details.

Operating costs are the costs of day-to-day operations.

Capital costs are costs more than \$2,500, which is not consumed in one year and/or those costs, which add value to property owned and operated by the organization.

FORM A **must** be filled out with **all** grant applications. Fill out FORM B for any capital requests.



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

Additional Information:

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

Yes ☒ No ☐

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

1. Amount \$ 50,000 Year June 2015

Purpose: PARDS New Facility Construction

2. Amount \$ 51,000 Year Feb 2016

Purpose: PARDS New Facility Construction

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

Yes ☒ No ☐

If no, why has the report not been filed?

Sent by email & mail on Oct 26, 2016. Re-emailed on Oct 12, 2018.

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

Yes ☒ No ☐

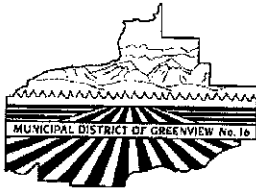
Have you received grant funds from sources **other** than the M.D. of Greenview?

If yes; who, purpose and amount?

Please See Attached.

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

PARDS holds many fundraisers throughout the year including partnering with community businesses and groups. We hold 3 major Annual fundraisers which are: PARDS FUND Ride in June (\$36,952.37 in 2018), Shoot for PARDS Stars in July (\$19,988.22 in 2018) and Dine & Dance in November (2018 Goal of \$150,000).




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

By signing this application, I/we concur with the following statements:

- The organization applying for the grants is registered with Corporate Registries or under the Societies Act;
- The grant application is complete and includes all supporting documentation, including most recent financial statement (based on legislative requirements of our organization), balance sheet, current bank balances and current year detailed operating budget or completed Form "A".
- The grant shall be used for only those purposes for which the application was made;
- If the original grant application or purposes for which the grant requested have been varied by the M.D. of Greenview Council, the grant will be used for those varied purposes only;
- The organization will provide a written report to the M.D. of Greenview within 90 days of completion of the grant expenditure providing details of expenses, success of project and significance to the ratepayers of the municipality; failure to provide such a report will result in no further grant funding being considered until the final report is filed and grant expenditure verified;
- The organization agrees to submit to an evaluation of the project related to the grant, and;
- The organization will return any unused portion of the grant funds to the Municipal District of Greenview #16 or to request approval from the Municipality to use the funds for an optional project.

Applicant Information:

Name: Jennifer Douglas - Executive Director

Signature: 

Address: 710009 Rg Rd 55, County of Grande Prairie #1, AB T8W 5A7

Telephone Number: (780)538-3211

Date: Oct. 12, 2018



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

APPLICATION FOR GRANT FORM A - OPERATING

REVENUE		Previous Year Actual 20 17	Current Year Estimates 20 18	Next Year Proposal 20 19
1.	Fees	175.00	325.00	350.00
2.	Memberships	6515.00	6700.00	7000.00
3.	Other income (please list)			
	Boarding Program	31676.00	56154.00	66550.00
	Public Riding Program	72618.00	69310.00	72000.00
	Therapeutic Program	99492.00	113835.00	129300.00
4.	Grants (please list)			
	City of Grande Prairie FCSS	12648.00	13280.00	13280.00
	Federal & Provincial Student Job	9455.00	7051.00	7756.00
	Corporate & Public Body Grants	3900.00	17493.00	19242.00
5.	Donations (please list)			
	Individual, Corporate & Commu	41841.00	86000.00	89560.00
	Gift in Kind	60080.00	35000.00	35950.00
	Fundraising	374612.00	358653.00	412100.00
6.	Interest Earned	470.00	300.00	350.00
7.	Miscellaneous Income			
	Merchandise sales	2573.00	2946.00	3240.00
	Insurance payments & reimburs	12578.00	1670.00	2000.00
	TOTAL REVENUE	728633.00	768717.00	858678.00
	(add up items 1-7)			
EXPENSES				
8.	Honourariums/Wages/Benefits	388155.00	415717.00	425748.00
9.	Travel Expenses		867.00	2000.00
10.	Professional Development	1950.00	1755.00	9000.00
11.	Conferences			
12.	Cleaning & Maintenance	28501.00	50125.00	52940.00
13.	Licensing Fees	13679.00	14803.00	16290.00
14.	Office Supplies	7265.00	4515.00	7800.00
15.	Utilities (phone, power, etc.)	20140.00	50317.00	52724.00
16.	Rent	289.00	289.00	289.00
17.	Bank/Accounting Charges	7919.00	8400.00	8800.00
18.	Advertising	6249.00	7061.00	7500.00
19.	Miscellaneous	690.00	625.00	700.00
	Includes horse expenses, fundra	225374.00	230000.00	248000.00
20.	Capital Purchases (please list)			
	John Deere Utility Tractor	73859.00		
	Miscellaneous	2561.00	7674.00	8400.00
	TOTAL EXPENSES	776361.00	792148.00	840191.00
	(add up lines 8-20)			
	NET BALANCE	47728.00	23431.00	18487.00
	(subtract Total Expenses from Total Revenue)			

Cash on Hand \$ _____
Current Account Balance \$ 107254.00
Savings Account Balance \$ 43455.00

Operating Loans \$ _____
Other Loans \$ 23859.00
Accounts Payable \$ _____

Accounts Receivable \$ 57343.00
Inventory to Dec 31, 20__ \$ _____
Buildings \$ 3922756.00
Furniture/Fixtures \$ 52893.00
Land \$ _____
Equipment \$ 84470.00

*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.



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

APPLICATION FOR GRANT FORM B - CAPITAL

Purpose for Grant (please provide full description and detailed project budget);

Please see attached.

Estimated Completion Date: _____

Quotes for Project (minimum of three quotes if available. Attach additional quotes if required):

1. 2019 Can Am Defender HD8

Amount \$ 19,961.55

2. 2019 John Deere XUV825M

Amount \$ \$20,108.55

3. 2019 Ranger 1000

Amount \$ 21,645.75

*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.

Proposed Project

\$20,000 Capital for purchase of a UTV. This multi-use piece of equipment will be extremely helpful in many areas. PARDS quad has been stuck in 3rd gear for over a year now & repairs are not feasible as they are more than the 2005 Can Am is valued. The quad is essential for use in many daily activities around the facility but most importantly harrowing the arena for PARDS high quality equine assisted therapies. Regular harrowing is necessary for many reasons including safety of our horses, staff & members as well as to help extend the life of our arena footing. We also have to harrow the arena for boarders, a maintenance item that is required to continue our revenue stream of horse boarding. A Side by Side would be much more useful than a quad as it will also allow us to transport tools & supplies for fencing and other facility/yard maintenance such as sanding icy parking lots. It can be utilized to feed our herd supplements & minerals and it legally allows 2 staff members to ride whereas currently one staff member drives the quad while the other walks the quarter for fencing. The Side by Side would not only make day to day activities easier, it would make tasks more efficient increasing productivity and savings money on wages.

\$55,000 Operational. These funds would be allocated to daily operations in the following way:

\$20,000 to purchase hay. PARDS runs a 'Need for Feed' campaign that is usually very successful, with an average of 200-300 round bales being donated every year. This year that donation amount has fallen to less than 50 as farmers have had a very bad growing season not only in the north but in the south of the province as well. Usually, the growing issues are limited to a specific region but with it being province wide this year and hay selling to BC residents due to this year's forest fires affecting their crops, hay has been difficult to find to purchase with it being next to impossible to find through our Need for Feed campaign. Most of our regular donors have only seen a 33% yield from what they harvested last year so they were unable to sell us hay as they were short for themselves. Thankfully, our trucking partners in the campaign have agreed to truck from Valleyview, Fox Creek, High Prairie and even Dawson Creek, BC to ensure our herd is appropriately fed. PARDS has spent a lot of time looking for hay and we are still actively looking for about 300 bales to get us through to July. PARDS has spent well above our budgeted amount to feed the herd this year. Where a bale is usually \$50 each this year we are paying on average \$70-\$80 per bale and purchasing about 250 bales more than projected in the budget.

\$35,000 to hire a Barn Maintenance Staff Position. PARDS new facility has several built in revenue streams including public riding lessons and horse boarding, which we are growing carefully & responsibly to ensure high quality & sustainability. The new facility allows PARDS boarding program to grow substantially from our old facility, however with limited quarantine pens until the remainder are completed we can only introduce 2 horses at a time. The health and well-being of PARDS herd is always number one as they are essential to our programs. We currently do not have a barn maintenance position; it is shared by our instructors. This is not sustainable as our ridership has increased by 25% since moving into our new facility yet our staffing levels have not increased from our old facility. Instructors' having to cover the increased maintenance of a larger facility is also part of the reason we currently have a wait list for the public lesson revenue stream. Our Therapeutic instructors are highly skilled & trained to provide safe and effective riding sessions which focus on each of our Riders personal goals. At this time, our instructors are required to divide their work time to include cleaning stalls, turning horses in & out, mending fences (as well as pounding posts for any new fencing), cleaning tack, extra arena maintenance, etc. as we build and grow our public boarding program revenue stream to the level it can sustain the position of a Barn Maintenance person. Instructors skills are much better utilized for planning lessons, schooling horses, facilitating lessons, completing Rider progress reports and developing new programs. We are requesting funding for one year to enable us to add this position in the interim.



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

2018 Year

County of Grande Prairie – Forgave remaining loan principal after sale of old facility as well as all accrued interest - \$114,000

City of Grande Prairie FCSS- Youth Leadership Programs - \$13,280

Rotary Club of Grande Prairie – For purchase of Facility Maintenance items such as 2 gates, Chainsaw, Washer, etc. - \$4,947.81

AEF Foundation- Cart Driving Clinic for Instructor Training - \$500

Muttart Foundation-Training for Bookkeeper - \$600

Merck – Dewormer for Equine Staff - \$500

Grande Prairie Petroleum Association – Therapeutic Program Funds - \$10,000 (Applied in Spring 2017, Received Approval Jan 2018)

Conoco Phillips/Cenovus – Therapeutic Program Funds - \$1500

Peace Draft Horse Club – Northern Spirit Light Show Recipient for Therapeutic Program Funds - \$3050

Pending

Provincial Government CIP Operating Grant - \$75,000 (\$60,000 Operating & \$15,000 for Leadership Training)

Federal Government Enabling Accessibility Grant - \$26,410.95 (60% of the elevator cost to make our entire facility assessable to everyone)

Please provide a list of other funding sources applied to that denied this application.

2018 Year

Although we currently have some operation grants pending (See list above) to date we have not been declined for any grants in 2018.

PEACE AREA RIDING FOR THE DISABLED SOCIETY

Financial Statements

Year Ended December 31, 2017

(Unaudited - See Notice To Reader)



NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of Peace Area Riding for the Disabled Society as at December 31, 2017 and the statements of revenues and expenditures and changes in net assets for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

County of Grande Prairie No.1, Alberta
May 10, 2018

Karen A. Munjak
Professional Corporation
CHARTERED ACCOUNTANT

PEACE AREA RIDING FOR THE DISABLED SOCIETY



Statement of Financial Position

December 31, 2017

(Unaudited - See Notice To Reader)

	2017	2016
ASSETS		
CURRENT		
Cash	\$ 234,961	\$ 311,427
Internally restricted cash	43,383	43,210
Accounts receivable	44,308	21,726
	322,652	376,363
PROPERTY AND EQUIPMENT <i>(Net of accumulated amortization)</i>	4,223,409	44,727
LONG TERM INVESTMENTS	3,797	3,797
ASSET UNDER CONSTRUCTION	-	3,697,524
	\$ 4,549,858	\$ 4,122,411
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 105,447	\$ 74,268
Current portion of long term debt	7,666	-
	113,113	74,268
LONG TERM DEBT	1,016,193	1,000,000
	1,129,306	1,074,268
NET ASSETS		
General fund	(487,847)	(337,251)
Investment in new facility construction	3,908,399	3,385,394
	3,420,552	3,048,143
	\$ 4,549,858	\$ 4,122,411

ON BEHALF OF THE BOARD

 Director
 Director

PEACE AREA RIDING FOR THE DISABLED SOCIETY

Statement of Revenues and Expenditures

Year Ended December 31, 2017

(Unaudited - See Notice To Reader)

	2017	%	2016	%
REVENUE				
Board and stable rent	\$ 31,676	2.95	\$ 25,568	3.17
Casino	-	-	39,334	4.88
Dine and dance	151,019	14.06	119,093	14.76
Donations	101,919	9.49	61,777	7.66
Fund Ride	54,135	4.44	37,935	4.70
Fundraising income	52,785	4.91	44,348	5.50
Grants	26,003	2.42	20,932	2.59
New facility income	345,436	32.16	226,065	28.02
Other revenue	20,338	1.89	11,141	1.38
Program revenue	178,624	16.63	158,575	19.65
Raffle income	112,132	10.44	59,049	7.32
Sales - horses and equipment	200	0.02	2,121	0.26
Tenant income	-	-	900	0.11
	1,074,267	99.41	806,838	100.00
EXPENSES				
Advertising and promotion	6,249	0.58	3,750	0.46
Amortization	90,931	8.46	5,977	0.74
Bad debts	-	-	2,389	0.30
Barn supplies and feed	27,979	2.60	24,358	3.02
Building and ground maintenance	9,503	0.88	8,887	1.10
Casino	-	-	2,066	0.26
Dine and dance	22,532	2.10	18,384	2.28
Fund Ride	3,826	0.36	4,213	0.52
Fundraising expense	7,059	0.66	2,399	0.30
Horse expenses	19,990	1.86	21,900	2.71
Horse purchases	8,500	0.79	4,000	0.50
Insurance	13,074	1.22	4,783	0.59
Interest and fees	5,663	0.53	4,316	0.53
Land lease	289	0.03	289	0.04
Office	7,265	0.68	6,394	0.79
Professional fees	2,255	0.21	2,358	0.29
Program expenses	3,445	0.32	5,317	0.66
Property taxes	1,039	0.10	1,028	0.13
Raffle expense	44,557	4.15	13,433	1.66
Salaries and wages	388,155	36.13	361,331	44.78
Telephone	2,965	0.28	2,463	0.31
Utilities	17,175	1.60	7,665	0.95
Vehicle	18,717	1.74	5,340	0.66
Volunteer expenses	690	0.06	1,285	0.16
	701,858	65.34	514,325	63.74
EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS	372,409	34.07	292,513	36.26
OTHER INCOME				
Write off obsolete assets	-	-	(11,955)	(1.48)
EXCESS OF REVENUE OVER EXPENSES	\$ 372,409	34.07	\$ 280,558	34.78

PEACE AREA RIDING FOR THE DISABLED SOCIETY**Statement of Changes in Net Assets****Year Ended December 31, 2017***(Unaudited - See Notice To Reader)*

	General fund	Investment in new facility construction	2017	2016
NET ASSETS - BEGINNING OF YEAR	\$ (337,251)	\$ 3,385,394	\$ 3,048,143	\$ 2,767,585
Excess of revenue over expenses	452,172	(79,763)	372,409	280,558
New facility additions	(602,768)	602,768	-	-
NET ASSETS - END OF YEAR	\$ (487,847)	\$ 3,908,399	\$ 3,420,552	\$ 3,048,143

Peace Area Riding For The Disabled Society
Profit & Loss Budget vs. Actual
January through December 2018

	<u>Jan - Dec 18</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
5100 · GRANT INCOME		
5102 · Restricted Grants	0.00	40,000.00
5104 · Unrestricted Grants	0.00	40,000.00
Total 5100 · GRANT INCOME	0.00	80,000.00
5000 · FUND RAISING INCOME		
5002 · Community Lotteries	0.00	7,500.00
5003 · Dine & Dance		
5212 · GIK-Dine & Dance	0.00	1,000.00
5003 · Dine & Dance - Other	0.00	150,000.00
Total 5003 · Dine & Dance	0.00	151,000.00
5004 · Fund Ride		
5213 · GIK-Fund Ride	0.00	1,500.00
5004 · Fund Ride - Other	0.00	60,500.00
Total 5004 · Fund Ride	0.00	62,000.00
5007 · Raffle Income	0.00	75,000.00
5008 · Casino	0.00	37,000.00
5012 · Community Fundraisers	0.00	15,000.00
5015 · Christmas Campaign		
5016 · GIK- Christmas Campaign	0.00	1,000.00
5015 · Christmas Campaign - Other	0.00	500.00
Total 5015 · Christmas Campaign	0.00	1,500.00
5020 · PARDS Fundraisers	0.00	20,000.00
5022 · Winterval		
5023 · GIK - Winterval	0.00	3,850.00
5022 · Winterval - Other	0.00	13,000.00
Total 5022 · Winterval	0.00	16,850.00
5025 · Shoot for PARDS Stars		
5026 · GIK- Shoot for PARDS Stars	0.00	500.00
5025 · Shoot for PARDS Stars - Other	0.00	31,000.00
Total 5025 · Shoot for PARDS Stars	0.00	31,500.00
Total 5000 · FUND RAISING INCOME	0.00	417,350.00
5400 · Sale of Assets	0.00	500.00
5300 · OTHER INCOME		
5302 · Interest Income	0.00	200.00
5303 · Pards Clothing & Logo items	0.00	3,200.00
5304 · Aquatera/RecyclePlus Programs	0.00	5,000.00
5312 · Income-other	0.00	50.00
5308 · Reimbursed Expenses	0.00	200.00
5307 · Administration Fees	25.00	200.00
Total 5300 · OTHER INCOME	25.00	8,850.00
5800 · THERAPEUTIC PROGRAM INCOME		
5801 · Camp Tamarack	0.00	7,000.00

Peace Area Riding For The Disabled Society
Profit & Loss Budget vs. Actual
January through December 2018

	Jan - Dec 18	Budget
5811 · Competition	0.00	1,235.00
5809 · Adult Day Camp	0.00	1,620.00
5807 · Summer Day Camp	0.00	42,000.00
5810 · Youth Leadership	100.00	3,000.00
5804 · Memberships	330.00	5,375.00
5803 · Therapeutic riding/grooming	760.00	60,000.00
Total 5800 · THERAPEUTIC PROGRAM INCOME	1,190.00	120,230.00
5850 · PUBLIC PROGRAM INCOME		
5857 · Staff Facilitated Rental	0.00	2,750.00
5858 · PARDS Horse Rental Fee	0.00	500.00
5812 · Horse Lease	0.00	5,084.00
5815 · Equipment Rental	0.00	600.00
5865 · Hosted Clinics	0.00	5,000.00
5500 · Board & Stable Rent	83.33	61,250.00
5805 · Public Lesson	480.00	54,000.00
5855 · Facility Rental	800.00	2,000.00
Total 5850 · PUBLIC PROGRAM INCOME	1,363.33	131,184.00
5200 · DONATIONS		
5224 · Community Group Donation	0.00	2,500.00
5225 · GIK- Program equip./supplies	0.00	500.00
5218 · Donor Directed-Program	0.00	5,000.00
5209 · GIK- Horses	0.00	4,000.00
5211 · GIK-Tack	0.00	1,000.00
5214 · GIK-Feed & Shavings	0.00	25,500.00
5215 · GIK-Mileage/Freight/Fuel	0.00	17,000.00
5217 · GIK-Facility	0.00	10,000.00
5207 · Individual Donation	75.00	15,000.00
5204 · Memorial Gifts	100.00	2,000.00
5205 · Corporate Donations	315.00	25,000.00
5221 · Donor Directed- Horses	1,000.00	8,000.00
5226 · GIK-Horse/Barn service/supplies	1,275.00	5,500.00
Total 5200 · DONATIONS	2,765.00	121,000.00
Total Income	5,343.33	879,114.00
Gross Profit	5,343.33	879,114.00
Expense		
6000 · FUNDRAISING EXPENSES-Gaming		
6002 · Casino	0.00	2,100.00
6003 · Raffle Expense	0.00	22,500.00
Total 6000 · FUNDRAISING EXPENSES-Gaming	0.00	24,600.00
6040 · MARKETING EXPENSES		
6041 · Advertising & Promo	0.00	2,000.00
6042 · Meetings	0.00	1,750.00
6043 · Pardes Clothing & Logo Items	0.00	2,000.00
6044 · Fees/Memberships	0.00	808.00

Peace Area Riding For The Disabled Society
Profit & Loss Budget vs. Actual
January through December 2018

	Jan - Dec 18	Budget
Total 6040 · MARKETING EXPENSES	0.00	6,558.00
6050 · Bad Debt	0.00	500.00
6955 · Land Lease Expense	0.00	288.75
6140 · Professional Fees	0.00	2,500.00
6150 · Property Taxes	0.00	1,500.00
6180 · VOLUNTEER EXPENSES		
6181 · Volunteer Appreciation	0.00	1,200.00
Total 6180 · VOLUNTEER EXPENSES	0.00	1,200.00
6950 · EMPLOYEE TRAINING		
6951 · Education/Training	0.00	7,500.00
6952 · Travel & expenses	0.00	1,500.00
Total 6950 · EMPLOYEE TRAINING	0.00	9,000.00
6300 · INTEREST, FEES & BANK CHARGES		
6304 · Reconciliation Discrepancies	0.00	50.00
6301 · Bank & Service Fees	0.00	600.00
6307 · Online & Card Payment Fees	0.00	5,000.00
Total 6300 · INTEREST, FEES & BANK CHARGES	0.00	5,650.00
6500 · OFFICE ACCOUNTS		
6501 · Computer Serv & Supplies	0.00	4,573.00
6503 · Office Supplies	0.00	3,000.00
6504 · Postage & Courier	0.00	500.00
6506 · Employee Expenses	0.00	1,000.00
Total 6500 · OFFICE ACCOUNTS	0.00	9,073.00
6100 · FUNDRAISING EXPENSES-OTHER		
6102 · Community Partner Fundraisers	0.00	500.00
6103 · Other	0.00	620.00
6113 · Winterval	0.00	2,000.00
6107 · Fund Ride	0.00	5,000.00
6108 · PARDS Fundraisers	0.00	2,000.00
6111 · Christmas Campaign	0.00	50.00
6112 · Shoot for PARDS Stars	0.00	6,500.00
6106 · Dine & Dance	10.25	25,000.00
Total 6100 · FUNDRAISING EXPENSES-OTHER	10.25	41,670.00
6800 · PROGRAM EXPENSES		
6072 · Lesson Supplies/Aids	0.00	1,000.00
6801 · Fees/Memberships	0.00	2,000.00
6805 · Program Insurance	0.00	2,380.00
6803 · Summer Camp	0.00	500.00
6802 · Rider Sponsorship	200.00	1,000.00
Total 6800 · PROGRAM EXPENSES	200.00	6,880.00
6700 · FACILITY EXPENSES		
6120 · Facility Insurance	0.00	12,904.00
6701 · Repair & Maintenance-Facility	418.86	10,000.00
Total 6700 · FACILITY EXPENSES	418.86	22,904.00

Peace Area Riding For The Disabled Society
Profit & Loss Budget vs. Actual
January through December 2018

	<u>Jan - Dec 18</u>	<u>Budget</u>
6600 - VEHICLE ACCOUNT		
Quad/Vehicle Insurance	0.00	282.00
6603 - Repair & Maintenance-Auto	0.00	2,000.00
6602 - Mileage	0.00	3,200.00
6601 - Fuel	1,871.70	4,500.00
Total 6600 - VEHICLE ACCOUNT	<u>1,871.70</u>	<u>9,982.00</u>
6200 - HORSE EXPENSE		
6215 - Equipment/Supplies	0.00	1,500.00
6202 - Dental	0.00	1,000.00
6203 - Farrier	0.00	6,000.00
6209 - Horse Purchases	0.00	10,000.00
6212 - Freight	0.00	16,500.00
6211 - Feed/Bedding	33.81	37,500.00
6206 - Tack Expense	35.87	1,000.00
6205 - Med/Dewormer	43.29	3,000.00
6201 - Chiropractor	46.12	3,000.00
6208 - Veterinary	2,071.94	5,000.00
Total 6200 - HORSE EXPENSE	<u>2,231.03</u>	<u>84,500.00</u>
6900 - WAGES		
6915 - Employee Benefits	0.00	6,898.00
6909 - Vacation Pay	0.00	8,687.00
6912 - WCB	0.00	9,233.00
6913 - CPP	0.00	19,700.00
6914 - EI	0.00	10,240.00
6901 - Wages	2,250.00	458,036.00
Total 6900 - WAGES	<u>2,250.00</u>	<u>512,794.00</u>
6400 - UTILITIES		
6402 - Telephone	227.28	3,500.00
6404 - Gas	1,974.22	12,750.00
6403 - Electric	2,398.10	23,622.00
Total 6400 - UTILITIES	<u>4,599.60</u>	<u>39,872.00</u>
Total Expense	<u>11,581.44</u>	<u>779,471.75</u>
Net Ordinary Income	<u>-6,238.11</u>	<u>99,642.25</u>
Net Income	<u><u>-6,238.11</u></u>	<u><u>99,642.25</u></u>

BUYERS SIGNATURE _____

Quote ID: 18354449

Prepared For:

Peace Area Riding For The Disabled Society



Prepared By: **Mark Van Der Raadt**

PrairieCoast Equipment Inc.
15102 101 Street
Grande Prairie, AB T8V 0P7

Tel 780-532-8402
FAX: 780-539-3348
Email: mvanderraadt@pcequip.ca

Quote Summary
Prepared For:

Peace Area Riding For The Disabled Society
 710009 Range Road 55 Suite 1
 County Of Grande Prairie No. 1, AB T8W5A7
 Business: 780-538-3211

Prepared By:

PrairieCoast Equipment Inc.
 Mark Van Der Raadt
 15102 101 Street

Grande Prairie, AB T8V 0P7
 Phone: 780-532-8402

mvanderraadt@pcequip.ca

Quote ID: 18354449
Created On: 12 October 2018
Last Modified On: 12 October 2018
Expiration Date: 01 February 2019

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE XUV825M (MY19)	\$ 21,859.28	\$ 19,135.00 X	1 =	\$ 19,135.00
Equipment Total				\$ 19,135.00

Quote Summary

Equipment Total	\$ 19,135.00
FINANCE FEE	\$ 0.00
TIRE STEWARDSHIP LEVY	\$ 16.00
SubTotal	\$ 19,151.00
GST/HST	\$ 957.55
Est. Service Agreement Tax	\$ 0.00
Total	\$ 20,108.55
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 20,108.55

Sales Person: X _____

Accepted By: X _____

Selling Equipment

Quote ID: 18354449

Customer: PEACE AREA RIDING FOR THE DISABLED SOCIETY

JOHN DEERE XUV825M (MY19)

Hours:
Suggested List
Stock Number:
\$ 21,859.28

Code	Description	Qty
57B2M	XUV825M (MY19)	1
Standard Options - Per Unit		
001A	US/Canada	1
0505	Build To Order	1
1027	Yellow Steel Wheels Maxxis Bighorn Radial Tires	1
2006	Bench Seat - Yellow	1
2500	Green and Yellow	1
3001	Cargo Box with Paint and Reflectors	1
3101	Cargo Box Power Lift	1
4000	OPS with nets	1
4030	Black Roof	1
4152	Rear Bumper	1
4201	Front Brush Guard	1
Other Charges		
	Freight	1
	Setup	1



Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

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File Created: 12-Oct-2018

2019 JOHN DEERE XUV825M (MY19)

Product Specification Details :

Manufacturer Model	John Deere Gator XUV 825M Gas (2019)
Engine	
Type	4-cycle gas, Electronic Fuel Injection (EFI)
Displacement	812
Power	39*
Cooling system	Liquid
Drivetrain	
Transmission	Continuously Variable Transmission (CVT) with clutch enclosure
Final drive	Two speed, oil bath
Four wheel drive	On-demand true four-wheel drive system
Traction assist	Positive locking, mechanically actuated (hand-operated)
Descent control	Yes
Maximum traveling speed	0-44 hi forward, 0-27 lo forward, 0-30 reverse
Suspension	
Front	Fully independent dual A-Arm with adjustable coils; 8 inches (203 mm) of travel
Rear	Fully independent dual A-Arm with adjustable coils and sway bar; 9 inches (228.6 mm) of travel
Dimensions / Capacities	
Wheelbase	79
Dry weight	1775
Length	118
Width	62
Height	75
Tread centers	51.4
Ground clearance	11.0
Fuel capacity	7.3
Cargo box dimensions	1143 x 304.8 x 1320
Cargo box capacity (weight)	454
Payload capacity	1400
Towing capacity	1500
Hitch	Standard 2-in. receiver
Tires / Wheels	
Front	26x9-12 Ancla M-T (Aggressive Terrain) or 25x9-12 Terrahawk AT (All Terrain) or 27x9-R14 Maxxis Big Horn Radials (Extreme Terrain)
Rear	26x11-12 Ancla M-T (aggressive terrain) or 25x11-12 Terrahawk AT (all terrain) or 27x11-R14 Maxxis Big Horn Radials (Extreme Terrain)
Brakes	
Type	Front/rear hydraulic disc with twin piston front calipers
Park brake	Driveline, internal wet multi-disc, hand operated
Features	
Color	Green/Yellow, Camouflage, Olive and Black
Power steering	Standard
Battery / Alternator / Power port	480
Instrumentation	Digital Display (system diagnostic light, speed, rpm, 4WD indicator, fuel level, coolant

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

Storage	temperature, hour meter, miles, park brake light)
Seating	2 Cup Holders, Under Hood, Glovebox
Headlights	Bench (Available Bucket Seats)
Key Specs	---
Engine power	39"
Maximum traveling speed	0-44 hi forward, 0-27 lo forward, 0-30 reverse
Cargo box dimensions	1143 x 304.8 x 1320
Cargo box capacity (weight)	454
Towing capacity	1500
Front suspension	Fully independent dual A-Arm with adjustable coils; 8 inches (203 mm) of travel
Rear suspension	Fully independent dual A-Arm with adjustable coils and sway bar; 9 inches (228.6 mm) of travel
Final drive	Two speed, oil bath
Four wheel drive	On-demand true four-wheel drive system
Fuel capacity	7.3
Additional information	
Country of Manufacture	---
Date collected	---

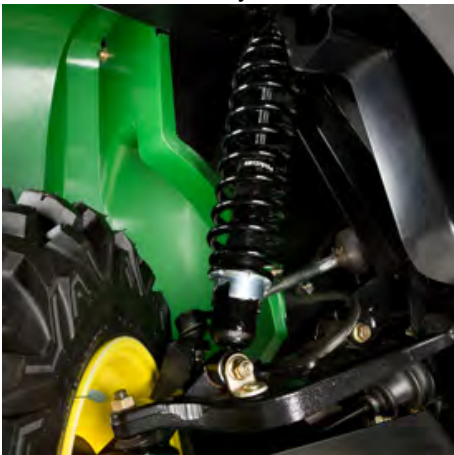
Performance and drivetrain

Dual A-arm front and rear suspension provides a smooth ride over challenging terrain and excellent hauling characteristics

To complement the most capable frame available in a high-performance utility vehicle, the XUV is equipped with four-wheel independent suspension.

A dual A-arm front and rear suspension provides a smooth ride over challenging terrain and excellent hauling characteristics.

The entire suspension system has been optimized to handle no cargo to maximum cargo without compromising ride quality or vehicle stability.



XUV front suspension detail

Dual A-arm front suspension features include:

- 203.2 mm (8 in.) of travel provides ample compression and wheel extension, which keep all four wheels on the ground for superior traction and vehicle control
- 17.5-mm (0.6875-in.) solid anti-roll bar with fully rubber isolated connecting links and pivots for minimal vehicle body roll and quiet operation
- Heavy-duty, nodular cast-iron knuckles to support the strut, constant-velocity (CV) shaft, and wheel
- Maintenance-free rubber torsional A-arm pivots for long life and quiet operation
- CV shaft protection from sticks that may puncture the rubber boot

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

Dual A-arm independent rear suspension features include:

- Unequal length, dual A-arm construction for superior wheel control and travel
- 228.6 mm (9 in.) of total travel provides ample compression and wheel extension, which keep all four wheels on the ground for superior traction, excellent ride quality, and vehicle control
- Coil-over shocks absorb the most demanding terrain
- A-arms made from square/rectangular tubing reduce weight while remaining rigid
- Heavy-duty, nodular cast-iron uprights support wheel loads with a double row of ball bearings
- CV driveshaft protection from sticks that may puncture the rubber boot
- Rear sway bar for lateral stability



XUV rear suspension detail

Engine

Powerful gas engine delivers superb starting, idling, and throttle response



812-cc (49.6-cu in.) gasoline engine

The machine is powered by an 812-cc (49.6-cu in.), 3-cylinder, dual overhead cams, liquid-cooled, four-cycle gasoline engine. It produces 6.5 kgm (47 lb-ft) of torque at 3200 rpm. The advanced electronic controls and fuel-injection system deliver superb starting, idling, and throttle response during operation.

The engine offers the following performance and reliability features:

- 38.8 kW (52 hp*) at 6000 rpm
- 71-km/h (44-mph) top speed
- Electronic fuel injection for superb performance, altitude adjustment, and cold-weather starting (tested to -28.9°C [-20°F])
- Electronic ignition is continuously variable for optimum engine power and provides fast, reliable starts

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

- Overhead valve design provides greater efficiency and fuel economy
 - Full-pressure lubrication system
 - Spin-on oil filter with drain bracket and oil drain plug enable easy servicing
 - Dry, replaceable, single-element air cleaner with remote intake
 - See-through coolant recovery tank permits the operator to check the coolant level without having to remove the radiator cap
 - Open radiator compartment for air flow
 - Standard high-capacity alternator - 85 amps for maximum accessory capability
- * The engine horsepower information is provided by the engine manufacturer to be used for comparison purposes only. The actual operating horsepower will be less.

Frame, design, and styling

Heavy-duty, truck-style frame designed for off-road performance and hard work

Ultimate backbone - XUV frame



XUV two-passenger mainframe structure – rear-left view



XUV two-passenger mainframe structure – front-left view



XUV two-passenger full-frame structure – front-left view

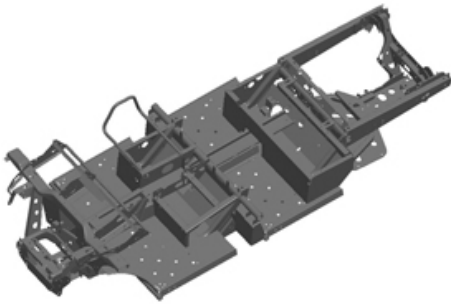


XUV two-passenger drivetrain carrier (highlighted in gray)



Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

XUV four-passenger mainframe
structure – rear-left view



XUV four-passenger mainframe
structure – side view



XUV four-passenger full-frame
structure – overhead view

XUV four-passenger drivetrain
carrier (highlighted in gray)

The Gator™ XUV Crossover Utility Vehicle is built on the most capable frame available in a high-performance utility vehicle. This hydroformed frame is another reason the Gator XUV boasts unsurpassed work capability and off-road performance.

Key elements of the frame include:

- Deep, cross-sectioned hydroformed frame members of 3-mm (0.12-in.) wall thickness provide the strength required to handle the demanding loads of heavy cargo and towing
- Fully-boxed frame, with cross tubes welded on both sides of the hydroformed members, provide unmatched resistance to frame twisting and vibration
- Fully-robotic, welded-frame design provides an unrivaled foundation for the two operator protective structures, which gives the operator and passenger the assurance they are looking for in a high-performance utility vehicle
- Full-skid protection from the front bumper to the rear powertrain carrier; this provides protection to the operator and critical components such as the front differential, cooling system, and gas tank
- Integrated mounting points in the toughest section of the frame for handling the severe demands of snow blade work
- E-coated and powder painted for maximum durability
- Rear powertrain carrier is designed to handle the double-wishbone, rear-suspension, gas and diesel engine options, and the most heavy-duty continuously variable transmission (CVT) offered in the utility vehicle market
- Powertrain carrier contains an integrated 50.8-mm (2-in.) front receiver hitch

The heavy-duty, truck-style frame provides the ultimate backbone for the XUV. The design has been proven through thousands of hours of durability testing in some of the most severe conditions.

Be assured the XUV is built to take on serious rock crawling and heavy hauling.



Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY



Underside view of XUV
two-passenger vehicle

Underside view of XUV
four-passenger vehicle

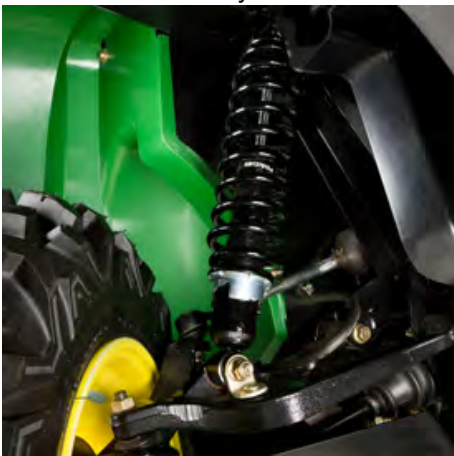
Frame, design, and styling

**Dual A-arm front and rear suspension provides a smooth ride
over challenging terrain and excellent hauling characteristics**

To complement the most capable frame available in a high-performance utility vehicle, the XUV is equipped with four-wheel independent suspension.

A dual A-arm front and rear suspension provides a smooth ride over challenging terrain and excellent hauling characteristics.

The entire suspension system has been optimized to handle no cargo to maximum cargo without compromising ride quality or vehicle stability.



XUV front suspension detail

Dual A-arm front suspension features include:

- 203.2 mm (8 in.) of travel provides ample compression and wheel extension, which keep all four wheels on the ground for superior traction and vehicle control

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

- 17.5-mm (0.6875-in.) solid anti-roll bar with fully rubber isolated connecting links and pivots for minimal vehicle body roll and quiet operation
- Heavy-duty, nodular cast-iron knuckles to support the strut, constant-velocity (CV) shaft, and wheel
- Maintenance-free rubber torsional A-arm pivots for long life and quiet operation
- CV shaft protection from sticks that may puncture the rubber boot

Dual A-arm independent rear suspension features include:

- Unequal length, dual A-arm construction for superior wheel control and travel
- 228.6 mm (9 in.) of total travel provides ample compression and wheel extension, which keep all four wheels on the ground for superior traction, excellent ride quality, and vehicle control
- Coil-over shocks absorb the most demanding terrain
- A-arms made from square/rectangular tubing reduce weight while remaining rigid
- Heavy-duty, nodular cast-iron uprights support wheel loads with a double row of ball bearings
- CV driveshaft protection from sticks that may puncture the rubber boot
- Rear sway bar for lateral stability



XUV rear suspension detail

Cargo box and storage**Extra-durable deluxe cargo box ensures hard-working performance and longevity**

The deluxe cargo box consists of a 15 percent glass-filled polypropylene composite material that eliminates rust, dents, and reduces noise.



Deluxe cargo box
(XUV825 camo shown)

Deluxe cargo box tailgate

The tailgate can be opened or removed for easier cleanout and to carry longer items. The tailgate has been improved, features truck-like performance, and can be operated with one hand.

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

The standard-installed lanyards can also be removed to lower the tailgate to 150 degrees for convenient loading and unloading tasks.



Tailgate handle



Tailgate lowered to 150 degrees

Deluxe cargo box tilt

The deluxe cargo box is easier to latch, unlatch, raise, and lower with the integrated handle design and gas assist.

A prop rod is provided to hold the box in the upright position for operator convenience, as well as to limit box pivot travel.



Integrated handle for
manual cargo box tilt

Integrated tie-down points

The deluxe cargo box offers integrated tie-down points for increased versatility. Tie-down points are located in the following areas:

- Four corners inside the cargo box bed
- Four points on the load guard directly behind the operator station (A)
- Tie-down bars on either side of the cargo box (B)
- Six points on the underside of the cargo box frame (circled)

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Integrated tie-down
point in cargo-box bed



Additional tie-down
points (TH 6X4 shown)

Converting deluxe cargo box to a flat bed

The deluxe cargo box easily converts to a flat bed. The flatbed configuration allows loading larger cargo.



Deluxe cargo box converted
to a flat bed (XUV 825 shown)



Deluxe cargo box converted
to a flat bed (XUV825 shown)

Optional accessories



Brake and taillight
with optional protector



Bed mat—protects the
steel floor from dents

Optional accessories for the deluxe cargo box include:

- Factory-installed brake and taillight
- Factory-installed spray-in liner (not shown)
- Improves skid resistance and surface abrasion protection

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

- Cargo box bed mat
- Cargo box power lift



Cargo box power lift



Cargo box power lift

Specifications

Length	1143 mm (45 in.)
Width	1320 mm (52 in.)
Depth	304 mm (11 in.)
Volume	0.46 m ³ (16.4 cu ft)
Weight capacity	454 kg (1000 lb)
Dump angle	47 degrees

CAUTION: Carrying extra-long cargo that extends beyond the box can adversely affect stability.

Serviceability

Easy access to key service points

Some key service points include:

- Hood is hinged, and storage tray is removable, allowing easy access to the headlights, radiator, master cylinder, and a prewired electrical system, which allows easy attachment installation
- Battery and remote air-intake filter canister are conveniently located under the passenger seat with unobstructed access
- Engine oil and transmission fluid fill points and dipsticks are located at the top of these key components, allowing easy access
- Engine oil filters are visible and accessible
- Frame, engine, and transmission designs allow accessible drain points that will minimize spills

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY



Battery location and remote air intake canister shown on XUV825

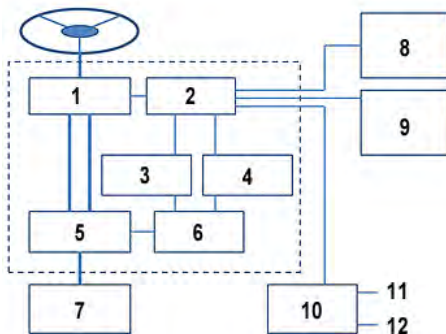
Key Features

Equipped with power steering

This Gator™ XUV Crossover Utility Vehicle is equipped with power steering and a dual A-arm front suspension. These automotive-type systems exhibit excellent handling characteristics, as well as responsive steering and low steering effort:

- Steel ball bearings secure the steering shaft and deliver smooth, responsive operation
- Completely-sealed rack-and-pinion for long life
- Low steering ratio (lock-to-lock) provides more responsive steering and less operator input
- Shaft U-joints are phased for a smooth, uninterrupted motion of the steering wheel

EPAS interface diagram



EPAS interface diagram

Electric power-assist steering (EPAS) system has advanced features:

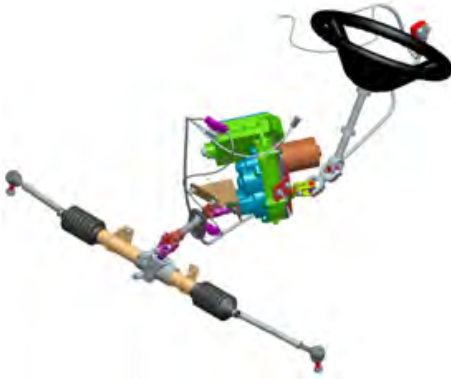
- Anti-kickback feature reduces the amount of steering unwinding when traversing difficult terrain.
- The system is speed sensing and adjusts steering effort as the speed of the vehicle changes.
 - As speed increases, there is less steering assist for improved road feel.
 - As speed decreases, steering assist increases to give lower steering efforts for improved maneuverability.
- A warning/functional light on the instrument panel provides self-diagnostics and a warning light in the situation of no assist.
- Torque sensor measures steering wheel input so the on-board computer can provide the appropriate output for various driving situations.

With the EPAS system, the operator maintains a direct, mechanical linkage from the steering wheel to the front wheels. The power-steering system interfaces mechanically with the steering system by being inserted between the steering wheel and the rack-and-pinion assembly.

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

A differential torque sensor is integrated into the power steering assembly. The circuit board assembly is also integral with the power-steering assembly.

Power steering does not reduce turning radius but significantly reduces steering effort by approximately 85 percent compared to those models without power steering.



Electric power-assist steering system

The numbered descriptions refer to the EPAS interface diagram shown above:

- Torque sensor
- Engine control unit (ECU)
- Fail-safe relay
- Current/thermal control circuit
- Reduction gears
- DC motor
- Rack and pinion
- Function/warning light
- Key power and ground
- Vehicle speed sensor
- Instrument cluster
- Relay module

Key Features

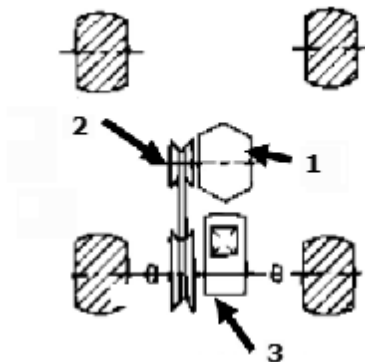
Superior terrain capability

The Gator™ XUV Crossover Series Utility Vehicle has a precision-engineered drivetrain system that fully utilizes engine power, optimizing acceleration, hauling, towing, and hill-climbing capabilities. Power is transmitted from the engine through a continuously-variable clutch system to the transaxle.

Key elements of the drive system include:

Variable-speed drive

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY



Variable-speed drive

The variable-speed drive consists of two clutches and a drive belt:

- Drive clutch is attached to the engine.
- Driven clutch is attached to the transaxle.

Features include:

- The engine braking system utilizes a tight belt for operation, requiring an idler sleeve on the primary clutch for neutral. The secondary clutch is a new build-on-shaft design that utilizes a cam to tune the acceleration and deceleration of the vehicle. The clutch will stay engaged, providing deceleration until approximately 5 km/h (3 mph).
- The continuously variable transmission (CVT) air intake draws in 50 percent more air versus previous designs to reduce heat and the amount of water ingestion into the CVT system. The system will reduce belt slippage and improve durability.
- A low- and high-speed forward gear offering:
 - Low range is 0 km/h to 43 km/h (0 mph to 27 mph), XUV825E and XUV825M S4
 - Low range is 0 km/h to 24 km/h (0 mph to 15 mph), XUV855E and XUV855M S4
 - High range is 0 km/h to 71 km/h (0 mph to 44 mph), XUV825E and XUV825M S4
 - High range is 0 km/h to 51 km/h (0 mph to 32 mph), XUV855E and XUV855M S4
- Ability to creep along slowly to maneuver in tight spaces
- Standard full-clutch enclosure with high speed fan provides longer belt and clutch life
- High-ratio clutches with three cam weights for maximum belt clamp load in high-torque conditions
- Powertrain reduction ratios:
 - The complete reduction ratios range for high gear is 8.6:1 at top speed and 42:1 at initial clutch engagement. This varies between the vehicles listed above.
 - The complete reduction ratios range for low gear is 17.9:1 at top speed and 86.8:1 at initial clutch engagement. This varies between the vehicles listed above.

NOTE: Delivery and torque to the ground depends on tire size, which is a function of nominal size and pressure.

How the variable-speed drive works:

- As engine speed increases, the spring-loaded drive clutch is closed by weights being forced out by centrifugal force.
- As the drive clutch closes, the belt rides up to the largest diameter of the drive clutch and forces open the driven clutch.
- With the belt running in the smallest diameter of the driven clutch, the speed being transferred to the transaxle is increased.
- The driven clutch is designed to sense varying loads (inclines, mud, etc.) and constantly adjusts drive speed upward or downward so that engine rpm remains optimal.

Quote ID :18354449Customer Name : PEACE AREA RIDING FOR THE DISABLED SOCIETY

Transaxle, mechanical front-wheel drive (MFWD), and constant-velocity (CV) shafts



Side view of CVT intake and clutch on closure (XUV855 shown)



Front differential rocker switch



Rear end shot of transaxle/CV shafts

Operator interface

- On-demand true four-wheel drive (4WD) system with an auto-locking front differential and dash-mounted electronic rocker switch is best in class; when the rocker switch is in the on 4WD position, the front differential will automatically lock for extra traction when needed, but when the rocker switch is in the off two-wheel drive (2WD) position, the vehicle will remain in 2WD
- Provides exceptional traction in challenging conditions
- Maintains turf-friendly operation in 2WD mode
- Illuminated for visibility in low-light conditions
- Transaxle
 - Two-speed, fully-enclosed, oil bath transaxle allows for superior pulling ability
 - Cast-aluminum design is the most robust in the industry
 - Helical forward and reverse gears are used for quiet operation
 - Rear traction assist (differential lock) is built in and can be engaged on demand
 - Allows locking the rear drive wheels together
 - Provides increased traction in tough spots
 - *NOTE: Differential design reduces scuffing of the turf during turns because it allows the inside wheels to turn slower than the outside wheels*
 - Neutral start safety interlock for engine ignition system
 - Large, sealed bearings are located inside the housing for better protection and durability
 - Contains gear case for transferring power to the MFWD
 - Splined shaft interfaces for maximum torque transfer and durability
 - All drive gears machined from highest grade gear steel
 - Protected by a skid plate
- MFWD
 - Electronic design is auto-locking for ease of use
 - Performs like a locking differential when engaged, but like an open differential when cornering
 - Offers positive engagement of both front wheels in forward and reverse as a differential package
 - Automatic engagement on the fly—no shift linkages required
 - Protected by a skid plate and frame
- Drive shafts
 - Rear CV shaft diameter measures 27 mm (1.1 in.) and is designed for peak engine and braking torque
 - Front CV shaft diameter measures 23.9 mm (0.94 in.) and is designed for peak engine torque
 - Propshaft (transaxle to MFWD shaft) diameter measures 23 mm (0.91 in.) and is designed for peak engine torque
 - All CV shaft and propshaft joints are maintenance free and protected by exclusive Neoprene boots for durability

Stojan's

POWER SPORTS AND MARINE

Phone: (780) 538-2934

Fax: (780) 538-3324

FAX COVER SHEET

DATE: Oct 12/2018

Community @pards.ca

ATTENTION: JW

RE: UTV QUOTE (CAN-AM)

2019 DEFENDER HD8(XT) CAMO.

UNIT PRICE \$18,995.00

* COMES WITH SPORT ROOF / 4500LB WINCH
27" BIG HORN TIRES

\$3460 WARRANTY

\$18,995.00

\$16.00

19,011.00

457 \$950.55

\$19,961.55



REQUEST FOR DECISION

SUBJECT:	2018 Audited Financial Statements and Information Returns		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 23, 2019	CAO:	MANAGER: DD
DEPARTMENT:	FINANCE	GM: RO	PRESENTER: CP
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) – Policy 1502 – Reserves

RECOMMENDED ACTION:

MOTION: That Council approve the 2018 Audited Financial Statements as presented by Metrix Group LLP Chartered Accountants for submission to the Minister of Alberta Municipal Affairs.

BACKGROUND/PROPOSAL:

As per MGA Section 278 (b), the Minister of Municipal Affairs requires that municipal financial statements and auditor's reports be submitted by May 1 annually.

A member of the Metrix Group (auditors) will present the Financial Statements to Council on April 23, 2019.

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

- 1) Page 4 – Revenues; the net taxation revenue was up by \$5.4M over the projected budget.
- 2) Page 4 – Well drilling equipment tax revenue for 2018 was up by \$3.2M.
- 3) Page 4 – The annual operating surplus (the surplus of money remaining after Operating Expenses, but before Capital Expenses) is \$23,493,240.00. The 2018 Capital Budget was \$68,605,125.00.
- 4) Page 5- The \$20,574,572.00 amortization expense shown is a non-cash expense. Meaning the amount of amortization is shown in the financial statements but the related cash is not expensed. However, Audit will add the amortization to the reserves as per the reserves policy.

Comments regarding the Audit Findings Letter:

- 1) Bank Reconciliation – The difference of \$103,000.00, Greenview's Bank accounts show an extra \$103,000.00 in the bank compared to the General Ledger. Administration (Bill D) will do a detailed analysis on this to be better prepared for the 2019 audit.
- 2) Grant Funding – Administration shows all funds received instead of only the actual cost charged against the grant funding in each year. Audit standards prefer that Greenview only show the actual cost for each year instead.

- 3) Uncorrected Misstatements – these are 8 adjusting entries to: 1) record the difference between bank reconciliation and the general ledger, 2) to provide allowance for Accel Energy, 3) to record Diamond 2018 annual cost, 4) to accrue 50% of W.D. Stevenson Building, 5) to defer 50% of additional \$50,000.00, 6) Adjust inventory per survey, 7) to write off old W.D. Stevenson Building, 8) Adjust for Blue Ridge Lumber and 9) Adjust for ANC timber damage.
- 4) Adjusting entries will always be necessary at year-end due to Audit not always agreeing with how Administration records different items.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative of not approving the Financial Statements.

FINANCIAL IMPLICATION:

Direct Costs: 2018 Approved budget \$80,000.00. The expense includes the audit firm attending the Administration building and reviewing financial information as well as Council minutes, agreements, legal issues and many questions for the finance team and managers.

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

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 the Audit firm will submit the approved financial statements and Information Returns to the Minister of Alberta Municipal Affairs immediately.

ATTACHMENT(S):

- 2018 Audited Financial Statements
- Audit Findings Letter to Council
- Policy 1502

MD OF GREENVIEW NO. 16

Financial Statements

For the Year Ended December 31, 2018

DRAFT

INDEPENDENT AUDITORS' REPORT

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

We have audited the accompanying financial statements of MD of Greenview No. 16 (the "Greenview"), which comprise the statement of financial position as at December 31, 2018, and the statement of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Greenview as at December 31, 2018, the results of its operations and accumulated surplus, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of Greenview in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing Greenview's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate Greenview or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Greenview's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Greenview's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Greenview's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause Greenview to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta

April 23, 2019

**MANAGEMENT'S RESPONSIBILITY
FOR FINANCIAL REPORTING**

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

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

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

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

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

Denise Thompson
Interim Chief Administrative Officer

Rosemary Offrey
General Manager Corporate Services

MD OF GREENVIEW NO. 16
Statement of Financial Position
As at December 31, 2018

	2018	2017 (Restated) (Note 21)
FINANCIAL ASSETS		
Cash and cash equivalents (Note 2)	\$ 69,733,297	\$ 44,454,300
Receivables (Note 3)	16,133,283	18,328,759
Loans receivable (Note 4)	299,287	454,412
Investments (Note 5)	119,109,224	116,543,981
	205,275,091	179,781,452
LIABILITIES		
Accounts payable and accrued liabilities	16,117,610	15,498,965
Deferred revenue (Note 6)	3,165,447	2,208,284
Long-term debt (Note 7)	1,101,549	1,135,806
	20,384,606	18,843,055
NET FINANCIAL ASSETS	184,890,485	160,938,397
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 9)	284,786,428	274,763,196
Gravel inventory for consumption	9,713,485	9,298,619
Prepaid expenses and deposits (Note 10)	873,646	11,770,592
	295,373,559	295,832,407
ACCUMULATED SURPLUS (NOTE 11)	\$ 480,264,044	\$ 456,770,804
Contingencies (Note 14)		

ON BEHALF OF COUNCIL:

MD OF GREENVIEW NO. 16
Statement of Operations and Accumulated Surplus
For the Year Ended December 31, 2018

	2018 (Budget) (Note 22)	2018 (Actual)	2017 (Actual) (Restated) (Note 21)
REVENUE			
Net taxation (Schedule 2)	\$ 76,843,959	\$ 82,303,513	\$ 76,787,405
Oil well drilling taxes	8,000,000	11,248,081	12,362,452
Interest and investment income	1,950,220	4,383,649	3,294,394
User fees and sale of goods	1,313,420	3,426,119	2,474,493
Government transfers for operating (Schedule 3)	1,218,845	1,532,655	913,846
Other	45,571	455,769	601,071
Penalties and costs on taxes	300,000	629,410	466,784
Licenses and permits	436,800	476,225	536,628
Fines	40,000	29,680	41,707
	90,148,815	104,485,101	97,478,780
EXPENSES (including amortization)			
Transportation services	24,960,363	42,293,143	38,635,123
Recreation and cultural services	13,751,960	25,006,057	12,790,720
Administrative services	10,379,843	10,061,461	10,025,793
Planning and development services	5,018,559	4,369,241	3,831,868
Utilities and environmental services	1,654,050	2,186,142	1,910,018
Protective services	2,078,118	2,711,788	2,431,337
Public health and welfare services	1,565,325	1,439,965	1,438,379
Waste management services	1,304,020	1,113,130	1,060,081
Council and other legislative services	912,962	687,254	808,834
	61,625,200	89,868,181	72,932,153
ANNUAL OPERATIONAL SURPLUS	28,523,615	14,616,920	24,546,627
OTHER REVENUE (EXPENSE)			
Government transfers for capital (Schedule 3)	5,272,985	9,127,423	6,596,438
Loss on disposal of tangible capital assets	13,000	(251,103)	(11,886)
	5,285,985	8,876,320	6,584,552
ANNUAL SURPLUS	33,809,600	23,493,240	31,131,179
ACCUMULATED SURPLUS, BEGINNING OF YEAR, AS PREVIOUSLY STATED			
	456,770,804	456,770,804	427,639,625
Restatement (Note 21)	-	-	(2,000,000)
ACCUMULATED SURPLUS, BEGINNING OF YEAR, AS RESTATED	456,770,804	456,770,804	425,639,625
ACCUMULATED SURPLUS, END OF YEAR	\$ 490,580,404	\$ 480,264,044	\$ 456,770,804

See accompanying notes to financial statements.

4.

MD OF GREENVIEW NO. 16
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2018

	2018 (Budget) (Note 22)	2018 (Actual)	2017 (Actual) (Restated) (Note 21)
ANNUAL SURPLUS	\$ 33,809,600	\$ 23,493,240	\$ 31,131,179
Acquisition of tangible capital assets	(68,605,125)	(30,975,972)	(57,425,042)
Proceeds on disposal of tangible capital assets	-	127,065	67,090
Amortization of tangible capital assets	-	20,574,572	20,160,302
Loss on disposal of tangible capital assets	-	251,103	11,886
	(68,605,125)	(10,023,232)	(37,185,764)
Use (acquisition) of inventory for consumption	-	(414,866)	(687,751)
Use (acquisition) of prepaid expenses	-	10,896,946	4,117,697
	-	10,482,080	3,429,946
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(34,795,525)	23,952,088	(2,624,639)
NET FINANCIAL ASSETS, BEGINNING OF YEAR	160,938,397	160,938,397	163,563,036
NET FINANCIAL ASSETS, END OF YEAR	\$126,142,872	\$184,890,485	\$160,938,397

See accompanying notes to financial statements.

5.

MD OF GREENVIEW NO. 16
Statement of Cash Flows
For the Year Ended December 31, 2018

	2018	2017 (Restated) (Note 21)
OPERATING ACTIVITIES		
Annual surplus	\$ 23,493,240	\$ 31,131,179
Non-cash items included in annual surplus:		
Loss on disposal of tangible capital assets	251,103	11,886
Amortization of tangible capital assets	20,574,572	20,160,302
	44,318,915	51,303,367
Change in non-cash working capital balances:		
Accounts receivable	2,195,476	(4,166,259)
Prepaid expenses	10,896,946	4,117,697
Accounts payable and accrued liabilities	618,645	1,695,631
Deferred revenue	957,163	719,667
Inventories for consumption	(414,866)	(687,751)
	58,572,279	52,982,352
CAPITAL ACTIVITIES		
Proceeds on disposal of tangible capital assets	127,065	67,090
Acquisition of tangible capital assets	(30,975,972)	(57,425,042)
Purchase of investments	(4,287,249)	(11,155,070)
Sale of investments	1,722,006	8,531,276
Loans receivable	155,125	151,870
	(33,259,025)	(59,829,876)
FINANCING ACTIVITIES		
Long-term debt principal repayments	(34,257)	(32,618)
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS DURING THE YEAR	25,278,997	(8,880,142)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	44,454,300	53,334,442
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ 69,733,297	\$ 44,454,300

See accompanying notes to financial statements.

6.

MD OF GREENVIEW NO. 16
Schedule of Equity in Tangible Capital Assets
For the Year Ended December 31, 2018

Schedule 1

	2018	2017
BALANCE, BEGINNING OF YEAR	\$ 274,763,197	\$ 237,577,433
Acquisition of Tangible Capital Assets	30,975,972	57,425,042
Cost of Tangible Capital Assets Disposed of	(1,037,262)	(195,353)
Accumulated Amortization of Tangible Capital Assets Disposed of	659,094	116,376
Amortization of Tangible Capital Assets	(20,574,572)	(20,160,302)
Local improvement taxes receivable repayments	(34,257)	(32,617)
Long-term capital debt repayments	34,257	32,618
BALANCE, END OF YEAR	\$ 284,786,429	\$ 274,763,197
Equity in Tangible Capital Assets is Comprised of the Following:		
Tangible capital assets (Note 9)	\$ 284,786,428	\$ 274,763,196
Long-term capital debt	(1,101,549)	(1,135,806)
Local improvement taxes receivable	1,101,550	1,135,807
	\$ 284,786,429	\$ 274,763,197

See accompanying notes to financial statements.

7.

MD OF GREENVIEW NO. 16
Schedule of Property Taxes and Other Taxes
For the Year Ended December 31, 2018

Schedule 2

	2018 (Budget) (Note 22)	2018 (Actual)	2017 (Actual)
TAXATION			
Linear property taxes	\$ 58,109,825	\$ 57,739,859	\$ 58,109,822
Real property taxes	44,214,499	49,700,355	44,214,950
	102,324,324	107,440,214	102,324,772
REQUISITIONS			
Alberta School Foundation Fund	24,244,665	22,294,467	23,275,400
Seniors foundations	1,235,700	2,419,425	2,193,279
Designated industrial property	-	350,995	-
Other school boards	-	71,814	68,688
	25,480,365	25,136,701	25,537,367
NET MUNICIPAL PROPERTY TAXES	\$ 76,843,959	\$ 82,303,513	\$ 76,787,405

MD OF GREENVIEW NO. 16
Schedule of Government Transfers
For the Year Ended December 31, 2018

Schedule 3

	2018 (Budget) (Note 22)	2018 (Actual)	2017 (Actual)
TRANSFERS FOR OPERATING			
Provincial government	\$ 631,345	\$ 1,157,045	\$ 700,716
Local governments	587,500	375,610	213,130
	1,218,845	1,532,655	913,846
TRANSFERS FOR CAPITAL			
Provincial government	5,272,985	9,127,423	6,596,438
TOTAL GOVERNMENT TRANSFERS	\$ 6,491,830	\$ 10,660,078	\$ 7,510,284

MD OF GREENVIEW NO. 16
Schedule of Segmented Information
For the Year Ended December 31, 2018

Schedule 4

	Administrative Services	Recreation and Cultural Services	Community Services	Utilities and Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 8,294,816	\$ 24,397,633	\$ 3,723,390	\$ 23,283,860	\$ 788,979	\$ 21,814,835	\$ 82,303,513
All other	-	-	-	-	-	17,222,814	17,222,814
User fees and sale of goods	477,143	-	90,117	2,012,011	663,185	183,663	3,426,119
Government transfers	723,443	-	168,359	-	-	640,853	1,532,655
	9,495,402	24,397,633	3,981,866	25,295,871	1,452,164	39,862,165	104,485,101
EXPENSES							
Transfers to other governments and local boards and agencies	-	23,804,635	596,693	-	-	795,114	25,196,442
Amortization	566,059	608,424	387,375	16,997,272	733,978	1,281,464	20,574,572
Contracted and general services	3,347,016	27,742	768,199	12,899,743	380,604	1,126,452	18,549,756
Salaries, wages, and benefits	3,828,152	358,919	2,110,061	4,830,856	733,241	2,160,657	14,021,886
Materials, goods, and supplies	1,322,975	48,120	472,507	7,340,591	140,959	369,446	9,694,598
Repairs and maintenance	445,185	153,798	3,484	80,590	-	53,004	736,061
Utilities	248,952	4,419	30,922	144,091	141,399	162,920	732,703
Insurance	303,122	-	-	-	-	3,080	306,202
Interest on long term debt	-	-	-	-	55,961	-	55,961
	10,061,461	25,006,057	4,369,241	42,293,143	2,186,142	5,952,137	89,868,181
NET REVENUE	\$ (566,059)	\$ (608,424)	\$ (387,375)	\$ (16,997,272)	\$ (733,978)	\$ 33,910,028	\$ 14,616,920

See accompanying notes to financial statements.

10.

MD OF GREENVIEW NO. 16
Schedule of Segmented Information
For the year ended December 31, 2017

Schedule 5

	Administrative Services	Recreation and Cultural Services	Community Services	Utilities and Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 9,179,574	\$ 12,702,288	\$ 3,215,825	\$ 19,315,125	\$ 914,238	\$ 31,460,355	\$ 76,787,405
All other	-	-	-	-	-	17,303,035	17,303,035
User fees and sale of goods	33,975	-	105,173	1,673,865	442,803	218,677	2,474,493
Government transfers	257,891	-	168,359	-	-	487,597	913,847
	9,471,440	12,702,288	3,489,357	20,988,990	1,357,041	49,469,664	97,478,780
EXPENSES							
Amortization	554,353	88,432	342,511	17,646,133	552,977	975,894	20,160,300
Contracted and general services	3,772,688	16,900	759,387	11,293,247	257,114	1,092,621	17,191,957
Transfer to other governments and local boards and agencies	-	12,240,405	200,911	-	-	689,485	13,130,801
Salaries, wages, and benefits	3,572,792	269,695	2,015,507	4,047,363	728,987	2,343,476	12,977,820
Materials, goods, and supplies	1,109,084	29,669	483,697	5,395,599	181,665	350,662	7,550,376
Repairs and maintenance	489,179	140,384	2,045	89,128	-	125,452	846,188
Telephone and utilities	234,268	5,235	27,810	163,653	131,674	157,874	720,514
Insurance	293,429	-	-	-	-	3,167	296,596
Interest on long term debt	-	-	-	-	57,601	-	57,601
	10,025,793	12,790,720	3,831,868	38,635,123	1,910,018	5,738,631	72,932,153
NET REVENUE	\$ (554,353)	\$ (88,432)	\$ (342,511)	\$ (17,646,133)	\$ (552,977)	\$ 43,731,033	\$ 24,546,627

See accompanying notes to financial statements.

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Reporting Entity

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

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

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

(b) Basis of Accounting

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

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

(c) Cash and Cash Equivalents

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

(d) Investments

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

(e) Loans Receivable

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

(f) Inventories for Consumption

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

1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(g) Tax Revenue

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

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

(h) Tangible Capital Assets

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

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

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

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

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

(i) Over-levies and under-levies

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

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

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

(j) Government transfers

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

1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(k) Pension expenses

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

(l) Contaminated Sites

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

(m) Measurement uncertainty

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

2. CASH AND CASH EQUIVALENTS

	2018	2017
Temporary investments	\$ 60,408,434	\$ 36,773,676
Operating account	9,324,718	7,680,435
Cash on hand	145	189
	\$ 69,733,297	\$ 44,454,300

Temporary investments consist of a high interest savings account and \$60,265,676 (2017 - \$31,284,000) of guaranteed investments certificates.

MD OF GREENVIEW NO. 16
Notes to Financial Statements
For the Year Ended December 31, 2018

3. ACCOUNTS RECEIVABLE

	2018	2017
Trade and other	\$ 10,220,637	\$ 10,038,992
Taxes and grants in place of taxes	3,651,547	3,140,014
Oil well drilling	3,334,456	4,931,133
Local improvement taxes	1,101,550	1,135,807
Goods and Services Tax	779,877	1,228,042
	19,088,067	20,473,988
Less: Allowance for doubtful accounts	(2,954,784)	(2,145,229)
	\$ 16,133,283	\$ 18,328,759

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

4. LOANS RECEIVABLE

	2018	2017
Heart River Housing	\$ 169,089	\$ 279,197
Town of Valleyview	106,573	140,412
Other	23,625	34,803
	\$ 299,287	\$ 454,412

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

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

MD OF GREENVIEW NO. 16
Notes to Financial Statements
For the Year Ended December 31, 2018

5. INVESTMENTS

	2018	2017
Cash and money market funds	\$ 549,803	\$ 497,394
Fixed Income		
Guaranteed Investment Certificates	45,273,050	50,302,145
Government and corporate bonds	73,281,361	65,739,432
	118,554,411	116,041,577
Other	5,010	5,010
	\$119,109,224	\$116,543,981

Guaranteed investment certificates bear interest at rates between 2.05% - 3.07% per annum and mature at dates between September 2019 - September 2020. Government and corporate bonds bear interest at rates between 1.90% - 9.60% per annum mature between March 2020 - March 2028. The market value of the government and corporate bonds at December 31, 2018 was \$73,198,108 (2017 - \$65,655,002).

6. DEFERRED REVENUE

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

	Opening	Receipts	Revenue	Ending
Municipal Sustainability Initiative	\$ 1,380,284	\$ 7,598,045	\$ (6,136,882)	\$ 2,841,447
Greenvview Regional Multiplex				
- Sponsorships	578,000	-	(254,000)	324,000
Regional Collaboration Program	250,000	-	(250,000)	-
	\$ 2,208,284	\$ 7,598,045	\$ (6,640,882)	\$ 3,165,447

MD OF GREENVIEW NO. 16
Notes to Financial Statements
For the Year Ended December 31, 2018

7. LONG-TERM DEBT

	2018	2017
Alberta Capital Financing Authority debentures bearing interest at 4.964% per annum maturing in 2037.	\$ 1,101,549	\$ 1,135,806

Principal and interest payments are due as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	\$ 35,978	\$ 54,240	\$ 90,218
2020	37,787	52,432	90,219
2021	39,685	50,533	90,218
2022	41,680	48,538	90,218
2023	43,775	46,444	90,219
Thereafter	902,644	360,412	1,263,056
	\$ 1,101,549	\$ 612,599	\$ 1,714,148

Greenview's total cash payments for interest in 2018 were \$55,961 (2017 - \$57,601).

8. DEBT LIMITS

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

	2018	2017
Total debt limit	\$156,727,652	\$146,218,170
Total debt	(1,101,549)	(1,135,806)
Amount of debt limit unused	\$155,626,103	\$145,082,364
Service on debt limit	\$ 26,121,275	\$ 24,369,695
Service on debt	(90,218)	(90,218)
Amount of debt servicing limit unused	\$ 26,031,057	\$ 24,279,477

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

MD OF GREENVIEW NO. 16
Notes to Financial Statements
For the Year Ended December 31, 2018

9. TANGIBLE CAPITAL ASSETS

	2018		2017	
	Net Book Value			
Engineered structures				
Roadways	\$ 116,164,944		\$ 113,257,987	
Bridges	26,995,013		27,837,740	
Water systems	17,720,448		16,754,653	
Solid waste	13,700,073		12,455,020	
Landfill	2,530,583		2,327,733	
	177,111,061		172,633,133	
Buildings	84,327,512		78,925,552	
Machinery, equipment, and furnishings	8,251,288		8,228,748	
Land	8,148,535		8,146,798	
Vehicles	6,948,032		6,828,965	
	\$ 284,786,428		\$ 274,763,196	
	Cost Beginning of Year	Additions	Disposals	Transfers
Engineering structures				
Roadways	\$ 436,254,418	\$ 17,437,233	\$ (34,307)	\$ -
Bridges	48,386,770	144,297	-	-
Water	18,276,699	1,436,789	-	-
Solid waste	13,685,814	1,473,115	-	-
Landfill	2,695,644	318,734	-	-
	519,299,345	20,810,168	(34,307)	-
Buildings	84,788,776	7,090,111	(349,991)	-
Vehicles	14,007,350	1,585,893	(431,771)	-
Machinery, equipment, and furnishings	12,970,501	1,488,063	(221,193)	-
Land	8,146,798	1,737	-	-
	\$ 639,212,770	\$ 30,975,972	\$ (1,037,262)	\$ -
	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Transfers
Engineered structures				
Roadways	\$ 322,996,431	\$ 14,500,605	\$ (4,636)	\$ -
Bridges	20,549,030	987,024	-	-
Water	1,522,046	470,994	-	-
Solid waste	1,230,794	228,062	-	-
Landfill	367,911	115,884	-	-
	346,666,212	16,302,569	(4,636)	-
Vehicles	7,178,385	1,439,311	(397,904)	(6,352)
Buildings	5,863,224	1,517,575	(179,415)	-
Machinery, equipment, and furnishings	4,741,753	1,315,117	(77,139)	6,352
	\$ 364,449,574	\$ 20,574,572	\$ (659,094)	\$ -

Tangible capital assets include \$22,589,111 (2017 - \$50,549,376) of work in progress that is not being amortized as these projects are currently not completed.

MD OF GREENVIEW NO. 16
Notes to Financial Statements
For the Year Ended December 31, 2018

10. PREPAID EXPENSES AND DEPOSITS

Included in prepaid expenses is a one-time advance of Community Development funding of \$NIL (2016 - \$10,500,000) to the Town of Grande Cache to support the building of the Town's recreational facility.

11. ACCUMULATED SURPLUS

	2018	2017
Unrestricted surplus	\$ 788,379	\$ 12,321,058
Restricted surplus (<i>Note 12</i>)	194,689,236	169,686,550
Equity in tangible capital assets (<i>Schedule 1</i>)	284,786,429	274,763,196
	\$ 480,264,044	\$ 456,770,804

12. RESERVES

	2018	2017
Road infrastructure	\$ 72,651,583	\$ 57,718,404
Project carry forward	37,629,153	28,753,280
Economic development	15,000,000	15,000,000
Facilities	14,619,077	12,668,928
Bridge replacement	11,002,263	10,569,257
Wastewater	8,983,990	8,323,354
Water	7,372,744	6,469,176
Equipment and vehicle fleet	6,899,075	3,585,008
Operating contingency	6,366,000	12,416,049
Fire apparatuses	4,036,117	3,819,830
Disaster response	3,532,574	3,000,000
Fire facilities	2,272,235	4,839,661
Recreation	2,114,830	647,901
Gravel pit reclamation	1,347,447	1,347,447
Grovedale daycare	440,000	-
Solid waste reclamation	322,148	322,148
Greenview Family and Community Support Services	100,000	206,107
	\$ 194,689,236	\$ 169,686,550

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

(a) Road Infrastructure

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

(b) Bridge Replacement

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

12. RESERVES (CONT'D)

(c) *Project Carry Forward*

Holds all funds for projects that have been carried over from one year to a subsequent year. This reserve will be funded as needed in any given year.

(d) *Equipment and Vehicle Fleet*

Ensures funds for replacing equipment and vehicles as per Council's replacement policy. The annual contribution based on yearly depreciation of vehicles.

(e) *Disaster Response*

Provides funds for emergency funding for Greenview to deal with disasters when they occur, with minimal impact to approved Operating and Capital Budgets.

(f) *Fire Facilities*

Provides funds for Greenview's share of replacement or construction of fire halls and other fire infrastructure (dry hydrants, etc.) within Greenview and the towns of Fox Creek, Valleyview, and Grande Cache.

(g) *Fire Apparatuses*

Provides funds for the purchase of Greenview's fire apparatuses for Greenview fire stations and Greenview's share of apparatus purchases for the towns of Valleyview, Fox Creek, and Grande Cache.

(h) *Facilities*

Provides funds for replacement or construction costs for Greenview facilities such as offices and maintenance shops. Facilities relating to utilities and emergency services will be funded through their own respective reserve funds. Annual contributions based on depreciation.

(i) *Solid Waste Reclamation*

Provides funds for post closure liability costs for Greenview waste sites such as transfer stations. Post closure liability costs for regional landfills will be budgeted for by Greenview Regional Solid Waste Management Commission.

(j) *Wastewater*

Provides funds for replacement or construction of wastewater collection systems and networks within Greenview. Annual contributions based on depreciation.

(k) *Water*

Provides funds for replacement or construction of water distribution systems and networks within Greenview.

(l) *Recreation*

Provides funds for construction or replacement of Greenview's recreation facilities (campgrounds, multiplexes, etc.). Annualized contributions based on depreciation for existing facilities. Annual contribution to be used for development of future facilities

(m) *Greenview FCSS*

Used to set aside FCSS program surpluses from the FCSS programs operated by Greenview on behalf of the Town of Valleyview. The Greenview FCSS Board shall determine the use of funds in this reserve.

12. RESERVES (CONT'D)

(n) *Gravel Pit Reclamation*

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

(o) *Operating Contingency*

Provides funds to supply Greenview with emergency operating funds in case of a large scale disaster or other disruption to funding sources.

(p) *Grovedale Daycare*

Provides funds to be used for the establishment of a daycare facility in Grovedale.

13. CREDIT FACILITY

Greenview has access to a municipal revolving loan credit facility with a maximum of \$5,000,000 bearing interest at rate 3.20% per annum. No amounts were outstanding on the revolving loan at December 31, 2018 or 2017.

14. CONTINGENCIES

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

15. LOCAL AUTHORITIES PENSION PLAN

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

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

Greenview is required to make current service contributions to the LAPP of 10.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 14.84% on pensionable earnings above this amount. Employees of Greenview are required to make current service contributions of 9.39% of pensionable earnings up to the year's maximum pensionable earnings and 13.84% on pensionable earnings above this amount.

Total current service contributions by Greenview to the LAPP in 2018 were \$944,903 (2017 - \$959,104). Total current service contributions by the employees of Greenview to the LAPP in 2018 were \$864,510 (2017 - \$883,924).

At December 31, 2017 the Plan disclosed an actuarial surplus of \$4,835.5 million (2016 - deficit of \$637.4 million).

MD OF GREENVIEW NO. 16
Notes to Financial Statements
For the Year Ended December 31, 2018

16. REMUNERATION AND BENEFITS DISCLOSURE

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

	Benefits and Remuneration	Allowances	2018 Total	2017 Total
Reeve:				
Ward 2	\$ 75,370	\$ 38,762	\$ 114,132	\$ 117,448
Councillors:				
Ward 1 Pre-election	-	-	-	62,896
Ward 1 Post-election	35,751	24,167	59,918	14,147
Ward 3	40,001	19,912	59,913	68,200
Ward 4 Pre-election	-	-	-	61,708
Ward 4 Post-election	48,763	26,149	74,912	13,484
Ward 5	36,706	16,256	52,962	60,433
Ward 6	52,321	26,985	79,306	95,429
Ward 7	52,981	26,912	79,893	101,921
Ward 8	48,739	26,021	74,760	83,823
	\$ 390,632	\$ 205,164	\$ 595,796	\$ 679,489
Chief Administrative Officer	\$ 210,725	\$ 26,131	\$ 236,856	\$ 230,665
Designated Officer	\$ 123,424	\$ 17,566	\$ 140,990	\$ 138,978

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

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

17. FINANCIAL INSTRUMENTS

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

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

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

18. CONTRACTUAL OBLIGATIONS

(a) Regional Community Development Agreement

Greenview has entered into an Agreement with the Towns of Fox Creek and Valleyview to support community development. Under the terms of the Agreement Greenview shall provide unconditional Regional Community Development base contribution in the amount \$2,700,000 to each Town for the years 2018 - 2022. For 2019 - 2022, the base contribution shall be increased or decreased based on the non-residential assessment increase or decrease compared to the 2018 non-residential assessment.

(b) Aggregate Supply Agreement

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

19. SEGMENTED INFORMATION

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

20. TRUST FUNDS

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

	Opening	Receipts	Disbursements	Ending
Tax sale proceeds	\$ 122,574	\$ -	\$ -	\$ 122,574

21. RESTATEMENT

Greenview recently discovered that it had not recorded a liability for the estimated decommissioning costs in the amount of \$2,000,000 associated with the old Grovedale Lagoon which was put out of productive service in 2013/14. During 2018 this has been corrected retroactively and prior periods have been restated.

The effect on the comparative 2017 figures has been to increase accounts payable and accrued liability and decrease accumulated surplus by \$2,000,000.

MD OF GREENVIEW NO. 16
Notes to Financial Statements
For the Year Ended December 31, 2018

22. BUDGET FIGURES

The 2018 budget data presented in these financial statements is based on the operating and capital budgets approved by Council on December 11, 2017. The chart below reconciles the approved financial plan to the figures reported in these financial statements.

	2018 (Budget)	2018 (Actual)
Annual surplus	\$ 33,809,600	\$ 23,493,240
Add back:		
Amortization expense	-	20,574,572
Net transfers from (to) reserves	34,829,783	(25,002,686)
Loss on disposal of tangible capital assets	-	251,103
Deduct:		
Principal debt repayments	(34,258)	(34,257)
Purchase of tangible capital assets	(68,605,125)	(30,975,972)
	\$ -	\$ (11,694,000)

23. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with the current year's financial statement presentation.

24. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council.

April 23, 2019

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

Attention: Members of MD Council

Dear Council Members:

RE: 2018 AUDIT

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

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

SIGNIFICANT FINDINGS FROM THE AUDIT

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

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

.../2

Significant Deficiencies in Internal Control

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

Bank Reconciliation

Previously we noted the operating bank account had not be reconciled since March 2015 – this continued to be the case throughout all of 2016 and 2018. The unreconciled difference at December 31, 2018 was approximately \$103,000 (2017 - \$82,000) (2016 - \$92,000).

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

Grant Funding

Grant funding revenue for capital projects continues to be recorded based on the amount of funding received during the year. Capital grant revenue should be based on eligible costs incurred during the year rather than cash receipts.

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

Significant Qualitative Aspects of Accounting Practices

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

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

Grovedale Lagoon

During 2018, the MD established an estimated liability related to future decommissioning work with respect to the Grovedale Lagoon in the amount of \$2,000,000. This liability is based on estimated costs provided by Associated Engineering. We recommend MD administration revisit this matter during 2019 to determine if there is any new information as well as to ensure the assumptions and calculations are as accurate as possible.

Uncorrected Misstatements

Uncorrected misstatements aggregated by our Firm for the year ended December 31, 2018 amount to a \$240,781 understatement of the 2018 annual surplus.

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

Significant Difficulties Encountered During the Audit

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

During the course of the audit numerous adjustments were made, several of which were initiated by the MD, in order to ensure the MD's 2018 financial statements were not materially misstated. We do not mind providing this type of assistance however these matters increased the amount of time our staff was required to spend in completing the audit and, ideally, would be completed during the course of the year by MD staff as this would increase the accuracy of MD's internal financial reporting.

Management Representations

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

Management Letter

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

AUDITOR INDEPENDENCE

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

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

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;

- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

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

We are not aware of any relationships between the MD and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2018 to April 23, 2019.

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

Yours truly,

METRIX GROUP LLP



Philip J. Dirks, CPA, CA
Partner

PJD/cjo

cc: Denise Thompson, Chief Administrative Officer
Rosemary Offrey, General Manager Corporate Services

Title: RESERVES

Policy No: 1502

Approval: Council

Effective Date: May 12, 2015

**Supersedes Policy No: 1502 and
Procedures 1502-01**



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) will plan for and provide specific purpose reserves that support a viable and financially sustainable municipality.

Purpose: To establish reserves that will allow for future planned and unplanned expenditures required by the municipality.

Principles:

1. Council shall authorize the transfer of funds to and from the Reserves by resolution.
2. All unallocated surplus funds will be allocated to a reserve within any financial year.

Quarterly reports shall be provided to Council regarding committed reserves, as well as the transfer to, and transfer from reserves.

Procedures

1. Definitions

NONE

1. Responsibilities

1.1. Administration

- 1.1.1. Ensure that all transactions regarding reserves are approved by and reported to Council.
- 1.1.2. To transfer funds to and from Reserve Funds as directed by resolution of Council where Council deems that such transfers should occur.
- 1.1.3. Manage reserves in accordance with this procedure.
- 1.1.4. Provide quarterly reports to Council regarding committed reserves and any transfers to and from reserve funds.

1.1.5. Present in each annual capital and operating budget the transactions necessary to comply with this procedure, and to bring Reserve Funds to the minimum levels.

1.1.6. To transfer all existing reserves to the Reserve Funds specified below effective December 31, 2014.

2. Reserve Regulations

2.1. Each Reserve Fund shall be regulated as provided below.

3. Road Infrastructure Reserve

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

3.2. Receives: This reserve receives funds specifically allocated in the operating budget and receives any amortization of "Engineering Structures – Road."

3.3. Interest: This reserve receives 10% of annually earned interest.

4. Bridge Replacement Reserve

4.1. Purpose: This reserve provides funds for future replacement costs of bridges. Annual contribution based on life cycle costing of bridges.

4.2. Receives: This reserve receives funds specifically allocated in the operating budget and receives any amortization of "Engineering Structures – Road."

4.3. Interest: This reserve receives 5% of annually earned interest.

5. Project Carry Forward Reserve.

5.1. Purpose: This reserve will hold all funds for projects that have been carried over from one year to a subsequent year. This reserve will be funded as needed in any given year.

5.2. Receives: This reserve receives prior years project carryover funds

5.3. Interest: This reserve receives no interest.

6. Equipment and Vehicle Fleet Reserve

6.1. Purpose: This reserve ensures funds for replacing equipment and vehicles as per Council's replacement policy. The annual contribution based on yearly depreciation of vehicles.

6.2. Receives: This reserve receives any amortization of "equipment" or "motor vehicle". Salvage revenues received from disposal of equipment and vehicles will be placed into this reserve in addition to the annual contribution listed above.

6.3. Interest: This reserve receives 10% of annually earned interest.

- 6.4. Maximum or Minimum: This reserve should contain a minimum level of funds equal to ten (10%) percent of the “Equipment” and “Automotive Equipment” Audited Financial Statements Tangible Capital Assets Net Book Value. This reserve has no maximum.

7. Disaster Response Reserve

- 7.1. Purpose: This reserve provides funds for emergency funding for Greenview to deal with disasters when they occur, with minimal impact to the approved Operating and Capital Budgets.
- 7.2. Receives: This reserve receives an annual contribution of \$100k.
- 7.3. Interest: This reserve receives 10% of annually earned interest.
- 7.4. Maximum or Minimum: This reserve shall have a minimum balance of \$1 Million to a maximum balance of \$3 Million.

8. Fire Facilities

- 8.1. Purpose: This reserve provides funds for Greenview’s share of replacement or construction of Fire Halls and other fire infrastructure (dry hydrants, etc.) within Greenview and the Towns of Fox Creek, Valleyview, and Grande Cache.
- 8.2. Receives: This reserve receives annualized contribution based on Fire Hall construction or replacement schedules. Starting with \$7 Million.
- 8.3. Interest: This reserve receives 10% of annually earned interest.

9. Fire Apparatuses

- 9.1. Purpose: This reserve provides funds for the purchase of Greenview’s fire apparatus for Greenview Fire Stations and Greenview’s share of apparatus purchases for the Towns of Valleyview, Fox Creek, and Grande Cache.
- 9.2. Receives: This reserve receives annualized contribution based on apparatus replacement schedule. Receives any proceeds from sale of apparatus. Minimum value of 300k to allow for any emergency purchases.
- 9.3. Interest: This reserve receives 5% of annually earned interest.

10. Facilities Reserve

- 10.1. Purpose: This reserve provides funds for replacement or construction costs for Greenview facilities such as offices and maintenance shops. Facilities relating to utilities and emergency services will be funded through their own respective reserve funds. An
- 10.2. Receives: This reserve receives annual amortization of “Buildings.”
- 10.3. Interest: This reserve receives 10% of annually earned interest.

11. Solid Waste Reclamation Reserve

- 11.1. Purpose: This reserve provides funds for post closure liability costs for Greenview waste sites such as transfer stations. Post closure liability costs for regional landfills will be budgeted for by Greenview Regional Solid Waste Management Commission.
- 11.2. Receives: This reserve receives funds based on the life cycle of the transfer stations.
- 11.3. Interest: This reserve receives no interest.

12. Wastewater Reserve

- 12.1. Purpose: This reserve provides funds for replacement or construction of wastewater collection systems and networks within Greenview. Annual contributions based on depreciation.
- 12.2. Receives: This reserve receives funds based on the life cycle of the wastewater facilities and the annual amortization.
- 12.3. Interest: This reserve receives 10% of annually earned interest.

13. Water Reserve

- 13.1. Purpose: This reserve provides funds for replacement or construction of water distribution systems and networks within Greenview.
- 13.2. Receives: This reserve receives funds based on the life cycle of the water systems and the annual amortization.
- 13.3. Interest: This reserve receives 10% of annually earned interest.

14. Developer Contributions

- 14.1. Purpose: This reserve is funded by cash in lieu payments and off-site levies collected from developers.
- 14.2. Receives: This reserve receives funds received from development agreements and off-site levies.
- 14.3. Interest: This reserve receives no interest.

15. Economic Development Reserve

- 15.1. Purpose: This reserve provides funds for municipal development projects (property development, etc.) as depicted in the long-term capital plan.
- 15.2. Receives: This reserve receives funds based on Council's Economic Development Plan.
- 15.3. Interest: This reserve receives no interest.

16. Recreation Reserve

- 16.1. Purpose: This reserve provides funds for construction or replacement of Greenview's recreation facilities (campgrounds, multiplexes, etc.). Annualized contributions based on depreciation for existing facilities. Annual contribution to be used for development of future facilities.
- 16.2. Receives: This reserve receives annual Recreation asset amortization plus any other contributions Council provides.
- 16.3. Interest: This reserve receives 10% of annually earned interest.

17. Green View FCSS Reserve

- 17.1. Purpose: This reserve is used to set aside FCSS program surpluses from the FCSS programs operated by Greenview on behalf of the Town of Valleyview. The Green View FCSS Board shall determine the use of funds in this reserve.
- 17.2. Receives: This reserve receives any surplus balance at the end of a financial year.
- 17.3. Interest: This reserve receives no interest.
- 17.4. Maximum or Minimum: This reserve has no maximum or minimum.

18. Gravel Pit Reclamation Reserve

- 18.1. Purpose: This reserve is used for the environmental reclamation of landfills and gravel pits and as the source and return of deposits and guarantees regarding reclamation.
- 18.2. Receives: This reserve receives funds specifically allocated in the operating budget, plus per tonne charges on waste interred by landfills, and gravel mined for Greenview use, to pay for environmental reclamation
- 18.3. Interest: This reserve receives no interest.
- 18.4. Maximum or Minimum: This reserve has no maximum or minimum.

19. Operating Contingency Reserve

- 19.1. This reserve provides funds to supply Greenview with emergency operating funds in case of a large scale disaster or other disruption to funding sources. Will be equivalent to \$13M the average of three months operating costs.
- 19.2. Receives: This reserve receives funds any unallocated surplus funds received during the year.
- 19.3. Interest: This reserve receives 10% of annually earned interest.

20. End of Procedure

Approved: 15.05.245



REQUEST FOR DECISION

SUBJECT:	2019 1st Quarter Budget to Actual Report – Diamond System		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 23, 2019	CAO: DT	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	GM: RO	PRESENTER: RO
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) –

Council Bylaw/Policy (cite) –

RECOMMENDED ACTION:

MOTION: That Council accept the 2019 1st Quarter Budget to Actual Report from the Diamond System as Information.

BACKGROUND/PROPOSAL:

Please note that this report does not include the funds expended in our Grande Cache office. There a separate budget to actual report from the Muniware System, based on the Grande Cache approved budget. When the two finance systems are integrated, the reports will all come from Diamond and there will be one report. We hope to have this in place by the end of the next quarter.

Operational Budget Notes

- **Council** finished 1st quarter with 19.5% spent of the budget.
- **CAO & Corporate services** revenue amounted to 1.93 % of the budget, with 23.05% in expenses.
- **Infrastructure Administration** received \$900,000 (FTR Phase 2) revenue grant form provincial government, which was not budgeted for 2019 with 28.84% expenses.
- **Construction & Engineering** spent 9.42 % in operational expenses.
- **Planning & Development** revenue amounted to 21.06 % along with 16.88% in operational expenses.
- **Facilities Maintenances** spent 21.22% of its budget.
- **Environmental Services** received 14.47% of the budgeted revenue with 25.93% in expenses.
- **Operations Services** already received 52.51% of the budgeted revenue with 23.23% in expenses.
- **Road & Bridges Maintenance** 7.22% of the budget was spent in operational expenses.
- **Communities Services** revenue amounted to 28.17% with 8.97 % in expenses.
- **Community Grant Programs**, 23.46% of the budgeted grants were disbursed.
- **Culture & Historical Buildings** with 60.62% spent on operational expenses.
- **Economic Development** has not received any of the budgeted revenue and spent 1.84% on operational expenses.
- **Recreation Enhancement Program** has not received any of the budgeted revenue but spent 41.86% on operational expenses.

- **Protectives Services** already received 23.82% of the budgeted revenue with 24.80% in expenses.
- **FCSS** received 31.12 % of the budgeted revenue with 26.30% on expenses.
- **Agricultures Services** revenue amounted to 5.51 % while the expenses amounted 11.12%.

Capital Budget Notes

- Due to the timing of the new 2019 Capital Projects - Budget approval, nothing was spent to date on these departments' capital projects:
 - **Communication,**
 - **Health & safety,**
 - **Information Technology,**
 - **Planning & Development,**
 - **Operations,**
 - **Recreation Enhancement,**
 - **Economic Development** and
 - **Agricultures Services.**
- **Environmental Services** spent 0.69% of the budget.
- **Bridges & drainage** used 0.62% of the budget.
- **Road Construction & Surfacing** used 0.70 % of the budget.
- **Facilities maintenances** spent 60% in capital project – Additional land purchase.
- **Multi-Purpose Facilities** – spent 30.51% of the budgeted amount.
- **Protective Services** spent 7.27%.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be informed.

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):

- 2019 1st Quarter Operational & Capital Budget to Actual Report



MD of Greenview
Actual to Budget
Council Office
1st Quarter report Ending 2019-03-31

Expenses

		Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Honorariums	6-6003	\$134,786.23	\$652,984.00	
Employer Contributions	6-6004	19,639.66	130,600.00	
Non Cash Awards & Incentives	6-6007	1,035.00	31,850.00	
Accommodation & Subsistence	6-6011	23,269.49	94,625.00	
Transportation Expenses	6-6012	35,329.87	115,000.00	
Training & Education	6-6013	0.00	10,000.00	
Memberships & Seminars/Conferences	6-6015	17,070.84	64,800.00	
Hospitality	6-6027	221.16	42,050.00	
Mobile Communication Services	6-6036	547.60	3,500.00	
Professional Services	6-6040	0.00	45,000.00	
General & Operating Supplies	6-6109	1,236.41	5,000.00	
Rental - Hall / Building	6-6143	225.00	1,000.00	
		233,361.26	1,196,409.00	19.51%



**MD of Greenview
Actual to Budget
CAO & Corporate Services
1st Quarter Report Ending 2019-03-31**

Property Taxes

Linear Property Tax	5-5001	\$0.00	\$58,894,650.00	
Farmland Tax	5-5002	0.00	302,966.00	
Machinery & Equipment Tax	5-5003	0.00	128,257.00	
Non Residential Tax	5-5004	0.00	2,466,185.00	
Residential Tax	5-5005	0.00	3,595,930.00	
Minimum Property Tax Levy	5-5006	0.00	471.00	
DIP Tax - Farmland	5-5007	0.00	101.00	
DIP Tax - Machinery & Equipment	5-5008	0.00	36,534,372.00	
DIP Tax - Non Residential Property	5-5009	0.00	7,757,320.00	
DIP Tax - Residential Property	5-5010	0.00	475.00	
		0.00	109,680,727.00	(0.00%)

Other Taxes

Local Improvement Charge	5-5102	\$0.00	\$92,164.00	
Well Drilling Tax	5-5104	1,309,783.61	10,000,000.00	
Penalty & Costs on Taxes	5-5603	0.00	0.00	
		1,309,783.61	10,092,164.00	12.98%

Administrative Revenues

GIS & Plotting Service	5-5206	\$40.50	\$100.00	
Municipal Maps & Photos	5-5208	1,000.00	7,000.00	
Photocopies	5-5210	0.00	0.00	
Administrative Fees & Other Cha	5-5300	1,583.75	5,700.00	
Fees - Tax Certificate	5-5311	3,090.00	10,000.00	
		5,714.25	22,800.00	25.06%

Other revenue -Own sources

Miscellaneous Fees	5-5419	\$23,005.51	\$30,000.00	
Sale of Assets	5-5500	0.00	60,000.00	
Penalties on Receivables	5-5602	13,591.32	100,000.00	
Penalty & Costs on Taxes	5-5603		200,000.00	
Claim Refund	5-5801	0.00	2,500.00	
Return on Investment	5-5802	483,405.77	1,750,000.00	
Interest Income-Other	5-5803	44,472.29	110,000.00	
		564,474.89	2,252,500.00	24.72%

MSI Capital Grant

Grant from Provincial Government	5-5706	0.00	5,272,985.00	0.00%
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MSI Operating Grants

Grant from Provincial Government	5-5706	584,313.00	238,461.00	245.04%
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REVENUES TOTAL

		2,464,285.75	127,559,637.00	1.93%
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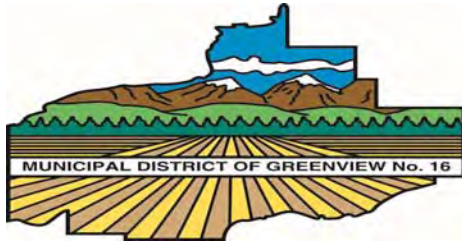
Administrative General

Salaries	6-6001	\$739,650.03	\$2,552,313.00
Employer Contributions	6-6004	184,037.49	729,887.00
Non Cash Awards & Incentives	6-6007	0.00	1,000.00
Employee Relocation	6-6008	1,462.99	50,000.00
Wellness Program	6-6009	0.00	1,500.00
Accommodation & Subsistence	6-6011	44,863.42	304,275.00
Transportation Expenses	6-6012	4,510.53	49,750.00
Training & Education	6-6013	2,049.00	62,250.00
Memberships & Seminars/Conferences	6-6015	2,869.00	25,975.00
Succession Planning	6-6016	0.00	262,000.00
Advertising Services	6-6021	1,635.06	26,400.00
Promotional Marketing	6-6025	0.00	16,000.00
Postage and Parcel Post	6-6031	9,995.29	35,000.00
Freight & Courier Services	6-6032	472.98	5,000.00
Telecommunication Services	6-6033	40,568.03	215,708.00
Mobile Communication Services	6-6036	0.00	9,720.00
Professional Services	6-6040	177,723.80	706,500.00
Auditing & Accounting Services	6-6041	17,561.81	100,000.00
Legal Services	6-6046	43,026.34	110,000.00
Office Supplies	6-6102	10,696.37	82,000.00
General & Operating Supplies	6-6109	11,843.03	77,300.00
Power Supply Service	6-6121	25,647.25	95,500.00
Natural Gas Service	6-6122	3,472.17	17,500.00
Other Utilities Rates	6-6129	1,320.96	6,700.00
Rental - Hall / Building	6-6143	0.00	2,500.00
Rental Office Equipment	6-6148	26,091.62	114,400.00
Bank Service Charges	6-6321	3,842.01	25,000.00
Cash Management Charges	6-6322	57,067.18	235,000.00
Insurance Premium & Deductible	6-6331	8,388.32	375,000.00
Property Taxes	6-6360	0.00	15,000.00
		1,418,794.68	6,309,178.00
			22.46%

Communications

Accommodation & Subsistence	6-6011	301.03	\$7,000.00
Transportation Expenses	6-6012	448.95	12,000.00
Training & Education	6-6013	480.24	5,000.00
Memberships & Seminars/Conferences	6-6015	2,600.00	10,000.00
Advertising Services	6-6021	7,103.93	160,000.00
Publishing Services	6-6022	4,536.99	57,000.00
Promotional Marketing	6-6025	6,098.37	148,000.00
Branding & Image Building	6-6028	2,626.05	150,000.00
Professional Services	6-6040	975.50	10,000.00
General & Operating Supplies	6-6109	6,354.20	40,500.00
		31,525.26	599,500.00
			5.16%

		Assessment		
Honorariums	6-6003	\$0.00	\$5,200.00	
Employer Contributions	6-6004	0.00	520.00	
Accommodation & Subsistence	6-6011	0.00	1,500.00	
Transportation Expenses	6-6012	0.00	1,500.00	
Training & Education	6-6013	0.00	1,500.00	
Professional Services	6-6040	30,983.18	927,394.00	
DIP Requisitions	6-6226	0.00	0.00	
		30,983.18	937,614.00	3.31%
Education Requisitions				
Education Requisitions	6-6205	5,905,707.69	24,455,108.00	24.15%
Information Systems Management				
Mobile Communication Services	6-6036	\$5,985.46	\$39,350.00	
Surveying and Mapping	6-6065	124,511.00	341,530.00	
Information Technology Services	6-6067	10,388.33	71,020.00	
Contracted Maintenance Service	6-6071	114,333.58	268,560.00	
Power Supply Service	6-6121	1,220.31	6,000.00	
IT Hardware Purchase	6-6133	85,578.07	435,450.00	
IT Software Purchase	6-6134	15,419.07	47,300.00	
Rental - IT & Communication Equip.	6-6144	3,600.00	6,600.00	
		361,035.82	1,215,810.00	29.70%
Health & Safety				
Non Cash Wards & Incentives	6 6007	0.00	2,000.00	
Accommodation & Subsistence	6-6011	42.62	5100.00	
Tuition & Other Training	6 6013	2,454.91	61,230.00	
Memberships Seminars & Conferences	6 6015		1,900.00	
Subscriptions & Publications	6 6024		2,500.00	
Professional & Special Services	6 6040	3,089.62	55,500.00	
Repair/Maintenance - Motor Vehicles	6 6076		1,500.00	
PPE & First Aid Supplies	6 6104	9716.31	7,000.00	
Petroleum & Antifreeze Products	6 6105		3,000.00	
General & Operating Supplies	6-6109	1,212.28	26,150.00	
		16,515.74	165,880.00	0.00%
EXPENSES TOTAL		7,764,562.37	33,683,090.00	23.05%



**MD of Greenview
Actual to Budget
Infrastructure & Planning Administration
1st Quarter Report Ending 2019-03-31**

Grants

Grant from Provincial Governmen

Line	Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
5-5706	900,000.00	0.00	0.00%

Expenses

Salaries
Employer Contributions
Accommodation & Subsistence
Transportation Expenses
Training & Education
Memberships & Seminars/Conferences
Freight & Courier Services
Mobile Communication Services
Professional Services
Repair/Maintenance of Motor Ve
Personal Protection Equipment &
Petroleum & Antifreeze Products
General & Operating Supplies

6-6001	\$303,781.37	\$982,964.00	
6-6004	79,076.33	285,062.00	
6-6011	1,841.36	17,500.00	
6-6012	9.52	2,000.00	
6-6013	0.00	12,000.00	
6-6015	1,947.00	3,000.00	
6-6032	101.32	1,000.00	
6-6036	479.13	4,000.00	
6-6040	4,080.00	35,000.00	
6-6076	0.00	4,000.00	
6-6104	0.00	1,000.00	
6-6105	4,488.07	20,000.00	
6-6109	265.00	6,000.00	
	396,069.10	1,373,526.00	28.84%



MD of Greenview
Actual to Budget
Construction & Engineering
1st Quarter Report Ending 2019-03-31

Expenses

Roads Administrative

Professional Services	6-6040	141,963.68	2,050,000.00	6.93%
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Bridges Administrative

Professional Services	6-6040	\$12,025.00	\$540,000.00	2.23%
General & Operating Supplies	6-6109	0.00	50,000.00	0.00%
		12,025.00	590,000.00	2.04%

Drainage Administrative

Professional Services	6-6040	\$127,583.98	\$300,000.00	42.53%
General & Operating Supplies	6-6109	0.00	50,000.00	0.00%
		127,583.98	350,000.00	36.45%

EXPENSES TOTAL

		281,572.66	2,990,000.00	9.42%
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**MD of Greenview
Actual to Budget
Planning & Development
1st Quarter Report Ending 2019-03-31**

	Line	Actual Y-T-D	Approved Budget 2019	% Used Budget
Revenues				
Fees - Business License	5-5305	\$290.00	\$600.00	
Fees - Compliance / Concurrence / ESA	5-5306	900.00	500.00	
Fees - Development Applications	5-5309	96,110.00	450,000.00	
Fees - Subdivision Applications	5-5310	4,050.00	30,000.00	
Fees - Land Use Amendments	5-5505	800.00	4,000.00	
		102,150.00	485,100.00	21.06%
Planning & Development Administration				
Salaries	6-6001	\$133,700.52	\$540,422.00	
Employer Contributions	6-6004	37,382.60	156,723.00	
Accommodation & Subsistence	6-6011	4,335.76	16,800.00	
Transportation Expenses	6-6012	495.36	2,100.00	
Training & Education	6-6013	2,694.76	10,000.00	
Memberships & Seminars/Conferences	6-6015	3,469.05	7,000.00	
Advertising Services	6-6021	0.00	13,500.00	
Mobile Communication Services	6-6036	670.64	3,500.00	
Professional Services	6-6040	1,183.00	365,000.00	
Repair/Maintenance of Motor Ve	6-6076	233.97	5,000.00	
Personal Protection Equipment &	6-6104	0.00	1,500.00	
Petroleum & Antifreeze Products	6-6105	820.72	6,000.00	
General & Operating Supplies	6-6109	239.80	1,000.00	
Donations & Sponsorships	6-6208	3,000.00	5,500.00	
		188,226.18	1,134,045.00	16.60%
Municipal Planning Commission				
Honorariums	6-6003	\$3,331.00	\$42,000.00	
Employer Contributions	6-6004	499.65	6,020.00	
Accommodation & Subsistence	6-6011	130.00	7,000.00	
Transportation Expenses	6-6012	1,267.79	14,000.00	
Memberships & Seminars/Conferences	6-6015	5,375.00	4,500.00	
Advertising Services	6-6021	732.00	8,000.00	
General & Operating Supplies	6-6109	0.00	500.00	
Rental - Hall / Building	6-6143	0.00	3,000.00	
		11,335.44	85,020.00	13.33%
Subdivision and Appeal Board				
Honorariums	6-6003	\$882.00	\$7,000.00	
Employer Contributions	6-6004	44.10	1,120.00	
Accommodation & Subsistence	6-6011	45.99	2,100.00	

Transportation Expenses	6-6012	135.78	2,800.00	
Training & Education	6-6013	0.00	8,000.00	
Memberships & Seminars/Conferences	6-6015	1,950.00	4,000.00	
		3,057.87	25,020.00	12.22%
Intergovernmental Development P				
Surveying and Mapping	6-6065	\$17,305.46	\$50,000.00	
Land	6-6549	4,296.00	25,000.00	
		21,601.46	75,000.00	28.80%
Citizen Panel				
Honorariums	6-6003	\$1,078.00	\$14,000.00	
Employer Contributions	6-6004	53.90	0.00	
Accommodation & Subsistence	6-6011	114.29	2,100.00	
Transportation Expenses	6-6012	366.46	2,800.00	
		1,612.65	18,900.00	8.53%
EXPENSES TOTAL				
		225,833.60	1,337,985.00	16.88%



**MD of Greenview
Actual to Budget
Environmental Services
1st Quarter Report Ending 2019-03-31**

	Line	Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Revenues				
Wastewater Collection	5-5408	\$10,952.00	\$67,400.00	
Water Distribution	5-5410	9,440.00	72,000.00	
Water Point Fees	5-5411	7,935.41	55,725.00	
Water Rural	5-5412	2,099.50	33,000.00	
Lagoon Tipping Fees	5-5420	69,282.87	390,600.00	
Sale of Recycling Material	5-5506	264.32	11,000.00	
WW Creeks Crossing-Debenture	5-5805	0.00	45,110.00	
Water Creeks Crossing-Debenture	5-5806	0.00	45,110.00	
Other Revenue	5-5809	10,000.00	40,000.00	
		109,974.10	759,945.00	14.47%

Environmental Services Administration

Salaries	6-6001	\$261,466.21	\$810,749.00	
Employer Contributions	6-6004	73,223.39	235,118.00	
Accommodation & Subsistence	6-6011	7,151.76	34,000.00	
Transportation Expenses	6-6012	203.01	1,000.00	
Training & Education	6-6013	1,457.14	15,000.00	
Membships & Seminars/Conferences	6-6015	494.28	10,000.00	
Advertising Services	6-6021	0.00	4,000.00	
Freight & Courier Services	6-6032	495.66	2,000.00	
Telecommunication Services	6-6033	5,830.36	25,000.00	
Professional Services	6-6040	994.00	25,000.00	
Repair/Maintenance of Motor Ve	6-6076	850.96	12,000.00	
Personal Protection Equipment &	6-6104	0.00	6,000.00	
Petroleum & Antifreeze Products	6-6105	11,053.14	50,000.00	
General & Operating Supplies	6-6109	399.09	7,000.00	
		363,619.00	1,236,867.00	29.40%

Water Supply

Telecommunication Services	6-6033	\$2,768.06	\$12,000.00	
Professional Services	6-6040	5,556.85	77,000.00	
Contracted Maintenance Service	6-6071	4,680.00	10,000.00	
General & Operating Supplies	6-6109	1,447.73	12,000.00	
Chemicals	6-6110	2,309.15	20,000.00	
Other Repair & Maintenance Supp	6-6119	8,342.23	30,000.00	
Power Supply Service	6-6121	22,685.37	90,000.00	
Natural Gas Service	6-6122	5,101.70	25,000.00	
Direct Energy Utilities	6-6125	2,533.35	23,000.00	
Debenture Principal	6-6313	8,884.37	17,129.00	

Loan Interest	6-6315	13,670.23	27,981.00	
SCADA System	6-6571	0.00	5,000.00	
		77,979.04	349,110.00	22.34%

Wastewater Collection & Disposal

Telecommunication Services	6-6033	\$679.47	\$3,600.00	
Professional Services	6-6040	1,980.00	90,000.00	
General & Operating Supplies	6-6109	232.88	4,000.00	
Chemicals	6-6110	0.00	4,500.00	
Other Repair & Maintenance Supp	6-6119	0.00	4,000.00	
Power Supply Service	6-6121	6,466.15	28,000.00	
Debenture Principal	6-6313	8,884.37	17,990.00	
Loan Interest	6-6315	13,670.22	27,120.00	
SCADA System	6-6571	0.00	2,000.00	
		31,913.09	181,210.00	17.61%

Solid Waste Collection & Disposal

Salaries	6-6001	\$173,158.08	\$579,195.00	
Employer Contributions	6-6004	41,188.50	123,631.00	
Accommodation & Subsistence	6-6011	0.00	12,000.00	
Transportation Expenses	6-6012	1,718.42	8,000.00	
Mobile Communication Services	6-6036	684.50	4,000.00	
Professional Services	6-6040	23,219.73	100,000.00	
Harvest & Cleanup Incentives	6-6066	0.00	16,500.00	
Contracted Maintenance Service	6-6071	0.00	22,000.00	
Repair/Maintenance of Motor Ve	6-6076	842.70	10,000.00	
Tipping Fees	6-6083	15,973.20	130,000.00	
Personal Protection Equipment &	6-6104	0.00	6,000.00	
Petroleum & Antifreeze Products	6-6105	11,902.41	66,000.00	
General & Operating Supplies	6-6109	5,561.11	15,000.00	
Other Repair & Maintenance Supp	6-6119	74.98	10,000.00	
Power Supply Service	6-6121	376.22	1,200.00	
Rental - Environmental Control	6-6147	8,314.72	47,000.00	
		283,014.57	1,150,526.00	24.60%

EXPENSES TOTAL		756,525.70	2,917,713.00	25.93%
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**MD of Greenview
Actual to Budget
Facilities Maintenance
1st Quarter Report Ending 2019-03-31**

	Line	Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Facilities Maintenance Administration				
Salaries	6-6001	\$242,637.78	\$1,075,491.00	
Employer Contributions	6-6004	61,001.27	270,530.00	
Accommodation & Subsistence	6-6011	1,527.32	15,000.00	
Training & Education	6-6013	84.13	8,000.00	
Mobile Communication Services	6-6036	1,231.81	6,200.00	
Contracted Maintenance Service	6-6071	122,225.64	537,000.00	
Repair/Maintenance of Motor Ve	6-6076	0.00	25,000.00	
Cleaning/ Janitorial Supplies	6-6103	528.94	25,000.00	
Personal Protection Equipment &	6-6104	693.54	6,000.00	
Petroleum & Antifreeze Products	6-6105	12,361.31	65,000.00	
General & Operating Supplies	6-6109	42,921.70	175,000.00	
Landscaping Equipment & Supplie	6-6114	7,044.30	30,000.00	
		492,257.74	2,238,221.00	21.99%
Community Resources Centre				
Maintenance	6-6068	\$6,136.53	\$35,000.00	
General & Operating Supplies	6-6109	263.29	8,000.00	
		6,399.82	43,000.00	14.88%
Grovedale Public Service Building				
Maintenance - PS Bldgs.	6-6069	\$10,766.98	\$62,000.00	
General & Operating Supplies	6-6109	249.12	6,500.00	
		11,016.10	68,500.00	16.08%
DeBolt Public Service Building				
Maintenance - PS Bldgs.	6-6069	\$5,052.89	\$42,000.00	
General & Operating Supplies	6-6109	13.57	6,500.00	
		5,066.46	48,500.00	10.45%
Valleyview Fire hall				
Maintenance - PS Bldgs.	6-6069	\$0.00	\$4,000.00	
General & Operating Supplies	6-6109	0.00	1,000.00	
		0.00	5,000.00	0.00%
Valleyview Ambulance				
Maintenance - PS Bldgs.	6-6069	\$1,666.00	\$3,000.00	

General & Operating Supplies	6-6109	0.00	1,000.00	
		1,666.00	4,000.00	41.65%
Valleyview Veterinary Clinic				
Maintenance	6-6068	\$231.00	\$4,000.00	
General & Operating Supplies	6-6109	16.36	1,000.00	
		247.36	5,000.00	4.95%
Grovedale Fire Hall				
Power Supply Service	6-6121	\$0.00	\$8,500.00	
Natural Gas Service	6-6122	0.00	6,000.00	
		0.00	14,500.00	0.00%
DeBolt Fire Hall				
Power Supply Service	6-6121	\$0.00	\$4,500.00	
Natural Gas Service	6-6122	0.00	3,500.00	
		0.00	8,000.00	0.00%
EXPENSES TOTAL		516,653.48	2,434,721.00	21.22%



**MD of Greenview
Actual to Budget
Operations Services
1st Quarter Report Ending 2019-03-31**

	Line	Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Revenues				
Aggregate Levy	5-5101	\$24,965.46	\$450,000.00	
Dust Control	5-5204	7,600.00	85,000.00	
Road Maintenance	5-5213	13,350.00	10,000.00	
Snow Removal	5-5214	25,313.68	76,000.00	
Road Permits & Fees	5-5404	350.00	2,500.00	
Rural Address Sign Fee	5-5406	50.00	1,400.00	
Road Use Bond	5-5808	395,643.73	265,000.00	
		467,272.87	889,900.00	52.51%

Operations Administrative

Salaries	6-6001	\$947,021.07	\$3,837,305.00	
Employer Contributions	6-6004	259,302.49	1,017,814.00	
Accommodation & Subsistence	6-6011	1,337.10	16,500.00	
Transportation Expenses	6-6012	389.82	1,700.00	
Training & Education	6-6013	2,119.43	25,000.00	
Membships & Seminars/Conferences	6-6015	0.00	1,000.00	
Advertising Services	6-6021	6,216.23	40,000.00	
Telecommunication Services	6-6033	7,504.54	37,500.00	
Mobile Communication Services	6-6036	0.00	0.00	
Personal Protection Equipment &	6-6104	0.00	500.00	
General & Operating Supplies	6-6109	980.93	1,700.00	
Power Supply Service	6-6121	12,881.96	50,000.00	
Natural Gas Service	6-6122	4,915.49	20,000.00	
Other Utilities Rates	6-6129	1,171.60	0.00	
		1,243,840.66	5,049,019.00	24.64%

Fleet & Shop Administrative

Accommodation & Subsistence	6-6011	\$663.55	\$1,000.00	
Training & Education	6-6013	0.00	7,500.00	
Membships & Seminars/Conferences	6-6015	0.00	2,000.00	
Freight & Courier Services	6-6032	3,568.16	10,000.00	
Mobile Communication Services	6-6036	24,238.36	95,000.00	
Contracted Services and Repairs	6-6060	7,704.51	90,000.00	
Repair/Maintenance of Motor Ve	6-6076	0.00	0.00	
Licence & Permit Fees	6-6082	250.00	1,000.00	
Personal Protection Equipment &	6-6104	849.18	4,000.00	
Petroleum & Antifreeze Products	6-6105	125,017.08	500,000.00	
Shop & Service Truck Tools	6-6106	559.62	5,000.00	
Consumable Tools & Supplies	6-6108	31,425.81	100,000.00	
General & Operating Supplies	6-6109	0.00	0.00	
Insurance Premium & Deductible	6-6331	0.00	5,000.00	
Vehicle Components and Parts	6-6519	10,012.96	80,000.00	
Vehicle Accessories	6-6520	1,546.62	45,000.00	
		205,835.85	945,500.00	21.75%

Operations Grovedale			
Accommodation & Subsistence	6-6011	\$0.00	\$2,500.00
Telecommunication Services	6-6033	1,382.50	11,500.00
Contracted Services and Repairs	6-6060	535.50	12,000.00
Personal Protection Equipment &	6-6104	0.00	500.00
Consumable Tools & Supplies	6-6108	60.45	50,000.00
General & Operating Supplies	6-6109	1,031.68	3,000.00
Power Supply Service	6-6121	11,103.93	40,000.00
Natural Gas Service	6-6122	4,873.70	11,500.00
		18,987.76	131,000.00 23.44%
Street Lights			
Power Supply Service	6-6121	7,630.00	33,000.00 23.12%
Fleet & Shop - Grovedale			
Accommodation & Subsistence	6-6011	\$154.96	\$1,000.00
Training & Education	6-6013	150.00	3,750.00
Memberships & Seminars/Conferences	6-6015	0.00	1,000.00
Freight & Courier Services	6-6032	70.70	2,500.00
Mobile Communication Services	6-6036	0.00	25,000.00
Contracted Services and Repairs	6-6060	2,950.55	20,000.00
Licence & Permit Fees	6-6082	0.00	1,000.00
Personal Protection Equipment &	6-6104	1,082.96	2,500.00
Petroleum & Antifreeze Products	6-6105	20,365.41	189,000.00
Shop & Service Truck Tools	6-6106	1,212.77	10,000.00
Consumable Tools & Supplies	6-6108	4,793.15	50,000.00
Vehicle Components and Parts	6-6519	11,343.61	54,000.00
Vehicle Accessories	6-6520	2,931.63	30,000.00
		45,055.74	389,750.00 11.56%
EXPENSES TOTAL		1,521,350.01	6,548,269.00 23.23%



**MD of Greenview
Actual to Budget
Roads & Bridges Maintenance
1st Quarter Report Ending 2019-03-31**

Road Maintenance & Inspection A

Accommodation & Subsistence	6-6011	\$529.92	\$3,000.00	
Contracted Maintenance Service	6-6071	488,726.07	3,100,000.00	
General & Operating Supplies	6-6109	16,266.24	575,500.00	
Salt & Sand	6-6852	48,511.72	230,000.00	
		554,033.95	3,908,500.00	14.18%

Bridge Maintenance & Inspection

Engineering Consultants	6-6044	\$0.00	\$50,000.00	
Tendered Contractor/Management	6-6047	0.00	1,125,000.00	
		0.00	1,175,000.00	0.00%

Brushing Program

Accommodation & Subsistence	6-6011	\$0.00	\$1,000.00	
Contracted Maintenance Service	6-6071	2,000.00	450,000.00	
Personal Protection Equipment &	6-6104	0.00	500.00	
General & Operating Supplies	6-6109	0.00	2,500.00	
		2,000.00	454,000.00	0.44%

Mowing Program

Accommodation & Subsistence	6-6011	\$0.00	\$8,000.00	
Contractor Services	6-6043	0.00	1,000.00	
Personal Protection Equipment &	6-6104	0.00	500.00	
General & Operating Supplies	6-6109	0.00	26,000.00	
		0.00	35,500.00	0.00%

Gravelling Program

Accommodation & Subsistence	6-6011	\$800.00	\$0.00	
Contractor Services	6-6043	213,905.84	2,000,000.00	
Contracted Services and Repairs	6-6060	3,680.00	300,000.00	
Gravel	6-6112	149,999.99	2,200,000.00	
Gravel Exploration Services	6-6115	0.00	100,000.00	
IT Hardware Purchase	6-6133	0.00	30,000.00	
Gravel - Stockpile to Stockpile	6-6865	8,402.18	1,425,000.00	
		376,788.01	6,055,000.00	6.22%

Road Services

Professional Services	6-6040	\$0.00	\$80,000.00	
Harvest & Cleanup Incentives	6-6066	0.00	31,000.00	
General & Operating Supplies	6-6109	0.00	3,000.00	
Chemicals	6-6110	0.00	650,000.00	
Expenses, Road Allowance Clearing	6-6142	13,719.87	150,000.00	
Rental - Equipment & Machinery	6-6145	16,473.76	600,000.00	
		30,193.63	1,514,000.00	1.99%

Pit Reclamation

Contractor Services	6-6043	\$0.00	\$50,000.00	
		0.00	50,000.00	0.00%

Forestry Trunk Road

Accommodation & Subsistence	6-6011	\$480.40	\$2,500.00	
Contractor Services	6-6043	338,664.46	2,900,000.00	
Contracted Maintenance Service	6-6071	0.00	200,000.00	
Personal Protection Equipment &	6-6104	0.00	500.00	
General & Operating Supplies	6-6109	41,283.88	150,000.00	
Chemicals	6-6110	0.00	1,250,000.00	
Gravel Usage - Regravelling	6-6831	0.00	900,000.00	
		380,428.74	5,403,000.00	7.04%

EXPENSES TOTAL		1,343,444.33	18,595,000.00	7.22%
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**MD of Greenview
Actual to Budget
Community Services
Ending 2019-03-31**

		Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Revenues				
Building Rental	5-5304	\$32,868.75	\$100,000.00	
Shared Funding	5-5709	0.00	15,000.00	
Sponsorships/Donations VVW Multi-Plex	5-5710	(142,549.25)	218,000.00	
Other Revenue	5-5809	0.00	3,100.00	
		(109,680.50)	336,100.00	(28.17%)
Community Services Administration				
Salaries	6-6001	\$140,107.71	\$566,844.00	
Employer Contributions	6-6004	38,877.85	164,385.00	
Accommodation & Subsistence	6-6011	860.25	8,000.00	
Transportation Expenses	6-6012	262.80	5,000.00	
Training & Education	6-6013	0.00	10,000.00	
Mobile Communication Services	6-6036	273.80	600.00	
General & Operating Supplies	6-6109	192.87	6,500.00	
		180,575.28	761,329.00	23.72%
Valleyview Medical Clinic				
Accommodation & Subsistence	6-6011	\$0.00	\$10,000.00	
Advertising Services	6-6021	0.00	500.00	
Hospitality	6-6027	0.00	1,000.00	
Telecommunication Services	6-6033	302.97	1,200.00	
Professional Services	6-6040	549.95	6,500.00	
Maintenance	6-6068	2,152.28	45,000.00	
Cleaning/ Janitorial Supplies	6-6103	5,400.00	37,000.00	
General & Operating Supplies	6-6109	0.00	4,000.00	
Power Supply Service	6-6121	6,443.04	25,000.00	
Natural Gas Service	6-6122	2,599.07	9,000.00	
Direct Energy Utilities	6-6125	331.09	3,000.00	
Insurance Premium & Deductible	6-6331	0.00	4,000.00	
		17,778.40	146,200.00	12.16%

Fox Creek Medical Clinic				
Grant Agreements	6-6203	0.00	12,000.00	0.00%
Seniors Programs				
Contractor Services	6-6043	\$7,500.00	\$37,000.00	
Power Supply Service	6-6121	0.00	750.00	
Grants to Organizations	6-6202	15,500.00	16,000.00	
Grant Agreements	6-6203	0.00	10,500.00	
Red Willow Lodge - Grant	6-6223	1,500.00	1,500.00	
		24,500.00	65,750.00	37.26%
Seniors Foundation				
Shared Funding:				
Grande Spirit Foundation	6207	135,690.00	130,000.00	104.38%
Heart River Housing	6207	0.00	622,000.00	0.00%
CMS-Seniors Foundations	6207	0.00	2,000,000.00	0.00%
Evergreens Foundation	6207	0.00	600,000.00	0.00%
		135,690.00	3,352,000.00	4.05%
Other Buildings				
Telecommunication Services	6-6033	\$313.77	\$0.00	0.00%
Power Supply Service	6-6121	284.95	0.00	0.00%
Natural Gas Service	6-6122	74.38	0.00	0.00%
		673.10	0.00	0.00%
Airport Agreements				
General & Operating Supplies	6-6109	\$0.00	\$2,500.00	
Grant Agreements	6-6203	0.00	20,000.00	
		0.00	22,500.00	0.00%
EXPENSES TOTAL		359,216.78	4,359,779.00	8.24%



**MD of Greenview
Actual to Budget
Community Services Grant program
1st Quarter Report Ending 2019-03-31**

Recreation Boards

Grants to Organizations:

Fox Creek Recreation Board	6202	197,772.00	350,000.00	
East Smoky Recreation Board	6202	63,400.00	63,400.00	
Grovedale Recreation Board	6202	46,350.00	46,350.00	
Crooked Cr. Com. Rec Bd.	6202	55,000.00	60,000.00	
VV Rec Board -Shared Funding	6202	0.00	150,000.00	
Grande Cache Recreation Board	6202	0.00	560,000.00	
		362,522.00	1,229,750.00	29.48%

Community Services Grants

Grants to Organizations	6-6202	\$402,913.36	\$1,500,000.00	
Bursaries & Scholarships	6-6209	4,900.00	40,000.00	
Women's Shelters	6-6222	0.00	50,000.00	
		407,813.36	1,590,000.00	25.65%

Valleyview Recreation Grants

Grants to Organizations	6-6202	\$0.00	\$200,000.00	
Grant Agreements	6-6203	0.00	0.00	
Grant for Recreation Project	6-6206	0.00	50,000.00	
Shared Funding	6-6207	240.84	1,168,000.00	
		240.84	1,418,000.00	0.02%

Multipurpose Facility Grants

Grants to Organizations	6-6202	\$0.00	\$28,500.00	
Grant Agreements	6-6203	0.00	400,000.00	
Grant for Recreation Project	6-6206	4,000.00	4,000.00	
		4,000.00	432,500.00	0.92%

Agricultural Societies

Grants to Organizations:				
VV & Dist. Agricultural Soc.	6202	20,000.00	20,000.00	
DeBolt & Dist. Agricultural Soc.	6202	56,000.00	56,000.00	
Grovedale Comm Agri Soc.	6202	0.00	88,000.00	
Grande Prairie Stompede Assoc.	6202	0.00	20,000.00	
Teepee Creek Stampede Assoc.	6202	0.00	20,000.00	
		76,000.00	204,000.00	37.25%

EXPENSES TOTAL		850,576.20	4,874,250.00	17.45%
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**MD of Greenview
Actual to Budget
Community Buildings
1st Quarter report Ending 2019-03-31**

Cultural & Historical Buildings

Grants to Organizations:

Valleyview Library Grant	6-6202	0.00	125,000.00	
Fox Creek Library Agreement	6-6202	0.00	60,000.00	
Grande Cache Library Agreement	6-6202	75.55	55,500.00	
DeBolt Library Grant	6-6202	45,500.00	45,500.00	
Peace Library System - Peace River	6-6203	30,623.78	58,000.00	
Grande Prairie Library Grant Agreement	6-6203	0.00	38,200.00	
		\$76,199.33	\$382,200.00	19.94%

Community Halls

Grants to Organizations:

DeBolt Community Hall	6-6202	15,000.00	15,000.00	
Little Smoky Community Hall	6-6202	15,000.00	15,000.00	
New Fish Creek Community Hall	6-6202	15,000.00	15,000.00	
Puskwaskau Community Hall	6-6202	7,500.00	7,500.00	
Sunset House Community Hall	6-6202	20,579.26	35,000.00	
Valleyview Community Hall	6-6202	0.00	24,000.00	
Grovedale Community Hall	6-6202	0.00	15,000.00	
Goodwin Community Hall	6-6202	0.00	7,500.00	
Sturgeon Heights Community Hall	6-6202	0.00	7,500.00	
Sweathouse Community Hall	6-6202	0.00	15,000.00	
		73,079.26	156,500.00	46.70%

Museums

Grants to Organizations:

DeBolt Museum	6-6202	21,000.00	21,000.00	
Grovedale Museum	6-6202	15,000.00	15,000.00	
Grande Prairie Museum	6-6202	15,000.00	15,000.00	
Grande Prairie Art Gallery	6-6203	35,000.00	35,000.00	
Grande Prairie Archives-Shared Funding	6-6207	0.00	30,500.00	
		86,000.00	116,500.00	73.82%

Cemeteries

Shared Funding:

Valleyview Cemetery	6-6207	25,875.22	34,500.00	
Grovedale Cemetery	6-6207	1,500.00	1,500.00	
Co Op & Ent. Cemeteries	6-6207	0.00	9,000.00	
Little Smoky Cemetery	6-6207	0.00	1,500.00	
New Fish Creek Cemetery	6-6207	0.00	1,500.00	
Sunset House Cemetery	6-6207	0.00	1,500.00	
		27,375.22	49,500.00	34.09%

EXPENSES TOTALS

		\$ 262,653.81	\$ 704,700.00	37.27%
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**MD of Greenview
Actual to Budget
Economic Development Program
1st Quarter Report Ending 2019-03-31**

	Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Revenues			
Sales of Goods & Services 5-5200	\$0.00	\$4,000.00	
Grant from Provincial Government 5-5706	0.00	350,000.00	
Tri-Municipal Partnership 5-5810	0.00	105,000.00	
	0.00	459,000.00	0.00%

Economic Development Administration

Salaries 6-6001	\$27,259.48	\$0.00	
Employer Contributions 6-6004	6,835.97	0.00	
Accommodation & Subsistence 6-6011	228.14	19,800.00	
Transportation Expenses 6-6012	1.90	4,000.00	
Training & Education 6-6013	2,705.14	5,500.00	
Memberships & Seminars/Conferences 6-6015	2,599.75	56,950.00	
Advertising Services 6-6021	5,434.00	30,000.00	
Promotional Marketing 6-6025	2,672.96	35,000.00	
Mobile Communication Services 6-6036	0.00	1,200.00	
Professional Services 6-6040	34,762.50	260,000.00	
Tradeshows and Fairs 6-6057	13,393.10	55,000.00	
Investment Readiness & Attract 6-6058	0.00	84,000.00	
Repair of Equipment & Machinery 6-6074	0.00	5,000.00	
Petroleum & Antifreeze Products 6-6105	766.83	5,500.00	
TMIP Industrial Partnership 6-6150	791.52	250,000.00	
Grants to Organizations 6-6202	0.00	350,000.00	
Tourism Partnerships 6-6220	23,182.27	112,500.00	
Bus. Retent Expansion & Invest 6-6221	260.98	37,000.00	
	120,894.54	1,311,450.00	9.22%

Community Development Agreement (CDA)

Grant Agreements:			
Valleyview CDA 6203	0.00	2,636,547.00	0.00%
Fox Creek CDA 6203	0.00	2,636,547.00	0.00%
	0.00	5,273,094.00	0.00%

EXPENSES TOTAL	120,894.54	6,584,544.00	1.84%
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**MD of Greenview
Actual to Budget
Recreation Enhancement Programm (REP)
1st Quarter Ending 2019-03-31**

Revenues

		Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Sales of Goods & Services	5-5200	\$0.00	\$200.00	
Swan Lake Campground	5-5212	0.00	20,000.00	
		0.00	20,200.00	0.00%

REP Administrative

Salaries	6-6001	\$319,228.63	\$446,067.00	
Employer Contributions	6-6004	80,331.62	110,345.00	
Accommodation & Subsistence	6-6011	989.55	18,000.00	
Transportation Expenses	6-6012	0.00	1,000.00	
Training & Education	6-6013	2,599.86	16,000.00	
Advertising Services	6-6021	0.00	5,000.00	
Mobile Communication Services	6-6036	815.28	7,500.00	
Professional Services	6-6040	460.00	7,500.00	
Repair of Equipment & Machinery	6-6074	0.00	10,000.00	
Petroleum & Antifreeze Products	6-6105	1,955.57	20,000.00	
General & Operating Supplies	6-6109	6,696.17	16,000.00	
		413,076.68	657,412.00	62.83%

Facilities Operation & Maintenance

Site Operations & Maintenance	6-6059	\$8,539.00	\$212,000.00	
Repair/Maintenance of Motor Ve	6-6076	800.93	20,000.00	
Personal Protection Equipment &	6-6104	0.00	1,000.00	
Consumable Tools & Supplies	6-6108	119.82	3,000.00	
General & Operating Supplies	6-6109	2,840.82	16,000.00	
		12,300.57	252,000.00	4.88%

Recreation and Tourism Partner

Shared Funding:				
Swan City Snowmobile Club	6207	0.00	20,000.00	
Golden Triangle	6207	15,000.00	15,000.00	
Sasquatch & Partners Program	6207	0.00	2,600.00	
Alberta Conservation Association	6207	0.00	5,000.00	
Wilmore Wilderness Foundation	6207	0.00	100,000.00	
		15,000.00	142,600.00	10.52%

EXPENSES TOTAL		440,377.25	1,052,012.00	41.86%
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**MD of Greenview
Actual to Budget
FCSS
1st Quarter Report Ending 2019-03-31**

		Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Revenues				
Sales of Goods & Services	5-5200	\$5,905.00	\$42,000.00	
Other Services	5-5299	10,200.00	40,800.00	
		16,105.00	82,800.00	19.45%
VV Shared Funding				
	5-5709	0.00	94,860.00	0.00%
Grant				
Grant from Provincial Government	5-5706	\$111,077.00	\$231,000.00	48.09%
Revenues Total		\$ 127,182.00	\$ 408,660.00	31.12%

FCSS Administrative

Salaries	6-6001	\$225,873.72	\$661,345.00	
Employer Contributions	6-6004	55,912.64	162,272.00	
Accommodation & Subsistence	6-6011	1,527.41	7,000.00	
Transportation Expenses	6-6012	2,000.18	4,000.00	
Memberships & Seminars/Conferences	6-6015	1,027.30	3,000.00	
Telecommunication Services	6-6033	410.70	1,700.00	
Auditing & Accounting Services	6-6041	0.00	1,500.00	
		286,751.95	840,817.00	34.10%

FCSS Board

Honorariums	6-6003	\$3,196.00	\$24,000.00	
Employer Contributions	6-6004	293.20	2,500.00	
Accommodation & Subsistence	6-6011	160.11	5,000.00	
Transportation Expenses	6-6012	764.31	7,000.00	
Memberships & Seminars/Conferences	6-6015	450.00	3,500.00	
		4,863.62	42,000.00	11.58%

FCSS Programs

Accommodation & Subsistence	6-6011	\$617.20	\$3,000.00	
Transportation Expenses	6-6012	553.35	2,500.00	
Training & Education	6-6013	525.00	3,000.00	
Professional Services	6-6040	1,918.22	8,000.00	
General & Operating Supplies	6-6109	787.67	28,500.00	
Rental - Hall / Building	6-6143	200.00	1,500.00	
		4,601.44	46,500.00	9.90%

Community Resource Centre

Accommodation & Subsistence	6-6011	\$0.00	\$1,000.00	
Transportation Expenses	6-6012	0.00	300.00	
Training & Education	6-6013	50.00	1,000.00	
Telecommunication Services	6-6033	1,236.60	5,000.00	
Repair/Maintenance of Motor Ve	6-6076	0.00	500.00	
Petroleum & Antifreeze Products	6-6105	462.55	2,500.00	
General & Operating Supplies	6-6109	2,425.47	20,000.00	
Rental - Hall / Building	6-6143	0.00	37,200.00	
		4,174.62	67,500.00	6.18%

FCSS Home Support

Accommodation & Subsistence	6-6011	\$0.00	\$2,000.00	
Transportation Expenses	6-6012	13,486.02	75,500.00	
Training & Education	6-6013	300.00	2,000.00	
Mobile Communication Services	6-6036	616.02	3,000.00	
Personal Protection Equipment &	6-6104	0.00	500.00	
		14,402.04	83,000.00	17.35%

FCSS Liaison Workers

Grants to Organizations	6-6202	\$0.00	\$64,100.00	0.00%
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FCSS Grants to External Organizations

Grants to Organizations			\$90,000.00	
GP & DIST Victim's Services	6-6202	3,000.00		
Suicide Prevention Ressource Centre	6-6202	14,000.00		
John Howard Society of GP	6-6202	7,260.00		
Mountain metis Nation Assocc	6-6202	16,000.00		
PACE	6-6202	17,000.00		
GP & Area Council on AGI	6-6202	25,000.00		
GP Volunteer Services	6-6202	400.00		
		82,660.00	90,000.00	91.84%

FCSS Grande Cache Programs

Grant Agreements	6-6203	\$0.00	\$245,000.00	
Aboriginal Community Programs	6-6225	0.00	30,000.00	
		0.00	275,000.00	0.00%

FCSS Support Coordinator Program

Accommodation & Subsistence	6-6011	\$0.00	\$1,000.00	
Transportation Expenses	6-6012	23.00	700.00	
Training & Education	6-6013	150.00	1,000.00	
		173.00	2,700.00	6.41%

EXPENSES TOTAL		397,626.67	1,511,617.00	26.30%
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**MD of Greenview
Actual to Budget
Agricultural Services
1st Quarter Report Ending 2019-03-31**

Revenues

ASB Seminars & Courses	5-5201
ASB Services	5-5202
Maintenance & Repair Services	5-5207
Vegetation Management	5-5215
Other Services	5-5299
Fees - ASB Equipment Rental	5-5301
Building Rental	5-5304
Weed Enforcement	5-5604

Grants

Grant from Provincial Governmen	5-5706
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Revenues Total

Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
\$840.00	\$800.00	
0.00	150.00	
0.00	1,200.00	
0.00	7,500.00	
0.00	2,000.00	
410.87	25,000.00	
10,708.00	30,000.00	
0.00	500.00	
11,958.87	67,150.00	17.81%
\$0.00	\$150,000.00	0.00%
11,958.87	217,150.00	5.51%

Salaries	6-6001
Employer Contributions	6-6004
Accommodation & Subsistence	6-6011
Transportation Expenses	6-6012
Training & Education	6-6013
Memberships & Seminars/Conferences	6-6015
Advertising Services	6-6021
Other Information Services	6-6029
Freight & Courier Services	6-6032
Professional Services	6-6040
Personal Protection Equipment &	6-6104
General & Operating Supplies	6-6109

Agricultural Services Administration

\$105,825.51	\$903,651.00	
28,793.96	191,523.00	
9,096.33	21,300.00	
15.24	1,800.00	
741.19	6,100.00	
2,787.81	9,400.00	
0.00	4,600.00	
0.00	2,000.00	
0.00	700.00	
0.00	1,750.00	
46.98	1,000.00	
24.19	3,000.00	
147,331.21	1,146,824.00	12.85%

Agriculture Service Board

Honorariums	6-6003
Employer Contributions	6-6004
Accommodation & Subsistence	6-6011
Transportation Expenses	6-6012
Memberships & Seminars/Conferences	6-6015
Advertising Services	6-6021
Freight & Courier Services	6-6032
Professional Services	6-6040
General & Operating Supplies	6-6109

\$7,788.00	\$57,350.00	
765.60	3,000.00	
3,276.94	23,500.00	
2,712.94	7,000.00	
25.00	10,350.00	
0.00	1,000.00	
0.00	500.00	
73.97	1,000.00	
0.00	500.00	
14,642.45	104,200.00	11.12%

ASB Rental Equipment Program

Accommodation & Subsistence	6-6011
Freight & Courier Services	6-6032
Mobile Communication Services	6-6036

Professional Services	6-6040	2,242.13	13,500.00	
Personal Protection Equipment &	6-6104	0.00	500.00	
Petroleum & Antifreeze Products	6-6105	0.00	2,500.00	
Parts for Motor Vehicle & Other	6-6107	771.42	19,000.00	
Consumable Tools & Supplies	6-6108	71.69	3,000.00	
General & Operating Supplies	6-6109	1,343.36	7,500.00	
		4,450.39	48,000.00	9.27%

ASB Vegetation Management

Accommodation & Subsistence	6-6011	\$0.00	\$22,500.00	
Transportation Expenses	6-6012	0.00	1,000.00	
Training & Education	6-6013	0.00	8,500.00	
Other Information Services	6-6029	290.00	22,000.00	
Mobile Communication Services	6-6036	2,400.83	9,500.00	
Professional Services	6-6040	1,400.00	29,000.00	
Harvest & Cleanup Incentives	6-6066	0.00	30,000.00	
Personal Protection Equipment &	6-6104	36.94	20,350.00	
Petroleum & Antifreeze Products	6-6105	1,315.53	40,000.00	
Parts for Motor Vehicle & Other	6-6107	632.88	35,000.00	
Consumable Tools & Supplies	6-6108	0.00	1,600.00	
General & Operating Supplies	6-6109	1,375.25	14,000.00	
Chemicals	6-6110	0.00	350,000.00	
Grants to Organizations	6-6202	0.00	2,500.00	
		7,451.43	585,950.00	1.27%

ASB Pest Control

Mobile Communication Services	6-6036	\$68.43	\$1,440.00	
Professional Services	6-6040	0.00	10,200.00	
Harvest & Cleanup Incentives	6-6066	11,750.00	36,000.00	
Personal Protection Equipment &	6-6104	0.00	1,000.00	
Petroleum & Antifreeze Products	6-6105	3,253.58	15,000.00	
Parts for Motor Vehicle & Other	6-6107	620.23	8,000.00	
Consumable Tools & Supplies	6-6108	40.00	3,000.00	
General & Operating Supplies	6-6109	2,868.63	9,000.00	
		18,600.87	83,640.00	22.24%

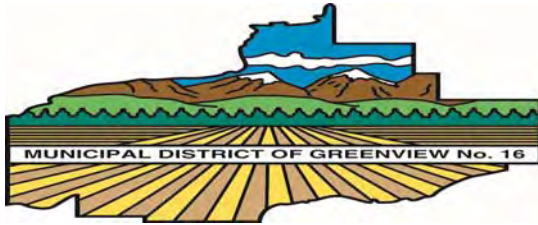
Extension and Outreach

Accommodation & Subsistence	6-6011	\$101.63	\$1,800.00	
Advertising Services	6-6021	182.70	15,000.00	
Professional Services	6-6040	4,296.54	3,000.00	
General & Operating Supplies	6-6109	1,005.62	3,000.00	
Rental - Hall / Building	6-6143	0.00	1,500.00	
Grants to Organizations	6-6202	55,503.00	172,000.00	
		61,089.49	196,300.00	31.12%

Veterinary Clinic

Other Govern Fees (1st Call)	6-6085	\$0.00	\$5,000.00	0.00%
Power Supply Service	6-6121	2,829.13	8,500.00	33.28%
Natural Gas Service	6-6122	400.26	3,500.00	11.44%
Direct Energy Utilities	6-6125	534.38	1,500.00	35.63%
Grants to Organizations	6-6202	0.00	130,000.00	0.00%
		3,763.77	148,500.00	2.53%

EXPENSES TOTAL		257,329.61	2,313,414.00	11.12%
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**MD of Greenview
Actual to Budget
Protective Services
1st Quarter Report Ending 2019-03-31**

Revenues

Emergency Response Services	5-5230	\$17,825.35	\$0.00	
Bylaw Enforcement	5-5601	9,529.00	40,000.00	23.82%
		27,354.35	40,000.00	68.39%

Protective Services Administration

Salaries	6-6001	\$144,644.21	\$264,694.00	
Employer Contributions	6-6004	40,284.52	76,762.00	
Accommodation & Subsistence	6-6011	3,805.27	20,000.00	
Training & Education	6-6013	205.70	23,000.00	
Memberships & Seminars/Conferences	6-6015	590.00	4,000.00	
Advertising Services	6-6021	0.00	4,000.00	
Freight & Courier Services	6-6032	140.08	1,000.00	
Mobile Communication Services	6-6036	632.20	17,380.00	
Professional Services	6-6040	2,768.73	53,000.00	
Volunteer Appreciation	6-6055	0.00	12,500.00	
Animal Control Services	6-6061	448.97	11,000.00	
Enforcement Services	6-6064	169,269.60	479,000.00	
Repair/Maintenance of Motor Ve	6-6076	319.99	5,000.00	
Personal Protection Equipment &	6-6104	0.00	5,000.00	
Petroleum & Antifreeze Products	6-6105	1,461.17	8,000.00	
General & Operating Supplies	6-6109	65.97	10,000.00	
Grants to Organizations	6-6202	2,000.00	268,000.00	
		366,636.41	1,262,336.00	29.04%

Fire Protection Valleyview

Honorariums	6-6003	\$15,000.00	\$15,000.00	
Mobile Communication Services	6-6036	0.00	1,000.00	
Professional Services	6-6040	0.00	2,000.00	
Repair/Maintenance of Motor Ve	6-6076	848.30	5,000.00	
Fire Services Agreements	6-6078	0.00	75,000.00	
General & Operating Supplies	6-6109	0.00	7,500.00	
Power Supply Service	6-6121	2,314.37	2,500.00	
Natural Gas Service	6-6122	2,117.29	2,000.00	
Direct Energy Utilities	6-6125	399.41	1,000.00	
Grants to Organizations	6-6202	0.00	43,800.00	
		20,679.37	154,800.00	13.36%

Fire Protection Grande Cache

Honorariums	6-6003	\$0.00	\$15,000.00	
Accommodation & Subsistence	6-6011	309.92	0.00	
Training & Education	6-6013	700.58	9,750.00	

Freight & Courier Services	6-6032	0.00	2,000.00
Telecommunication Services	6-6033	0.00	1,000.00
Mobile Communication Services	6-6036	264.98	2,400.00
Professional Services	6-6040	0.00	9,000.00
Emergency Response Services	6-6063	0.00	6,500.00
Repair/Maintenance of Motor Ve	6-6076	0.00	5,500.00
Fire Services Agreements	6-6078	0.00	25,000.00
Shop & Service Truck Tools	6-6106	0.00	45,400.00
General & Operating Supplies	6-6109	0.00	35,400.00
		1,275.48	156,950.00
			0.81%

Fire Protection DeBolt

Honorariums	6-6003	\$30,000.00	\$30,000.00
Employer Contributions	6-6004	0.00	400.00
Accommodation & Subsistence	6-6011	0.00	2,600.00
Transportation Expenses	6-6012	452.75	2,000.00
Training & Education	6-6013	4,105.49	28,000.00
Membships & Seminars/Conferences	6-6015	0.00	2,000.00
Freight & Courier Services	6-6032	0.00	800.00
Telecommunication Services	6-6033	6,140.82	11,000.00
Mobile Communication Services	6-6036	296.85	5,000.00
Professional Services	6-6040	204.00	6,000.00
Emergency Response Services	6-6063	0.00	10,000.00
Repair of Equipment & Machinery	6-6074	217.90	5,000.00
Repair/Maintenance of Motor Ve	6-6076	0.00	10,500.00
Personal Protection Equipment &	6-6104	1,496.57	20,000.00
Petroleum & Antifreeze Products	6-6105	407.44	6,500.00
General & Operating Supplies	6-6109	3,445.85	41,400.00
Chemicals	6-6110	0.00	1,000.00
Power Supply Service	6-6121	6,752.01	18,000.00
Natural Gas Service	6-6122	3,348.02	15,000.00
Vehicle Accessories	6-6520	0.00	1,500.00
		56,867.70	216,700.00
			26.24%

Fire Protection Grovedale

Honorariums	6-6003	\$30,000.00	\$30,000.00
Employer Contributions	6-6004	0.00	400.00
Accommodation & Subsistence	6-6011	0.00	2,000.00
Transportation Expenses	6-6012	0.00	500.00
Training & Education	6-6013	9,170.94	35,000.00
Membships & Seminars/Conferences	6-6015	0.00	1,000.00
Freight & Courier Services	6-6032	0.00	500.00
Telecommunication Services	6-6033	5,528.50	11,000.00
Mobile Communication Services	6-6036	1,850.14	10,400.00
Professional Services	6-6040	2,308.91	5,000.00
Emergency Response Services	6-6063	0.00	10,000.00
Repair of Equipment & Machinery	6-6074	693.49	5,000.00
Repair/Maintenance of Motor Ve	6-6076	2,272.63	16,000.00
Personal Protection Equipment &	6-6104	3,492.20	30,000.00
Petroleum & Antifreeze Products	6-6105	2,694.17	10,000.00
General & Operating Supplies	6-6109	3,965.55	32,400.00

Chemicals	6-6110	0.00	1,500.00	
Power Supply Service	6-6121	7,813.53	25,000.00	
Natural Gas Service	6-6122	4,315.94	14,000.00	
Vehicle Accessories	6-6520	0.00	1,000.00	
		74,106.00	240,700.00	30.79%

Disaster Control Services

Accommodation & Subsistence	6-6011	\$0.00	\$3,000.00	
Transportation Expenses	6-6012	0.00	2,000.00	
Training & Education	6-6013	750.00	15,000.00	
Telecommunication Services	6-6033	4,623.81	22,000.00	
Professional Services	6-6040	9,064.40	20,000.00	
General & Operating Supplies	6-6109	0.00	12,500.00	
		14,438.21	74,500.00	19.38%

Ambulance Services

Power Supply Service	6-6121	\$314.64	\$0.00	
Natural Gas Service	6-6122	492.34	0.00	
Other Utilities Rates	6-6129	51.97	0.00	
		858.95	0.00	0.00%

Fire Protection Fox Creek

Honorariums	6-6003	\$15,000.00	\$15,000.00	
Training & Education	6-6013	0.00	17,000.00	
Freight & Courier Services	6-6032	0.00	500.00	
Telecommunication Services	6-6033	0.00	1,000.00	
Mobile Communication Services	6-6036	105.00	10,000.00	
Professional Services	6-6040	0.00	12,000.00	
Emergency Response Services	6-6063	0.00	5,000.00	
Repair/Maintenance of Motor Ve	6-6076	0.00	8,000.00	
Fire Services Agreements	6-6078	24,000.00	24,000.00	
General & Operating Supplies	6-6109	3,294.71	30,000.00	
		42,399.71	122,500.00	34.61%

EXPENSES TOTAL		593,777.57	2,394,366.00	24.80%
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**MD of Greenview
Actual to Budget
All Units_Capital
1st Quarter Report Ending 2019-03-31**

		Actual Y-T-D 2019	Approved Budget 2019	% Used Budget
Department	Sub-department	Expenditures		
CAO & Corporate Services	Communication	0.00	150,000.00	0.00%
	Health & Safety	0.00	47,500.00	0.00%
	Information Technology	0.00	180,000.00	0.00%
		0.00	377,500.00	0.00%
Infrastructure & Planning	Bridges & Drainages	31,331.40	5,036,257.00	0.62%
	Roads Construction & Surfacing	192,034.76	27,559,300.00	0.70%
	Planning & Development	0.00	52,500.00	0.00%
	Environmental services	233,289.24	33,909,461.00	0.69%
	Operations	0.00	2,619,500.00	0.00%
	Facilities Maintenance	150,000.00	250,000.00	60.00%
		606,655.40	69,427,018.00	0.87%
Community Services	Multi-Purpose facilities	76,282.02	250,000.00	30.51%
	Economic Development	0.00	342,000.00	0.00%
	Recreational Services	0.00	1,576,285.00	0.00%
	Protective Services	324,418.44	4,462,500.00	7.27%
	Agricultural Services	0.00	367,000.00	0.00%
		400,700.46	6,997,785.00	5.73%
TOTAL EXPENSES		1,007,355.86	76,802,303.00	1.31%

Quarterly Budget to Actual_Capital Projects

CAO & Corporate Services - Communication



1st Quarter Report
Ending March 31, 2019

JOBID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
CM19001	Parade Float & Trailer	\$ 50,000.00	\$ -	0.00%	\$ 50,000.00
CM19002	Information Kiosks	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
COMMUNICATION TOTALS		\$150,000.00	\$0.00	0.00%	\$ 150,000.00

CAO & Corporate Services - Health & Safety



1st Quarter Report
Ending March 31, 2019

JOBID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
CC19001	1/2 Ton Truck Replacement A133	\$ 47,500.00	\$ -	0.00%	\$ 47,500.00
HEALTH & SAFETY TOTALS		\$ 47,500.00	\$ -	0.00%	47,500.00

CAO & Corporate Services - Information Technology



1st Quarter Report
Ending March 31, 2019

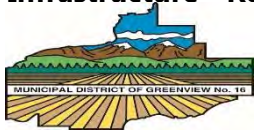
JOB ID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
IT19001	File and Data Backup Solution	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
IT19002	Server Room UPS Solution	\$ 80,000.00	\$ -	0.00%	\$ 80,000.00
INFORMATION TECHNOLOGY TOTALS		\$ 180,000.00	\$ -	0.00%	180,000.00

Quarterly Budget to Actual_Capital Projects

Infrastructure - Road Construction and Surfacing

MD of Greenview

1st Quarter Report Ending March 31, 2019



JOB ID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
ROAD CONSTRUCTION					
RD15005	Goodwin Road Phase II (Rge Rd 21) from Twp Rd 741 S to Sec Hwy 736	\$ 6,134,275.00	\$ 7,320.00	0.12%	\$ 6,126,955.00
RD18006 Preliminary	Warren Road (Twp. Rd 681) from Hwy 43 W to Rge Rd 225	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
RD18007	Swan Lake Road (Rge Rd 260) S for approximately 3.8 Kms	\$ 116,138.00	\$ 992.75	0.85%	\$ 115,145.00
RD18008	Range Road 64 from Twp. Rd 700 S to Twp. Rd 694	\$ 1,600,000.00	\$ 5,319.25	0.33%	\$ 1,594,681.00
RD18010	Forestry Trunk Road Phase IV - Km 129.5 to Km 137.1	\$ 5,074,689.00	\$ 6,162.50	0.12%	\$ 5,068,527.00
RD18011	Range Road 230 from Hwy 43 S to Twp. Rd 700	\$ 1,960,000.00	\$ 18,455.10	0.94%	\$ 1,941,545.00
RD18012 Preliminary	Township Road 670 from Rge Rd 232 W to Rge Rd 240	\$ 341,698.00	\$ 6,817.73	2.00%	\$ 334,880.00
RD19001 Preliminary	Victor Lake Road	\$ 125,000.00	\$ -	0.00%	\$ 125,000.00
RD19002	BLOCK FUNDING	\$ 3,800,000.00	\$ 49,176.09	1.29%	\$ 3,750,824.00
CONNECTOR ROADS					
RD18001A	Vinette (Rge Rd 201 to Twp Rd 710)		\$ 4,426.00		
RD19002A	RR 201 - New Construction		\$ 6,165.39		
RD19002B	RR 60A		\$ 828.00		
LOCAL ROADS					
RD18004BB	Traffic Count Program		\$ 21,695.25		
RD18004NN	TWNR700 Approaches (2) NE 36-69-6 W6 and SE 1-70-6 W6		\$ 9,565.45		
FARMLAND ROADS					
RESIDENTIAL ROADS					
RD17008B	RR60A _ MICHAEL KOVAC _ NE 2-69-6 W6M		\$ 6,496.00		
RD19003	FTR IMPROVEMENTS	\$ 3,000,000.00	\$ 7,426.25	0.25%	\$ 2,992,574.00
RD18003A	FTR Stabilization	\$ -	\$ 2,093.80		

Quarterly Budget to Actual_Capital Projects

Infrastructure - Road Construction and Surfacing



MD of Greenview

1st Quarter Report Ending March 31, 2019

JOB ID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
RD19003A	FTR RDS Application		\$ 5,332.45		
RD19004	Survey Accessories -Quad	\$ 10,000.00	\$ 8,616.00	86.16%	\$ 1,384.00
RD19005	Survey Equipment/ ATV Trailer	\$ 10,000.00	\$ 10,016.00	100.16%	\$ (16.00)
RD19006	Range Road 225 (Twp. Rd 712-714) Twp. Rd 714 (RR 225 to Hwy 49)	\$ 275,000.00	\$ -	0.00%	\$ 275,000.00
RD19007	3/4 Ton Crew cab 4x4 Truck A129	\$ 52,500.00	\$ -	0.00%	\$ 52,500.00
RD19008	TWP 730 HW 736 to Rge Rd 21	\$ 260,000.00	\$ -	0.00%	\$ 260,000.00
ROAD CONSTRUCTION TOTALS		\$ 22,859,300.00	\$ 120,301.67	0.53%	\$ 22,738,998.33
ROAD SURFACING					
PV18001	Paving TWP 690 (Rge Rd 65 to Hwy 40)		\$ 39,717.59		
PV18002	Township Road 721A/DeBolt PSB Access		\$ 19,054.55		
PV18003	Ridge Valley Range Road 262 Overlay from Twp. Road 713 S for 1.9 Kms	\$ 4,700,000.00	\$ 12,960.95	0.28%	\$ 4,687,039.00
ROAD SURFACING TOTALS		\$ 4,700,000.00	\$ 71,733.09	1.53%	\$ 4,628,267.00
ROAD CONSTRUCTION & ROAD SURFACING TOTALS					
		\$ 27,559,300.00	\$ 192,034.76	0.70%	\$ 27,367,265.33

Quarterly Budget to Actual_Capital Projects

Infrastructure - Operations



MD of Greenview

1st Quarter Report Ending March 31, 2019

JOB ID	JOB Description	2019	2019	%	2019
		Approved Budget	Actual Costs	Budget Expended	Unused Budget
OP19001	Single Drum Roller/Packer (PACK1)	\$ 230,000.00	\$ -	0.00%	\$ 230,000.00
OP19002	1/2 Ton, Extended Cab, 4 x 4 Truck Replacement	\$ 47,500.00	\$ -	0.00%	\$ 47,500.00
OP19003	Mower with Rotary Cutter	\$ 33,000.00	\$ -	0.00%	\$ 33,000.00
OP19004	Tractor Replacement	\$ 175,000.00	\$ -	0.00%	\$ 175,000.00
OP19005	Tractor Replacement	\$ 175,000.00	\$ -	0.00%	\$ 175,000.00
OP19006	16' Utility Trailer	\$ 20,000.00	\$ -	0.00%	\$ 20,000.00
OP19007	Grader Replacement G30	\$ 475,000.00	\$ -	0.00%	\$ 475,000.00
OP19008	Grader Replacement G31	\$ 475,000.00	\$ -	0.00%	\$ 475,000.00
OP19009	Grader Replacement G33	\$ 475,000.00	\$ -	0.00%	\$ 475,000.00
OP19010	Grader Replacement G34	\$ 475,000.00	\$ -	0.00%	\$ 475,000.00
OP19011	Pressure Washer	\$ 19,500.00	\$ -	0.00%	\$ 19,500.00
OP19012	Pressure Washer	\$ 19,500.00	\$ -	0.00%	\$ 19,500.00
OPERATIONS TOTALS		\$ 2,619,500.00	\$ -	0.00%	\$ 2,619,500.00

Quarterly Budget to Actual_Capital Projects

Infrastructure - Facilities Maintenance



1st Quarter Report
Ending March 31, 2019

JOB ID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
FM19001	FSO - Paving of 2 aprons at sand & salt shed	\$ 75,000.00	\$ -	0.00%	\$ 75,000.00
FM19002	FSO - Janitorial & Equipment Shed	\$ 15,000.00	\$ -	0.00%	\$ 15,000.00
FM19003	Additional Land Purchase	\$ 160,000.00	\$ 150,000.00	93.75%	\$ 10,000.00
FACILITIES MAINTENANCE TOTALS		\$ 250,000.00	\$ 150,000.00	60.00%	\$ 100,000.00

Community Services - Economic Development



1st Quarter Report
Ending March 31, 2019

JOBID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
ED19001	Fox Creek West Industrial Park	\$ 171,000.00	\$ -	0.00%	\$ 171,000.00
ED19002	Raspberry Lake Residential	\$ 171,000.00	\$ -	0.00%	\$ 171,000.00
ECONOMIC DEVELOPMENT TOTALS		\$342,000	\$ -	0.00%	\$ 342,000.00

Community Services - Multipurpose Facilities



1st Quarter Report
Ending March 31, 2019

JOB ID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
CP18001	Fox Creek Helipad	\$ 250,000.00	\$ -	0.00%	\$ 250,000.00
RE15001	Valleyview Multiplex (80%)		\$ 76,282.02		
MULTIPURPOSE FACILITIES TOTALS		250,000.00	76,282.02	30.51%	173,717.98

Quarterly Budget to Actual_Capital Projects

Infrastructure - Environmental Services



MD of Greenview

1st Quarter Report Ending March 31, 2019

JOBID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
ENVIRONMENTAL SERVICES ADMINISTRATION					
ES19001	1/2 Ton Truck Replacement	\$ 47,500.00	\$ -	0.00%	\$ 47,500.00
ES19002	1/2 Ton Truck Replacement	\$ 47,500.00	\$ -	0.00%	\$ 47,500.00
ES19003	1 Ton Truck Replacement A197	\$ 63,500.00	\$ -	0.00%	\$ 63,500.00
ENVIRONMENTAL SERVICES ADMIN TOTALS		\$ 158,500.00	\$ -	0.00%	\$ 158,500.00
SOLID WASTE MANAGEMENT					
SW18001	Little Smoky Transfer Station Upgrade	\$ 206,675.00	\$ 36,005.00	17.42%	\$ 170,670.00
SW18002	Sunset House Inert Waste Cell Construction	\$ 50,000.00	\$ -	0.00%	\$ 50,000.00
SW18003	Puskwaskau Transfer Station Upgrade	\$ 30,000.00	\$ -	0.00%	\$ 30,000.00
SW18004	DeBolt Dry Cell Construction	\$ 50,000.00	\$ -	0.00%	\$ 50,000.00
SW19001	Hook Bin Truck Replacement	\$ 250,000.00	\$ -	0.00%	\$ 250,000.00
SW19002	Roll Off Bins	\$ 55,000.00	\$ -	0.00%	\$ 55,000.00
SOLID WASTE MANAGEMENT TOTALS		\$ 641,675.00	\$ 36,005.00	5.61%	\$ 605,670.00
WATER TREATMENT PLANT					
WD15002	Grovedale Water Treatment Plant Upgrade	\$ 13,663,572.00	\$ 2,959.74	0.02%	\$ 13,660,612.00
WD16004	Landry Heights Water Distribution System	\$ 3,842,315.00	\$ 14,882.40	0.39%	\$ 3,827,433.00
WD16005	Asbestos Cement Line Replacement	\$ 150,000.00			
WD17002	SCADA Upgrade to Water Treatment Plants and Water Points	\$ 124,080.00	\$ 4,244.40	3.42%	\$ 119,836.00
WD17009 Design	Grovedale Water Distribution System	\$ 6,375,349.00	\$ 67,253.33	1.05%	\$ 6,308,096.00
WD19001	Little Smoky Power and Facility Upgrade	\$ 250,000.00	\$ -	0.00%	\$ 250,000.00
WATER TREATMENT PLANT TOTALS		\$ 24,405,316.00	\$ 89,339.87	0.37%	\$ 24,165,977.00
WATER POINTS					
WD17003	Puskwaskau Water Point Upgrade	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
WP18002	Sturgeon Heights Water Point Upgrade	\$ 1,538,342.00	\$ 58,294.94	3.79%	\$ 1,480,047.00
WATER POINTS TOTALS		\$ 1,638,342.00	\$ 58,294.94	3.56%	\$ 1,580,047.00

Quarterly Budget to Actual_Capital Projects

Infrastructure - Environmental Services



MD of Greenview
1st Quarter Report Ending March 31, 2019

JOBID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
WASTEWATER SYSTEMS					
WW16001	Industrial Lagoon Construction	\$ 70,000.00	\$ 11,474.79	16.39%	\$ 58,525.00
WW17001	Grovedale (Gravity) Collection System	\$ 5,432,078.00	\$ 10,778.19	0.20%	\$ 5,421,300.00
WW17002	Grovedale Evaporative Lagoon Decommissioning	\$ 468,432.00	\$ 9,707.92	2.07%	\$ 458,724.00
WW17003	Sturgeon Heights Lagoon Expansion	\$ 421,118.00	\$ 17,688.53	4.20%	\$ 403,429.00
WW17005	Sewer Collection System Rehabilitation	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
WW18001	DeBolt RV Dumping Station Construction	\$ 50,000.00	\$ -	0.00%	\$ 50,000.00
WW19001	Grovedale Floating Liner	\$ 524,000.00	\$ -	0.00%	\$ 524,000.00
WASTEWATER SYSTEMS TOTALS		\$ 7,065,628.00	\$ 49,649.43	0.70%	\$ 7,015,978.00
ENVIRONMENTAL SERVICES TOTALS					
		\$ 33,909,461.00	\$ 233,289.24	0.69%	\$ 33,367,672.00

Infrastructure - Planning & Development



MD of Greenview
Budget to Actual
1st Quarter Report Ending March 31, 2019

JOBID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
PD19001	Truck 3/4 ton Crew Cab, replacement A128	\$ 52,500.00	\$ -	0.00%	\$ 52,500.00
PLANNING & DEVELOPMENT TOTALS		\$ 52,500.00	\$ -	0.00%	\$ 52,500.00

Quarterly Budget to Actual_Capital Projects

Infrastructure - Bridges and Drainage



MD of Greenview

1st Quarter Report Ending March 31, 2019

JOB ID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
BF71666	NE of Valleyview. Carrying Old High Prairie Rd over Tributary to Little Smoky	\$ 302,000.00	\$ -	0.00%	\$ 302,000.00
BF71667	NE of Valleyview. Carrying Old High Prairie Rd over Tributary to Little Smoky	\$ 325,000.00	\$ -	0.00%	\$ 325,000.00
BF73703 preliminary	NE of Valleyview. Sturgeon Creek Bridge	\$ 84,000.00	\$ -	0.00%	\$ 84,000.00
BF75354	North of Crooked Creek. Carrying Range Road 261 over Tributary to Cornwall Creek.	\$ 490,000.00	\$ 18,921.30	3.86%	\$ 471,079.00
BF75356	Carrying Young's Pt Rd over Tributary of Sturgeon Creek	\$ 686,460.00	\$ 1,021.50	0.15%	\$ 685,439.00
BF76768	Tributary to Asplund Creek	\$ 795,000.00	\$ -	0.00%	\$ 795,000.00
BF77756	S of Sunset House. Carrying Rge Rd 200 over Tributary to Sweathouse Cr	\$ 243,127.00	\$ 1,433.40	0.59%	\$ 241,694.00
BF78679	NE of Valleyview. Located on Old High Prairie Rd	\$ 250,670.00	\$ 3,697.20	1.47%	\$ 246,973.00
BF79561	NE of Valleyview. Located on Old High Prairie Rd	\$ 250,000.00	\$ 6,258.00	2.50%	\$ 243,742.00
BF79713 preliminary	South of Ridgevalley. Located on Range road 264 tributary to simonnette River.	\$ 30,000.00	\$ -	0.00%	\$ 30,000.00
BF80944 preliminary	Karr Creek. North of Grande cache on the FTR	\$ 30,000.00	\$ -	0.00%	\$ 30,000.00
DR19001	Sunset House Flood Control	\$ 1,550,000.00	\$ -	0.00%	\$ 1,550,000.00
BRIDGES & DRAINAGE TOTALS		\$ 5,036,257.00	\$ 31,331.40	0.62%	\$ 5,004,925.60

Quarterly Budget to Actual_Capital Projects

Community Services - Agricultural Services



MD of Greenview

1st Quarter Report Ending March 31, 2019

JOB ID	Job Description	2019 Approved Budget	2019 Actual Costs	% Budget Expended	2019 Unused Budget
AG19001	Pick-up Truck Replacement (A125)	\$ 52,500.00	\$ -	0.00%	\$ 52,500.00
AG19002	Pick-up Truck Replacement (A130)	\$ 52,500.00	\$ -	0.00%	\$ 52,500.00
AG19003	Pick-up Truck Replacement (A132)	\$ 47,500.00	\$ -	0.00%	\$ 47,500.00
AG19004	Earth Movers Replacement SOIL3070 and SOIL3072	\$ 40,000.00	\$ -	0.00%	\$ 40,000.00
AG19005	UTV with Tracks	\$ 38,500.00	\$ -	0.00%	\$ 38,500.00
AG19006	Spray System for UTV	\$ 9,000.00	\$ -	0.00%	\$ 9,000.00
AG19007	Cattle Squeeze Replacement (SQUE3097)	\$ 12,000.00	\$ -	0.00%	\$ 12,000.00
AG19008	Loading Chute Replacement (CHUT3115)	\$ 10,000.00	\$ -	0.00%	\$ 10,000.00
AG19009	Loading Chute Replacement (CHUT3097)	\$ 10,000.00	\$ -	0.00%	\$ 10,000.00
AG19010	Post Pounder Replacement (POST3126)	\$ 15,000.00	\$ -	0.00%	\$ 15,000.00
AG19011	Surplus Water Tanker F18 Tank Replacement	\$ 80,000.00	\$ -	0.00%	\$ 80,000.00
AGRICULTURAL SERVICES TOTALS		\$ 367,000.00	\$ -	0.00%	\$ 367,000.00



REQUEST FOR DECISION

SUBJECT: **2019 1st Quarter Budget to Actual Report – Muniware System**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 23, 2019 CAO: DT MANAGER:
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: CF
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –

Council Bylaw/Policy (cite) –

RECOMMENDED ACTION:

MOTION: That Council accept the 2019 1st Quarter Budget to Actual Report from Muniware System from the Grande Cache office as Information.

BACKGROUND/PROPOSAL:

Please note that this report only includes the expenditures from our Grande Cache Budget. When the two finance systems are integrated, the reports will all come from Diamond. Our hope is that by the end of the next quarter we will be able to produce one report.

Our Finance and Administration, Assistant Manager will attend Council to present this report.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be informed.
-

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):

- 2019 1st Quarter Operational & Capital Budget to Actual Report - Muniware



Municipal District of Greenview

CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).

For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
TAXES(MUNICIPAL ONLY)					
1-00-00-110-00	Municipal Taxes-Residential	(4,897,072.00)	0.00	(4,897,072.00)	100.00
		(4,897,072.00)	0.00	(4,897,072.00)	100.00
GRANTS IN LIEU OF TAXES					
P	TOTAL GRANTS IN LIEU OF TAXES	0.00	0.00	0.00	0.00
TAXES-REQUISITION COLLECTIONS					
43	TOTAL TAX-REQUISITIONS	0.00	0.00	0.00	0.00
	TOTAL TAXES COLLECTED	(4,897,072.00)	0.00	(4,897,072.00)	100.00
DEDUCTIONS FROM TAXES					
	TOTAL DED.FROM TAXES	0.00	0.00	0.00	0.00
P	NET MUN. PROPERTY TAX	(4,897,072.00)	0.00	(4,897,072.00)	100.00



Municipal District of Greenview

CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).

For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
SALES/USER CHGS.					
1-12-00-410-10	Tax Cert. & Search Fees	(4,200.00)	(920.00)	(3,280.00)	78.09
1-12-00-410-30	Misc.Admin.cost recoveries	(24,267.00)	1,393.00	(25,660.00)	105.74
1-23-00-420-30	Rescue Vehicle/Fire chgs.recovered	(45,000.00)	0.00	(45,000.00)	100.00
1-31-00-410-30	Other Comm.Serv.Recoveries	(1,900.00)	(1,560.00)	(340.00)	17.89
1-33-00-410-00	Hangar leases etc.	(5,633.00)	(5,633.15)	0.15	0.00
1-41-00-410-10	Sale of Water-Metered sales	(875,000.00)	(202,879.37)	(672,120.63)	76.81
1-41-00-410-70	Water hookup chgs.reconnects.etc.	(1,000.00)	(215.00)	(785.00)	78.50
1-42-00-410-10	Sewer service charges	(508,000.00)	(119,269.89)	(388,730.11)	76.52
1-42-00-410-20	Sewer-Truckload disposals	(126,000.00)	(41,074.95)	(84,925.05)	67.40
1-43-00-410-10	Commercial collection charges	(145,600.00)	(26,020.00)	(119,580.00)	82.12
1-43-00-410-20	Garbage bin rentals chgd.	(63,000.00)	(16,356.00)	(46,644.00)	74.03
1-43-00-410-40	Landfill Tipping Fees	(64,000.00)	(11,514.64)	(52,485.36)	82.00
1-43-00-410-90	Waste Mgmt Rev -levy collected	(259,000.00)	(76,053.35)	(182,946.65)	70.63
1-43-00-410-91	Recycling revenue	(13,000.00)	(2,306.97)	(10,693.03)	82.25
1-52-00-410-00	Creative Kids registration fees	(26,000.00)	(9,659.89)	(16,340.11)	62.84
1-54-00-400-05	Ticket Sales	(6,000.00)	(1,827.31)	(4,172.69)	69.54
1-56-00-410-10	Cemetery plot sales	(2,500.00)	(550.00)	(1,950.00)	78.00
1-56-00-410-20	Cemetery plot open/close charges	(2,000.00)	0.00	(2,000.00)	100.00
1-72-01-410-00	Donations	(17,500.00)	0.00	(17,500.00)	100.00
1-72-01-410-05	Swimwear sales	(2,000.00)	(790.00)	(1,210.00)	60.50
1-72-02-410-30	Vending machine collect.	(5,000.00)	(1,573.07)	(3,426.93)	68.53
1-72-02-410-50	ATM Revenue	(2,400.00)	0.00	(2,400.00)	100.00
1-72-02-410-80	Misc.facility revenues	(4,400.00)	(132.75)	(4,267.25)	96.98
1-72-02-410-94	Fitness centre revenue	(9,500.00)	(2,955.59)	(6,544.41)	68.88
1-72-03-410-20	Ball diam.rent-league play	(2,000.00)	0.00	(2,000.00)	100.00
1-72-03-410-25	Ball diam.rent- tournaments	(2,500.00)	0.00	(2,500.00)	100.00
1-72-03-410-45	Gen.prgm.revenue	(600.00)	(126.50)	(473.50)	78.91
1-72-03-410-55	Fitness program revenue	(4,500.00)	(1,079.00)	(3,421.00)	76.02
1-72-03-410-60	Camp program revenue	(3,000.00)	(1,443.00)	(1,557.00)	51.90
1-72-03-410-65	Youth programs revenue	(6,000.00)	(2,340.00)	(3,660.00)	61.00
1-72-04-410-00	Bighorn gallery sales	(51,000.00)	(3,291.96)	(47,708.04)	93.54
1-72-04-410-05	Consignment sales	(26,000.00)	(2,946.95)	(23,053.05)	88.66
1-72-04-410-10	Comm.on consign.sales	(6,500.00)	0.00	(6,500.00)	100.00
1-72-04-440-00	Donations received	(1,750.00)	0.00	(1,750.00)	100.00
1-75-00-400-15	Tent city /overflow revenue	(5,000.00)	0.00	(5,000.00)	100.00
1-00-00-111-43	Landfill Levy	(133,000.00)	(39,233.65)	(93,766.35)	70.50
1-56-00-410-30	Niche sales	(3,700.00)	0.00	(3,700.00)	100.00
1-72-01-410-10	Sponsored swim	0.00	(382.20)	382.20	0.00



Municipal District of Greenview

CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).

For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
P TOTAL SALES/USER CHGS.					
		(2,458,450.00)	(570,742.19)	(1,887,707.81)	76.78
TOTAL SALES/USER CHGS.					
		(2,458,450.00)	(570,742.19)	(1,887,707.81)	76.78
PENALTIES & COST OF TAXES					
1-00-00-510-10	Penalties & costs-Taxes	(142,800.00)	(104,162.42)	(38,637.58)	27.05
1-00-00-510-20	Penalties & costs-General a/c's	(8,000.00)	(381.26)	(7,618.74)	95.23
P TOTAL PENALTIES & COST OF TAXE					
		(150,800.00)	(104,543.68)	(46,256.32)	30.67
TOTAL PENALTIES & COST OF TAXE					
		(150,800.00)	(104,543.68)	(46,256.32)	30.67
LICENSES & PERMITS					
421-12-00-520-10	Business Licenses collected	(21,435.00)	(15,315.00)	(6,120.00)	28.55
1-12-00-520-30	Animal licenses fees collected	(7,920.00)	(3,130.00)	(4,790.00)	60.47
1-12-00-520-40	Bldg. Permits-Commission earned	(4,000.00)	0.00	(4,000.00)	100.00
1-12-00-520-50	Development Permits collected	(3,500.00)	(380.00)	(3,120.00)	89.14
1-12-00-520-80	Administration Fee levied	(200.00)	(50.00)	(150.00)	75.00
1-12-00-560-20	Roger's tower lease	(8,800.00)	0.00	(8,800.00)	100.00
1-72-01-560-35	Junior Lifeguard fees	(3,000.00)	(375.00)	(2,625.00)	87.50
1-12-00-520-35	EPG - commission earned	(700.00)	(73.88)	(626.12)	89.44
TOTAL LICENSES & PERMITS					
		(49,555.00)	(19,323.88)	(30,231.12)	61.01
FINES/PENALTIES					
1-00-00-745-20	Court Fees/Fines collected	(3,800.00)	(753.00)	(3,047.00)	80.18
1-29-00-530-10	Traffic Violations	(2,500.00)	0.00	(2,500.00)	100.00
1-41-00-530-10	Penalties on water/sewer arrears	(12,000.00)	(2,491.30)	(9,508.70)	79.23
1-54-00-560-10	Bus rental	(1,500.00)	(636.19)	(863.81)	57.58
1-72-01-560-70	Special Events	(3,000.00)	(560.25)	(2,439.75)	81.32
1-62-21-560-25	Firewood revenue	(4,000.00)	0.00	(4,000.00)	100.00
TOTAL FINES/PENALTIES					
		(26,800.00)	(4,440.74)	(22,359.26)	83.43
RENTALS					
1-12-00-560-30	RV Storage lease	(12,031.00)	0.00	(12,031.00)	100.00
1-12-00-560-50	Commercial lease (1049726 Ab Ltd)	(500.00)	0.00	(500.00)	100.00
1-33-00-560-00	Airport water bomber base lease fee	(22,254.00)	(22,254.00)	0.00	0.00
1-62-21-560-10	Campground rental revenue	(140,000.00)	0.00	(140,000.00)	100.00



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
1-62-21-560-15	Campground-Laundry Revenue	(1,200.00)	0.00	(1,200.00)	100.00
1-62-21-560-20	C'gmd-res., vending rev.	(200.00)	0.00	(200.00)	100.00
1-68-00-560-30	Land rentals-Rig racking	(4,000.00)	(1,000.00)	(3,000.00)	75.00
1-72-01-560-05	locker rental revenue	(2,000.00)	(414.55)	(1,585.45)	79.27
1-72-01-560-10	Pool rentals	(4,500.00)	(2,533.75)	(1,966.25)	43.69
1-72-01-560-15	Aquatic Training revenue	(2,000.00)	(1,800.00)	(200.00)	10.00
1-72-01-560-20	Public swim revenue	(35,000.00)	(10,068.00)	(24,932.00)	71.23
1-72-01-560-30	Otter Swim Club revenue	(18,000.00)	(12,278.89)	(5,721.11)	31.78
1-72-01-560-40	School swim prgm.revenue	(8,700.00)	(3,171.43)	(5,528.57)	63.54
1-72-01-560-50	Aqua fitness program revenue	0.00	(240.00)	240.00	0.00
1-72-01-560-60	Swimming lesson revenue	(9,000.00)	(4,520.12)	(4,479.88)	49.77
1-72-02-560-01	Facility pass sales revenue	(65,000.00)	(30,640.15)	(34,359.85)	52.86
1-72-02-560-05	Rockies dressing room rent	(4,874.00)	(2,498.00)	(2,376.00)	48.74
1-72-02-560-10	Arena rental revenue	(12,000.00)	(8,117.91)	(3,882.09)	32.35
1-72-02-560-11	Muttoneer ice rental revenue	(5,534.00)	0.00	(5,534.00)	100.00
1-72-02-560-12	Recreation league ice rent	(24,000.00)	(11,373.27)	(12,626.73)	52.61
1-72-02-560-14	Minor hockey ice rental	(27,000.00)	(18,035.28)	(8,964.72)	33.20
1-72-02-560-15	Figure skating ice rental	(23,500.00)	(12,997.70)	(10,502.30)	44.69
1-72-02-560-16	Public skating revenue	(3,000.00)	(904.25)	(2,095.75)	69.85
1-72-02-560-17	Shinney hockey ice rental	(1,500.00)	(416.00)	(1,084.00)	72.26
1-72-02-560-20	Curling Club ice rental	(11,544.00)	(5,968.14)	(5,575.86)	48.30
1-72-02-560-21	Arena/curling surface rentals	(5,500.00)	0.00	(5,500.00)	100.00
1-72-02-560-40	Facility Room Rental	(5,000.00)	(1,963.25)	(3,036.75)	60.73
1-72-02-560-60	Equipment rental	(4,000.00)	(1,414.00)	(2,586.00)	64.65
1-72-02-560-70	concession space rental	(12,991.00)	(1,606.50)	(11,384.50)	87.63
1-72-03-560-20	Rent-Xerox charges	(200.00)	(49.65)	(150.35)	75.17
1-72-04-520-00	Palette Pals rental	(2,500.00)	0.00	(2,500.00)	100.00
1-72-04-540-00	Casual building rents	(2,500.00)	(1,371.00)	(1,129.00)	45.16
1-72-04-560-00	FM Tower lease	(1,773.00)	(1,773.00)	0.00	0.00
TOTAL RENTALS		(471,801.00)	(157,408.84)	(314,392.16)	66.64
FINES,RENTALS,LICENSES & PERMI		(548,156.00)	(181,173.46)	(366,982.54)	66.95
FRANCHISES					
1-00-00-545-00	Alta Gas-Franchise Revenue	(444,996.00)	(91,875.39)	(353,120.61)	79.35
1-00-00-546-00	Atco Electric-Franchise Revenue	(199,676.00)	(34,847.28)	(164,828.72)	82.54
P TOTAL FRANCHISES		(644,672.00)	(126,722.67)	(517,949.33)	80.34
TOTAL FRANCHISES		(644,672.00)	(126,722.67)	(517,949.33)	80.34



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
RETURN ON INVEST.					
1-00-00-550-10	Interest on Investments	(80,000.00)	0.00	(80,000.00)	100.00
P	TOTAL RETURN ON INVEST.	(80,000.00)	0.00	(80,000.00)	100.00
	TOTAL RETURN ON INVESTMENT	(80,000.00)	0.00	(80,000.00)	100.00
OTHER REVENUES					
1-00-00-590-30	Town Share Costs-(Offset)	39,001.00	0.00	39,001.00	100.00
1-51-20-820-00	Town matching share (25%)	(39,001.00)	0.00	(39,001.00)	100.00
1-51-70-590-50	Other donations/sponsorships	0.00	(230.00)	230.00	0.00
AP	TOTAL OTHER REVENUES	0.00	(230.00)	230.00	0.00
37	TOTAL OTHER REVENUES	0.00	(230.00)	230.00	0.00
Proceeds on land sales					
P	TOTAL Proceeds on land sales	0.00	0.00	0.00	0.00
	TOTAL PROCEEDS ON LAND SALES	0.00	0.00	0.00	0.00
PROCEEDS OF ASSET SALES					
P	TOTAL PROCEEDS OF ASSET SALES	0.00	0.00	0.00	0.00
	TOTAL PROCEEDS OF ASSET SALES	0.00	0.00	0.00	0.00
FED.GRANT-COND.					
	TOTAL FED.GRANT-COND.	0.00	0.00	0.00	0.00
PROV.GRANT-UNCON.					
	TOTAL PROV.GRANT-UNCON.	0.00	0.00	0.00	0.00
PROV.GRANTS-COND.					
1-12-00-840-40	Provincial Grant (MSI)	(40,114.00)	0.00	(40,114.00)	100.00
1-24-10-840-00	Provincial grant - disaster serv	(82,892.00)	0.00	(82,892.00)	100.00



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
1-51-20-840-00	Optg.grant-Dept.of Social Plan.	(156,004.00)	0.00	(156,004.00)	100.00
1-71-00-840-92	Provincial grant (GYPS)	0.00	(5,247.90)	5,247.90	0.00
TOTAL PROV.GRANTS-COND.		(279,010.00)	(5,247.90)	(273,762.10)	98.12
LOCAL GOVT.TSFRS.					
1-00-00-750-10	MD Of Greenview-Tax Sharing	(2,700,000.00)	0.00	(2,700,000.00)	100.00
1-23-00-850-00	MD of G'View Contr.	(105,000.00)	0.00	(105,000.00)	100.00
1-71-00-850-00	MD of G'View Contrb.	(690,080.00)	0.00	(690,080.00)	100.00
1-74-00-850-00	MD of G'View Contrb.	(63,443.00)	0.00	(63,443.00)	100.00
1-51-20-850-00	MD of G'view contrib.	(154,716.00)	0.00	(154,716.00)	100.00
1-72-04-850-00	MD of G'View contr.	(118,945.00)	0.00	(118,945.00)	100.00
1-54-00-410-00	Operating Funds	(50,442.00)	0.00	(50,442.00)	100.00
TOTAL LOCAL GOVT.TSFRS.		(3,882,626.00)	0.00	(3,882,626.00)	100.00
PROV.CAPITAL GRANTS					
TOTAL PROV.CAPITAL GRANTS		0.00	0.00	0.00	0.00
M.D.CAPITAL GRANTS					
5-72-00-850-00	MD of Greenview capital grant	(281,115.00)	0.00	(281,115.00)	100.00
TOTAL M.D.CAPITAL GRANTS		(281,115.00)	0.00	(281,115.00)	100.00
P	TOTAL GOVERNMENT TRANSFERS	(4,442,751.00)	(5,247.90)	(4,437,503.10)	99.88
FROM CAP.RESERVES					
TOTAL FROM CAP.RESERVES		0.00	0.00	0.00	0.00
L.T.CAPITAL LOANS					
TOTAL L.T.CAPITAL LOANS		0.00	0.00	0.00	0.00
CAPITAL DONATIONS					
TOTAL CAPITAL DONATIONS		0.00	0.00	0.00	0.00



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
FROM OPTG.TO CAPITAL					
	TOTAL FROM OPTG.TO CAPITAL	0.00	0.00	0.00	0.00
	TOTAL CAPITAL REVENUES	0.00	0.00	0.00	0.00
FROM OPTG.RESERVES					
	TOTAL FROM OPTG.RESERVES	0.00	0.00	0.00	0.00
	TOTAL SUNDRY REVENUES	(8,324,829.00)	(988,659.90)	(7,336,169.10)	88.12
P	TOTAL ALL REVENUES	(13,221,901.00)	(988,659.90)	(12,233,241.10)	92.52



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
COUNCIL EXPENSE					
2-11-20-770-20	Grants-Non Govt.groups	30,500.00	2,000.00	28,500.00	93.44
2-00-00-770-11	Transfers to indiv/grps	10,000.00	19,281.51	(9,281.51)	(92.81)
	TOTAL COUNCIL EXPENSE	40,500.00	21,281.51	19,218.49	47.45
GEN.ADMIN.EXPENSES					
2-12-11-111-00	Salaries	357,094.00	0.00	357,094.00	100.00
2-12-11-121-00	Hourly wages	29,025.00	0.00	29,025.00	100.00
2-12-11-130-00	Benefits-Sal. & Hrly.	104,031.00	0.00	104,031.00	100.00
2-12-11-211-00	Travel expenses	22,500.00	413.21	22,086.79	98.16
2-12-11-221-05	Relocation expense	5,000.00	0.00	5,000.00	100.00
2-12-11-221-10	Recruitment travel & expenses	2,500.00	0.00	2,500.00	100.00
2-12-11-223-00	Subscriptions,publications	1,152.00	0.00	1,152.00	100.00
2-12-11-228-00	Memberships,registrations	9,250.00	0.00	9,250.00	100.00
2-12-11-249-00	Other Prof.fees	1,250.00	0.00	1,250.00	100.00
2-12-11-274-00	Life Insurance Premiums	250.00	0.00	250.00	100.00
2-12-11-515-00	All town staff promotion, entertainment	20,000.00	85.46	19,914.54	99.57
2-12-11-810-10	Bank service chgs.	800.00	0.00	800.00	100.00
2-12-11-810-20	Bank overdraft chgs.	1,000.00	0.00	1,000.00	100.00
2-12-11-810-30	Supplier service chgs.	600.00	265.42	334.58	55.76
2-12-11-810-40	Int.on all damage deposits	500.00	0.00	500.00	100.00
2-12-11-810-60	Visa merchant fees	1,050.00	0.00	1,050.00	100.00
2-12-11-990-00	Bad debt expense	110.00	0.00	110.00	100.00
2-12-11-990-10	Long service awards	3,500.00	0.00	3,500.00	100.00
2-12-11-990-20	Fruit baskets,flowers,etc.	700.00	95.24	604.76	86.39
2-12-41-200-00	Assessment contract fees	45,000.00	9,445.51	35,554.49	79.00
2-12-41-341-00	Provincial Assessor chgs.	310.00	0.00	310.00	100.00
2-12-44-990-00	Land Titles office fees exp.	250.00	(115.00)	365.00	146.00
2-12-51-215-00	Freight,courier,etc.	550.00	110.60	439.40	79.89
2-12-51-216-00	Postage expense	7,400.00	0.00	7,400.00	100.00
2-12-51-217-00	Telephone,fax,etc.	38,150.00	8,612.88	29,537.12	77.42
2-12-51-222-00	Xerox rent & costs	20,000.00	3,255.01	16,744.99	83.72
2-12-51-231-00	Audit expense	70,700.00	46,500.00	24,200.00	34.22
2-12-51-234-00	Old A/C collection fees	300.00	0.00	300.00	100.00
2-12-51-249-00	Prof. & spec.consulting	37,583.00	0.00	37,583.00	100.00
2-12-51-253-70	Post. meter mtce.cost	1,200.00	741.21	458.79	38.23
2-12-51-262-00	Office space rent cost	23,000.00	0.00	23,000.00	100.00



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2-12-51-263-10	Postage meter rental	2,640.00	659.16	1,980.84	75.03
2-12-51-511-00	Office supplies	20,000.00	3,828.31	16,171.69	80.85
2-12-51-514-00	Food,beverages,etc.	5,000.00	781.35	4,218.65	84.37
2-12-62-249-00	Contracted IT services	20,000.00	2,000.00	18,000.00	90.00
2-12-63-218-00	Website administration	2,715.00	2,715.00	0.00	0.00
2-12-63-234-00	Training expense	16,600.00	0.00	16,600.00	100.00
2-12-63-252-00	Maintenance mach.& equip.	100.00	159.98	(59.98)	(59.98)
2-12-63-253-00	Upgrade computer hardware	10,000.00	3,226.10	6,773.90	67.73
2-12-63-264-00	MISI program mtce.fees	18,460.00	2,967.42	15,492.58	83.92
2-12-63-500-00	New computer install-all costs	4,000.00	0.00	4,000.00	100.00
2-15-30-274-00	General Insurance premiums	48,000.00	0.00	48,000.00	100.00
2-15-50-232-00	Legal fee expense	15,000.00	0.00	15,000.00	100.00
2-15-50-250-00	Legal settlements	2,000.00	0.00	2,000.00	100.00
44	TOTAL GEN.ADMIN.EXPENSES	969,270.00	85,746.86	883,523.14	91.15
41	TOTAL GENERAL GOVT.	1,009,770.00	107,028.37	902,741.63	89.40
AMBULANCE EXPENSE					
TOTAL AMBULANCE EXPENSE		0.00	0.00	0.00	0.00
POLICE EXPENSE					
TOTAL POLICE EXPENSE		0.00	0.00	0.00	0.00
FIRE EXPENSE					
2-23-21-111-00	Salaries	111,483.00	0.00	111,483.00	100.00
2-23-21-130-00	Payroll benefits	28,973.00	0.00	28,973.00	100.00
2-23-21-132-00	WCB re firefighters pmts.	1,400.00	0.00	1,400.00	100.00
2-23-21-159-00	Pmts for practices	28,000.00	1,425.00	26,575.00	94.91
2-23-21-160-00	Pmts.for firefighting	72,000.00	0.00	72,000.00	100.00
2-23-21-211-00	Travel/exp.- conferences	5,750.00	0.00	5,750.00	100.00
2-23-21-211-10	Travel/exp.-fire crew	7,500.00	2,404.28	5,095.72	67.94
2-23-21-215-00	Freight,courier,etc.	3,000.00	311.54	2,688.46	89.61
2-23-21-216-00	Postage expense	125.00	0.00	125.00	100.00
2-23-21-217-00	Telephone.fascimile exp.	4,100.00	970.63	3,129.37	76.32
2-23-21-223-00	Subscription/publication	500.00	0.00	500.00	100.00
2-23-21-228-00	Memberships,registration	2,250.00	540.00	1,710.00	76.00
2-23-21-230-00	Emerg. dispatch cost	12,405.00	0.00	12,405.00	100.00



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2-23-21-232-00	Atco lease	7,620.00	1,905.00	5,715.00	75.00
2-23-21-243-00	Drivers medical exams	600.00	0.00	600.00	100.00
2-23-21-253-00	R & M from vend.	21,000.00	433.87	20,566.13	97.93
2-23-21-257-00	Building R & M.	5,000.00	55.80	4,944.20	98.88
2-23-21-259-00	Radio & handheld maintenance	8,000.00	2.98	7,997.02	99.96
2-23-21-262-00	Office space rent	40,000.00	0.00	40,000.00	100.00
2-23-21-271-00	Licenses,permits,etc.	1,500.00	1,373.00	127.00	8.46
2-23-21-274-00	All insurance costs	15,300.00	0.00	15,300.00	100.00
2-23-21-275-00	All investig expenses	500.00	0.00	500.00	100.00
2-23-21-276-00	Fire Prev.& inspections	700.00	0.00	700.00	100.00
2-23-21-511-00	Office supplies	750.00	234.95	515.05	68.67
2-23-21-512-00	Protective gear/clothes	31,000.00	5,090.22	25,909.78	83.57
2-23-21-514-05	Food, beverages, etc	2,000.00	573.91	1,426.09	71.30
2-23-21-517-00	Air bottle fill/test	1,300.00	0.00	1,300.00	100.00
2-23-21-518-00	Training/develop.items	25,000.00	5,611.58	19,388.42	77.55
2-23-21-521-00	Fuels,lube,anti-freeze	4,500.00	944.94	3,555.06	79.00
2-23-21-523-00	Vehicle parts purchased	5,000.00	320.47	4,679.53	93.59
2-23-21-523-05	Equip. parts purchased	13,000.00	2,129.37	10,870.63	83.62
2-23-21-524-00	Hand tool purchases	600.00	85.00	515.00	85.83
2-23-21-525-00	Hoses,nozzles,etc.	4,500.00	0.00	4,500.00	100.00
2-23-21-543-00	Natural Gas-Fire bldg.	2,300.00	648.15	1,651.85	71.81
2-23-21-543-01	Gas - SAR Building	1,300.00	414.20	885.80	68.13
2-23-21-544-00	Electricity-Fire bldg.	2,200.00	401.04	1,798.96	81.77
2-23-21-544-01	Electricity - SAR Bldg	1,600.00	293.00	1,307.00	81.68
2-23-21-960-00	Chge.for water-Fire bldg.	800.00	139.86	660.14	82.51
2-23-21-960-01	Chge. for water - SAR bldg.	650.00	139.86	510.14	78.48
2-23-21-513-00	Janitorial supplies	1,500.00	102.35	1,397.65	93.17
2-23-21-526-00	Fire foam	4,000.00	0.00	4,000.00	100.00
TOTAL FIRE EXPENSE		479,706.00	26,551.00	453,155.00	94.47
DISASTER SERVICES					
2-24-10-211-00	Travel & expenses	5,000.00	0.00	5,000.00	100.00
2-24-10-234-00	Training	10,000.00	0.00	10,000.00	100.00
2-24-10-249-00	Grant expenses (FRIAA)	82,892.00	0.00	82,892.00	100.00
2-24-10-511-00	Supplies	1,000.00	0.00	1,000.00	100.00
2-24-10-514-00	Food,beverages,etc.	2,500.00	0.00	2,500.00	100.00
2-24-10-518-00	Training,education mater.	750.00	0.00	750.00	100.00
TOTAL DISASTER SERVICES		102,142.00	0.00	102,142.00	100.00



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BYLAWS ENFORCEMENT					
2-26-00-111-00	Salary	77,565.00	0.00	77,565.00	100.00
2-26-00-130-00	Salaried Benefits	20,198.00	0.00	20,198.00	100.00
2-26-00-211-00	Travel (incl.mileage)	4,000.00	0.00	4,000.00	100.00
2-26-00-215-00	Freight	200.00	0.00	200.00	100.00
2-26-00-217-00	Telephone	1,450.00	190.88	1,259.12	86.83
2-26-00-223-00	Subscriptions, publications	100.00	0.00	100.00	100.00
2-26-00-249-00	Contracted services	44,900.00	18,958.53	25,941.47	57.77
2-26-00-274-00	Insurance	1,163.00	0.00	1,163.00	100.00
2-26-00-511-00	Office supplies exp.	1,000.00	0.00	1,000.00	100.00
2-26-00-514-00	Uniform Allowance	4,500.00	0.00	4,500.00	100.00
2-26-00-521-00	Vehicles supplies	1,000.00	0.00	1,000.00	100.00
2-26-00-249-10	Software fee	2,000.00	0.00	2,000.00	100.00
TOTAL BYLAWS ENFORCEMENT		158,076.00	19,149.41	138,926.59	87.89
OTHER PROT.SERVICES					
2-29-10-228-00	Memberships,registrations	500.00	0.00	500.00	100.00
2-29-80-234-00	Training & Education	6,000.00	0.00	6,000.00	100.00
2-29-80-521-00	All fuel, lube purchased	3,800.00	0.00	3,800.00	100.00
2-29-80-524-00	Consumables	250.00	0.00	250.00	100.00
2-29-80-543-00	Natural Gas-Dog Pound bldg.	2,100.00	631.54	1,468.46	69.92
2-29-80-544-00	Electricity-Dog Pound bldg.	5,700.00	1,608.37	4,091.63	71.78
P TOTAL OTHER PROT.SERVICES		18,350.00	2,239.91	16,110.09	87.79
TOTAL PROTECTIVE SERVICES		758,274.00	47,940.32	710,333.68	93.68
P/W & EQUIP.POOL EXP.					
2-30-01-111-00	Salaries expense	721,491.00	0.00	721,491.00	100.00
2-30-01-121-00	Hourly paid wages	28,829.00	0.00	28,829.00	100.00
2-30-01-130-00	Benefits-Salaried staff	222,591.00	0.00	222,591.00	100.00
2-30-01-130-20	Benefits-hrly pd.staff	2,644.00	0.00	2,644.00	100.00
2-30-01-211-00	Travel expenses	5,000.00	1,363.56	3,636.44	72.72
2-30-01-217-00	Telephone,fax,etc.	3,500.00	749.29	2,750.71	78.59
2-30-01-222-00	Printing,photocopy exp.	2,500.00	0.00	2,500.00	100.00
2-30-01-228-00	Membership,registrat.	4,654.00	1,793.85	2,860.15	61.45
2-30-01-234-00	Training & education	1,000.00	350.38	649.62	64.96
2-30-01-340-00	Copier lease	2,252.00	0.00	2,252.00	100.00



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2-30-01-511-00	Office supplies	10,300.00	1,039.88	9,260.12	89.90
2-30-01-514-00	Food,beverages,etc.	8,000.00	1,208.91	6,791.09	84.88
2-30-01-524-00	Boots, coveralls	5,000.00	817.10	4,182.90	83.65
2-30-02-252-00	Bldg.repairs & maintenance purchased	14,000.00	1,760.50	12,239.50	87.42
2-30-02-253-00	Radio/Security system expenses	13,300.00	4,979.20	8,320.80	62.56
2-30-02-254-00	shop equip.maintenance	2,000.00	176.90	1,823.10	91.15
2-30-02-274-00	Insure- Bldgs & Contents	7,600.00	0.00	7,600.00	100.00
2-30-02-513-00	Janitorial supplies	7,000.00	1,347.39	5,652.61	80.75
2-30-02-524-00	Tools.mtce.supplies	37,500.00	5,741.18	31,758.82	84.69
2-30-02-524-05	Tool replacement	400.00	401.37	(1.37)	(0.34)
2-30-02-536-00	Bldg.mtce.material	3,600.00	119.48	3,480.52	96.68
2-30-02-543-00	Natural gas-shop/office	13,700.00	2,739.02	10,960.98	80.00
2-30-02-544-00	Electricity-shop/office	17,500.00	3,764.10	13,735.90	78.49
2-30-02-560-00	Water/Sewer charges	900.00	151.97	748.03	83.11
2-30-02-560-05	Water/sewer PW Storage bldg	600.00	139.86	460.14	76.69
2-31-00-215-00	Freight,courier,etc.	30,000.00	4,517.96	25,482.04	84.94
2-31-00-253-00	Purchased repairs	50,000.00	333.53	49,666.47	99.33
2-31-00-253-05	Welding & Fabrication	50,000.00	5,073.57	44,926.43	89.85
2-31-00-263-00	Admin vehicle lease (#26)	8,461.00	0.00	8,461.00	100.00
2-31-00-263-03	Truck lease (2013) (#1)	7,006.00	0.00	7,006.00	100.00
2-31-00-263-04	3 Truck leases (2014) (3,6,28)	19,781.00	0.00	19,781.00	100.00
2-31-00-263-06	Truck lease 2017	8,005.00	0.00	8,005.00	100.00
2-31-00-263-07	Bobcat lease	28,133.00	0.00	28,133.00	100.00
2-31-00-271-00	Licenses,permits	10,600.00	656.75	9,943.25	93.80
2-31-00-272-00	Damage claims incurred	2,000.00	0.00	2,000.00	100.00
2-31-00-274-00	Insure all Veh./Equip.	36,000.00	0.00	36,000.00	100.00
2-31-00-510-00	All parts purchases	100,000.00	34,296.70	65,703.30	65.70
2-31-00-517-00	Welding gas refills	12,000.00	3,974.83	8,025.17	66.87
2-31-00-521-00	All fuels,lubes,propane purchases	120,000.00	30,876.21	89,123.79	74.26
2-31-00-524-05	Safety supplies	20,000.00	6,197.18	13,802.82	69.01
2-31-00-524-10	Electrical supplies	6,000.00	380.63	5,619.37	93.65
2-62-22-130-00	Benefits	20,030.00	0.00	20,030.00	100.00
2-62-22-130-20	Hourly Benefits	10,058.00	0.00	10,058.00	100.00
2-62-22-233-10	Weed control contract	3,000.00	0.00	3,000.00	100.00
2-62-22-510-00	Equipment repair parts	5,000.00	568.12	4,431.88	88.63
2-62-22-514-00	Food, beverages	500.00	0.00	500.00	100.00
2-62-22-524-05	Material & supplies - Parks/downtown	1,500.00	78.45	1,421.55	94.77
2-31-00-263-10	2-Truck leases 2018 GMC	15,231.00	0.00	15,231.00	100.00
TOTAL PW & EQUIP.POOL EXP.		1,699,166.00	115,597.87	1,583,568.13	93.20



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ROADS,WALKS,ETC.					
2-32-61-111-00	Salaries expense	291,582.00	0.00	291,582.00	100.00
2-32-61-130-00	Salary payroll benefits	94,339.00	0.00	94,339.00	100.00
2-32-61-252-00	Contracted services	31,000.00	23,224.00	7,776.00	25.08
2-32-61-340-00	Road/gravel pit lease cost	358.00	0.00	358.00	100.00
2-32-61-534-00	Sand/gravel consumption	4,500.00	0.00	4,500.00	100.00
2-32-61-535-00	Paving & patching materials	8,000.00	0.00	8,000.00	100.00
2-32-66-531-00	Salt & deicer purchases	14,000.00	6,485.11	7,514.89	53.67
2-32-81-538-00	St.Light-Christmas lights materials	2,000.00	0.00	2,000.00	100.00
2-32-81-544-00	St.Light-Electricity charges	312,000.00	56,649.72	255,350.28	81.84
2-32-82-537-00	Post & sign & maps purchases	25,000.00	1,542.84	23,457.16	93.82
2-32-83-536-00	Line Paint-Contract,paint materials	5,000.00	100.43	4,899.57	97.99
44		787,779.00	88,002.10	699,776.90	88.83
TOTAL ROADS,WALKS,ETC.					
AIRPORT EXPENSE					
2-33-00-217-00	Telephone,facsimile expense	883.00	220.88	662.12	74.98
2-33-00-274-00	Insurance premiums (all)	11,000.00	0.00	11,000.00	100.00
2-33-00-291-00	Residence property taxes	300.00	0.00	300.00	100.00
2-33-00-523-00	Equip.repair parts purchased	1,000.00	0.00	1,000.00	100.00
2-33-00-543-00	Propane-shop,terminal	12,500.00	5,718.30	6,781.70	54.25
2-33-00-544-00	shop,terminal	2,100.00	437.29	1,662.71	79.17
2-33-00-544-01	Residence	600.00	110.31	489.69	81.61
P	TOTAL AIRPORT EXPENSE	28,383.00	6,486.78	21,896.22	77.15
TOTAL TRANSPORTATION		2,515,328.00	210,086.75	2,305,241.25	91.65
WATER SUPPLY					
2-41-01-214-00	Memberships	250.00	0.00	250.00	100.00
2-41-01-215-00	Freight,courier,etc.	55,000.00	7,980.22	47,019.78	85.49
2-41-01-217-00	Telephone,facsimile,etc.	14,274.00	3,298.13	10,975.87	76.89
2-41-01-240-00	Alta.One-Call U/G service	1,200.00	78.00	1,122.00	93.50
2-41-01-511-00	Office Supplies	1,000.00	743.09	256.91	25.69
2-41-01-514-00	Food & Beverage	2,900.00	39.52	2,860.48	98.63
2-41-01-539-00	Water-Billing office supplies	500.00	0.00	500.00	100.00
2-41-03-111-00	Water clerical salaries	26,666.00	0.00	26,666.00	100.00
2-41-03-130-00	Water billing benefits	8,428.00	0.00	8,428.00	100.00
2-41-03-216-00	Water billing postage	11,000.00	0.00	11,000.00	100.00



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2-41-33-523-00	Water meters & parts	10,000.00	4,315.20	5,684.80	56.84
2-41-33-524-00	Tools,consumables,etc.	10,000.00	1,553.25	8,446.75	84.46
2-41-33-527-00	Equipment parts purchased - office	7,000.00	0.00	7,000.00	100.00
2-41-34-253-00	Reservoir - mach & equip.repairs	5,000.00	0.00	5,000.00	100.00
2-41-34-274-00	Reservoir & equip -Insurance	8,700.00	0.00	8,700.00	100.00
2-41-34-543-00	Reservoir natural gas expense	2,950.00	531.54	2,418.46	81.98
2-41-34-544-00	Reservoir electricity expense	13,200.00	2,148.14	11,051.86	83.72
2-41-41-253-00	Excavations	60,000.00	31,164.81	28,835.19	48.05
2-41-41-274-00	Insurance-PRV stations	380.00	0.00	380.00	100.00
2-41-41-527-00	Pipe,valves,hydrant	30,500.00	331.33	30,168.67	98.91
2-41-41-543-00	PRV stations-natural gas	2,000.00	11,591.80	(9,591.80)	(479.59)
2-41-41-544-00	Electric-PRV/ball diam.vault	6,600.00	1,642.23	4,957.77	75.11
2-41-43-111-00	Salaries - WTP	166,229.00	0.00	166,229.00	100.00
2-41-43-130-00	Treat-Benefits-line,treat	41,381.00	0.00	41,381.00	100.00
2-41-43-211-05	Training & Education	18,000.00	420.00	17,580.00	97.66
2-41-43-253-00	Water - Mach & equip repairs	121,100.00	22,763.83	98,336.17	81.20
2-41-43-263-00	Treat-Rented equipment exp.	10,000.00	14,927.97	(4,927.97)	(49.27)
2-41-43-274-00	Treat-Insurance expense	10,850.00	0.00	10,850.00	100.00
2-41-43-340-00	Pump-loc 780318,750608,860162	50.00	50.00	0.00	0.00
2-41-43-518-00	Water material & supplies	34,000.00	49.46	33,950.54	99.85
2-41-43-527-00	Water Equipment /parts	85,000.00	5,382.80	79,617.20	93.66
2-41-43-531-00	Treatment chemicals	159,509.00	(2,631.79)	162,140.79	101.64
2-41-43-543-00	Natural gas-filter plant	11,400.00	442.09	10,957.91	96.12
2-41-43-544-00	Pump only-Electric-Victor Lake	121,800.00	28,476.68	93,323.32	76.62
2-41-43-831-00	Treat-Interest- filter plant loan	17,508.00	0.00	17,508.00	100.00
2-41-43-253-05	Water testing- labs	40,000.00	7,176.38	32,823.62	82.05
2-41-41-263-00	Hiab Crane lease	19,246.00	0.00	19,246.00	100.00
TOTAL WATER SUPPLY		1,133,621.00	142,474.68	991,146.32	87.43
WASTEWATER					
2-42-70-111-00	Salaries -STP	204,134.00	0.00	204,134.00	100.00
2-42-70-130-00	Benefits expense	51,304.00	0.00	51,304.00	100.00
2-42-70-211-00	Travel expense	10,500.00	128.65	10,371.35	98.77
2-42-70-215-00	Freight,courier,etc.	0.00	31.00	(31.00)	0.00
2-42-70-248-00	Lagoon cleanout,maintenance	190,000.00	0.00	190,000.00	100.00
2-42-70-252-00	Repairs-buildings	10,000.00	225.00	9,775.00	97.75
2-42-70-253-00	Wastewater - mach & equip. repairs	57,000.00	1,065.00	55,935.00	98.13
2-42-70-274-00	Insurance on plant & equip.	26,600.00	0.00	26,600.00	100.00
2-42-70-340-00	MII 800071 & Loc 800764	66.00	0.00	66.00	100.00



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2-42-70-513-00	Janitorial supplies expense	5,000.00	11.98	4,988.02	99.76
2-42-70-517-00	Lab equip. & supplies	18,500.00	3,772.18	14,727.82	79.60
2-42-70-521-00	Gas,oil,propane,etc.	1,000.00	750.28	249.72	24.97
2-42-70-537-00	Wastewater Equip/parts	20,500.00	1,959.06	18,540.94	90.44
2-42-70-543-00	Natural gas consumption	3,300.00	1,713.48	1,586.52	48.07
2-42-70-544-00	Electricity consumption	100,300.00	19,160.25	81,139.75	80.89
2-42-90-524-00	Safety supplies	0.00	98.88	(98.88)	0.00
TOTAL WASTEWATER		698,204.00	28,915.76	669,288.24	95.86
WASTE MANAGEMENT					
2-43-00-831-00	Landfill- interest on compactor debt	5,036.00	0.00	5,036.00	100.00
2-43-81-111-00	Salaries	194,447.00	0.00	194,447.00	100.00
2-43-81-130-00	Salaried Benefits	60,434.00	0.00	60,434.00	100.00
2-43-81-217-00	Telephone	800.00	122.49	677.51	84.68
2-43-81-230-00	Contracted services	98,800.00	445.00	98,355.00	99.54
2-43-81-263-00	Compactor lease	47,533.00	0.00	47,533.00	100.00
2-43-81-274-00	Insurance on equipment	1,410.00	0.00	1,410.00	100.00
2-43-81-340-00	LOC 780390-road to landfill	50.00	0.00	50.00	100.00
2-43-81-519-00	Misc supplies & materials	10,000.00	693.63	9,306.37	93.06
2-43-81-519-05	Enviro committee materials & supplies	5,000.00	0.00	5,000.00	100.00
2-43-81-521-00	Gas,oil,diesel,propane,	41,500.00	7,892.04	33,607.96	80.98
2-43-81-810-00	Credit Card Merchant fees	1,250.00	0.00	1,250.00	100.00
2-43-91-274-00	Insurance on trucks	1,907.00	0.00	1,907.00	100.00
2-43-92-263-00	Recycle bin emptying fees	299,988.00	51,916.70	248,071.30	82.69
2-43-92-274-00	Insurance on recycling bins	157.00	0.00	157.00	100.00
2-43-92-544-00	Electricity Consumption	14,000.00	1,072.12	12,927.88	92.34
TOTAL WASTE MANAGEMENT		782,312.00	62,141.98	720,170.02	92.06
TOTAL ENVIRONMENTAL USE		2,614,137.00	233,532.42	2,380,604.58	91.07
FAMILY & COMM.SUPPORT					
2-51-20-111-00	Salaries	120,053.00	0.00	120,053.00	100.00
2-51-20-121-00	Hourly wages	74,910.00	0.00	74,910.00	100.00
2-51-20-130-00	Salary benefits	36,811.00	0.00	36,811.00	100.00
2-51-20-130-20	Hourly pd benefits	7,052.00	0.00	7,052.00	100.00
2-51-20-211-00	Travel expense	9,000.00	0.00	9,000.00	100.00
2-51-20-214-00	Membership/registr.	800.00	0.00	800.00	100.00
2-51-20-231-00	Audit fee for FCSS	2,800.00	0.00	2,800.00	100.00



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2-51-20-234-00	Training & education	10,900.00	40.00	10,860.00	99.63
2-51-20-511-01	Materials & supplies	2,000.00	1,531.79	468.21	23.41
2-51-20-514-00	Coffee, food, etc.	800.00	1,086.11	(286.11)	(35.76)
2-51-30-770-97	Grant-Sessions Counselling	10,000.00	1,033.33	8,966.67	89.66
2-51-70-123-00	Home Support wages	131,399.00	0.00	131,399.00	100.00
2-51-70-130-20	Home Support benefits	15,489.00	0.00	15,489.00	100.00
2-51-70-211-00	Home Support -Transportation costs	10,000.00	0.00	10,000.00	100.00
2-51-70-217-00	Telephone, fascimile, etc.	10,500.00	1,840.93	8,659.07	82.46
2-51-70-221-00	Advertising & promotion	500.00	0.00	500.00	100.00
2-51-70-222-00	Printing/photocopy expense	2,200.00	556.23	1,643.77	74.71
2-51-70-230-00	Contracted services	1,000.00	0.00	1,000.00	100.00
2-51-70-262-00	Rent	15,000.00	0.00	15,000.00	100.00
2-51-70-290-30	Community resource library	500.00	0.00	500.00	100.00
2-51-70-511-00	Office/computer supplies	3,000.00	139.16	2,860.84	95.36
2-52-00-121-00	Preschool wages	94,073.00	0.00	94,073.00	100.00
2-52-00-130-20	Preschool hourly benefits	23,833.00	0.00	23,833.00	100.00
2-52-00-511-00	Preschool Supplies	2,500.00	158.76	2,341.24	93.64
2-53-08-233-00	Project Coordination	0.00	1,740.00	(1,740.00)	0.00
2-54-00-111-00	Salary costs (driver)	38,762.00	0.00	38,762.00	100.00
2-54-00-121-00	Admin costs	800.00	0.00	800.00	100.00
2-54-00-130-00	Benefits (driver)	12,539.00	0.00	12,539.00	100.00
2-54-00-200-00	Bus Driver contract	6,000.00	1,892.22	4,107.78	68.46
2-54-00-211-00	Travel expenses	1,000.00	19.05	980.95	98.09
2-54-00-217-00	Telecommunications	735.00	120.89	614.11	83.55
2-54-00-221-00	Advertising	750.00	0.00	750.00	100.00
2-54-00-253-00	Contracted repairs	1,300.00	3,530.56	(2,230.56)	(171.58)
2-54-00-271-00	License & permits	840.00	0.00	840.00	100.00
2-54-00-274-00	Insurance	2,945.00	0.00	2,945.00	100.00
2-54-00-511-00	Office supplies	35.00	0.00	35.00	100.00
2-54-00-521-00	Fuel	6,500.00	0.00	6,500.00	100.00
2-54-00-523-00	Repair & maintenance materials	1,000.00	457.78	542.22	54.22
2-54-00-223-00	Subscriptions, publications	220.00	16.01	203.99	92.72
TOTAL FAMILY & COMM.SUPPORT		658,546.00	14,162.82	644,383.18	97.85
CEMETARIES					
2-56-00-530-00	Mtce,materials & supplies	1,000.00	0.00	1,000.00	100.00
2-56-00-539-00	Columbarium expenses	4,000.00	0.00	4,000.00	100.00
TOTAL CEMETARIES		5,000.00	0.00	5,000.00	100.00



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TOTAL PUB.HEALTH & WELFARE		663,546.00	14,162.82	649,383.18	97.87
LAND USE,PLAN,ZONE,DEV.					
2-29-50-111-00	Salaries expense	37,938.00	0.00	37,938.00	100.00
2-29-50-130-00	Benefits expense	9,058.00	0.00	9,058.00	100.00
2-29-50-211-00	Travel expenses	1,000.00	0.00	1,000.00	100.00
2-29-50-214-00	Memberships, conferences	1,125.00	0.00	1,125.00	100.00
2-29-50-215-00	Freight,courier etc.	200.00	0.00	200.00	100.00
2-29-50-233-00	Building inspection fees	2,000.00	0.00	2,000.00	100.00
2-29-50-234-00	Training & education	1,000.00	0.00	1,000.00	100.00
2-29-50-511-00	Office supplies	250.00	179.97	70.03	28.01
2-29-50-514-00	Meals	150.00	0.00	150.00	100.00
2-60-10-249-00	MPC-Consulting fees expense	0.00	27,500.00	(27,500.00)	0.00
2-60-10-249-10	Contract planning services	6,875.00	13,750.00	(6,875.00)	(100.00)
2-61-40-263-00	Rental machinery & equip.	2,000.00	600.00	1,400.00	70.00
2-62-22-111-00	Salaries	59,228.00	0.00	59,228.00	100.00
2-62-22-121-00	Hourly wages	115,315.00	0.00	115,315.00	100.00
2-62-22-217-00	Telephone	1,000.00	0.00	1,000.00	100.00
2-62-22-233-00	Contracted Services	244,105.00	51,865.52	192,239.48	78.75
2-62-22-518-00	Project materials & supplies	3,000.00	99.94	2,900.06	96.66
2-62-22-522-00	Trees,shrubs purchases	3,000.00	0.00	3,000.00	100.00
2-62-22-537-00	Community Enhancement	2,000.00	0.00	2,000.00	100.00
2-62-22-524-00	Tools	3,000.00	109.13	2,890.87	96.36
TOTAL LAND USE,PLAN,ZONE,DEV.		492,244.00	94,104.56	398,139.44	80.88
SUBDIVISION LAND					
2-66-00-233-00	Engineering & other consulting	20,000.00	2,602.50	17,397.50	86.98
2-66-00-251-00	Legal fees	25,000.00	0.00	25,000.00	100.00
TOTAL SUBDIVISION LAND		45,000.00	2,602.50	42,397.50	94.22
LAND,HSG.& BLDG.RENT					
TOTAL LAND,HSG.& BLDG.RENT		0.00	0.00	0.00	0.00
TOTAL PLANNING & DEVELOP.		537,244.00	96,707.06	440,536.94	82.00
PARKS & RECREATION					



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2-51-40-512-00	Program supplies (youth)	4,000.00	435.60	3,564.40	89.11
2-71-20-111-00	Salaries	166,572.00	0.00	166,572.00	100.00
2-71-20-121-00	Hourly wages	113,819.00	0.00	113,819.00	100.00
2-71-20-130-00	Salary benefits	54,273.00	0.00	54,273.00	100.00
2-71-20-130-20	Hourly benefits	10,715.00	0.00	10,715.00	100.00
2-71-20-211-00	Travel expense	8,000.00	191.43	7,808.57	97.60
2-71-20-215-00	Freight,courier,etc.	500.00	0.00	500.00	100.00
2-71-20-216-00	Postage expense	100.00	0.00	100.00	100.00
2-71-20-217-00	Telephone,fax.exp.	7,800.00	1,876.43	5,923.57	75.94
2-71-20-224-00	Membership,registrat.	1,000.00	100.00	900.00	90.00
2-71-20-234-00	Training & education	6,000.00	0.00	6,000.00	100.00
2-71-20-263-00	Copier lease	16,000.00	4,357.14	11,642.86	72.76
2-71-20-274-00	Insurance premiums	48,500.00	0.00	48,500.00	100.00
2-71-20-511-00	Office supplies	20,500.00	4,963.42	15,536.58	75.78
2-71-20-512-00	Vend.mach.supplies	4,000.00	810.68	3,189.32	79.73
2-71-20-514-00	Food,beverages,etc.	1,000.00	0.00	1,000.00	100.00
2-71-20-516-00	Sporting supplies	500.00	0.00	500.00	100.00
2-71-20-519-00	First Aid supplies	2,000.00	0.00	2,000.00	100.00
2-71-20-522-00	Concession repair & mtce.	3,250.00	0.00	3,250.00	100.00
2-71-20-810-00	Visa merchant fees	3,500.00	0.00	3,500.00	100.00
2-71-20-810-60	Active net fees	4,500.00	390.29	4,109.71	91.32
2-71-20-831-00	AMFC - interest pd on debenture	90,744.00	0.00	90,744.00	100.00
2-71-20-991-00	Complimentary passes	500.00	0.00	500.00	100.00
2-72-00-111-00	Salaries	461,284.00	0.00	461,284.00	100.00
2-72-00-121-00	Wages-reg.hourly staff	80,905.00	0.00	80,905.00	100.00
2-72-00-130-00	Salary benefits	130,820.00	0.00	130,820.00	100.00
2-72-00-130-20	Hourly benefits	7,616.00	0.00	7,616.00	100.00
2-72-00-211-00	Travel expense	8,000.00	0.00	8,000.00	100.00
2-72-00-215-00	Freight,courier,etc.	15,000.00	759.31	14,240.69	94.93
2-72-00-217-00	Telephone	2,900.00	378.65	2,521.35	86.94
2-72-00-224-00	Memberships, registrations	1,000.00	420.00	580.00	58.00
2-72-00-227-00	Security system expense	8,500.00	0.00	8,500.00	100.00
2-72-00-233-00	Perf.artists copyright fee	500.00	937.54	(437.54)	(87.50)
2-72-00-234-00	Training & education	9,000.00	3,235.00	5,765.00	64.05
2-72-00-253-00	Mach/equip,purchased rep.	250.00	35.00	215.00	86.00
2-72-00-274-00	Insurance-boiler & vehicles	1,125.00	421.00	704.00	62.57
2-72-00-340-00	Pressure vessel permit	500.00	0.00	500.00	100.00
2-72-00-512-00	Clothing supplied to staff	3,500.00	123.01	3,376.99	96.48
2-72-00-513-00	Janitorial supplies	29,300.00	6,369.36	22,930.64	78.26
2-72-00-521-00	Fuel, propane expense	3,400.00	72.00	3,328.00	97.88



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2-72-00-522-00	Building mtce material	42,500.00	14,171.49	28,328.51	66.65
2-72-00-523-00	Zamboni repairs	12,000.00	584.90	11,415.10	95.12
2-72-00-524-00	Hand tool replacements	4,000.00	50.98	3,949.02	98.72
2-72-00-525-00	Fitness centre maintenance	1,000.00	0.00	1,000.00	100.00
2-72-00-526-00	Grounds maintenance exp.	7,000.00	0.00	7,000.00	100.00
2-72-00-530-00	Ice plant expense	16,197.00	2,201.94	13,995.06	86.40
2-72-00-531-00	Chemicals,salt,freon,etc.	3,000.00	0.00	3,000.00	100.00
2-72-00-532-00	Spray Park maintenance materials	3,500.00	0.00	3,500.00	100.00
2-72-00-539-00	Ice paint,brushes,stencils	6,150.00	1,332.40	4,817.60	78.33
2-72-00-540-00	Safety materials	8,000.00	1,238.67	6,761.33	84.51
2-72-00-543-00	Natural gas expense	170,000.00	31,256.53	138,743.47	81.61
2-72-00-543-01	Natural Gas - water park	1,700.00	316.54	1,383.46	81.38
2-72-00-544-00	Electricity expense	253,000.00	61,005.39	191,994.61	75.88
2-72-00-544-01	Electricity - water park	3,840.00	290.99	3,549.01	92.42
2-72-00-544-02	Electricity - Rocky the Ram park	1,400.00	422.05	977.95	69.85
2-72-00-544-03	Water & sewer charges	27,700.00	5,350.79	22,349.21	80.68
2-72-00-560-00	Water & Sewer - water park	1,750.00	139.86	1,610.14	92.00
2-72-09-770-00	Golf Course Grant	15,000.00	0.00	15,000.00	100.00
2-72-20-111-00	Salaries expense	228,040.00	0.00	228,040.00	100.00
2-72-20-121-00	Hourly wages	176,823.00	0.00	176,823.00	100.00
2-72-20-130-00	Benefits-salaried staff	71,655.00	0.00	71,655.00	100.00
2-72-20-130-20	Benefits-hourly paid staff	16,645.00	0.00	16,645.00	100.00
2-72-20-211-00	Travel expenses	6,000.00	161.90	5,838.10	97.30
2-72-20-215-00	Freight,courier,etc.	11,000.00	479.50	10,520.50	95.64
2-72-20-224-00	Memberships,registrations	800.00	395.24	404.76	50.59
2-72-20-234-00	Training & education	5,550.00	2,653.69	2,896.31	52.18
2-72-20-252-00	Building services	50,350.00	21,030.57	29,319.43	58.23
2-72-20-253-00	Mach.& equip.purchased rep.	250.00	0.00	250.00	100.00
2-72-20-512-00	Clothing supplied to staff	2,500.00	1,364.67	1,135.33	45.41
2-72-20-517-00	Junior Lifeguard Prog. Supplies	1,500.00	0.00	1,500.00	100.00
2-72-20-518-00	Program & course supplies	3,250.00	262.83	2,987.17	91.91
2-72-20-518-05	Water samples -testing	1,800.00	210.00	1,590.00	88.33
2-72-20-519-00	Aquatic Facility Supplies	3,500.00	1,837.78	1,662.22	47.49
2-72-20-519-05	Swimwear Supplies	1,600.00	55.96	1,544.04	96.50
2-72-20-520-00	Special events-all costs	200.00	0.00	200.00	100.00
2-72-20-524-00	Equipment parts purchased	5,000.00	820.64	4,179.36	83.58
2-72-20-531-00	Chemicals,salt,chlorine,etc.	35,065.00	(110.25)	35,175.25	100.31
2-72-20-539-00	Building mtce materials (pool)	35,500.00	1,101.23	34,398.77	96.89
2-72-30-274-00	Insur.on Outdoor Rec.Facilities (parks)	2,725.00	0.00	2,725.00	100.00
2-72-30-519-00	General supplies / Ball diamond exp	10,500.00	0.00	10,500.00	100.00



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2-72-30-520-00	Improve.to parks/reserve lots	10,000.00	0.00	10,000.00	100.00
2-72-30-532-00	Soil, seed,fertilizer,woodchips,etc.	4,000.00	0.00	4,000.00	100.00
2-72-30-543-00	Natural Gas-Ball diamonds bldg.	3,800.00	932.65	2,867.35	75.45
2-72-30-544-00	Electricity-Ball diamond building	3,200.00	612.95	2,587.05	80.84
2-72-50-111-00	Sal./Wages Exp.	63,167.00	0.00	63,167.00	100.00
2-72-50-121-00	Hourly wages	93,884.00	0.00	93,884.00	100.00
2-72-50-130-00	Salary pay benefits	20,901.00	0.00	20,901.00	100.00
2-72-50-130-20	Hourly pay benefits	8,838.00	0.00	8,838.00	100.00
2-72-50-211-00	Travel expenses	4,000.00	373.57	3,626.43	90.66
2-72-50-214-00	Display materials expense	21,500.00	0.00	21,500.00	100.00
2-72-50-215-00	Freight,courier expense	2,000.00	218.25	1,781.75	89.08
2-72-50-216-00	Postage expense	750.00	0.00	750.00	100.00
2-72-50-217-00	Telephone,fax expense	7,200.00	1,694.27	5,505.73	76.46
2-72-50-222-00	Printing,copying costs	2,376.00	464.29	1,911.71	80.45
2-72-50-224-00	Memberships,registrations	250.00	65.00	185.00	74.00
2-72-50-227-00	Security system expense	900.00	360.00	540.00	60.00
2-72-50-234-00	Training & Education	1,870.00	0.00	1,870.00	100.00
2-72-50-251-00	Building maintenance	14,100.00	1,987.56	12,112.44	85.90
2-72-50-251-10	Grounds maintenance	1,200.00	153.88	1,046.12	87.17
2-72-50-274-00	Insurance-bldg./contents	4,600.00	0.00	4,600.00	100.00
2-72-50-510-00	Bighorn gallery purchases	25,000.00	571.40	24,428.60	97.71
2-72-50-510-03	Jewellery	3,500.00	0.00	3,500.00	100.00
2-72-50-510-04	Books & map purchases	3,500.00	0.00	3,500.00	100.00
2-72-50-510-05	Bighorn gallery consign.	20,000.00	0.00	20,000.00	100.00
2-72-50-510-06	Misc giftshop	800.00	0.00	800.00	100.00
2-72-50-511-00	Office supplies expense	4,112.00	570.72	3,541.28	86.12
2-72-50-512-00	Meeting rooms supplies	3,500.00	278.82	3,221.18	92.03
2-72-50-513-00	Janitorial supplies	1,800.00	0.00	1,800.00	100.00
2-72-50-514-10	Meals & entertainment	300.00	0.00	300.00	100.00
2-72-50-543-00	Natural gas expense	4,720.00	1,405.58	3,314.42	70.22
2-72-50-544-00	Electricity expense	5,700.00	1,291.56	4,408.44	77.34
2-72-50-550-00	Special Events Costs	6,000.00	0.00	6,000.00	100.00
2-72-50-810-00	Credit card merchant fees	2,000.00	0.00	2,000.00	100.00
2-72-50-810-60	Active net fees	3,200.00	32.43	3,167.57	98.98
2-72-50-960-00	Town water/sewer charges	750.00	142.01	607.99	81.06
2-73-21-111-00	Salaries	165,557.00	0.00	165,557.00	100.00
2-73-21-121-00	Hourly wages	52,884.00	0.00	52,884.00	100.00
2-73-21-130-00	Salary benefits	52,906.00	0.00	52,906.00	100.00
2-73-21-130-20	Hourly benefits	4,979.00	0.00	4,979.00	100.00
2-73-21-211-00	Travel expenses	7,500.00	0.00	7,500.00	100.00



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
2-73-21-217-00	Telephone	0.00	120.88	(120.88)	0.00
2-73-21-223-00	Subscriptions, public.	3,063.00	290.88	2,772.12	90.50
2-73-21-224-00	Membership, registrations	600.00	227.00	373.00	62.16
2-73-21-234-00	Training & education	5,000.00	0.00	5,000.00	100.00
2-73-21-235-00	Instructor services	14,000.00	3,000.00	11,000.00	78.57
2-73-21-249-00	Trail project - grant	0.00	526.80	(526.80)	0.00
2-73-21-263-00	Fitness equipment lease	12,256.00	0.00	12,256.00	100.00
2-73-21-512-00	Staff clothing supplies	500.00	0.00	500.00	100.00
2-73-21-519-30	Special event expense	8,000.00	72.80	7,927.20	99.09
2-73-21-519-40	Fitness centre supplies	6,600.00	4,500.00	2,100.00	31.81
2-73-21-519-70	After School Program supplies	500.00	0.00	500.00	100.00
2-73-22-263-20	Camp expense	3,000.00	0.00	3,000.00	100.00
2-73-22-263-30	Canada Day-all expense	7,500.00	0.00	7,500.00	100.00
2-61-30-221-04	Website	5,230.00	5,185.00	45.00	0.86
2-61-30-221-15	Community focus advertising	35,000.00	0.00	35,000.00	100.00
2-61-31-111-00	Salaries (MO)	106,316.00	0.00	106,316.00	100.00
2-61-31-130-00	Benefits (MO)	32,674.00	0.00	32,674.00	100.00
2-61-31-211-00	Travel expenses	6,438.00	47.62	6,390.38	99.26
2-61-31-212-00	Training & Education	4,000.00	0.00	4,000.00	100.00
2-61-31-216-00	Postage expense	500.00	0.00	500.00	100.00
2-61-31-217-00	Telephone	900.00	120.88	779.12	86.56
2-61-31-221-00	Advertising, marketing	54,000.00	5,111.88	48,888.12	90.53
2-61-31-221-02	Promotional materials	52,555.00	716.61	51,838.39	98.63
2-61-31-223-00	Subscriptions/publications	2,645.00	960.96	1,684.04	63.66
2-61-31-224-00	Memberships, reg	300.00	0.00	300.00	100.00
2-61-31-511-00	Office supplies	500.00	0.00	500.00	100.00
2-72-50-521-00	Fuel	200.00	0.00	200.00	100.00
2-73-21-215-00	Freight	150.00	0.00	150.00	100.00
2-71-20-249-00	IT services	0.00	2,274.00	(2,274.00)	0.00
TOTAL PARKS & RECREATION		3,579,034.00	208,812.40	3,370,221.60	94.17
Campground					
2-62-24-217-00	Telephone,fascimile,etc.	3,700.00	857.78	2,842.22	76.81
2-62-24-221-00	Advertising & promotion	500.00	0.00	500.00	100.00
2-62-24-249-00	Contract - wood cutting	3,000.00	0.00	3,000.00	100.00
2-62-24-249-10	Contracted services	58,000.00	0.00	58,000.00	100.00
2-62-24-252-00	Contracted repairs & maint	13,000.00	0.00	13,000.00	100.00
2-62-24-274-00	Insurance expense	1,200.00	0.00	1,200.00	100.00
2-62-24-511-00	Office expense	2,800.00	218.60	2,581.40	92.19



Municipal District of Greenview
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For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
2-62-24-512-00	Vending machine supplies	750.00	0.00	750.00	100.00
2-62-24-513-00	Janitorial supplies	2,500.00	0.00	2,500.00	100.00
2-62-24-518-00	Tools & supplies	5,400.00	0.00	5,400.00	100.00
2-62-24-537-00	Repairs & maintenance material	4,500.00	0.00	4,500.00	100.00
2-62-24-543-00	Natural gas consumed	4,500.00	905.41	3,594.59	79.87
2-62-24-544-00	Electricity consumed	14,300.00	1,559.48	12,740.52	89.09
2-62-24-810-00	Credit card fees charged	3,500.00	0.00	3,500.00	100.00
2-62-24-810-60	Camp Reservation fees	1,000.00	0.00	1,000.00	100.00
2-62-24-960-00	Water chgs.for season	600.00	139.86	460.14	76.69
2-62-24-215-00	Freight	600.00	0.00	600.00	100.00
TOTAL Campground		119,850.00	3,681.13	116,168.87	96.93
45					
CULTURE-LIBRARIES					
2-74-00-770-10	Library-Routine grant (net YRLS)	111,530.00	74.94	111,455.06	99.93
2-74-00-770-40	Library-YRLS membership paid	15,356.00	0.00	15,356.00	100.00
TOTAL CULTURE-LIBRARIES		126,886.00	74.94	126,811.06	99.94
TOTAL RECREATION & CULTURE		3,825,770.00	212,568.47	3,613,201.53	94.44
Cap.exp.-Council					
CAP.EXP.-COUNCIL		0.00	0.00	0.00	0.00
Cap.exp.-Administration					
CAP.EXP.-ADMINISTRATION		0.00	0.00	0.00	0.00
Cap.Exp.-Police					
CAP.EXP.-POLICE		0.00	0.00	0.00	0.00
Cap.Exp.-Fire service					
6-23-00-650-00	Vehicle additions	340,000.00	0.00	340,000.00	100.00
CAP.EXP.-FIRE SERVICE		340,000.00	0.00	340,000.00	100.00
Cap.exp.-Ambulance					



Municipal District of Greenview

CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).

For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
CAP.EXP.-AMBULANCE		0.00	0.00	0.00	0.00
Cap.Exp.-Other Prot.Service					
CAP.EXP.-OTHER PROTECTIVE		0.00	0.00	0.00	0.00
Cap.Exp.-Public Works					
CAP.EXP.-PUBLIC WORKS		0.00	0.00	0.00	0.00
Cap.Exp.-Roads/Walks					
6-32-00-610-00	Eng.structures additions	100,000.00	3,600.00	96,400.00	96.40
45CAP.EXP.-ROADS/STREETS		100,000.00	3,600.00	96,400.00	96.40
Cap.Exp.-Airport					
CAP.EXP.-AIRPORT OPERATIONS		0.00	0.00	0.00	0.00
Cap.Exp.-Water Supply					
6-41-00-610-00	Water-Eng.structures additions	34,000.00	32,407.13	1,592.87	4.68
6-41-00-630-00	Water-Mach.& equip.additions	125,000.00	0.00	125,000.00	100.00
CAP.EXP.-WATER SUPPLY		159,000.00	32,407.13	126,592.87	79.62
Cap.Exp.-Wastewater Treat.					
6-42-00-630-00	Sewer-Mach.& equip.additions	708,000.00	0.00	708,000.00	100.00
CAP.EXP.-WASTEWATER TREAT.		708,000.00	0.00	708,000.00	100.00
Cap.Exp.-F & CSS					
CAP.EXP.-F. & C.S.S.		0.00	0.00	0.00	0.00
Cap.Exp.-Land Use/Plan/Zone					
6-61-00-610-00	Eng.structures additions	81,250.00	3,000.00	78,250.00	96.30
6-61-00-620-00	Building additions	10,000.00	0.00	10,000.00	100.00



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
6-61-00-630-00	Mach. & equip. additions	8,750.00	0.00	8,750.00	100.00
CAP.EXP.-LAND USE/PLAN/ZONE		100,000.00	3,000.00	97,000.00	97.00
Cap.Exp.-Subdivision Land					
CAP.EXP.-SUBDIVISION LAND DEV.		0.00	0.00	0.00	0.00
Cap.Exp.-Housing/Bldgs.					
CAP.EXP.-RENTAL HSG. & BLDGS.		0.00	0.00	0.00	0.00
Cap.Exp.-Recreation & Parks					
6-43-00-610-00	Eng. structures additions	0.00	1,025.00	(1,025.00)	0.00
6-71-00-620-00	Building additions	725,000.00	0.00	725,000.00	100.00
6-72-00-610-00	Eng. structures additions	65,000.00	0.00	65,000.00	100.00
6-72-00-620-00	Building additions	152,040.00	0.00	152,040.00	100.00
6-72-00-630-00	Mach. & equip. additions (facility)	78,870.00	0.00	78,870.00	100.00
6-72-50-630-00	Mach. & equip additions	0.00	2,608.49	(2,608.49)	0.00
6-72-30-630-00	Mach & Equip additions	75,225.00	0.00	75,225.00	100.00
6-72-20-630-00	Mach & Equip additions (pool)	103,546.00	0.00	103,546.00	100.00
CAP.EXP.-PARKS & RECREATION		1,199,681.00	3,633.49	1,196,047.51	99.70
TOTAL CAPITAL EXPENDITURES		2,606,681.00	42,640.62	2,564,040.38	98.36
Amortization					
TOTAL AMORTIZATION		0.00	0.00	0.00	0.00
L.T.LOANS-PRINC.REPAID					
2-41-43-832-00	Treat-Principal-filter plant loan	58,634.00	0.00	58,634.00	100.00
2-71-20-832-00	AMFC - Princ. Pd on debenture	320,785.00	0.00	320,785.00	100.00
TOTAL L.T.LOAN PRINC.PD.		379,419.00	0.00	379,419.00	100.00
Cost of land held for resale					
TOTAL Cost of land held for re		0.00	0.00	0.00	0.00



Municipal District of Greenview

CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).

For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget	2019 YTD Actual	2019 Budget Remaining \$	2019 Budget Remaining %
ADD TO CAPITAL RESERVE					
	Total Added to Cap.Res.	0.00	0.00	0.00	0.00
ADD TO OPERATING RESERVES					
2-43-00-762-00	Transfer to Capital	392,000.00	0.00	392,000.00	100.00
2-43-00-900-00	Landfill liability current provision	155,000.00	0.00	155,000.00	100.00
	Total add to oper.res.	547,000.00	0.00	547,000.00	100.00
TOTAL RESERVE INCREASES					
		547,000.00	0.00	547,000.00	100.00
TOTAL NON-OPTG.EXPENSE					
		15,457,169.00	964,666.83	14,492,502.17	93.76
TOTAL EXPENDITURES					
		15,457,169.00	964,666.83	14,492,502.17	93.76
P	NET REVENUE LESS EXPENSES	2,235,268.00	(23,993.07)	2,259,261.07	101.07



Municipal District of Greenview
CONSOL. STMT. OF FIN.ACTIVITIES (Rev/Exp).
For the Period Ending March 31, 2019

General Ledger	Description	2019 Budget		2019 YTD		2019 Budget		2019 Budget	
				Actual		Remaining \$		Remaining %	

*** End of Report ***



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 1 Deputy Reeve Winston Delorme		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/8/2019	Regular Council Meeting	
4/14/2019	Other	Supper with Grande Cache Staff
4/14/2019	Other	Meeting with Terrapin
4/15/2019	Committee of the Whole	
4/15/2019	Other	Road Tour of Grande Cache Enterprises and Co-ops
4/16/2019	Other	Alberta Seniors Communities & Housing Association Convention and Tradeshow



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 2 Reeve Dale Gervais		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/8/2019	Regular Council Meeting	
4/14/2019	Other	Grande Cache Staff Supper
4/14/2019	Other	Meeting with Terrapin
4/15/2019	Committee of the Whole	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
04/08/2019	Regular Council Meeting	
04/09/2019	Municipal Planning Commission	Road tour
04/10/2019	Other	Road tour
04/14/2019	Other	Dinner with Grande Cache Staff/Meeting with Terrapin
04/15/2019	Committee of the Whole	Grand cache road tour
04/16/2019	Other	Fox creek synergy
04/16/2019	Fox Creek Library Board	
04/17/2019	FCSS	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 5 Councillor Dale Smith		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/8/2019	Regular Council Meeting	
4/9/2019	Municipal Planning Commission	
4/9/2019	Other	Greenview Road Tour Valleyview Area
4/10/2019	Other	Greenview Road Tour DeBolt and Forestry Trunk Road
4/18/2019	Heart River Housing Foundation	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/9/2019	Municipal Planning Commission	
4/10/2019	Valleyview Area Road Tour	
4/9/2019	DeBolt / Crooked Creek Area Road Tour	
4/14/2019	Grande Cache Staff Function	
4/14/2019	Terrapin Meeting	
4/15/2019	Committee of the Whole	
4/15/2019	MD of Greenview Library Board	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Rutt		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/9/2019	Municipal Planning Commission	Minutes available on the MD Website
4/9/2019	Other	Road Tour: Council and some SLT visited areas of concern in Greenview such as; drainage ditches, bridged/culverts and road conditions. We covered the areas of Little Smokey, Sunset House and Valleyview area
4/10/2019	Other	Road Tour: Areas covered, Sturgeon Heights, Crooked Creek, DeBolt and Goodwin including part of the Forestry Trunk Road
4/11/2019	Other	Attended the Volunteer Awards through FCSS, which were in conjunction with a Red Willow Players production at the Burndside Theatre. Volunteers were given a ticket to the play and thanked for their service.
4/12/2019	Community Education Committee	<ul style="list-style-type: none"> • Presentation of reports from: Access Facilitator, Campus, Student Rep and Regional Manager. All areas running smoothly and preparations are underway for the year end BBQ and Information Day in June. • CCEC Leadership Workshops will be held May 1 and 2 in Peace River
4/15/2019	Committee of the Whole	Held in Grande Cache, minutes available on the MD Website
4/15/2019	Other	Road Tour: Grande Cache Area

4/18/2019	FCSS	<ul style="list-style-type: none"> • The new agreement with the town of Valleyview was given board approval and will be sent to both Councils for formal review. • HEART Conference will be held May 1 and 2 in Valleyview. Tickets are \$50. • The Parent Link Centre is hosting a workshop on May 7 to help adults develop tools to reduce children's vulnerability to sexual abuse. • The North West Spring Regional Meeting is May 15 and 16 in St Isadore. • Two summer day camps will be held this summer in collaboration with our Rec Dept with Johnson Park and the Grovedale Fish Pond listed as potential sites. This will create an opportunity for campers and provide exposure of these attractions within Greenview. • Grande Cache has seen an increase in Activity Fee Assistance client and seniors accessing services. Their Kids Conference was a huge success with 46 registrations. Mental Health First Aid for Seniors conducted the two day training in Grande Cache. • There were 124 nominations for Volunteers in the Valleyview area with 91 tickets to the Theatre production provided. 17 Grovedale volunteers received gift certificates in recognition of their service to others.
4/17/2019	PACE	<ul style="list-style-type: none"> • Board Evaluations are complete • PACE is advertising for a permanent Director for the Caribou Centre • Walk a Mile in Her Shoes will be held May 30 • AGM is June 26 at 5:00
M4/18/2019	Peace Region Economic Development Alliance	<ul style="list-style-type: none"> • Verbal report to Council
4/18/2019	Crooked Creek Recreation Club	<ul style="list-style-type: none"> • Verbal report to Council



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Duane Didow		
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
4/4/2019	Other	Review of Cheque Schedule – Grande Cache office
4/8/2019	Regular Council Meeting	Council meeting highlights posted on website
4/8/2019	Other	Standing Dinner with SLT
4/9/2019	Municipal Planning Commission	
4/9/2019	Greenview Road Tour	
4/10/2019	Greenview Road Tour	
4/11/2019	WY Community Futures	
4/15/2019	Committee of the Whole	
4/15/2019	Greenview Road Tour	