



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday May 13, 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 23, 2019 to be adopted.	4
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 19-816 Schedule of Fees	15
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#7	BUSINESS	7.1 Valleyview Rural Waterline West Extension, 700 Road	87
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#8	MEMBERS BUSINESS	
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	Ward 3 Councillor Les Urness	338
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#9 CORRESPONDENCE

- RMA Correspondence
- FCM Correspondence
- Grande Prairie Chambers Correspondence
- Northern Lakes College Media Release

#10 CLOSED SESSION

10.1 Privileged Information
(FOIPP; Section 27)

10.2 Disclosure Harmful to Economic and Other Interests of a
Public Body
(FOIPP; Section 25)

#11 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Tuesday, April 23, 2019

1: Reeve Dale Gervais called the meeting to order at 9:01 a.m.
CALL TO ORDER

PRESENT

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

ATTENDING

Chief Administrative Officer	Denise Thompson
General Manager, Corporate Services	Rosemary Offrey
General Manager, Community Services	Stacey Wabick
Acting General Manager, Infrastructure & Planning	Roger Autio
Communications Officer	Diane Carter
Recording Secretary	Lianne Kruger

ABSENT Councillor Tyler Olsen

#2: MOTION: 19.04.311. Moved by: COUNCILLOR DALE SMITH
AGENDA That Council adopt the April 23, 2019 Regular Council Meeting Agenda as additions:

- Agenda Item 7.1 Road Ban Discussion
- Agenda Item 8.9 Job Title Change
- Agenda Item 11.4 Privileged Information

CARRIED

#3.1 MOTION: 19.04.312. Moved by: COUNCILLOR ROXIE RUTT
REGULAR COUNCIL That Council adopt the minutes of the Regular Council Meeting held on Monday
MEETING MINUTES April 8, 2019 as presented.

CARRIED

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

**BYLAW 18-800
THIRD READING**

6.1 BYLAW 18-800 LAND USE BYLAW
MOTION: 19.04.313. Moved by: COUNCILLOR SHAWN ACTON
That Council give Third Reading to Land Use Bylaw 18-800.

CARRIED

**BYLAW 19-814
THIRD READING**

6.2 BYLAW 19-814 REPEALING BYLAW

MOTION: 19.04.314. Moved by: COUNCILLOR DALE SMITH
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.

CARRIED

**BYLAW 19-815
FIRST READING**

**6.3 BYLAW 19-815 TRI-MUNICIPAL INDUSTRIAL PARTNERSHIP AREA
STRUCTURE PLAN**

MOTION: 19.04.315. Moved by: COUNCILLOR TOM BURTON
That Council give First Reading to Bylaw No. 19-815, for the Tri-Municipal Industrial Partnership Area Structure Plan, amended to exclude Grazing Leases.

CARRIED

**BYLAW 19-815
PUBLIC HEARING**

MOTION: 19.04.316. Moved by: COUNCILLOR TOM BURTON
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.

CARRIED

**#7
OLD BUSINESS**

7.0 OLD BUSINESS

7.1 ROAD BANS DISCUSSION

**ROAD BAN
DISCUSSION**

MOTION: 19.04.317. Moved by: COUNCILLOR TOM BURTON
That Council accept the discussion on Greenview Road Bans for information.
CARRIED

Reeve Gervais recessed the meeting at 10:02 a.m.
Reeve Gervais reconvened the meeting at 10:14 a.m.

**#8
NEW BUSINESS**

8.0 NEW BUSINESS

8.1 FIRE SKID UNIT DONATION

FIRE SKID UNIT

MOTION: 19.04.318. Moved by: COUNCILLOR DUANE DIDOW
That Council donate Greenview's surplus fire skid unit to the Swan City Rotary Club of Grande Prairie for their Highway to Mexico Project.

DEFEATED

8.2 TWP. 681 AND RR 230 ENGINEERING CONSULTANT

TWP 681 & RR 230

MOTION: 19.04.319. Moved by: COUNCILLOR DUANE DIDOW
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.

CARRIED

8.3 MUNICIPAL RESERVE (LAND) DEPOSIT

**MUNICIPAL
RESERVE DEPOSIT**

MOTION: 19.04.320. Moved by: COUNCILLOR DALE SMITH
That Council authorize the transfer of \$268,809.78 from the Operating Fund Reserve to the Cash-In Lieu for Municipal Reserves (Land) fund.

CARRIED

8.4 APPOINTMENT OF PEST INSPECTORS

**APPOINTMENT OF
PEST INSPECTORS**

MOTION: 19.04.321. Moved by: COUNCILLOR ROXIE RUTT
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.

CARRIED

8.5 APPOINTMENT OF WEED INSPECTORS

**APPOINTMENT OF
WEED INSPECTORS**

MOTION: 19.04.322. Moved by: COUNCILLOR ROXIE RUTT
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.

CARRIED

8.6 BF75354 TENDER RESULTS

**BF75354 TENDER
RESULTS**

MOTION: 19.04.323. Moved by: COUNCILLOR SHAWN ACTON
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.

MOTION: 19.04.324. Moved by: COUNCILLOR TOM BURTON
That Council table motion 19.04.323., BF75354 Tender Results, until later in the meeting.

CARRIED

8.7 ROAD CLOSURE REQUEST – GOVERNMENT ROAD ALLOWANCE NW 9-69-21-W5M

**ROAD CLOSURE
REQUEST**

MOTION: 19.04.325. Moved by: COUNCILLOR DALE SMITH
That Council waive the road closure fee on Plan 2761PX within NW 9-69-21 W5M, subject to cost covered reclamation agreement with the landowner.

CARRIED

8.8 MARKETING & COMMUNICATIONS MANAGER

**MARKETING &
COMMUNICATION
MANAGER**

MOTION: 19.04.326. Moved by: COUNCILLOR DUANE DIDOW
Council approve the request for a Marketing & Communications Manager
position.

CARRIED

8.9 JOB TITLE CHANGE

JOB TITLE CHANGE

MOTION: 19.04.327. Moved by: COUNCILLOR SHAWN ACTON
That Council accept for information the change in title of Supervisor of Facilities
and Maintenance to Manager of Facilities and Maintenance.

CARRIED

8.10 COUNCIL STAKEHOLDER EVENT 2019

**COUNCIL
STAKEHOLDER
EVENT**

MOTION: 19.04.328. Moved by: COUNCILLOR ROXIE RUTT
That Council host the 2019 Greenview Stakeholder Outreach Event at the Shot
Shell Sporting Clay Range in Valleyview on Thursday, September 12, 2019.

CARRIED

8.11 CRANBERRY RODEO ASSOCIATION GRANT REQUEST

**CRANBERRY
RODEO
ASSOCIATION**

MOTION: 19.04.329. Moved by: COUNCILLOR TOM BURTON
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.

CARRIED

8.12 GRANDE THEATRE PLAYERS SPONSORSHIP

**GRANDE THEATRE
PLAYERS**

MOTION: 19.04.330. Moved by: COUNCILLOR DALE SMITH
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.

CARRIED

8.13 MIGHTY PEACE DAY SPONSORSHIP

MIGHTY PEACE
DAY

MOTION: 19.04.331. Moved by: COUNCILLOR BILL SMITH
That no action be taken on the sponsorship request from the Mighty Peace Youth
for Change Society for the Mighty Peace Day.

CARRIED

8.14 PARDS REALLOCATION OF GRANT FUNDS

PARDS

MOTION: 19.04.332. Moved by: COUNCILLOR BILL SMITH
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.

CARRIED

8.16 2019 1ST Quarter Budget to Actual Report – Diamond System

2019 1ST QUARTER
BUDGET TO
ACTUAL REPORT –
DIAMOND SYSTEM

MOTION: 19.04.333. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the 2019 1st Quarter Budget to Actual Report from the
Diamond System as Information.

CARRIED

8.15 2018 AUDITED FINANCIAL STATEMENTS AND INFORMATION RETURNS

2018 AUDITED
FINANCIAL
STATEMENT &
INFORMATION
RETURNS

MOTION: 19.04.334. Moved by: COUNCILLOR SHAWN ACTON
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.

CARRIED

8.17 2019 1ST QUARTER BUDGET TO ACTUAL REPORT – MUNIWARE SYSTEM

2019 1ST QUARTER
BUDGET TO
ACTUAL REPORT –
MUNIWARE
SYSTEM

MOTION: 19.04.335. Moved by: COUNCILLOR DUANE DIDOW
That Council accept the 2019 1st Quarter Budget to Actual Report from
Muniware System from the Grande Cache office as Information.

CARRIED

8.6 BF75354 TENDER RESULTS

BF75354 TENDER
RESULTS
TABLED MOTION
LIFTED

MOTION: 19.04.336. Moved by: COUNCILLOR DALE SMITH
That Council lift tabled motion 19.04.323. BF75354 Tender Results.

CARRIED

**BF75354 TENDER
RESULTS**

MOTION: 19.04.323. Moved by: COUNCILLOR SHAWN ACTON
That Council approve Administration to award BF75354 to Cox Contractors Ltd.
in the amount of \$537,347.00, with funds to come from the 2019 Capital budget.
CARRIED

**BF75354
TRANSFER OF
FUNDS**

MOTION: 19.04.337. Moved by: COUNCILLOR DALE SMITH
That Council transfer funding in the amount of \$146,312.69 for BF75354 from
Bridge Replacement reserves to the 2019 Capital budget.
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;
April 8, 2019 Regular Council Meeting
Supper with Grande Cache Staff
Meeting with Terrapin
April 15, 2019 Committee of the Whole Meeting
Alberta Seniors Communities & Housing Association Convention and Tradeshow

WARD 2

REEVE DALE GERVAIS submitted his update to Council on his recent activities,
which include;
April 8, 2019 Regular Council Meeting (teleconference for Closed Session)
Grande Cache Staff Supper
Meeting With Terrapin
April 15, 2019 Committee of the Whole Meeting

WARD 3

COUNCILLOR LES URNESS updated Council on his recent activities, which
include;
April 8 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Greenview Road Tour
Grande Cache Staff Supper
Meeting with Terrapin
Committee of the Whole Meeting

WARD 4 **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;
April 8, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Greenview Road Tour
Dinner with Grande Cache Staff
Meeting with Terrapin
Grande Cache Road Tour
Fox Creek Synergy Meeting
Fox Creek Library Board Meeting
FCSS Meeting

WARD 5 **COUNCILLOR DALE SMITH** updated Council on his recent activities, which Include;
April 8, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Greenview Road Tour
Heart River Housing Foundation Meeting

WARD 6 **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;
April 8, 2019 Regular Council Meeting
Municipal Planning Commission Meeting
Greenview Road Tour
Dinner with Grande Cache Staff
Terrapin Meeting
April 15, 2019 Committee of the Whole Meeting
MD of Greenview Library Board Meeting

WARD 7 **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;
Municipal Planning Commission Meeting
Greenview Road Tour
FCSS Volunteer Awards
Community Education Committee Meeting
April 15, 2019 Committee of the Whole Meeting
Grande Cache Road Tour
FCSS Meeting
P.A.C.E Board of Directors Meeting
Peace Region Economic Development Alliance Meeting
Crooked Creek Recreation Club Meeting

WARD 8

COUNCILLOR BILL SMITH submitted his update to Council on his recent activities, which include;
April 8, 2019 Regular Council Meeting
Greenview Road Tour
Grovedale Rural Crime Watch Meeting
Community Futures Meeting
Dinner with Grande Cache Staff
Terrapin Meeting
April 15, 2019 Committee of the Whole Meeting
Grande Cache Road Tour
Grovedale Fire Hall Meeting with Senior Leadership Team

DIVISION 9

COUNCILLOR DUANE DIDOW submitted his update to Council on his recent activities, which include;
April 8, 2019 Regular Council Meeting
Standing Dinner with the Senior Leadership Team
Municipal Planning Commission Meeting
Greenview Road Tour
West Yellowhead Community Futures Meeting
April 15, 2019 Committee of the Whole Meeting
Grande Cache Road Tour

DIVISION 9

COUNCILLOR TYLER OLSEN
Councillor Olsen was unavailable to submit his report.

**MEMBERS
BUSINESS**

MOTION: 19.04.338. Moved by: DEPUTY REEVE WINSTON DELORME
That Council accept the Members Business for information.

CARRIED

Reeve Gervais recessed the meeting at 2:42 p.m.
Reeve Gervais reconvened the meeting at 2:53 p.m.

**#10
CORRESPONDENCE**

10.0 CORRESPONDENCE

**COUNCIL
CORRESPONDENCE**

MOTION: 19.04.339. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the correspondence for information, as presented.

CARRIED

#11 CLOSED
MEETING

11.0 CLOSED SESSION

CLOSED SESSION

MOTION: 19.04.340. Moved by: COUNCILLOR BILL SMITH

That the meeting go to Closed Session, at 2:55 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

CARRIED

11.1 DISCLOSURE HARMFUL TO ECONOMIC AND OTHER INTERESTS OF A PUBLIC BODY

(FOIPP; Section 25)

11.2 ADVICE FROM OFFICIALS

(FOIPP; Section 24)

11.3 PRIVILEGED INFORMATION

(FOIPP; Section 27)

11.4 PRIVILEGED INFORMATION

(FOIPP; Section 27)

OPEN SESSION

MOTION: 19.04.341. Moved by: COUNCILLOR SHAWN ACTON

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:59 p.m.

CARRIED

GROVEDALE
WATER
DISTRIBUTION
SYSTEM AND
SANITARY
COLLECTION
SYSTEM

MOTION: 19.04.342. Moved by: COUNCILLOR DALE SMITH

That Council approve Administration to award the Grovedale Water Distribution System and Sanitary Collection System Contract 3 to Mainline Construction (2014) Ltd with money to come from Environmental Services 2019 Capital Budget.

CARRIED

RIDGEVALLEY
OVERLAY

MOTION: 19.04.343. Moved by: COUNCILLOR ROXIE RUTT

That Council direct Administration to accept the proposal for Engineering on the Ridgevalley Overlay capital project from WSP with funds of \$55,583 to come from the 2019 approved capital budget.

CARRIED

12.0 ADJOURNMENT

#12
ADJOURNMENT

MOTION: 19.04.344. Moved by: DEPUTY REEVE WINSTON DELORME
That this meeting adjourn at 4:02 p.m.

CARRIED

INTERIM CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED

- A half day rate was added to the post-pounder rental
- Bag Roller was reduced to \$50.00 from \$125.00
- Rodent traps were amended to \$10.00/week instead of \$10.00/day and the maximum if there is a lineup was changed from 3 days to 1 week.

Highlights FCSS Changes:

- A summer day camp fee was added to the schedule of \$40.00.

Highlights Recreation Changes:

- Recreation previously was not included in the schedule of fees. With the addition of the Hamlet of Grande Cache, the rates and fees from the Grande Cache recreation department including the Aquatic Centre, Arena, Rec Centre, Meeting Room rentals, Ball Diamonds, Campground, Tourism Centre and Cemetery were included in the Schedule.
- All the rates and fees adopted by the former Town of Grande Cache Council in relation to 2019 for recreation services were merged into the Schedule of fees Bylaw with no changes.

Highlights Corporate Services Changes:

- No Changes.

Highlights Infrastructure and Planning General Changes:

- Road Allowance Licenses were transferred to Agricultural Services.
- Fees were amended for Borrow Pit acquisition from \$1.00/m³ to \$500.00/acre.
- Fees were amended for Shelterbelt Loss to include “per 5m width” in the description from \$1,500/km to \$1.50/m (For tree height under 10 ft.).
- Fees were amended for Shelterbelt Loss to include “per 5m width” in the description from \$2,500/km to \$2.50/m (For tree height over 10 ft.).

Highlights Environmental Services Changes:

- Requested Turn on/ shut off service curb stop was changed to Requested services. The rates were changed from a \$20.00 flat rate during regular hours to a \$50.00/hr/staff member rate with a 1 hour minimum.
- The after-hours rate was changed from \$80.00/hr to \$50.00/hr/staff member rate with a 1 hour minimum.
- Provision 2 was amended to include only Grovedale, Landry Heights and Little Smoky. Grande Cache, DeBolt and Ridgevalley are in a separate Provision 3. The difference between the two sections is the connection fee. As Grande Cache, DeBolt and Ridgevalley had already been charged for connecting to the water line, their rate is \$500.00/service instead of the \$12,500/service rate for Grovedale, Landry Heights and Little Smoky.
- The rural water distribution sections for Ridgevalley and Crooked Creek were merged as they have identical rates.

- Wastewater Lagoon rates were changed from \$7.50/m³ to \$10.00/m³
- Lagoon key prices were changed from \$150.00 to \$100.00.

Grande Cache changes:

- There are a number of areas that affect the Hamlet of Grande Cache. The intent of these changes was to apply the same rates to Grande Cache residents as other areas of Greenview for similar services.
- A notable change for the water utilities that will affect Grande Cache is the residential rate. In order to align Grande Cache with the rest of Greenview, the rate has changed from \$1.61/m³ (for the first 18m³) to \$3.50/m³ (for the first 30m³), from \$1.69/m³ (for 19-83m³) to \$4.00/ m³ (over 30m³). There is also a separate commercial rate for water at \$4.00/m³.
- There is also a change to Septage Classification. Grande Cache sewer rates were previously at \$0.98/m³ (up to 18m³). Each additional m³ was set at \$1.00/m³. Greenview system is based on classes. The rate for all classes is \$1.00/m³ but there is different established minimum monthly payments for each class.
- Grande Cache will also see changes to the potable water rate from \$5.50/m³ in Grande Cache to \$3.50/m³ for residential use and \$8.50/ m³ for the commercial rate.
- The following are waste collection and disposal rates that changed for the residents of Grande Cache.

Waste Collection and Disposal		
Residential Rates	Former Grande Cache rate 2019	Greenview Rate 2019
Residential Waste Collection Fee	\$7.00	\$10.00 per month
Environmental	\$7.00	\$10.00 per month
Landfill Capital Levy	\$7.00	\$10.00 per month
Commercial Rates		
Commercial Waste Collection	\$47.00	\$50.00 per month
Environmental Fee	\$7.00	\$10.00 per month
Landfill Capital Levy	\$7.00	\$10.00 per month
Dumping Fee, Standard Service, per Bin	\$20.00	\$80.00 per month

- The most significant change to Grande Cache Landfill fees, is that similar to other Greenview residents, residential fees are at no charge for residents of the Hamlet of Grande Cache. Commercial rates will be charged per tonne for identified waste.

Highlights Operations Changes:

- Equipment rental rate was added noting that all equipment will be paid at 89% of the 2015 ARCHA rate.

Highlights Planning and Development

- Many changes were made to the Planning and Development fees to accommodate the addition of Grande Cache. The most significant changes were to Development permits and Business Licensing.

Planning and Development (indicates new item)			
1.	Planning Bylaw (New or Amended)		Previous rate/fee
i.	Land Use Bylaw Amendment Application (Re-zoning)	\$800.00	\$1,500.00
ii.	New Developer's Area Structure Plan	\$10,000	\$2,500.00
iii.	Amendments to any ASP and MDP or Minor ASP		\$1,500.00
2.	Development Permits, General		
i.	Residential - Single Detached Dwellings, Duplexes, Manufactured/ Modular/RTM/Suites)		\$150.00
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)		\$75.00 per unit
iii.	All other Non-Residential/Mixed-Use/New Construction / Accessory Uses (Home Occupation / Accessory Buildings (Garages, Decks, Hot tubs, Pools, Wheelchair Ramps), Additions and All Other Uses)		\$50.00 fee per \$100,000.00 of completed project cost (up to a maximum of a \$75,000.00 fee)
iv.	Signage – Permanent / Temporary / Renewal	No Change	\$50.00 per sign
v.	Variance Request	\$160.00	\$150.00
vi.	Time Extension Request by Developer per Application	\$250.00	\$150.00
3.	Subdivisions (including Bare Land Condominium Plans)		
i.	Subdivision and Condominium Plan Applications, Single Lot or Consolidation	No Change	\$450.00
	Plus: each additional lot/unit created	No Change	\$150.00
ii.	Plan of Subdivision Endorsement Fees	No Change	\$150.00 per title created
iii.	Condominium Plan Endorsement Fees	No Change	\$40.00 per unit
iv.	Time Extension Request by Developer per Application	\$250.00	\$500.00
4.	Subdivision and Development Appeal Board		
i.	Development Appeal Fee (Refundable if Applicant is Successful in their Appeal)	No Change	\$500.00
ii.	Subdivision Appeal Fee (Refundable if Applicant is Successful in their Appeal)	No Change	\$500.00
5.	Development Agreement Review		
i.	Residential: up to 4 Lot Subdivision	No Change	\$1,500.00
ii.	Residential: Greater than 4 Lot Subdivision	No Change	\$3,000.00
iii.	All Other Recreational, Commercial and Industrial Subdivisions	No Change	\$3,000.00

6.	Residential Business Licensing		
i.	Business License Fee - New application (January 1)		\$100.00
ii.	Business License- New Application (After July 1, or Annual Renewal)		\$50.00
7.	Business License Temporary/Special Event		
i.	Resident Annual		\$50.00
ii.	Resident per Day		\$30.00
iii.	Non-Resident Annual		\$150.00
iv.	Non-Resident per Day		\$50.00
8.	Business License Commercial/Industrial Titled Land		
i.	January 1-June 30		\$250.00
ii.	July 1-December 31		\$125.00
9.	Rural Addressing Signage		
i.	Signage Permanent/ Replacement	No Change	\$50.00 per sign
10.	Signage for Subdivisions		
iii.	Individual Lot Sign	No Change	\$50.00 per sign
iv.	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	\$800.00	\$1,000.00 per sign
11.	Orthographic Printing		
	<i>Based on size and quality of paper, image and graphics</i>		
i.	Colour 8 ½" x 11" Orthographic (Aerial) Photo	No Change	\$10.00
ii.	Colour 11" x 17" Orthographic (Aerial) Photo	No Change	\$20.00
12.	Landowner Map Pricing		
i.	Hardcopy – Landowner Map (sheets 1-5). Valleyview, DeBolt, Grovedale, Grande Cache and Greenview Overview Elevation	No Change	\$25.00 per sheet
13.	Certificate of Compliance	\$100.00	\$200.00
14.	Letter of Concurrence for Communication Tower		\$100.00
15.	Environmental Site Assessment Inquiries		\$200.00 per parcel

- Minor corrections were made to Schedule 'I': Land Acquisition by Greenview for Right of Way as some of the values were incorrect.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a Schedule of fees to manage 2019 that includes rates and fees for Grande Cache.

2. All residents will have a single document to find fees and rates.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion. However, as we continue the Bylaw review and alignment, we may come across other bylaws that have fees within them. These additional fees will not be captured in the schedule of fees, but they will also not be duplicated.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter the rates and fees within the Bylaw.

Alternative #2: Council has the alternative not to adopt a new Schedule of Fees Bylaw. This would mean that the Grande Cache rates and fees Bylaw would remain in place, as would the 2018 Schedule of Fees of Greenview, leading to potential contradicting fees for similar services.

FINANCIAL IMPLICATION:

The Grande Cache budget was based on the revenues of the rates and fees within the existing Bylaw. The changes to the rates and fees will alter the revenues generated in multiple areas. This is particularly true for water and solid waste, and planning and development. Recreation, Agriculture, Operations, Corporate Services and FCSS will remain largely the same, with revenues impacted by user-ship.

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

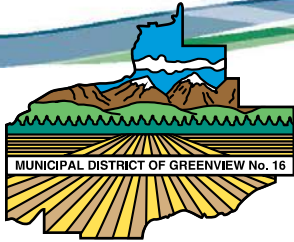
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will make the necessary amendments and bring the Bylaw back for 2nd and 3rd reading.

ATTACHMENT(S):

- Schedule of Fees Bylaw 19-816
- Schedules of Fees (A-I)
- Bylaw 18-790
- Former Town of Grande Cache Bylaw 849



BYLAW NO. 19-816 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of establishing rates and fees for the provision of goods and services by, or on behalf of Greenview, as attached to this bylaw as the Schedules of Fees.

Whereas, pursuant to section 7 and 8 of the Municipal Government Act R.S.A 2000, Chapter M-26 as amended, the Planning Act, Chapter P-9, R.S.A. and amendments thereto, and the Taxation Act, Chapter M-31, R.S.A. and amendments thereto, a municipal Council has the authority to pass a bylaw establishing fees for the provision of services; and

Whereas, the Council of the Municipal District of Greenview No. 16 deems it appropriate to establish rates and fees for the provision of various municipal goods and services;

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

1. Title

1.1. This Bylaw may be referred to as the “Schedules of Fees Bylaw.”

2. Definitions

2.1. **Greenview** means the municipal corporation of the Municipal District of Greenview No. 16.

3. Application

3.1. This bylaw establishes the rates, fees, and charges for certain goods and services provided by Greenview, and provides for the imposition of fines and penalties for certain offenses.

3.2. This bylaw and the attached Schedules will be reviewed as required and amendments to any of the rates and fees must be made by Council bylaw.

3.3. All fees, fines, rates and penalties provided for in other current bylaws shall remain in full force and effect and may be charged in addition to the provisions stated in this bylaw.

4. Rates and Fees

4.1. The rates and fees are established as set out in the attached Schedules ‘A’ through ‘I’.



5. Severability and Effect

- 5.1. Should any provision of this bylaw be found to be invalid, then such invalid provision shall be severed and the remaining bylaw shall be maintained.
- 5.2. Bylaw 18-790 and Town of Grande Cache Bylaw No. 849 are hereby repealed.
- 5.3. This Bylaw shall come into force and effect upon the day of third and final reading.

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



Schedules of Fees
Bylaw 19-816

Schedule 'A' Agricultural Services

	Description	GST Status*	Fee in \$
Agricultural Services			
<i>All decisions being at the Agricultural Fieldsman's discretion</i>			
1.	Haying or Pasturing Permits		
i.	Application fee	E	\$100.00
ii.	Plus Annual per Acre Charge	E	\$15.00
2.	Spray Exemption Signs		
i.	Spray Exemption Signs (One-Time Free Only)	T	Free
ii.	Lost or Replacement Signs (each)	T	\$30.00
3.	Guides		
i.	Guide to Crop Protection - Chemical/Cultural	T	\$12.00
ii.	Weed Seedling Guide	T	\$10.00
4.	Picnic Tables		
i.	Non-Profit Organizations - Community Event		No charge
ii.	Private Affair, Non-Public Event - Maximum of 10 days	T	\$10.00 per day
iii.	Delivery Charge, per loaded km	T	\$2.00 per km
5.	Barbecue		
i.	Non-Profit Organizations - Community Event		No charge
ii.	Private Affair, Non-Public Event – (Maximum of 10 days)	T	\$100.00 per day
iii.	Deposit (All Organizations)	E	\$200.00
iv.	Delivery charge (per loaded km)	T	\$2.00 per km
6.	Weed & Insect Control Equipment		
i.	Field Sprayer c/w GPS <i>All Locations</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
ii.	Boomless Sprayer <i>Valleyview, Grovedale</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
iii.	Water Tank on Trailer (For Spraying) <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Estate Sprayer (Pull Type) <i>All Locations</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
v.	Estate Sprayer (3 Point Hitch) <i>Valleyview</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
vi.	Quad Mount Sprayer <i>All Locations</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
vii.	Backpack Sprayer (15 Liters) <i>Valleyview, Grovedale</i>	T	\$5.00 Each Day (3 Days Maximum if Lineup)
viii.	Granular Pesticide Bait Applicator (Holds 135 lbs Bran) <i>Valleyview</i>	T	\$30.00 Each Day (3 Days Maximum if Lineup)
7. Spreaders			
i.	Manure Spreader <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	Fertilizer Spreader <i>Valleyview</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
8.	Earth Moving Equipment		
i.	1000 Earth Mover <i>Valleyview, Crooked Creek</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	900 Earth Mover <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	425 Earth Mover <i>Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
iv.	12' Pull-Type Blade <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
v.	Vee Ditcher <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
9.	Post Pounders		
i.	Post Pounder <i>All Locations</i>	T	\$125.00 Each Day (3 Days Maximum if Lineup)
ii.	Post Pounder <i>All Locations</i>	T	½ day rate \$65.00 each
10.	Bin Crane		
i.	Bin Crane <i>Valleyview, Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
11.	Cattle Equipment		
i.	Cattle Squeeze <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
ii.	Loading Chute <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iii.	Panel Trailer <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Spare Panels <i>Crooked Creek, Grovedale</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Tag Reader <i>Valleyview</i>	T	Free, \$100.00 Deposit Required (3 Days Maximum if Lineup)
12.	Conservation Equipment		
i.	50' Heavy Harrow with Granular Applicator <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
ii.	33' Heavy Harrow with Granular Applicator <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	30' Land Roller <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
iv.	14' Heavy Disc <i>Valleyview, Grovedale</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
v.	No Till Drill <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
13. Broadcast Seeders			
i.	Truck Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
ii.	Quad Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Hand Seeder <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
14. Water Pumping Equipment			
i.	Water Pump and Pipe Trailer (AB. Agriculture Unit) <i>Valleyview</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
15. Miscellaneous Equipment			
i.	Bag Roller <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
ii.	Survey Equipment <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Metal Detector <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
iv.	Hay Sampler, Measuring Wheel, Bin Probe, Soil Sampler <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Scare Cannons <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
vi.	Rodent Traps (Two Styles) <i>Valleyview, Grovedale</i>	T	\$10.00 Each Week, \$100 Deposit Required (1 Week Maximum if Lineup)
vii.	Grain Vacuum <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
viii.	Bale Wagon <i>Valleyview, Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
ix.	Pressure Washer on Trailer <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
16.	Recovery of A.S.B. Equipment		
	Minimum one hour charge for recovery of equipment		
i.	Recovery of rental equipment requiring 1-ton min. for transport	T	\$100.00 per hour
ii.	Recovery of rental equipment requiring vehicle under 1-ton for transport	T	\$75.00 per hour
iii.	Cleaning (when equipment is returned unclean)	T	\$60.00 per hour
iv.	Removal of contaminated soil (Remediation Purposes for Club Root)	T	\$60.00 per hour + Disposal Fee



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
17.	Adult Wolf Carcass	E	\$300.00

Schedule 'B' Family and Community Support Services

Family and Community Support Services			
1.	Home Support <i>*This fee can be varied as evaluated and approved by the FCSS Manager.</i>	E	\$20.00*
2.	Summer Day Camps	E	\$40.00

Schedule 'C' Recreation

Recreation				
	Description	GST Status*	Fee in \$	
1.	Arena Rentals (With Ice/ per hour)		June 1, 2018-May 31, 2019	June 1, 2019-May 31, 2020
i.	Adult rate	T	\$169.75	\$170.00
ii.	Adult Non-Prime (Before 3:30 p.m. on Regular School Days)	T	\$107.00	\$109.25
iii.	Youth Rate	T	\$86.50	\$88.25
iv.	Youth Non-prime (Before 3:30 p.m. on Regular School Days)	T	\$53.75	\$55.00
v.	Public Skating Sponsorship	T	\$146.00	148.00
2.	Arena and Curling Rink Surfaces (No Ice)			



Schedules of Fees Bylaw 19-816

i.	Adult Rate per Hour	T	\$75.00	\$76.00
ii.	Youth Rate per Hour	T	\$37.50	\$38.00
iii.	Maximum Day Rate	T	\$366.00	\$373.00
3. Aquatic Centre				
			July 1, 2018-May 31, 2019	July 1, 2018-May 31, 2019
i.	Private Rental	T	\$131.75	\$134.50
ii.	Lane Pool/ Swim Club	T	\$86.75	\$88.50
iii.	Wave Crashers (During Public Swim)	T	\$104.75	\$107.00
iv.	Grande Bash (Private Rental)	T	\$170.00	\$180.00
v.	Extra Lifeguard	T	\$29.75	\$30.50
vi.	Sponsorship	T	\$182.00	\$184.00
4. Locker Rental				
			July 1, 2018-May 31, 2019	July 1, 2018-May 31, 2019
i.	Annual (Private Locker)	T	\$100.00	\$100.00
ii.	Lost or Damaged Key Replacement	T	\$35.00	\$35.00
5. Preschool Fees				
			June 2017-May 2019	
i.	3 Year-old Class per Student, per School Year	T	\$432.00	
ii.	4 Year-old Class per Student, per School Year	T	\$1046.25	
6. Recreation Centre Fees				
i.	Daily Pass			
	Family	T	\$14.50	
	Adult (18+)	T	\$6.75	
	Youth (5-17)	T	\$5.00	
	Senior (60-69)	T	\$5.50	
	Senior (70+) and Children (Under 5)	T	Free	
ii.	10x Pass			
	Family	T	\$115.75	
	Adult (18+)	T	\$53.75	



Schedules of Fees Bylaw 19-816

	Youth (5-17)	T	\$37.75
	Senior (60-69)	T	\$42.50
	Senior (70+) and Children (Under 5)	T	Free
iii. Monthly Pass			
	Family	T	\$126.75
	Adult (18+)	T	\$58.75
	Youth (5-17)	T	\$41.00
	Senior (60-69)	T	\$46.00
	Senior (70+) and Children (Under 5)	T	Free
iv. 3-Month Pass			
	Family	T	\$316.75
	Adult (18+)	T	\$146.25
	Youth (5-17)	T	\$101.25
	Senior (60-69)	T	\$114.25
	Senior (70+) and Children (Under 5)	T	Free
v. 6-Month Pass			
	Family	T	\$569.75
	Adult (18+)	T	\$262.25
	Youth (5-17)	T	\$182.75
	Senior (60-69)	T	\$205.25
	Senior (70+) and Children (Under 5)	T	Free
vi. Annual Pass			
	Family	T	\$949.50
	Family	T	\$437.00
	Adult (18+)	T	\$304.25
	Youth (5-17)	T	\$342.25
	Senior (60-69)	T	Free
	Senior (70+) and Children (Under 5)	T	



Schedules of Fees Bylaw 19-816

7.	Meeting or Banquet Rooms and Curling Club Lounge		
i.	Rental Rate with Clean-up	T	\$38.75 per hour
ii.	Association Rate/ Not-for-Profit	T	\$23.50 per hour
8. Equipment Rental			
i.	Portable Sound System	T	\$100.00 per event
ii.	Portable Stage	T	\$170.00 per event
iii.	Portable Floor (Damage Deposit Required)	T	\$100.00 per event
iv.	Tables (Not Included in the Facility Rental)	T	\$6.50 per table
v.	Chairs (Those not Included in the in the Facility Rental)	T	\$3.00 per chair
vi.	Boom Lift (Includes Operator)	T	\$140.00 per hour
9. Advertising			
i.	Wall Rink Board	T	\$425.00 per year
ii.	Ice Logo	T	\$650.00 per year
iii.	Zamboni	T	\$650.00 per side
10. Administrative Items			
i.	Labour (Clean-up, Set-up, etc.)	T	\$57.00 per person
ii.	Event and Equipment Rental Damage Deposit	T	\$400.00 per booking
iii.	Photocopying, Black and White,	T	\$0.10 per page
iv.	Photocopying, Color	T	\$0.15 per page
v.	Replacement Membership cards	T	\$5.00 per card
11. Ball Diamonds			
i.	Rental Rate	T	\$40.50 per Game



Schedules of Fees Bylaw 19-816

ii.	Tournament Rate (Maximum Day Rate per Ball Diamond)	T	\$121.50
12. Grande Cache Campground			
i.	Full Service (Includes Power, Water and Sewer)	T	\$38.10 per night
ii.	Partial Service (Includes Power and Water)	T	\$33.33 per night
iii.	Open Tent area	T	\$23.81 per night
iv.	Monthly site rate (30 days) full service	T	\$975.00
13. Grande Cache Tourism and Information Centre			
i.	Chamber Room (used for meetings or workshops, sits 40-50 people)	Includes: 20" Television, projector screen, DVD/VHS player, flip chart, whiteboard, refrigerator, coffee maker, kettle *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	
	Per Hour	T	\$30.00
	Per Day	T	\$150.00
ii.	Theatre Room (Used for meetings, workshops, movies, sits 30-40 people)	Includes: projector screen, DVD, VHS player, flip chart, kitchen facilities *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	
	Per Hour	T	\$30.00
	Per Day	T	\$150.00
iii.	Mezzanine Level (used for receptions, open houses, book launches. Can be included with the Chamber Room).	Includes: access to outside balcony *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	
	Per Hour	T	\$30.00
	Per Day	T	\$150.00
	Per Hour with Chamber Room	T	\$50.00



Schedules of Fees Bylaw 19-816

	Per Day with Chamber Room	T	250.00	
14.	Eagles Nest Hall (Capacity up to 65 people with tables and chairs)			
	Per Hour	T	\$12.50	
	Per Day	T	\$62.50	
15.	Grande Cache Cemetery		May 15 to November 15	November 16 to May 14
i.	Open and Close Fees			
	Full Casket Adult	T	\$600.00	\$700.00
	Full Casket Child	T	\$400.00	\$500.00
	Cremation	T	\$450.00	\$550.00
	Surcharge (After 4:00 p.m. Working Days)	T	\$150.00	
	Disinterment	T	Double the cost of opening and closing	
ii.	Purchase of Plot	T	\$550.00	
iii.	Columbarium Fees			
	Niche Price (Includes Opening/Closing Fee)		\$1,050.00	
	Note: Each Niche can Hold 2 Urns			

Schedule 'D' Finance and Administration

	Description	GST Status	Fee in \$
Finance & Administration			
1.	Photocopying		
i.	Tax, Utilities, and Other Documents	T	\$0.50 per page
ii.	Minutes or Bylaws	T	\$1.00 per page
2.	Documents		



Schedules of Fees Bylaw 19-816

i.	Planning or Otherwise, Any Size	T	\$10.00
ii.	Faxed Copies (Incoming/Outgoing)	T	\$1.00 per page
iii.	Access to Information (FOIP), Research	T	\$25.00 per hour
3. Taxes			
i.	Tax Certificate to Registered Landowner	E	No charge
ii.	Tax Certificate to Others	E	\$50.00 per roll number
iii.	Tax Search to Others	E	\$50.00 per roll number
iv.	Online Tax Certificate to Others	E	\$25.00
v.	Online Tax Search	E	\$15.00
vi.	Tax Notification Charges	E	\$75.00
4. Assessment			
i.	Assessment Record to Landowner	E	\$5.00 per roll number
ii.	Assessment Record to Others	E	\$10.00 per roll number

Schedule 'E'

Infrastructure and Planning General

	Description	GST Status	Fee in \$
Infrastructure and Planning General			
1. Road Closure			
i.	Application Fee	E	\$1,500.00
ii.	Sale of Road Allowance for the Purpose of Road Closure. As Determined by Accurate Assessment.	E	Fair Market Value
2. Approaches			
i.	Approach Application Request Fee (Non-Refundable)	E	\$175.00 per approach



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
ii.	Construction: Gravel Approach	E	\$2000.00 per approach
iii.	Upgrade/Relocation: Gravel Approach	E	\$2500.00 per approach
iv.	Construction: Asphalt Approach	E	\$5000.00 per approach
v.	Upgrade/Relocation: Asphalt Paved Approach	E	\$5500.00 per approach
3. Road Allowance License			
i.	Application Fee	E	\$100.00
ii.	Road Allowance License Sign (One-Time Free Only)	E	Free
iii.	Road Allowance Sign Replacement	E	\$30.00
4. Inspections			
i.	Seismic Pre-Inspections	E	\$100.00 per occurrence
ii.	Seismic Post-Inspections	E	\$100.00 per occurrence
iii.	Seismic Non-Compliance	E	\$100.00 per inspection
5. Land Acquisition			
i.	Right-of-Way from Properties up to 40 Acres	T	See Schedule "1"
ii.	Right-of-Way from Properties Over 40 Acres	T	\$2400.00 per acre
iii.	Right-of-Way from Properties Minimum Payment	T	\$150.00 per occurrence
iv.	On parcels more than 40 Acres, Where an Existing Residence is on the Property, for up to 50 Meters Each Side of the Residential Driveway	T	\$3,000 per acre
v.	Borrow Pit Acquisition and Access and Damages	T	\$500.00 per acre
vi.	Shelterbelt Loss, per 5m Width, Tree Height Under 10 feet	T	\$1.50 per m
vii.	Shelterbelt Loss, per 5m Width, Tree Height Over 10 feet	T	\$2.50 per m



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
6.	Fencing		
i.	Removal of Old Fence by Landowner	T	\$1.25 per m
ii.	Removal of Old Fence and Installation of New Fence by Landowner with Greenview Supplying Material	T	\$3.75 per m
iii.	Removal of Old Fence and Installation of New Fence by Landowner Including Labour and Materials	T	\$6.25 per m
iv.	Removal of Old Fence and Installation of New Fence by Greenview	T	No Compensation

Schedule 'F' Environmental Services

Environmental Services			
<i>Accounts for metered services and bulk accounts if not paid within 30 days of the billing date will incur a 1.5% penalty monthly.</i>			
<i>Where work is done at cost, the cost will include the amount expended by Greenview for all expenditures incurred doing the work, including administration. All invoices will be paid within 30 days of billing. If not paid within 30 of billing, are subject to interest.</i>		<i>1.5% penalty/month</i>	
<i>Water Meter/Replacement (Owner Responsibility)</i>		<i>Based on actual replacement costs</i>	
1.	Requested Services		
i.	Regular Hours	T	\$50.00 per hour per member of staff (1 hour min.)
ii.	After Hours	T	50.00 per hour per member of staff (1 hour min.)



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
2.	Hamlet Water Distribution Systems (Grovedale, Landry Heights, and Little Smoky)		
i.	Residential Rate (0 - 30 m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$4.00 per m ³
iii.	Non Residential Rate	E	\$4.00 per m ³
iv.	Installation Fee (To install from Main Line to Property Line)	E	\$8,000.00 deposit (based on actual invoice)
v.	Connection Fee (Rights to Connect)	E	\$12,500.00 per service
vi.	Utilities Account Deposit	E	\$100.00
3.	Hamlet Water Distribution Systems (Grande Cache, DeBolt and Ridgevalley)		
i.	Residential Rate (0 - 30 m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$4.00 per m ³
iii.	Non Residential Rate	E	\$4.00 per m ³
iv.	Installation Fee (To install from Main Line to Property Line)	E	\$8,000.00 deposit (based on actual invoice)
v.	Connection Fee (Rights to Connect)	E	\$500.00 per service
vi.	Utilities Account Deposit	E	\$100.00
4.	Rural Water Distribution System (Valleyview Rural)		
i.	Residential Rate (0-30m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$10.00 per m ³
iii.	Non Residential Rate	E	\$10.00 per m ³
iv.	Connection Fee	E	\$12,500.00 per service
v.	Utilities Account Deposit	E	\$100.00
5.	Rural Water Distribution System (Crooked Creek and Ridgevalley)		
i.	Residential Rate (0-30 m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$10.00 per m ³
iii.	Non Residential Rate	E	\$10.00 per m ³



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
iv.	Connection Fee	E	\$12,500.00
v.	Utilities Account Deposit	E	\$100.00
6. Water Point Facilities			
i.	Potable Water Points Residential/Agriculture	E	\$3.50 per m ³
ii.	Potable Water Points Commercial	E	\$8.50 per m ³
iii.	Non-Potable Water Points	E	\$2.00 per m ³
7. Gravity Wastewater Collection System (DeBolt, Grande Cache & Ridgevalley)			
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
8. Low Pressure Wastewater Collection System (Little Smoky, Grovedale & Ridgevalley)			
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
9. Septage Classification			
i.	Residential – Single Family Dwelling	E	\$1.00 per m ³ (minimum \$24.00)
ii.	Residential – Duplex (per dwelling unit)	E	\$1.00 per m ³ (minimum \$24.00)
iii.	Residential – Multi Family Dwelling (per Self-Contained Dwelling Unit)	E	\$1.00 per m ³ (minimum \$24.00)
iv.	Commercial – General Store	E	\$1.00 per m ³ (minimum \$36.00)
v.	Commercial – Laundromat	E	\$1.00 per m ³ (minimum \$56.00)



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
vi.	Commercial – Hotels (Rooms & Beer Parlor)	E	\$1.00 per m ³ (minimum \$80.00)
vii.	Commercial – Cafes	E	\$1.00 per m ³ (minimum \$48.00)
viii.	Commercial – Garages	E	\$1.00 per m ³ (minimum \$48.00)
ix.	Commercial – Office	E	\$1.00 per m ³ (minimum \$36.00)
x.	Commercial – Not Elsewhere Classified	E	\$1.00 per m ³ (minimum \$36.00)
xi.	Community Halls & Other Recreation Facilities	E	\$1.00 per m ³ (minimum \$48.00)
xii.	Churches	E	\$1.00 per m ³ (minimum \$24.00)
xiii.	Schools (per Classroom)	E	\$1.00 per m ³ (minimum \$24.00)
xiv.	Royal Canadian Legion Hall	E	\$1.00 per m ³ (minimum \$24.00)
xv.	Senior Citizen’s Drop-In Centre	E	\$1.00 per m ³ (minimum \$24.00)
10. Wastewater Lagoon			
i.	Commercial/Industrial Tipping Rate	T	\$10.00 per m ³
11. Lagoon Keys			
i.	Key Fob (Initial/Replacement)	T	\$100.00
12. Waste Collection and Disposal			
i.	Residential Rates		
	Residential Waste Collection Fee	T	\$10.00 per month



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
	Recycle Fee	T	\$10.00 per month
i.	Commercial Rates		
	Commercial Waste Collection	T	\$50.00 per month
	Environmental Fee	T	\$10.00 per month
	Landfill Capital Levy	T	\$10.00 per month
	Dumping Fee, Standard Service, per Bin	T	\$80.00 per month
13. Penalties and Fines			
i.	General Penalties		
	Setting out Prohibited Materials for Collection	E	\$200.00
	Placing Hazardous Waste or Dangerous Goods out for Collection	E	\$200.00
	Failure to use Appropriate Containers	E	\$200.00
	Waste or Recycling Deposit Without Consent	E	\$200.00
	Collection Interference	E	\$200.00
	Dumping Outside the Landfill	E	\$1000.00
	Failure to Store Containers Properly	E	\$200.00
	Accumulation of Building Waste	E	\$200.00
	Failure to Contain Construction Waste	E	\$200.00
	Unsecured Load	E	double cost of materials as per schedule of fees
14. Grande Cache Landfill Fees			
i.	Greenview Residents		
	Mixed Load Disposal Fee (Residents and Commercial)	T	\$210.00 per tonne
	Animal Carcass Disposal	T	\$5.00 per small animal \$105.00 per tonne large animal
ii.	Commercial Waste	T	\$105.00 per tonne



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
	Clean Mulch/Woodchips	T	\$55.00 per tonne
	Class II Acceptable Soils	T	\$55.00 per tonne
	Burnable Wood (Excludes Creosote, Treated Wood and Similar Materials)	T	\$55.00 per tonne
	Metal	T	\$55.00 per tonne
	Cement/Concrete	T	\$55.00 per tonne

Schedule 'G' Operations

Operations			
<i>Greenview's Equipment Rates will be the same as the EOIP rates</i>			
1. Snowplowing Signs			
i.	Any Driveway up to 400 Meters	T	\$50.00
ii.	Any Driveway Greater than 400 Meters	T	\$50.00 + \$100.00 per hour for time over the first ½ hour
iii.	Lost or Replacement Signs	T	\$30.00 per hour
2. Culverts – Used or Salvaged			
i.	500 mm or Less	T	\$13.00 per m
ii.	600 mm	T	\$15.00 per m
iii.	700 mm	T	\$16.00 per m
iv.	800 mm	T	\$25.00 per m
v.	900 mm	T	\$28.00 per m
vi.	1000 mm	T	\$29.00 per m
vii.	1200 mm or Greater	T	\$30.00 per m



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
3.	Grade Blades		
i.	Used	T	\$5.00 per each blade
4.	Dust Control		
i.	Application of Calcium Product for Residents and Landowners (up to April 15 th Each Year)	E	\$150.00 per 200 m
ii.	Plus: for sections over 200 meters	E	\$5.35 per m
iii.	Application of Calcium Product for Multi-Parcel Subdivisions	E	\$100.00 per 100 m
iv.	Application of Calcium Product for Industrial and Road Use Agreement Holders (up to April 15 th Each Year) <i>If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters</i>	E	\$1605.00 per 300 m
v.	Plus: for sections over 300 meters	E	\$5.35 per m
5.	Road Bond		
i.	Overload Road Bond Fees (Non-Refundable Payment)	E	\$1,125.00 per km
ii.	Plus: Security Deposit (Refundable Subject to Final Inspections)		\$6,375.00 per km
iii.	Fixed Fee for the TRAVIS MJ Permitting System	E	\$15.00 per permit
6.	Community Aggregate		
i.	Community Aggregate Payment Levy	E	\$0.30 per tonne
7.	Equipment Rental		
i.	All Equipment Rentals will be Paid out of the 2015 ARCHA Book.	T	89% of the 2015 ARCHA rate



Schedules of Fees
Bylaw 19-816

	Description	GST Status	Fee in \$
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Schedule 'H' Planning and Development

Planning and Development			
1.	Planning Bylaw (New or Amended)		
ii.	Land Use Bylaw Amendment Application (Re-zoning)	E	\$1,500.00
iii.	New Developer's Area Structure Plan	E	\$2,500.00
iv.	Amendments to any ASP and MDP or Minor ASP	E	\$1,500.00
2.	Development Permits, General		
i.	Residential - Single Detached Dwellings, Duplexes, Manufactured/ Modular/RTM/Suites)	E	\$150.00
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)	E	\$75.00 per unit
iii.	All other Non-Residential/Mixed-Use/New Construction / Accessory Uses (Home Occupation / Accessory Buildings (Garages, Decks, Hot tubs, Pools, Wheelchair Ramps), Additions and All Other Uses)	E	\$50.00 fee per \$100,000.00 of completed project cost (up to a maximum of a \$75,000.00 fee)
iv.	Signage – Permanent / Temporary / Renewal	T	\$50.00 per sign
v.	Variance Request	E	\$150.00
vi.	Time Extension Request by Developer per Application	E	\$150.00
3.	Subdivisions (including Bare Land Condominium Plans)		
i.	Subdivision and Condominium Plan Applications, Single Lot or Consolidation	E	\$450.00
	Plus: each additional lot/unit created	E	\$150.00



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
ii.	Plan of Subdivision Endorsement Fees	E	\$150.00 per title created
iii.	Condominium Plan Endorsement Fees	E	\$40.00 per unit
iv.	Time Extension Request by Developer per Application	E	\$500.00
4. Subdivision and Development Appeal Board			
i.	Development Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00
ii.	Subdivision Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00
5. Development Agreement Review			
i.	Residential: up to 4 Lot Subdivision	E	\$1,500.00
ii.	Residential: Greater than 4 Lot Subdivision	E	\$3,000.00
iii.	All Other Recreational, Commercial and Industrial Subdivisions	E	\$3,000.00
6. Residential Business Licensing			
i.	Business License Fee - New application (January 1)	E	\$100.00
ii.	Business License- New Application (After July 1, or Annual Renewal)	E	\$50.00
7. Business License Temporary/Special Event			
i.	Resident Annual	E	\$50.00
ii.	Resident per Day	E	\$30.00
iii.	Non-Resident Annual	E	\$150.00
iv.	Non-Resident per Day	E	\$50.00
8. Business License Commercial/Industrial Titled Land			
i.	January 1-June 30	E	\$250.00
ii.	July 1-December 31	E	\$125.00
9. Rural Addressing Signage			
i.	Signage Permanent/ Replacement	T	\$50.00 per sign
10. Signage for Subdivisions			
iii.	Individual Lot Sign	T	\$50.00 per sign



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
iv.	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	T	\$1,000.00 per sign
11. Orthographic Printing			
	<i>Based on size and quality of paper, image and graphics</i>		
i.	Colour 8 ½" x 11" Orthographic (Aerial) Photo	T	\$10.00
ii.	Colour 11" x 17" Orthographic (Aerial) Photo	T	\$20.00
12. Landowner Map Pricing			
i.	Hardcopy – Landowner Map (sheets 1-5). Valleyview, DeBolt, Grovedale, Grande Cache and Greenview Overview Elevation	T	\$25.00 per sheet
13. Certificate of Compliance			
		E	\$200.00
14. Letter of Concurrence for Communication Tower			
		E	\$100.00
15. Environmental Site Assessment Inquiries			
		E	\$200.00 per parcel

*Note: GST Status- 'E' refers to tax exempt or GST included in the listed rate or fee.
'T' refers to taxable, or GST not included in the listed rate or fee.



**Schedules of Fees
Bylaw 19-816**

**Schedule 'I'
Land Acquisition by Greenview for
Right of Way**

Valleyview Area

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

DeBolt Area

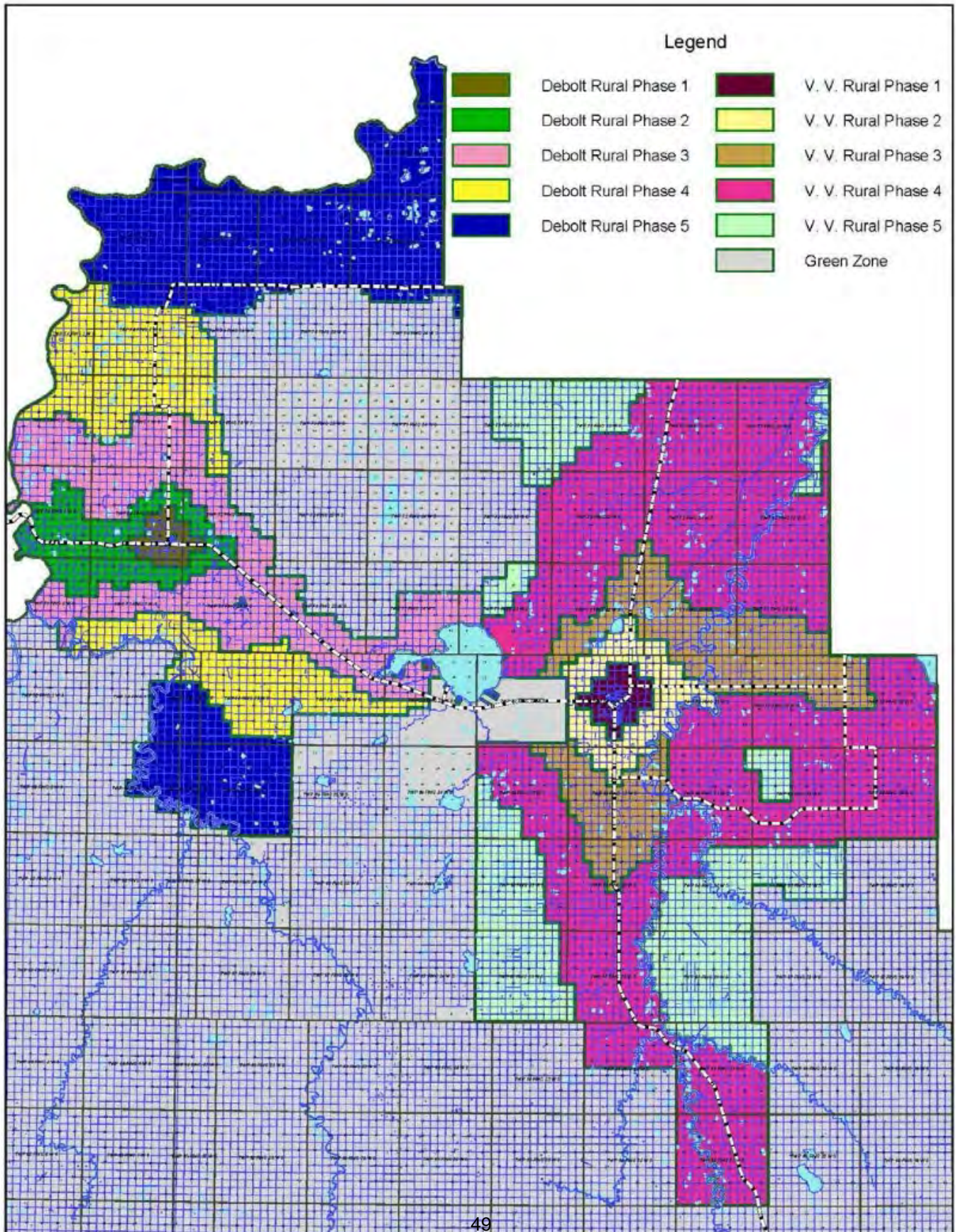
Titled Parcel Size in Acres	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200
5-10	\$ 9,900	\$ 8,900	\$ 7,850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

Grovedale Area

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

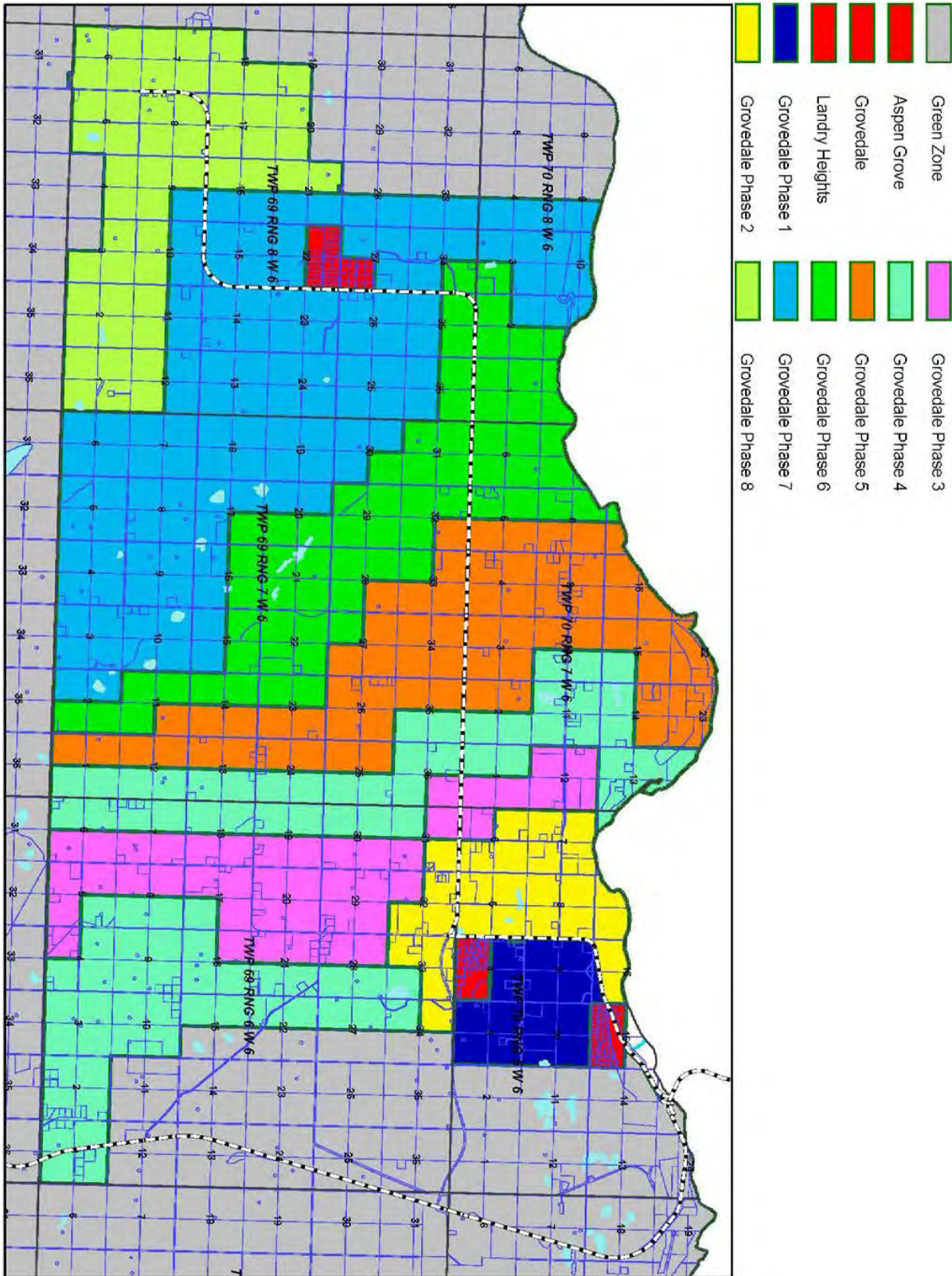


Schedules of Fees Bylaw 19-816





Schedules of Fees Bylaw 19-816





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

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

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

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

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

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


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

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

Read a third time and passed this May day of 14th, A.D., 2018.



REEVE



CHIEF ADMINISTRATIVE OFFICER



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

Community Services

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

Corporate Services

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

Infrastructure & Planning

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

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



Schedule 'A'
Schedule of Fees
 Bylaw 18-790

Schedule "A"

Land Acquisition
 Right of Way from properties up to 40 acres

Valleyview Area

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

DeBolt Area

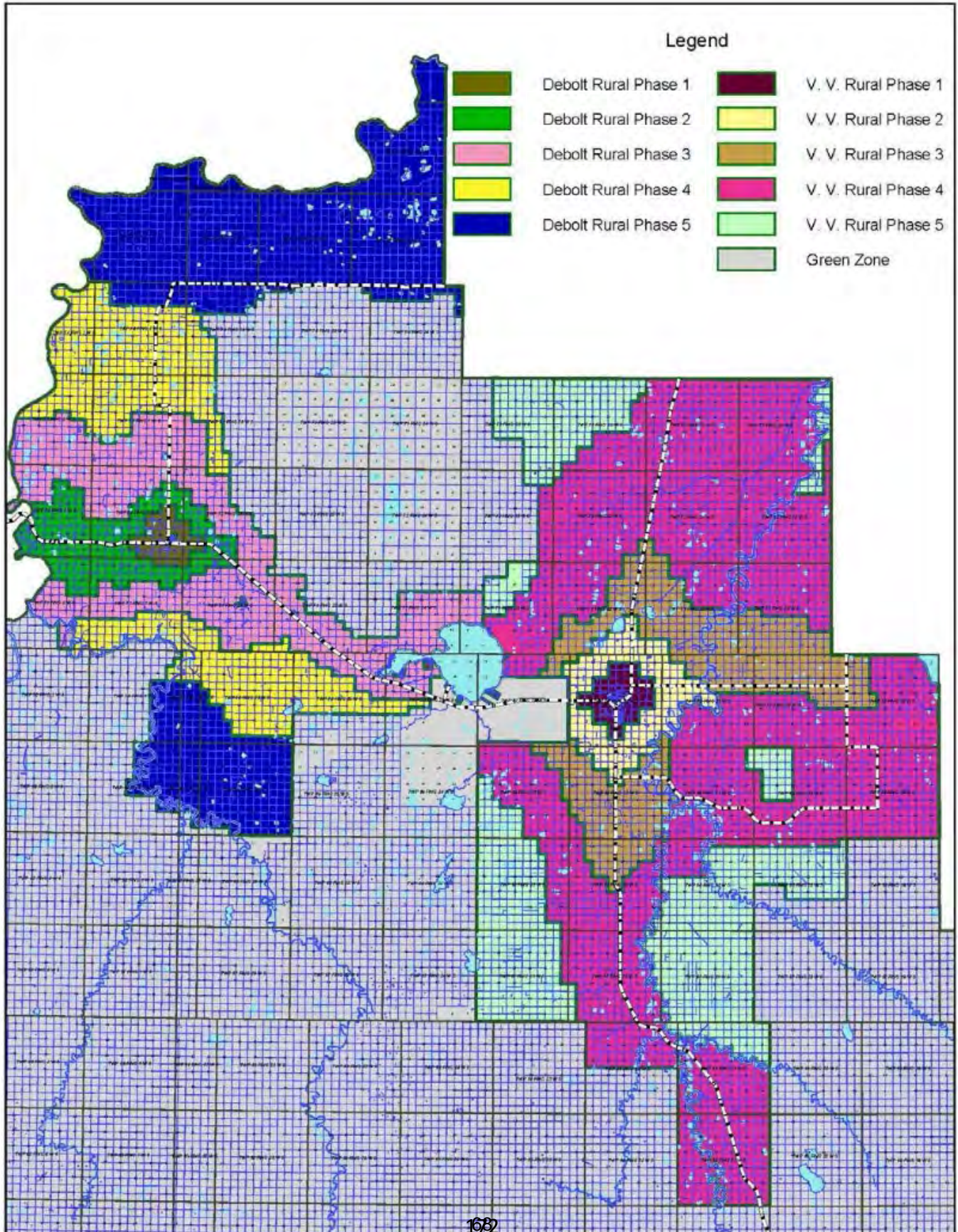
Owner Parcel	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200
5-10	\$ 9,900	\$ 8,900	\$ 7,850	\$ 6,150	\$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

Grovedale Area

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

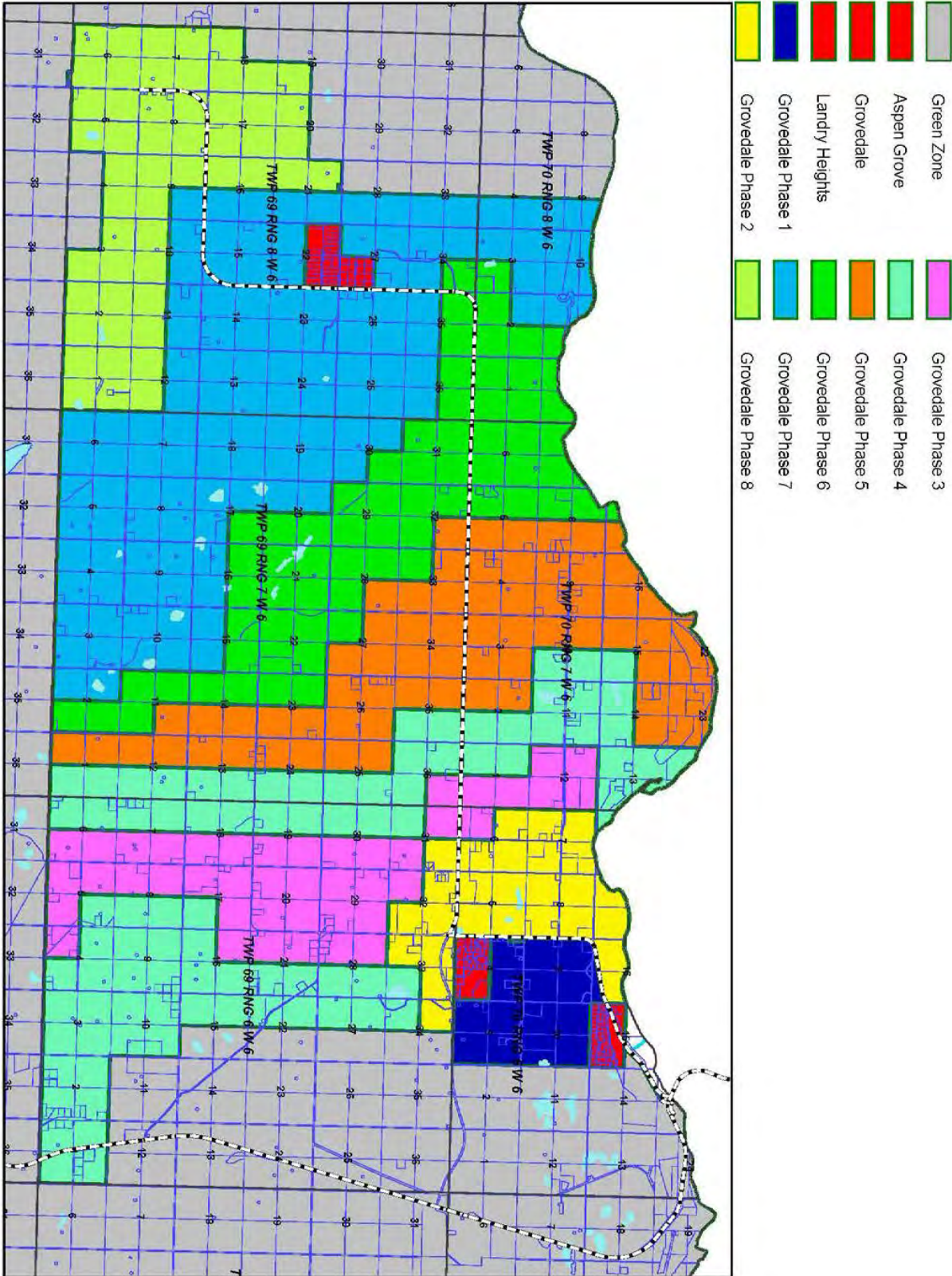


Schedule 'A'
Schedule of Fees
 Bylaw 18-790

















Schedule 'A'
Schedule of Fees
 Bylaw 18-790



Legend

	Green Zone		Grovedale Phase 3
	Aspen Grove		Grovedale Phase 4
	Grovedale		Grovedale Phase 5
	Landry Heights		Grovedale Phase 6
	Grovedale Phase 1		Grovedale Phase 7
	Grovedale Phase 2		Grovedale Phase 8

**Town of Grande Cache
BYLAW NO. 849**

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO ESTABLISH RATES AND FEES FOR THE PROVISION OF GOODS AND SERVICES BY OR ON BEHALF OF THE MUNICIPALITY

WHEREAS pursuant to sections 7 and 8 of the *Municipal Government Act, RSA 2000, Chapter M-26 as amended*, a municipal council has the authority to pass a bylaw establishing fees for the provision of services;

AND WHEREAS the Council of the Town of Grande Cache deems it appropriate to establish rates and fees for the provision of various municipal goods and services;

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

1.1 This bylaw may be referred to as the 'Rates and Fees Bylaw'.

2.0 APPLICATION

2.1 This bylaw establishes the rates, fees and charges for certain goods and services provided by the Town of Grande Cache, and provides for the imposition of fines and penalties for certain offences.

2.2 This bylaw and attached schedule will be reviewed as required and amendments to any of the rates or fees must be made by Council bylaw.

2.3 All fees, fines, penalties, and rates provided for in other current bylaws shall remain in full force and effect and may be charged in addition to the provisions stated in this bylaw.

3.0 RATES AND FEES

3.1 The rates and fees as set out in the Rates and Fees Schedule A.

3.2 Requests for information that do not fall under the *Freedom of Information and Protection of Privacy (FOIPP) Act, RSA 2000, Chapter F-25 as amended*, but do require Town staff to locate, retrieve, reproduce, or otherwise process, shall be billed to the applicant at the rates established under Schedule 2 of the *FOIPP Regulation AR 186/2008, as amended*.

4.0 SEVERABILITY AND EFFECT

4.1 Should any provision of this bylaw be invalid, then such invalid provision shall be severed and the remaining bylaw shall be maintained.

4.2 This bylaw shall take full force and effect upon third and final reading.

4.3 This bylaw repeals Rates and Fees Bylaw No. 829, and the amendments thereto Bylaw No, 839, and Bylaw No. 842.

READ a first time this twenty-fourth day of October, 2018

READ a second time this twenty-fourth day of October, 2018

READ a third and final time this thirtieth day of October, 2018



Herb Castle
Mayor



Denise Thompson
Chief Administrative Officer

RATES and FEES

SCHEDULE A

Administration and Legislative Services

ADMINISTRATIVE AND LEGISLATIVE SERVICES		Fees
NSF Cheque/returned item charges		\$25.00
Commissioner for Oaths (Statutory Declaration/Affidavit)		No charge
TAXES AND ASSESSMENTS		2018
Tax Certificate (for each property)		\$20.00
Property Information request (for each property)		\$20.00
Assessment Appeals		
- residential		\$35.00
- non-residential, assessed under \$200,000		\$100.00
- non-residential, assessed over \$200,000		\$200.00
TOWN INFORMATION AND DOCUMENTS		Fees
Council Meeting Minutes		\$0.25/page – b/w \$0.50/page - color
Town Bylaws		\$0.25/page – b/w \$0.50/page - color
Land Use Bylaw		\$40.00
Municipal Development Plan or Intermunicipal Development Plan		\$20.00
Area Structure Plan		\$30.00
Land Development File Information		\$0.25/page – b/w \$0.50/page - color
Maps:		
- townsite map (84" X 39", color)		\$35.00
- corporate boundary map (33" X 31", color)		\$35.00
- district zoning map (11" X 17", color)		\$4.00
Miscellaneous Reports		\$0.25/page – b/w \$0.50/page – color
Non-FOIP requests for documents ~ to search for, locate and retrieve a record		\$6.75 per ¼ hour
BUSINESS LICENCE		Fees
Resident Business		
January 1		\$100.00
After July 1		\$50.00
Non-resident Business		
January 1		\$250.00
After July 1		\$125.00
Hawkers or Peddlers		
Resident per year		\$45.00
Resident per day		\$35.00
Non-resident per year		\$130.00
Non-resident per day		\$50.00
Temporary		
Resident		\$50.00
Non-resident		\$75.00
Special Event Licence		
Resident		\$25.00
Non-resident Special		\$50.00
CEMETERY		Fees (not including GST)
Purchase of Plots		
(single, 5' x 10')		\$550.00
Open and Close Fees		
Full Casket, Adult	May 15 to November 15	\$600.00
Full Casket, Child		\$400.00
Full Casket, Adult	November 16 to May 14	\$700.00
Full Casket, Child		\$500.00
Cremation	May 15 to November 15	\$450.00
	November 16 to May 14	\$550.00
After 4:00 p.m. and non-working days, surcharge		\$150.00
Disinterment - double the cost of opening and closing		
Columbarium (each Niche can hold two urns)		
Niche, includes plaque and opening/closing fee		\$1,050.00

RATES and FEES

SCHEDULE A

Community Services

Prices do not include GST

ARENA RENTALS – with ice, per hour	June 1, 2018, to May 31, 2019	June 1, 2019, to May 31, 2020
Adult Rate	\$169.75	\$170.00
Adult Non-prime (before 3:30 p.m. on regular school days)	\$107.00	\$109.25
Youth Rate	\$86.50	\$88.25
Youth Non-prime (before 3:30 p.m. on regular school days)	\$53.75	\$55.00
Public Skating Sponsorship	\$146.00	\$148.00
AQUATIC CENTRE – pool, per hour	July 1, 2018, to May 31, 2019	July 1, 2019, to May 31, 2020
Private Rental	\$131.75	\$134.50
Lap Pool / Swim Club	\$86.75	\$88.50
Wave Crashers (during public swim)	\$104.75	\$107.00
Grande Bash (private rental)	\$170.00	\$180.00
Extra Lifeguard	\$29.75	\$30.50
Sponsorship	\$182.00	\$184.00
LOCKER RENTAL	July 1, 2018, to May 31, 2019	July 1, 2019, to May 31, 2020
Annual (Private Locker)	\$100.00	\$100.00
Lost or damage key replacement	\$35.00	\$35.00
PRESCHOOL FEES	June 2017 to May 2019	
3-year old class per student, per school year	\$432.00	
4-year old class per student, per school year	\$1046.25	
RECREATION CENTRE FEES	2018	2019
Daily Pass		
Family	\$14.00	\$14.50
Adult (18+)	\$6.50	\$6.75
Youth (5 – 17)	\$4.75	\$5.00
Senior (60 – 69)	\$5.25	\$5.50
Senior (70+) and Children (under 5)	Free	Free
10x Pass		
Family	\$113.25	\$115.75
Adult (18+)	\$52.50	\$53.75
Youth (5 – 17)	\$37.00	\$37.75
Senior (60 – 69)	\$41.50	\$42.50
Senior (70+) and Children (under 5)	Free	Free
Monthly Pass		
Family	\$124.25	\$126.75
Adult (18+)	\$57.50	\$58.75
Youth (5 – 17)	\$40.00	\$41.00
Senior (60 – 69)	\$45.00	\$46.00
Senior (70+) and Children (under 5)	Free	Free
3-Month Pass		
Family	\$310.50	\$316.75
Adult (18+)	\$143.25	\$146.25
Youth (5 – 17)	\$99.25	\$101.25
Senior (60 – 69)	\$112.00	\$114.25
Senior (70+) and Children (under 5)	Free	Free
6-Month Pass		
Family	\$558.50	\$569.75
Adult (18+)	\$257.00	\$262.25
Youth (5 – 17)	\$179.00	\$182.75
Senior (60 – 69)	\$201.00	\$205.25
Senior (70+) and Children (under 5)	Free	Free
Annual Pass		
Family	\$930.75	\$949.50
Adult (18+)	\$428.25	\$437.00
Youth (5 – 17)	\$298.25	\$304.25
Senior (60 – 69)	\$335.50	\$342.25
Senior (70+) and Children (under 5)	Free	Free
MEETING OR BANQUET ROOMS AND CURLING CLUB LOUNGE	2018	2019
Rental rate with cleanup per hour	\$38.00	\$38.75
Association rate / not for profit per hour	\$23.00	\$23.50
Maximum day rate = 7 hours x hourly rate max		

Community Services (continue)

ARENA AND CURLING RINK SURFACES (no ice)	June 2018 to May 2019	June 2019 to May 2020
Adult rate per hour	\$75.00	\$76.00
Youth rater per hour	\$37.50	\$38.00
Maximum day rate	\$366.00	\$373.50
EQUIPMENT, ADVERTISING & ADMINISTRATIVE ITEMS	2018	2019
Equipment Rental		
Portable sound system, per event	\$95.00	\$100
Portable stage, per event	\$160.00	\$170.00
Portable floor, per event (damage deposit required)	\$100.00	\$100.00
Tables (not included in the facility rental, per table)	\$5.00	\$6.50
Chairs (those not included in the facility rental, per chair)	\$2.00	\$3.00
Boom lift, per hour (includes operator)	\$137.50	\$140.00
Advertising		
Wall rink board, per year	\$425.00	\$425.00
Ice logo, per year	\$650.00	\$650.00
Zamboni, per side	\$650.00	\$650.00
Administrative Items		
Labour (clean-up, set-up, etc.) per person	\$56.00	\$57.00
Event & equipment rental damage deposit, per booking	\$400.00	\$400.00
Photocopying, black & white, per page	\$0.10	\$0.10
Photocopying, colour, per page	\$0.15	\$0.15
Replacement membership cards, per card	\$5.00	\$5.00
BALL DIAMONDS	2018	2019
Rental Rate per game	\$39.50	\$40.50
Tournament Rate (max day rate per ball diamond)	\$118.50	\$121.50

RATES and FEES

SCHEDULE A

Planning and Development

DEVELOPMENT PERMITS	Rates and Fees
Single detached dwellings, duplexes, manufactured/modular/RTM	\$150.00
Multiple dwellings (triplex/fourplex/row housing/apartments, etc.), per unit	\$75
Non-residential (commercial, industrial, institutional) / mixed-use, new construction	\$300.00 + \$0.12 per ft ²
Non-residential, change of use (permitted uses)	\$100.00
Principal Discretionary Uses by Development Officer	\$100.00 + cost of advertising
Principal Discretionary Uses by Municipal Planning Commission (MPC)	\$150.00 + cost of advertising
Development Officer Variance to Land Use Bylaw (variance fees are in addition to fees for new construction)	\$50.00 + cost of advertising
Municipal Planning Commission Variance to Land Use Bylaw (variance fees are in addition to fees for new construction)	\$100.00 + cost of advertising
Accessory Uses (home occupations, secondary suites, surveillance suites, etc.)	\$50.00 + cost of advertising if Discretionary Use
Accessory Buildings (garages, decks, hot tubs, pools, wheelchair ramps, etc.) Additions under 250 ft ² and other misc. minor developments	\$50.00 + cost of advertising if Discretionary Use
Permanent Sign (see also 9.0 Building Permit sign installation)	\$30.00 + cost of advertising if Discretionary Use
Temporary Sign (maximum 3 months)	\$150.00 + cost of advertising if Discretionary Use
Temporary Sign (renewal/extension for same sign – additional 3 months)	As per Intermunicipal SDAB
Development Appeal Fee	As per Intermunicipal SDAB
PROPERTY FILE SEARCH REQUESTS	
Research Fee, per hour, minimum 1 hour charge (ESA requests, file searches, etc.)	\$50.00
Additional Copying	\$10.00/10 pages, \$0.25 per page thereafter
Compliance Request, residential	\$175.00
Compliance Request, residential – rush (less than 4 days)	\$250.00
Compliance Request, non-residential, minimum of 10 days	\$500.00
Lot Grading Review/Processing Fee	\$150.00
Additional copy of Lot Grading Certificate	\$25.00
ENCROACHMENT AGREEMENT REQUESTS	
Application Fee (50% refund if request is denied)	\$150.00
BYLAW APPLICATIONS	
Amendment to Municipal Development Plan	\$250.00 + cost of advertising
New Area Structure Plan or Conceptual Scheme	\$1,250.00 + cost of advertising
Amendment to Area Structure Plan or Conceptual Scheme	\$250.00 + cost of advertising
Minor Amendment to Land Use Bylaw (redistricting to existing district and/or incidental text amendments)	\$250.00 + cost of advertising
Major Amendment to Land Use Bylaw (redistricting to new district and/or substantial text amendments)	\$750.00 + cost of advertising
Disposal of Municipal Reserve	\$250.00 + cost of advertising + cost of Notice Sign manufactured/installation (to be invoiced)
Permanent Road Closure	\$500.00 + cost of advertising
<i>NOTE: 50% refund on any bylaw application if withdrawn prior to preparing Report to Council</i>	
SUBDIVISION PROCESSING FEES	
Application fee	\$350.00
Processing fee	\$175.00 per lot or \$50.00 per condo unit (excludes remnant/ER/MR/PUL etc.)
Endorsement fee	\$350.00 + \$225.00 per lot or unit
Change to tentative plan	\$500.00
Approval or Endorsement Extension	\$100.00
Subdivision appeal fee	as per Inter-municipal SDAB
Condominium conversion	\$40.00 per unit*
*unless otherwise required per the Condominium Property Regulation, as amended	
DAMAGE DEPOSIT FEES	
A damage deposit for each construction permit shall be paid in accordance with the following table.	
Minimum	\$200.00
Single Family Dwelling or Duplex/Semi-Detached*	\$2,000.00
Multi Dwellings (triplex, fourplex, row housing, apartment, etc.) and Non-residential minimum*	\$3,000.00
*includes lot grading	

RATES and FEES SCHEDULE A

Public Works and Utilities

EQUIPMENT	Rates
NOTE: All mobile equipment rates include operator wages and fuel unless otherwise noted, per hour	
Tandem truck	\$160.00
Tandem sand truck with plow (sand not included)	\$240.00
1-ton sand truck (sand not included)	\$115.00
3-ton Picker truck	\$160.00
Loader	\$240.00
Dozer 550H	\$240.00
Backhoe	\$200.00
Bobcat	\$120.00
Compactor	\$180.00
Grader	\$210.00
Tri-axle trailer	\$210.00
Water truck (water not included)	\$130.00
Bucket truck	\$170.00
Vac-tron sewer flushing unit (c/w truck and trailer)	\$220.00
Sewer snake auger and camera	\$160.00
Portable gas welding machine, 600 amp	\$100.00
Portable air compressor	\$170.00
Street sweeper	\$220.00
Mower	\$110.00
UTV	\$90.00
NOTE: All small equipment rates do not include operators	
Metal detection finder (pin locator), per day	\$25.00
Barricades/signs, each, per day	\$20.00
Small equipment (ie. trimmer, push mower, chainsaw, etc.), per hour	\$30.00
MISCELLANEOUS	
Tradesperson, per hour	\$100.00
Labour, per hour	\$60.00
Sewer Line Maintenance Rate (includes equipment and labour)	\$200.00
Sand and salt mixture, per yard	\$130.00
Materials	Cost plus 20%
INSPECTIONS*	
Light truck - 1 to 3 ton	\$600.00
Trailer - 2 axle	\$490.00
Trailer - triaxle	\$550.00
Highway tractor	\$800.00
Truck - 5 ton, tandems	\$800.00
RE-INSPECTION	
Light truck - 1 to 3 ton	\$252.00
Trailer - 2 axle	\$200.00
Trailer - triaxle	\$250.00
Highway tractor	\$275.00
Truck - 5 ton, tandems	\$275.00

*Parts and labour not included

*Inspection services are not available to the public and are only done on vehicles owned and operated for the Town or the M.D. of Greenview

RATES and FEES

SCHEDULE A

Public Works and Utilities

WASTE COLLECTION AND DISPOSAL		
RESIDENTIAL FEES	2018	2019
Residential waste collection / disposal fee	\$6.00	\$7.00
Environmental fee	\$6.00	\$7.00
Landfill capital levy	\$6.00	\$7.00
COMMERCIAL FEES	2018	2019
Commercial waste collection / disposal fee (plus GST per bin each month)	\$47.00	\$47.00
Environmental fee	\$6.00	\$7.00
Landfill capital levy	\$6.00	\$7.00
Dumping fee, standard service, per bin, per dump	\$20.00	\$20.00
PENALTIES AND FINES	Minimum	Specified
General penalty	\$50.00	\$100.00
Setting out prohibited materials for collection	\$100.00	\$200.00
Placing hazardous waste, dangerous goods, or biomedical waste for collection	\$400.00	\$800.00
Failure to use appropriate containers	\$100.00	\$200.00
Waste or recycling deposited without consent	\$100.00	\$200.00
Collection interference	\$100.00	\$200.00
Dumping outside of the landfill	\$1,000.00	\$1,000.00
Failure to store containers appropriately	\$100.00	\$200.00
Accumulation of building waste	\$300.00	\$600.00
Failure to contain construction waste	\$300.00	\$600.00
Unsecured load	double the cost of materials as per Landfill Fee Schedule	
LANDFILL TIPPING RATES AND FEES		
Item/Service (GST is included in prices)	Fee	
Domestic Waste		
Within Town of Grande Cache	\$32 per tonne	
Outside Town of Grande Cache	\$56 per tonne	
Minimum charge	\$5 per load	
Commercial Waste		
Within Town of Grande Cache (delivered by business)	\$38 per tonne	
Outside Town of Grande Cache	\$65 per tonne	
Minimum charge	\$65	
Construction Material		
Within Town of Grande Cache (construction/demolition)	\$38 per tonne	
Minimum charge	\$38	
Outside Town of Grande Cache (by approval only)	\$65 per tonne	
Minimum charge	\$65	
Special Waste		
Sump waste (by approval only)	\$15 per tonne	
Special Products		
Fridge or deep freezers	\$35 per unit	
White goods (residential washer, dryer, and microwave)	\$20 per unit	
Spring loaded furniture (mattress, box spring, couch, etc.)	\$20 per unit	
Heavy metals (to be cut into 4' x 4' max. size)	\$75 per tonne	
Culvert material	\$82 per tonne	
Railroad ties (by special approval only)	\$82 per tonne	
Auto hulks (car or truck bodies) – empty, max size 3 tonnes	\$108 per unit	
Auto hulks (car or truck bodies) – loaded, max size 3 tonnes	\$208 per unit	
Motorcycles, snowmobiles, quads – empty	\$30 per unit	
Motorcycles, snowmobiles, quads – loaded	\$60 per unit	
Propane tank (maximum size 100 lb.)	no fee	
Paint	no fee	
Wood	no fee	
Used oil (disposal station located at Public Works)	no fee	
Batteries	no fee	
E-waste (TV, computer, fax machine, etc.)	no fee	
Tires (maximum 24.5" rim size)	no fee	
NOTE: tires outside of Grande Cache are not accepted		
Clean Yard Waste and Fill		
Grass, leaves, branches and soil (within Town limits)	no fee	
Animal waste	\$38 per tonne	
Minimum charge	\$20	

RATES and FEES SCHEDULE A

Public Works and Utilities

WATER AND SEWER	
WATER RATES	
First 18 cubic meters (m ³) or 4,000 gallons	\$1.6100 per m ³ \$7.3600 per thousand gallons
Each additional each m ³ from 19 m ³ to 83 m ³ or thousand gallons or portion thereof from 4,001 gallons to 18,000 gallons	\$1.6900 per m ³ \$7.7300 per thousand gallons
Each additional each m ³ from 84 m ³ to 300 m ³ or thousand gallons or portion thereof from 18,001 gallons to 100,000 gallons	\$1.7700 per m ³ \$8.1000 per thousand gallons
Each additional each m ³ over 301 m ³ or thousand gallons or portion thereof over 100,001 gallons	\$1.8500 per m ³ \$8.46000 per thousand gallons
The minimum monthly charge is \$28.98 plus \$7.360 per thousand gallons for each thousand gallons, or portion thereof, in excess of 4,000 gallons per month.	
SEWER RATES	
First 18 cubic meters (m ³) or 4,000 gallons	\$0.9800 per m ³ \$4.470 per thousand gallons
Each additional each m ³ over 19 m ³ or thousand gallons or portion thereof over 4,000 gallons	\$1.0000 per m ³ \$4.5700 per thousand gallons
The minimum monthly charge is \$17.64 plus \$4.4700 per thousand gallons for each thousand gallon, or portion thereof, in excess of 4,000 per month.	
BULK WATER RATES	
Bulk potable water – located at Town Fill Station	\$5.50 per m ³

RATES and FEES

SCHEDULE A

Tourism and Interpretive Centre

Prices do not include GST

ROOM RENTAL RATES	June 1, 2018, to May 31, 2019
CHAMBER ROOM	
Used for meetings or workshops. Sits 40 to 50 people	
Per hour	\$30.00
Per day	\$150.00
Includes the following:	
<ul style="list-style-type: none"> ➤ 20" television ➤ projector screen ➤ DVD/VHS player ➤ flip chart ➤ whiteboard ➤ refrigerator, coffee maker, kettle 	
THEATRE ROOM	
Used for meetings, workshops, movies. Sits 30 to 40 people	
Per hour	\$30.00
Per day	\$150.00
Includes the following:	
<ul style="list-style-type: none"> ➤ projector screen ➤ DVD/VHS player ➤ flip chart ➤ kitchen facilities 	
MEZZANINE LEVEL	
Used for receptions, open houses, book launches. Can be included with the Chamber Room.	
Per hour	\$30.00
Per day	\$150.00
with Chamber Room, per hour	\$50.00
with Chamber Room, per day	\$250.00
Includes the following:	
<ul style="list-style-type: none"> ➤ access to outside balcony 	
Note for all rooms: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour.	

RATES and FEES

SCHEDULE A

Municipal Campground

Prices do not include GST

CAMPSITE RATES (season is from opening day to closing day)	2018	2019
Full service, per night, includes power, water, and sewer	\$34.75	\$38.10
Partial service, per night, includes power and water	\$28.75	\$33.33
Open tent area, per night	\$23.00	\$23.81
Monthly site rate (30 days), full service	\$960.00	\$975.00

RATES and FEES

SCHEDULE A

Animal Control

LICENSED DOG	
first impoundment	\$50.00
second impoundment	\$100.00
third impoundment	\$150.00
all subsequent impoundments	\$200.00
UNLICENSED DOG	
first impoundment	\$100.00
second impoundment	\$165.00
third impoundment	\$215.00
all subsequent impoundments	\$290.00
VICIOUS DOG	
first impoundment	\$200.00
second impoundment	\$500.00
third and all subsequent impoundments	\$1,000.00
OTHER DOMESTIC ANIMALS	
first impoundment	\$35.00
second impoundment	\$50.00
third and all subsequent impoundments	\$75.00
LIVESTOCK	
first impoundment	\$150.00
second impoundment	\$250.00
third and all subsequent impoundments	\$750.00
CUSTODIAL FEES – for domestic animal detained in the Pound	
Dog / per day	\$9.50 per day plus actual cost to board
Domestic animal	\$2.00 per day plus actual cost to board
Livestock	\$25.00 plus \$10.00, care and sustenance per day and veterinary services
Disposal Charges for Pathological Waste	\$0.30 per pound, minimum \$7.00 per disposal.
Euthanasia	\$35.00 in addition to above charges
LICENSING FEES FOR DOGS – due on or before February 1 in each year	
female dog	\$30.00
male dog	\$30.00
spayed or neutered dog	\$20.00
licenses after February 1	\$10.00 penalty plus the fee listed above
replacement tag	\$5.00
KENNEL LICENSE / DOG TEAM LICENSE	
kennel	\$100.00 each kennel
dog team	Fee is charge per dog as per fee listed above.
ANIMAL ATTRACTANTS	
improper storage of animal attractant	\$500.00
attempt/feed wildlife purposely	\$500.00
disposal of animal attractant	\$1,000.00



REQUEST FOR DECISION

SUBJECT: Bylaw 19-818 Amendment to Bylaw 16-771 License of Occupation
SUBMISSION TO: REGULAR COUNCIL MEETING **REVIEWED AND APPROVED FOR SUBMISSION**
MEETING DATE: May 13, 2019 **CAO: DT** **MANAGER:**
DEPARTMENT: INFRASTRUCTURE & PLANNING **GM: RA** **PRESENTER: RP/DL**
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Bylaw 16-771

RECOMMENDED ACTION:

MOTION: That Council give First Reading to Bylaw 19-818 Amendment to Bylaw 16-771 License of Occupation.

MOTION: That Council give Second Reading to Bylaw 19-818 Amendment to Bylaw 16-771 License of Occupation.

BACKGROUND/PROPOSAL:

Administration is proposing some minor changes to Bylaw 16-771 to provide additional clarity around the issuing of Road Allowance Licenses. Additionally, Administration has plans to bring forward changes to the Road Allowance License as well as the Road Allowance Restrictions Policies for minor modifications to PRC in June. The recommended changes to the bylaw are consistent with planned changes to the Policy.

The Road Allowance definition was updated to include “For the purpose of this bylaw, ROAD ALLOWANCE may also include a portion of developed land if approved by Council or the General Manager of Infrastructure and Planning.”

Road Allowance License definition was modified with the addition of “Specific restrictions imposed by Council or Greenview may form part of said license.”

Two Provisions were added under Section 3

3.1.1 Restricted public use may be allowed on a case by case basis as determined by Council.

3.1.2 Council may establish a Road Allowance License Application fee in the Schedule of Fees Bylaw.

BENEFITS OF THE RECOMMENDED ACTION:

1. Council will have an updated License of Occupation Bylaw, which will be consistent with planned changes to the Road Allowance License Policy.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to leave the bylaw as is, in which case Bylaw 16-771 will remain in effect as is.

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 bring the Bylaw back for Third Reading.

ATTACHMENT(S):

- Bylaw 16-771
- Bylaw 19-818 Amendment to bylaw 16-771 License of Occupation



BYLAW NO. 19-818 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw 16-771 License of Occupation.

Whereas, pursuant to Section 191 of the Municipal Government Act R.S.A 2000, C-M-26 as amended, the M.D of Greenview Council has the authority to amend or repeal a bylaw;

Therefore, the Council of the M.D of Greenview duly assembled enacts as follows:

1. That definition 2.1.1 of Bylaw 16-771 License of Occupation be amended to read:

ROAD ALLOWANCE means the undeveloped portion of land, which has been shown as a road on a plan of survey and has been registered in a land titles office, and that the public is ordinarily permitted to use for the passage or parking of vehicles and pedestrian use. For the purpose of this bylaw ROAD ALLOWANCE may also include a portion of developed land if approved by Council, or by the General Manager of Infrastructure & Planning.

2. That definition 2.1.1 of Bylaw 16-771 License of Occupation be amended to read:

ROAD ALLOWANCE LICENSE means an agreement formed under the License of Occupation Bylaw between Greenview and a Licensee which allows the use of a specified portion of a Road Allowance for a specified time. Specific restrictions imposed by Council or Greenview may form a part of said license.

3. That Provision 3.1.2 be added to read:

Restricted public use may be allowed on a case by case basis as determined by Council.

4. That Provision 3.1.3 be added to read:

Council may establish a Road Allowance License Application fee in the Schedule of Fees Bylaw.

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



BYLAW NO. 16-771
Of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to regulate and manage the implementation of Road Allowance Licenses under a License of Occupation Bylaw by the Municipal District of Greenview No. 16.

WHEREAS the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.7.b of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to establish Bylaws pertaining to people, activities and things in, on or near a public place or place that is open to the public within Greenview;

WHEREAS the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within Greenview;

WHEREAS the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.61 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to grant rights, exclusive or otherwise, with respect to its property, including property under the direction, control and management of Greenview;

WHEREAS the provisions of S.609 of the Municipal Government Act (Current as of March 1, 2016), prohibits the public from acquiring an estate or interest in land owned or controlled by Greenview by adverse or unauthorized possession, occupation, enjoyment or use of the land;

WHEREAS the Council of Greenview has the authority, pursuant to the provisions of S.13.o of the Alberta Traffic Safety Act, to issue a License or permit that is terminable on 30 days' notice in writing for the temporary occupation or use of a road allowance or Highway or a portion of a road allowance or Highway when it is not required for public use;

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

1.0. Shall be referred to as the *License of Occupation Bylaw*.

2.0. DEFINITIONS

In this Bylaw:

2.1.1 **ROAD ALLOWANCE** means the undeveloped portion of land, which has been shown as a road on a plan of survey and has been registered in a land titles office, and that the public is ordinarily permitted to use for the passage or parking of vehicles and pedestrian use.

2.1.2 **ROAD ALLOWANCE LICENSE** means an agreement formed under the License of Occupation Bylaw between Greenview and a Licensee which allows the use of a specified portion of a Road Allowance for a specified time.

3.0. GENERAL

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

4.0. LEGISLATION

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

5.0. AUTHORITY & ENFORCEMENT

5.1.1 Each Section of this Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section of this Bylaw be found to have been improperly enacted, that Section or part shall be regarded as being severable from this Bylaw and the remaining Bylaw shall be effective and enforceable.

5.1.2 A person shall not occupy or otherwise use any portion of a Road Allowance unless a Road Allowance License authorizing the occupancy or use has been issued by Greenview.

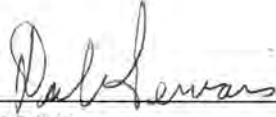
5.1.4 Violators shall be prosecuted in accordance with, but not limited to, the Traffic Safety Act and the Provincial Offences Procedure Act: Procedures Regulation.

5.1.5 This Bylaw shall come into force and effect January 1, 2018.

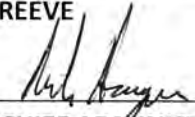
Read a first time this ^{13 - September}~~11~~ day of ~~October~~ A.D., 2016.

Read a second time this 11 day of October, A.D., 2016.

Read a third time and passed this 11 day of October, A.D., 2016.



REEVE



CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: Valleyview Rural Waterline West Extension, 700 Road
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: GC
DEPARTMENT: ENVIRONMENTAL SERVICES GM: RA PRESENTER: GC
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION 1: That Council approve Administration to hire Ron’s Trenching to install 800m of 200mm DR 13.5 HDPE water line down the north ditch of the 700 road starting at Highway 43 going west, for the sum of \$39,088.54 with the money to come from water reserves.

MOTION 2: That Council approve Administration to transfer \$45,000.00 from water reserves to a new capital budget Job ID, WD19002, for Valleyview Rural Waterline Extension.

BACKGROUND/PROPOSAL:

A ratepayer who owns property along the 700 Road approached Administration to discuss the possibility of supplying water to their property via a service connection line from the existing Valleyview Rural waterline.

The resident currently resides approximately 460 m from the end of the waterline. Stemming from the first discussion it was determined that two other rates payers in this vicinity have expressed desires to also connect to the rural waterline. Each of these properties are in close proximity to the rural water line. One of the potential properties is approximately 250 meters from the end of the waterline, along the same route, while the other property is 300 meters to the west. Please note that all interested parties were made aware of the existing \$12,500.00 connection fee.

Four companies were asked to provide quotes for supply and installation of 100 mm (2inch) and 200 mm (4 inch) HDPE waterline in order to determine the feasibility of Greenview extending the main waterline. One company was exclusively directional drill and opted out during discussions as they felt they wouldn’t be able to compete with an open cut contractor. Another company submitted only a horizontal directional drilling quote (that exceeded \$337,000.00) due to the fact that “Open Cut” trenching would be more expensive in their professional opinion. A third quote received included costs for directional drilling (\$64000.00 plus \$2000.00 per service connection) as well as open cut (\$44000.00 plus \$2000.00 per service connection = \$50,000.00). Ron’s Trenching, from DeBolt area, was the lowest quote and was open cut/excavation for the amount of \$39,088.54.

An additional \$5000.00 has been requested as there is some incidentals that may have been missed.

The investment per property is in line or lower than Greenview's other previous waterline projects.

Administration recommends Greenview proceed with the project using Ron's Trenching.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion 1 is that residents in the proposed waterline vicinity will have the ability to connect to potable water.
2. The benefit of Council accepting the recommended motion 2 allows administration to provide a project budget to expand Valleyview Rural Waterline to serve more area residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to accept the recommended motion for information only.

Alternative #2: Council may choose to install the 100 mm option for serving the properties, but this will limit further expansion to the west on Township Road 700 road in the future.

Alternative #3: Council may prefer and choose to use a horizontal directional drill contractor, as it is less intrusive, however Administration feels there is adequate room and it is not considered a high risk area

FINANCIAL IMPLICATION:

Direct Costs: \$45000.00 to come from water reserves.

Ongoing / Future Costs: Minimal repair and general maintenance costs in the future.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If approved by council, the contractor chosen will be contacted to proceed in a timely manner, and administration will establish a capital budget for job id WD19002.

ATTACHMENT(S):

- Quote
- Map of extension
- Map indicating area south of Valleyview

Ron's TRENCHING LTD.

Box 30, Crooked Creek, AB T0H 0Y0
 Ph: (780) 957-3050 • FAX: (780) 957-3060 • Cell: (780) 831-1212



Job Quote

INVOICE

8107

DATE

May 2 19

CUSTOMER

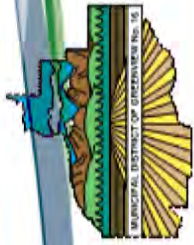
G.S.T. #825237696

W.C.B. #319674-9

SOLD TO M. Dof Greenview

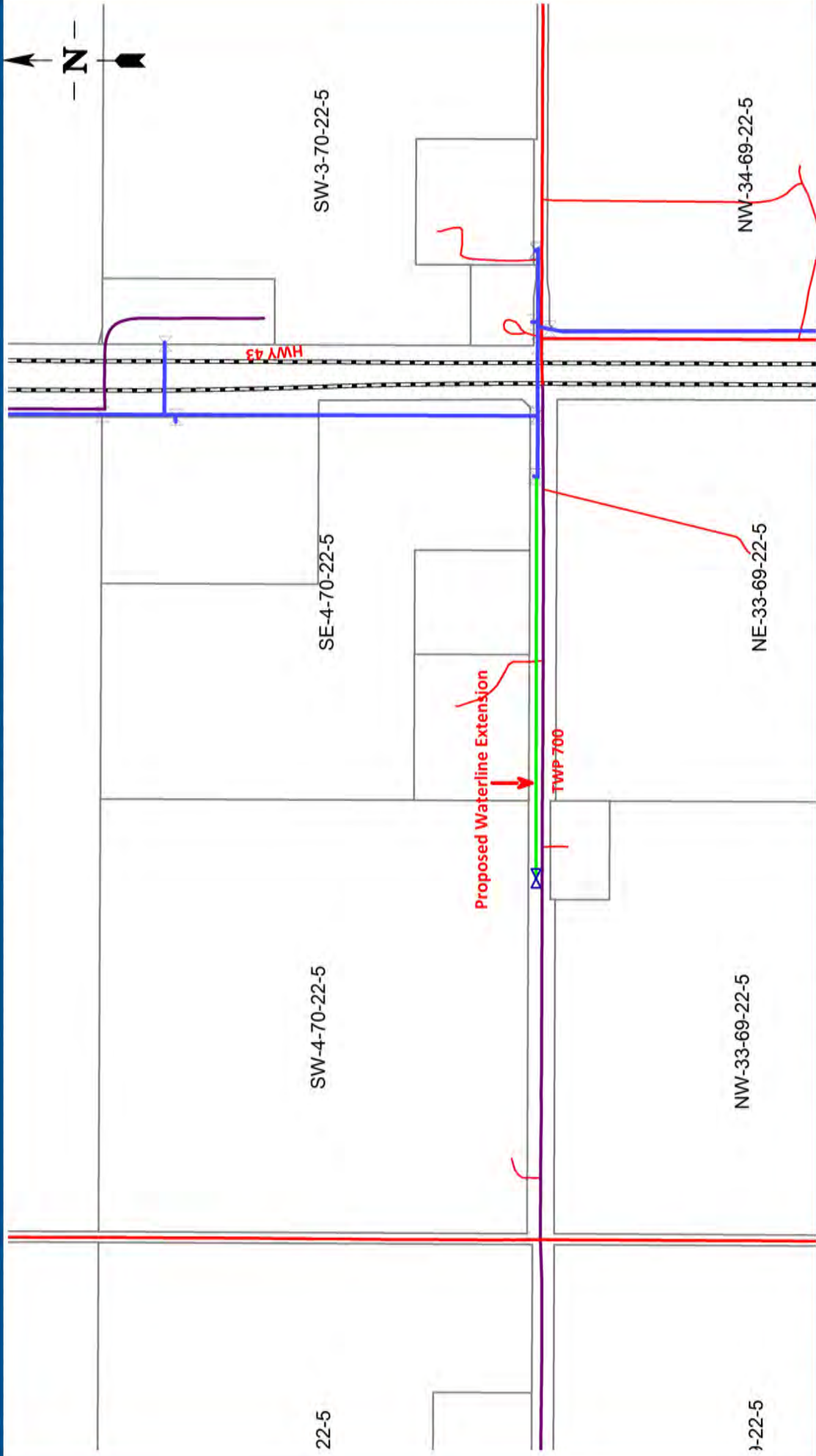
LOCATION Waterline Ext. 700 Road, 800 meters

60.5	Hrs digging in and backfilling main waterline	160 ⁰⁰	9680 ⁰⁰
6	Hrs Packing trenches around Approaches	135 ⁰⁰	810 ⁰⁰
	Moving Equipment		2000 ⁰⁰
	Material Cost for 4" line.		13704 ⁰⁰
106	Labour Cost.	50 ⁰⁰	5300 ⁰⁰
22	Hrs digging in the ins and moving Flush point Hoe time	160 ⁰⁰	3520 ⁰⁰
	1" water line, 4x1 Saddles, Curbs		2213.18
	5 tops. small Fittings		
			37727.18
		GST	1861.36
		Total	39088.54



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

PROPOSED VWRWL SOUTH EXTENTION



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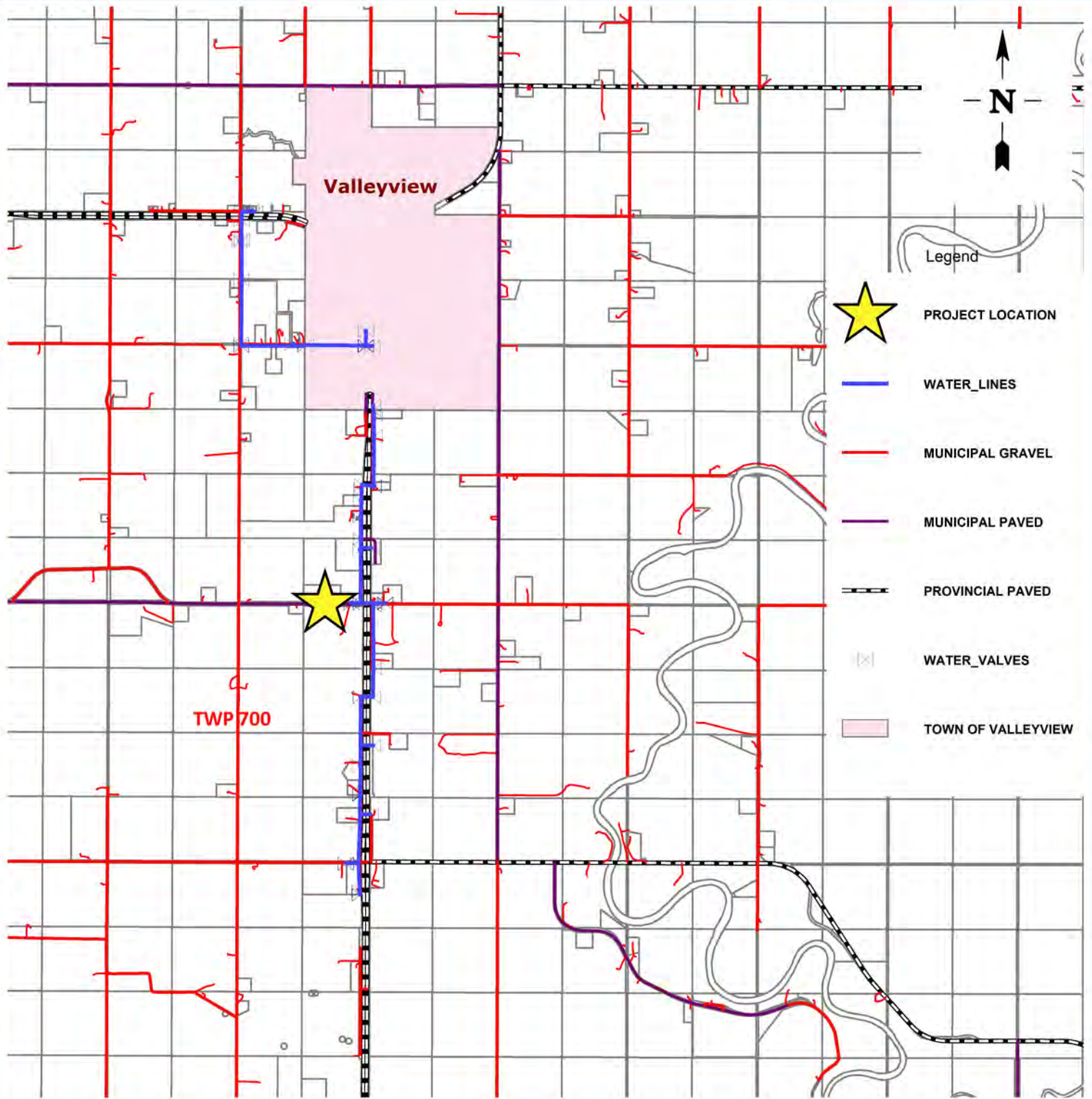
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Municipal District of Greenview No.16

PROPOSED VVRWL SOUTH EXTENTION



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REQUEST FOR DECISION

SUBJECT: Contract Award Landry Heights Water Distribution System- Contract 4
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: GC
DEPARTMENT: ENVIRONMENTAL SERVICES GM: RA PRESENTER: GC
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Administration to award the Landry Heights Water Distribution System- Contract 4, less the waterline extension that was subject to deletion, to Thompson Infrastructure Ltd., in the amount of \$3,726,600.66 with money to come from Environmental Services 2019 Capital Budget.

MOTION: That Council approve Administration to transfer \$1 million from WW17001, Grovedale Collection System Project, to WD16004, Landry Heights Water Distribution System project.

BACKGROUND/PROPOSAL:

The proposed Landry Heights Water Distribution System- Contract 4, tender package was posted on the COOLNet Alberta website and APC (Alberta Purchasing Connection) on March 29th, 2019 to obtain a contractor to construct the water distribution system via open cut and horizontal directional drill. The contract also contains incidental road structure/surface repairs and culvert installation/replacement where needed.

A total of 7 bids were received by closing at 2:00 pm on April 18th, 2019.

Table 1.0 – Bid Summary

Bidder	Compliance	Bid (Excl GST)
640 Earth Works (1307695 Alberta Ltd.)	Not Compliant (No COR)	\$2,272,180.00
Thompson Infrastructure Ltd.	Compliant	\$3,978,408.46
Dechant Construction Ltd.	Compliant	\$4,123,185.18
Pidherney's Inc.	Compliant	\$4,247,844.00
Weaver Group Limited	Compliant	\$4,249,300.00
Wapiti Gravel Suppliers	Compliant	\$5,517,100.41
Mainline Construction (2014) Ltd.	Compliant	\$5,285,661.38
AE Pretender Estimate		\$4,259,596.43

640 Earth Works submitted the lowest bid, however their submission did not include a COR certificate. AE checked and confirmed that 640 Earth Works does not have COR. In addition, review of 640's bid leaves concern that little budget is allocated to labour and equipment given the anticipated material costs are approximately the value of their bid. Should 640 encounter financial difficulties, a number of shortcuts and claims would be expected resulting in more intense (i.e. costly) involvement of AE and MD staff throughout construction to ensure the work conforms to the contract documents.

The second lowest bid was submitted by Thompson Infrastructure Ltd. (Thompson). Thompson's submission was compliant.

Thompson is a general contractor who has experience with the required components of the work. Thompson lists Blondin's Paving Ltd. as their paving subcontractor and Top Gun Directional Boring Ltd. as their directional drilling subcontractor. AE does not have experience with these subcontractors; however, the subcontractors will be the responsibility of Thompson to ensure conformity to the specifications.

This contract included Part 4 subject to deletion, which was a 580 metres x 200 millimeters (8") extension to service potential users west down the Twp Rd 701 coming off the main transmission line. Only one resident was definitely intending to connect immediately while others just had interest but would not likely be for some time if it was available. The cost of the extension was quoted at \$251,807.80. Given the intention to connect is low and the cost is high, it is recommended by Administration that we do not include this as part of the contract.

The bid is not within the Landry Heights project budget, as was anticipated, since the original estimates from Stantec were for The Hamlet of Landry Heights only and did not include the 2 km transmission line or the 580 m extension that is subject to deletion. The tender is within the combined projects budget and would require a transfer of capital funding of \$1 M from the Grovedale Collection System (WW17001) Project budget.

This capital project also adheres to the Greenview Expenditure and Disbursement Policy which includes all applicable trade agreement requirements.

Table 3.0 – Anticipated Project Cost

Item	Estimate
Construction (Thompson) (excl Part 4)	\$3,726,600.66
Contingency (10%)	\$372,660.01
Engineering (AE)*	\$681,615.50
Total	\$4,780,876.17

*Fees including Subconsultant Geotechnical, Legal Survey and Material Testing

Administration recommends awarding the Landry Heights Water Distribution System- Contract 4 to Thompson Infrastructure Ltd. In the amount of \$3,726,600.66, along with the recommended transfer of \$1,000,000.00 from Grovedale Wastewater Collection and Water Distribution project to the Landry Heights Water Distribution project.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion #1 will be the acquisition of a competent contractor for the construction of the Landry Heights Water Distribution System
2. The benefit of Council accepting the recommended #2 motion will be the construction of the Landry Heights Water Distribution System within a timeline that meets Greenview's overall project schedule.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to accept the RFD for information only, however this is not recommended as the recommended bidder meets all Greenview's requirements.

Alternative #2: Council has the alternative to award the entire tendered project, including Part 4 (Twp. Rd 701 extension) to Thompson Infrastructure Ltd for the amount of \$3,978,408.46

Alternative #3: Council has the alternative to re-tender the Landry Heights Water Distribution System Project. This is not recommended as the bids could come in higher, the project could be delayed further, and the project would require significant modification to allow it to be tendered again.

FINANCIAL IMPLICATION

Direct Costs: \$3,726,600.66 (Bid Price); \$372,660.01 (10% Contingency); and \$681,615.50 Engineering Design and Construction to come from the Environmental Services 2019-2020 Capital Budget.

Ongoing / Future Costs: Long term operating costs, as well as revenue, have been accounted for in the upcoming Environmental Services 2019 thru 2021 Operating Budget.

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:

Notice of Award letter to be sent to Thompson Infrastructure Ltd.

ATTACHMENT(S):

- Recommendation to Award- AE

May 3, 2019
File: 2017-3078.00.C.01.00

Gary Couch
Manager, Environmental Services
Municipal District of Greenview No. 16
4802 - 36 Avenue
P.O. Box 1079
Valleyview, AB T0H 3N0

**Re: LANDRY HEIGHTS WATER DISTRIBUTION SYSTEM – CONTRACT 4
RECOMMENDATION TO AWARD**

Dear Gary:

Seven (7) bids were received for the above project and opened at 2:00 PM on April 18th, 2019 at Associated Engineering's Office. Table 1.0 below provides a summary of the bids, as received. All bids have been checked and the amounts shown in the summary have been found to be correct. Table 2.0 attached provides a breakdown of the checked amounts.

Table 1.0 – Bid Summary

Bidder	Compliance	Bid (Excl GST)
640 Earth Works (1307695 Alberta Ltd.)	Not Compliant (No COR)	\$2,272,180.00
Thompson Infrastructure Ltd.	Compliant	\$3,978,408.46
Dechant Construction Ltd.	Compliant	\$4,123,185.18
Pidherney's Inc.	Compliant	\$4,247,844.00
Weaver Group Limited	Compliant	\$4,249,300.00
Wapiti Gravel Suppliers	Compliant	\$5,517,100.41
Mainline Construction (2014) Ltd.	Compliant	\$5,285,661.38
AE Pretender Estimate		\$4,259,596.43

640 Earth Works submitted the lowest bid; however, their submission did not include a COR certificate. AE checked and confirmed that 640 Earth Works does not have COR. In addition, review of 640's bid leaves concern that little budget is allocated to labour and equipment given the anticipated material costs are





May 3, 2019
Gary Couch
Municipal District of Greenview No. 16
- 2 -

approximately the value of their bid. Should 640 encounter financial difficulties, a number of frustrating shortcuts and claims would be expected resulting in more intense (ie. costly) involvement of AE and MD staff throughout construction to ensure the Work conforms to the Contract Documents.

The second lowest bid was submitted by Thompson Infrastructure Ltd. (Thompson). Thompson's submission was compliant. Thompson is a general contractor who has experience with the required components of the work. Thompson lists Blondin's Paving Ltd. as their paving subcontractor and Top Gun Directional Boring Ltd. as their directional drilling subcontractor. AE does not have experience with these subcontractors; however, the subcontractors will be the responsibility of Thompson to ensure conformity to the specifications.

Part 4 – Twp Rd 701 Water Pipeline was identified as Subject to Deletion in the Bid Form. In review of the tender results, the MD wishes to delete Part 4 from the Notice of Award as it is not required to meet the intent of the original project and it will reduce the overall project cost.

Table 3.0 below provides a projected total project value based on Thompson's bid (excluding Part 4 as noted above) and other anticipated related costs. The total anticipated cost for Engineering and Construction is \$4,780,876.17 (excl. G.S.T.).

Table 3.0 – Anticipated Project Cost

Item	Estimate
Construction (Thompson) (excl Part 4)	\$3,726,600.66
Contingency (10%)	\$372,660.01
Engineering (AE)*	\$681,615.50
Total	\$4,780,876.17

*Fees including Subconsultant Geotechnical, Legal Survey and Material Testing

AE's Engineering fees are based on the Contractor completing the work adequately and in a timely manner. Additional effort may be required from AE if it is found that the Contractor is not completing the work according to the Specifications or exceeds the Contract Time.

AE recommends the Contract be awarded to Thompson Infrastructure Ltd. subject to the ultimate decision by the MD. If the MD is in agreement, it would be in order for the MD to issue a "Notice of Award" to





Associated
Engineering

GLOBAL PERSPECTIVE.
LOCAL FOCUS.

May 3, 2019
Gary Couch
Municipal District of Greenview No. 16
- 3 -

Thompson Infrastructure Ltd. For the MD's convenience, AE has enclosed a draft "Notice of Award" to be re-typed on MD letterhead. Please provide the undersigned with a copy of the letter for our records.

Yours truly,

Jordin LeBlanc, P.Eng.
Deputy Project Manager

JL/al

Enclosure: Table 2: Bid Analysis
 Notice of Award by Owner



Table 2.0: MD of Greenview - Contract 4 Summary

Item	Description	Unit	Quantity	AE Estimate		640 Earth Work		Thompson		Dechant		Pitthorne's Inc		Weaver Group		MainLine		Wapiti gravel Suppliers			
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension		
1	GENERAL																				
1.1	Mob. Demob.	LS	1	\$ 202,837.93	\$ 202,837.93	\$ 55,000.00	\$ 369,024.87	\$ 369,024.87	\$ 185,003.55	\$ 490,500.00	\$ 490,500.00	\$ 300,000.00	\$ 300,000.00	\$ 65,553.23	\$ 306,749.98	\$ 306,749.98					
1.2	Utility Locates	LS	1	\$ 74,801.81	\$ 74,801.81	\$ 34,500.00	\$ 43,565.85	\$ 43,565.85	\$ 12,566.98	\$ 35,000.00	\$ 35,000.00	\$ 150,000.00	\$ 150,000.00	\$ 109,706.82	\$ 27,944.67	\$ 27,944.67					
1.3	Traffic Accommodation	LS	1	\$ 36,976.19	\$ 36,976.19	\$ 4,000.00	\$ 77,165.15	\$ 77,165.15	\$ 315,512.97	\$ 45,000.00	\$ 45,000.00	\$ 75,000.00	\$ 75,000.00	\$ 121,977.50	\$ 188,268.74	\$ 188,268.74					
1.4	Survey	LS	1	\$ 682,252.02	\$ 682,252.02	\$ 19,500.00	\$ 25,253.69	\$ 25,253.69	\$ 176,999.69	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 131,442.53	\$ 33,312.98	\$ 33,312.98					
	TOTAL PART 1.0 - GENERAL			\$ 382,844.95	\$ 382,844.95	\$ 113,000.00	\$ 515,009.36	\$ 515,009.36	\$ 690,083.19	\$ 620,500.00	\$ 620,500.00	\$ 575,000.00	\$ 575,000.00	\$ 428,680.08	\$ 556,276.37	\$ 556,276.37					
2	REMOVALS																				
2.1	Tree Clearing and Grubbing	m ²	5,500	\$ 10.29	\$ 56,613.33	\$ 3.32	\$ 18,260.00	\$ 17.88	\$ 98,340.00	\$ 4.67	\$ 25,685.00	\$ 6.00	\$ 33,000.00	\$ 10.13	\$ 55,715.00	\$ 11.10	\$ 61,050.00				
2.2	Culvert Remove and Dispose	L.m.	60	\$ 93.69	\$ 5,621.60	\$ 130.00	\$ 7,800.00	\$ 84.55	\$ 5,073.00	\$ 108.35	\$ 6,501.00	\$ 30.00	\$ 1,800.00	\$ 246.85	\$ 14,811.00	\$ 81.00	\$ 4,860.00				
2.3	Road Sign Remove and Replace	ea	10	\$ 272.14	\$ 2,721.40	\$ 640.00	\$ 3,438.50	\$ 343.85	\$ 1,892.50	\$ 189.25	\$ 3,407.85	\$ 175.00	\$ 1,750.00	\$ 503.60	\$ 5,036.00	\$ 222.75	\$ 2,227.50				
	TOTAL PART 2.0 - REMOVALS			\$ 64,956.33	\$ 64,956.33	\$ 32,460.00	\$ 106,851.50	\$ 106,851.50	\$ 34,078.50	\$ 34,078.50	\$ 36,550.00	\$ 27,500.00	\$ 27,500.00	\$ 75,562.00	\$ 68,137.50	\$ 68,137.50					
3	WATER PIPELINE																				
3.1	Watermain	L.m.	120	\$ 318.04	\$ 38,165.20	\$ 224.00	\$ 26,880.00	\$ 370.49	\$ 44,458.80	\$ 247.96	\$ 29,755.20	\$ 226.00	\$ 27,120.00	\$ 500.00	\$ 60,000.00	\$ 441.50	\$ 52,980.00	\$ 370.28	\$ 44,433.60		
	.1 150mm DR11 HDPE Watermain	L.m.	2,750	\$ 314.90	\$ 865,975.00	\$ 167.90	\$ 461,725.00	\$ 297.77	\$ 818,867.50	\$ 286.43	\$ 787,682.50	\$ 324.00	\$ 891,000.00	\$ 265.00	\$ 728,750.00	\$ 451.72	\$ 1,242,230.00	\$ 407.92	\$ 1,121,780.00		
	.2 200mm DR11 HDPE Watermain	L.m.	3,450	\$ 300.00	\$ 1,035,000.00	\$ 212.90	\$ 734,505.00	\$ 332.09	\$ 1,145,710.50	\$ 286.62	\$ 988,839.00	\$ 338.00	\$ 1,166,100.00	\$ 320.00	\$ 1,104,000.00	\$ 404.36	\$ 1,395,042.00	\$ 389.32	\$ 2,033,154.00		
	.3 250mm DR9 HDPE Watermain	L.m.	725	\$ 370.00	\$ 268,252.42	\$ 49.50	\$ 35,887.50	\$ 287.69	\$ 208,575.25	\$ 187.30	\$ 135,792.50	\$ 2.00	\$ 1,450.00	\$ 370.00	\$ 268,250.00	\$ 589.06	\$ 427,068.50	\$ 368.55	\$ 267,198.75		
	.4 25mm Municipal Tubing Water Service	L.m.	47	\$ 1,718.09	\$ 80,750.07	\$ 1,284.00	\$ 60,348.00	\$ 1,618.34	\$ 76,061.98	\$ 5,867.01	\$ 275,749.47	\$ 7,040.00	\$ 330,880.00	\$ 2,650.00	\$ 124,550.00	\$ 3,023.51	\$ 142,104.97	\$ 779.37	\$ 36,630.39		
	.1 25mm Dia (Pair)	ea	47	\$ 1,718.09	\$ 80,750.07	\$ 1,284.00	\$ 60,348.00	\$ 1,618.34	\$ 76,061.98	\$ 5,867.01	\$ 275,749.47	\$ 7,040.00	\$ 330,880.00	\$ 2,650.00	\$ 124,550.00	\$ 3,023.51	\$ 142,104.97	\$ 779.37	\$ 36,630.39		
3.3	Gate Valves	ea	20	\$ 5,817.94	\$ 116,358.73	\$ 5,235.00	\$ 104,700.00	\$ 3,317.36	\$ 66,347.20	\$ 4,147.28	\$ 82,945.60	\$ 4,171.00	\$ 83,420.00	\$ 6,500.00	\$ 130,000.00	\$ 3,087.98	\$ 61,759.60	\$ 5,321.14	\$ 106,422.80		
	.1 150mm Dia	ea	14	\$ 6,772.76	\$ 94,818.64	\$ 5,455.00	\$ 76,370.00	\$ 7,125.98	\$ 99,763.72	\$ 5,398.86	\$ 75,584.04	\$ 4,586.00	\$ 64,204.00	\$ 7,000.00	\$ 98,000.00	\$ 4,234.78	\$ 59,286.92	\$ 6,410.05	\$ 89,740.70		
	.2 200mm Dia	ea	2	\$ 10,120.63	\$ 20,241.25	\$ 6,900.00	\$ 13,800.00	\$ 23,218.46	\$ 46,436.92	\$ 7,790.93	\$ 15,561.86	\$ 5,106.00	\$ 10,216.00	\$ 8,000.00	\$ 16,000.00	\$ 6,092.69	\$ 12,185.38	\$ 10,233.41	\$ 20,466.82		
	.3 250mm Dia	ea	150	\$ 78.07	\$ 11,710.00	\$ 144.00	\$ 21,600.00	\$ 186.31	\$ 27,946.50	\$ 153.36	\$ 23,004.00	\$ 104.00	\$ 15,600.00	\$ 100.00	\$ 15,000.00	\$ 146.50	\$ 21,975.00	\$ 45.74	\$ 6,861.00		
3.4	Over excavation and Place Base Gravel	m ³	700	\$ 90.91	\$ 63,639.33	\$ 40.00	\$ 28,000.00	\$ 37.00	\$ 25,900.00	\$ 91.60	\$ 64,120.00	\$ 67.00	\$ 46,900.00	\$ 100.00	\$ 70,000.00	\$ 143.55	\$ 100,485.00	\$ 46.81	\$ 32,767.00		
3.5	Special Foundation	L.m.	20	\$ 21,842.64	\$ 436,852.72	\$ 7,465.00	\$ 149,300.00	\$ 11,231.65	\$ 226,633.00	\$ 14,041.15	\$ 280,823.00	\$ 14,292.00	\$ 285,840.00	\$ 15,000.00	\$ 300,000.00	\$ 24,000.00	\$ 480,000.00	\$ 14,642.80	\$ 292,856.00		
3.7	Hydrants	ea	40	\$ 978.99	\$ 39,159.73	\$ 475.00	\$ 19,000.00	\$ 412.62	\$ 16,504.80	\$ 755.76	\$ 30,230.40	\$ 600.00	\$ 24,000.00	\$ 500.00	\$ 20,000.00	\$ 727.37	\$ 29,094.80	\$ 555.22	\$ 22,208.80		
3.8	Bollards	ea	40	\$ 29,000.00	\$ 2,900,000.00	\$ 26,000.00	\$ 2,600,000.00	\$ 52,078.07	\$ 2,083,130.28	\$ 52,861.96	\$ 2,114,478.72	\$ 51,111.00	\$ 2,044,440.00	\$ 50,000.00	\$ 2,000,000.00	\$ 71,921.69	\$ 2,859,943.53	\$ 59,594.93	\$ 59,594.93		
3.9	Watermain T&S	L.m.	1	\$ 7,443.38	\$ 7,443.38	\$ 4,200.00	\$ 4,200.00	\$ 12,214.08	\$ 12,214.08	\$ 3,586.28	\$ 3,586.28	\$ 10,848.00	\$ 10,848.00	\$ 15,000.00	\$ 15,000.00	\$ 10,174.84	\$ 10,174.84	\$ 10,174.84	\$ 10,174.84		
3.1	Pipeline Marker Signs	ea	30	\$ 202.40	\$ 6,072.00	\$ 300.00	\$ 9,000.00	\$ 150.00	\$ 4,500.00	\$ 236.21	\$ 7,086.30	\$ 175.00	\$ 5,250.00	\$ 250.00	\$ 7,500.00	\$ 402.11	\$ 12,063.30	\$ 231.78	\$ 6,953.40		
3.11	Tracer Wire (Along Rte. Rd. 63)	L.m.	3,200	\$ 6.15	\$ 19,680.00	\$ 1.15	\$ 3,680.00	\$ 2.75	\$ 8,800.00	\$ 3.03	\$ 9,696.00	\$ 2.50	\$ 8,000.00	\$ 3.00	\$ 9,600.00	\$ 4.29	\$ 13,728.00	\$ 4.45	\$ 14,240.00		
3.12	Commissioning	L.S	1	\$ 96,311.01	\$ 96,311.01	\$ 14,800.00	\$ 14,800.00	\$ 104,930.11	\$ 49,542.46	\$ 49,542.46	\$ 70,050.00	\$ 70,050.00	\$ 115,000.00	\$ 115,000.00	\$ 206,774.73	\$ 119,379.47	\$ 119,379.47	\$ 27,092.17	\$ 27,092.17		
	.1 Swabbing and Flushing	LS	1	\$ 34,988.24	\$ 34,988.24	\$ 26,800.00	\$ 26,800.00	\$ 13,581.36	\$ 13,581.36	\$ 32,053.94	\$ 45,000.00	\$ 45,000.00	\$ 51,000.00	\$ 51,000.00	\$ 44,191.87	\$ 44,191.87	\$ 27,092.17	\$ 27,092.17			
	.2 Pressure Testing	LS	1	\$ 57,296.07	\$ 57,296.07	\$ 725.00	\$ 725.00	\$ 7,512.91	\$ 35,395.73	\$ 35,395.73	\$ 15,000.00	\$ 15,000.00	\$ 36,000.00	\$ 36,000.00	\$ 55,486.28	\$ 55,486.28	\$ 76,728.25	\$ 76,728.25			
	.3 Disinfection	LS	1	\$ 3,321,713.90	\$ 3,321,713.90	\$ 1,817,330.50	\$ 1,817,330.50	\$ 3,004,822.70	\$ 2,980,310.24	\$ 2,980,310.24	\$ 3,151,989.00	\$ 3,151,989.00	\$ 3,218,650.00	\$ 3,218,650.00	\$ 4,269,319.48	\$ 4,269,319.48	\$ 4,389,226.20	\$ 4,389,226.20			
	TOTAL PART 3.0 - WATER PIPELINE			\$ 4,472,576.26	\$ 4,472,576.26	\$ 2,385,789.53	\$ 4,171,328.88	\$ 4,171,328.88	\$ 4,329,344.44	\$ 4,329,344.44	\$ 4,460,236.20	\$ 4,460,236.20	\$ 4,461,765.00	\$ 4,461,765.00	\$ 5,549,944.45	\$ 5,549,944.45	\$ 5,792,955.43	\$ 5,792,955.43			
4	TWP RD 701 WATER PIPELINE (SUBJECT TO DELETION)																				
4.1	Watermain	L.m.	20	\$ 318.04	\$ 6,360.87	\$ 370.00	\$ 7,400.00	\$ 234.82	\$ 4,696.40	\$ 250.90	\$ 5,018.00	\$ 236.00	\$ 4,720.00	\$ 500.00	\$ 10,000.00	\$ 515.39	\$ 10,307.80	\$ 332.13	\$ 6,642.60		
	.1 150mm DR11 HDPE Watermain	L.m.	580	\$ 314.90	\$ 182,642.00	\$ 132.75	\$ 76,995.00	\$ 204.82	\$ 118,795.60	\$ 238.36	\$ 138,248.80	\$ 289.00	\$ 167,620.00	\$ 245.00	\$ 142,000.00	\$ 461.24	\$ 267,519.20	\$ 366.54	\$ 212,593.20		
	.2 200mm DR11 HDPE Watermain	L.m.	110	\$ 370.00	\$ 40,700.37	\$ 103.50	\$ 11,385.00	\$ 258.05	\$ 28,385.50	\$ 181.23	\$ 19,935.30	\$ 4.00	\$ 440.00	\$ 250.00	\$ 27,500.00	\$ 586.17	\$ 64,478.70	\$ 342.01	\$ 37,621.10		
	.3 25mm Municipal Tubing Water Service	L.m.	7	\$ 1,718.09	\$ 12,026.61	\$ 1,475.00	\$ 10,325.00	\$ 3,171.28	\$ 22,198.96	\$ 3,397.42	\$ 23,781.94	\$ 4,252.00	\$ 29,764.00	\$ 2,650.00	\$ 18,550.00	\$ 3,023.51	\$ 21,164.57	\$ 700.00	\$ 4,900.00		
4.3	Gate Valves	ea	3	\$ 5,817.94	\$ 17,453.81	\$ 5,235.00	\$ 15,705.00	\$ 2,454.87	\$ 7,364.61	\$ 4,147.28	\$ 12,441.84	\$ 4,170.00	\$ 12,510.00	\$ 6,500.00	\$ 19,500.00	\$ 3,087.98	\$ 9,263.94	\$ 4,779.23	\$ 14,337.69		
	.1 150mm Dia	ea	3	\$ 6,772.76	\$ 20,318.28	\$ 5,455.00	\$ 16,365.00	\$ 5,137.19	\$ 15,411.57	\$ 5,398.86	\$ 16,196.58	\$ 4,585.00	\$ 13,755.00	\$ 7,000.00	\$ 21,000.00	\$ 4,234.78	\$ 12,704.34	\$ 5,757.23	\$ 17,271.69		
	.2 200mm Dia	ea	20	\$ 78.07	\$ 1,561.33	\$ 144.00	\$ 2,880.00	\$ 139.88	\$ 2,797.60	\$ 153.36	\$ 3,067.20	\$ 104.00	\$ 2,080.00	\$ 100.00	\$ 2,000.00	\$ 146.50	\$ 2,930.00	\$ 41.08	\$ 821.60		
4.4	Over excavation and Place Base Gravel	m ³	70	\$ 90.91	\$ 6,363.93	\$ 40.00	\$ 2,800.00	\$ 59.78	\$ 4,184.60	\$ 91.60	\$ 6,412.00	\$ 67.00	\$ 4,690.00	\$ 100.00	\$ 7,000.00	\$ 143.55	\$ 10,048.50	\$ 42.05	\$ 2,943.50		
4.5	Special Foundation	L.m.	3	\$ 18,202.20	\$ 54,606.59	\$ 7,465.00	\$ 22,395.00	\$ 9,951.76	\$ 29,855.28	\$ 14,041.15	\$ 42,123.45	\$ 13,892.00	\$ 41,676.00	\$ 12,000.00	\$						

DRAFT – for retyping on Owner’s letterhead
(double-click in this header to remove this text)

Date:

File:

Larry Thompson
President
Thompson Infrastructure Ltd.
Box 4300
411 South Ave
Spruce Grove, AB T7X 3B5

Re: LANDRY HEIGHTS WATER DISTRIBUTION SYSTEM - CONTRACT 4
NOTICE OF AWARD

Dear Mr. Thompson:

We are pleased to inform you that this contract has been awarded to your firm. The Contract Price awarded is \$3,726,600.66 as Part 4 – Twp Rd 701 Water Pipeline (Subject to Deletion) has been deleted per the provisions in the Bid Form.

You should now comply with the requirements of GC 9 INSURANCE, GC 11 BONDS, GC 12 EXECUTION OF THE CONTRACT AGREEMENT and GC 25 CONSTRUCTION SCHEDULE of the General Conditions, and Section 710 - INSURANCE of the contract. The required documents must be delivered to the Engineer within ten (10) business days. Upon receipt, Contract Documents will be provided to you for execution.

Note that the signature and seal of your firm are required on the bonds, as well as those of your bonding company. Please ensure the value of the bonds is correct, and the full name of the Owner and the Project, as shown on the cover of the Contract Documents, is correctly shown on both bonds. The date of this Notice of Award may be taken as the date of the Contract and should be included on both bonds.

This is not the Notice to Proceed with the work. The Notice to Proceed will be issued following execution of the contract documents.

Yours truly,

Name

Title

Initials

cc: Jordin LeBlanc, P.Eng. – Associated Engineering



REQUEST FOR DECISION

SUBJECT: **Appointment of Weed Inspectors**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 13, 2019 CAO: DT MANAGER: QFB

DEPARTMENT: AGRICULTURE GM: SW PRESENTER: QFB

STRATEGIC PLAN: Level of Service

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 Madeleine Clough as Weed Inspector for the Municipal District of Greenview No. 16 under Section 7 of the Weed Control Act W-5.1 for the term of her 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 action 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 approval to 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.

Alternative #2: Greenview Council may choose to alter the recommended motion, however this would also 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 employee will be able to start inspecting properties for invasive species.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **Community Peace Officer Program**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 13, 2019
DEPARTMENT: PROTECTIVE SERVICES
STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: SW

MANAGER:
PRESENTER: BL/DR

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Greenview Community Peace Officer Program report for information, as presented.

BACKGROUND/PROPOSAL:

In 2018, Council requested information on the benefits of the development of a Greenview Community Peace Officer Program (CPO). Over the last while, Administration has consulted with communities that have CPO programs and Greenview’s subject matter experts from Grande Cache. When Grande Cache was still a town they did have a CPO program and Greenview is currently in the application process with the Alberta Solicitor General to once again have a CPO serving in the Hamlet of Grande Cache and surrounding area.

Currently, Greenview has a contract with the County of Grande Prairie Enforcement to provide 40 hours of enforcement per month. Based on need, the County Enforcement contract time is currently being utilized on the Forestry Trunk road providing traffic control. Utilizing a contractor with limited hours, at times, forces Greenview into being reactive to policing needs, instead of proactive. CPO’s are able to enforce Provincial statues and municipal bylaw. Also Greenview currently has a memorandum of understanding with the Royal Canadian Mounted Police to provide enhanced officers in the Valleyview area and in the Grovedale Area. Although the Valleyview position is currently vacant, there is one other enhanced officer that is funded by Weyerhaeuser and Greenview on an 80 / 20 split with Greenview being provided 20% of the allotted time. RCMP members can enforce all criminal code statues.

Within the report, it is indicated that a Greenview CPO program could consist of four CPO’s and a Sargent. This CPO staff level would be able to provide enforcement of bylaw and on Greenview infrastructure including weights and measures, protecting roads like the Forestry Trunk Road. Greenview CPO’s could have a presence in the communities of Sweathouse, Little Smoky and Sunset House which have near zero presence from our contracted services.

Greenview CPO's could be tremendous ambassadors providing public education of local bylaw and community based programming such as all-terrain vehicle education and bike rodeos in the hamlets. As indicated in the report, there are pro's and con's to the developing of a Greenview CPO program, however the benefits outweigh the cons. One of the primary benefits would be that all residents would have equal access to community policing including bylaw enforcement.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that they will be provided relevant information regarding a Community Peace Officer Program.
 2. The benefit of Council accepting the recommended motion is that a more informed decision may be made regarding the direction Council would wish to proceed with a potential Community Peace Officer Program.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

Alternative #2: Council has the alternative to direct Administration to proceed with a Greenview Peace Officer program and with the associated requirements stated in the report attached.

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

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PROMISE TO THE PUBLIC

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FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Community Peace Officer Report



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Introduction

For many years, Greenview has experienced considerable growth in providing new and upgraded municipal infrastructure while increasing services and amenities throughout the municipality. As a result of these cumulative investments, there has also been an increase in focus on enforcement services provided in an effort to safeguard ratepayers and infrastructure.

The Protective Services Department has been tasked with providing a brief, high level review of Greenview's existing enforcement services and a cost analysis of developing a more robust enforcement services program.

Current Enforcement Program

Greenview's current enforcement program consists of the following:

- Greenview shares RCMP Enhanced Police positions with Weyerhaeuser, Valleyview, and Grovedale, for 2019, and an enhanced policing position is budgeted in Grande Cache. The Weyerhaeuser Officer is dedicated to enforce 80% Weyerhaeuser and 20% Greenview. Currently the Valleyview position is unfilled (vacant).
- County of Grande Prairie Enforcement within Grande Prairie County excluding contracts wrote \$888,000 in tickets from January through December in the 2018 calendar year.
- Greenview Budgets \$40,000 in bylaw revenue every year. In 2017 Greenview received \$41,000 and in 2018 \$30,000 in revenue was received.

Pros

- The County of Grande Prairie has all regulatory dealings with the Alberta Solicitor General's office on Greenview's behalf.
- Greenview has limited expenses in regards to staffing and capital replacement programs.
- Greenview can add or delete enforcement hours with contracted services.
- Greenview when developing bylaws has access to Peace Officers to ensure bylaws are reasonable and enforceable.
- RCMP members have wider powers than a level one Community Peace Officer (CPO). RCMP members can serve warrants and detain people.
- DeBolt area and Grovedale areas are partly served with CPO's.

Cons

- Greenview has limited control over policing priorities.
- Greenview has limited hours through contract to serve residents.
- Currently, Greenview residents receive different levels of policing.
- There currently is limited to no bylaw or CPO contact, in Little Smoky, the Grande Cache Co-ops, New Fish Creek and Sunset House.
- Significant contract hours are used to travel the geographic size of Greenview.
- Only 40 hrs per month contracted, this includes court preparation and court time.
- Extremely limited public education and public education opportunities.
- Greenview's policing priorities are reactive instead of proactive.
- RCMP have difficulty placing members into enhanced policing positions for example the Valleyview position has been vacant for over one year.

Community Peace Officer: Able to enforce Provincial Statues which include the following:

- Dangerous Animal Act
- Animal Protection Act
- Gaming and Liquor Act
- Innkeepers Act
- Petty Trespass Act
- Tobacco and Smoking Reduction Act
- Cannabis Act
- Traffic Safety Act
- Trespass to Premises Act

RCMP Member: Enforces Criminal Code Offenses

- Firearms Act
- Theft
- Controlled Drugs and Substance Act
- Canada Evidence Act
- Youth Criminal Justice Act
- Domestic violence
- Any call with violence involved

Development of a Greenview Peace Officer Program

Development Process

1. Council's approval to enter into the process of establishing a Greenview Peace Officer Program.
2. Hire a department head to engage in the business plan and proceed.
3. Develop the business plan that includes an approval by Council.
 - a. Pay Structure

- b. Level of Service
 - c. Size of department
 - d. Locations of services
4. Application to Solicitor General to employ Peace Officers.
 5. Business plan executed by Administration as directed.

Program Cost (based on 1 Sargent and 4 Peace Officers)

CAPITAL	
Sargent and 4 Peace Officers (<i>Capital</i>) -PPE, uniforms, ballistic vests, batons, pepper spray, handcuffs etc. to start the program.	\$175,000.00
Vehicles x 4 with scales (<i>Capital</i>) Also includes laptops, shotgun x 4 etc.	\$420,000.00
TOTAL (<i>Capital</i>)	\$595,000.00
OPERATIONAL	
1 Sargent & 4 Peace Officers (Operational) -Wages, Benefits etc.	\$880,000.00
Vehicles (Operational) -Fuel, insurance	\$28,000.00
TOTAL (<i>Operational</i>)	\$908,000.00

An example would be Leduc County where there are 5 Peace Officers and 1 Peace Officer Sgt. Their yearly budget is 1.07 million, which equates to \$170,000 per officer. Fine revenue is always under estimated as there really is no way of knowing. Also, they conduct patrols that most other areas do not, such as boat and off highway vehicle (OHV) patrols.

Pros

- With the addition of Peace Officers the public is aware of the bylaw program and is supported by local authorities and provincial legislation.
- With the Peace Officer Provincial legislation can be enforced.
- Within Greenview there is a high shadow population, there are serious parking and land use issues that need constant addressing and enforcing.
- The local RCMP does very little traffic control in Greenview due to under staffing and they have to rely on the Integrated Traffic Unit out of Grande Prairie or Edson for traffic patrols.
- Greenview will control the hours that the Community Peace Officers (CPO) works, thus being able to have patrols on when most of the vandalism and theft happens.
- Greenview will control the Peace Officer priorities.
- Tickets issued by Greenview CPO's under provincial statutes that are convicted have collection mechanisms established and maintained by the Province.

- A local Peace Officer would be a career position with Greenview. Therefore, this would be a long term position and we would not have the turnover which occurred with the Bylaw position.
- With a Peace Officer, Greenview can control the priorities that arise within our community including enforcement of some provincial statutes.
- The CPO will work closely with the local RCMP, Fish & Wildlife and several other agencies to better protect the citizens in our communities.
- This position will have a heavy educational component to it. We envision educational components in the local schools and youth clubs within the area.
- The CPO holds several ATV, bicycle, school crossing seminars per year.
- Using a Peace Officer gives the public the use of the court system to prove their innocence. Otherwise, this function is usually left to the municipality's Council, this proves very cumbersome.
- The Peace Officers Association runs training courses throughout the year to keep CPO's up to date on their training and new laws that come into practice.
- There is a complaint process in place, for complaints lodged against Peace Officers. This program is administered by the Solicitor General's Office.
- Public perception, Greenview's CPO would be an ambassador to the public.
- Revenue would be provided on a yearly basis based on tickets written, uncollectable revenue would follow under bylaw tickets. Those that are not paid and level of service being conducted within Greenview. Revenue could also be based on outcome of court cases.

Cons

- Costs to develop the process and programs.
- Man power to administer the programs.
- Public perception, public will need to be educated on the benefits of a CPO program.
- Bylaw tickets are hard to collect, all we can do is use a collection agency.

Protective Services has been reviewing the current status of the Enhancement and Policing as it has been a topic of conversation within Greenview for quite some time. With the experience and knowledge of the newly acquired Grande Cache, this is the opportunity for Greenview to strive in areas that were unknown in the past, the information that has been provided is a lot of the information required, what is necessary, the community gatherings, municipal campgrounds, presence in the areas, working with children and to promote safety in the communities and surrounding areas we live in.

The process for employing a Peace Officer is set forth by the Alberta Government. There are multiple steps that Greenview has to take in order to become an authorized organization to employ peace officers under the Peace Officer Act. This same process is what the Town of Grande Cache had to follow when they applied. We have been able to use their documents and strip them down to include Greenview as a whole but there are missing areas of rural components that are required.

This process is not short and it is not to provide just a single application. There are multiple items that have to be thought through and in place prior to the application being entertained by the Solicitor General. These items include a cover letter/report stating the legitimate reasons of need of a peace officer, a traffic

safety plan, enforcement manual, memorandum of understandings with RCMP and Alberta Transportation as these 2 (two) designates work in conjunction with each other, emblem to be prepared for the program that would be located on uniforms and vehicles. Greenview currently has one that is not in service but is able to work off of.

Greenview in the past has not been able to enforce or educate the public about its own municipal bylaws without having an agreement with the County of Grande Regional Enforcement Services Agreement in place. This agreement provides one Level 1 Peace Officer and one Level 2 Bylaw Officer in the amount of 40 hours per month. Although, the Provincial government on January 1st, 2019 is ending the designation of a level 2 Peace Officer the Province has mandated a three year grace period for level two CPO's to upgrade to level 1. The County will ensure our contract is being fulfilled, providing CPO's to Greenview. Greenview is currently listed on the County's General Liability Insurance for the length of the agreement.

For Greenview's Enforcement Program an estimated cost of setup per vehicle has been determined to be approximately \$105,000.00, which, includes the vehicle, radar, in-car digital camera, weigh scales, AFRRCS radios, laptop cradle, laptop, AVL, speed rated tires and smaller items such as binoculars, booster cables emergency blankets, biohazard sharp needle containers, bolt cutters, tow rope, fire tape and police tape etc.

The estimated initial cost of setup for an officer has been determined to be approximately \$170,000.00 per officer with a part time Administration Assistant which would include benefits, RRSP, wages, uniform, training etc. Thoughts are to have 4 CPO's and 1 Sergeant to overlook Greenview's operation of the bylaw and enforcement services.

Within this program Greenview would build mutual aid agreements and relationships to work with and work collaboratively to benefit Greenview as a whole with those such as Fish and Wildlife and other organizations in the areas. Working with the schools within the hamlets of Greenview, summertime bike safety throughout the communities and just to have the presence in the areas where there hasn't been in the past. The overall program is in Greenview's court in regards to what is required versus additional benefits that are wants or benefits. It is also very important for the public to know that they are not there only to penalize wrong doing but to be involved with the communities in a positive manner, with role models and education.



REQUEST FOR DECISION

SUBJECT:	Moody's Christmas Market	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: DT MANAGER: MN
MEETING DATE:	May 13, 2019	GM: SW PRESENTER: DW
DEPARTMENT:	RECREATION	
STRATEGIC PLAN:	Quality of Life	

RELEVANT LEGISLATION:

Provincial (cite) *N/A*

Council Bylaw/Policy *N/A*

RECOMMENDED ACTION:

MOTION: That Council approve the Greenview Christmas Market with associated costs in the amount of \$65,000.00, with funds to come from the Recreation Services Budget.

MOTION: That Council authorize Administration to transfer \$65,000.00 from the Contingency Reserves to the Recreation Services Budget.

BACKGROUND/PROPOSAL:

The development of Phase 1 of Moody's Crossing commenced in 2018, with the grand opening planned to occur in the spring of 2019. This recreation site is anticipated to be a very popular summer destination for both ratepayers and visitors alike. Looking to expand site usage outside of summer months, Administration has investigated other opportunities to attract users to Moody's Crossing during the offseason periods of the year.

In an effort to diversify the use of Greenview's recreation areas, Administration has taken note of the success of Christmas Markets around the world and the positive impact they have had for local business, while attracting tourism to those areas. Upon further research, Administration is proposing the implementation of a Christmas Market within Moody's Crossing.

An essential component of the development of this initiative is having a close collaboration between the Recreation and Economic Development departments. The Recreation Department will establish the site and amenities for participating vendors. The Economic Development department will work on identifying Greenview's businesses that would be a good fit for this type of venue, which is anticipated to be small specialized businesses that can be home based or have a shop, and likely geared towards arts, crafts, home décor, outdoors etc. The Economic Development team will also assist participants with marketing and communications as it relates to the event which is anticipated to also help with exposure and sales beyond the event.

The long term vision of the Christmas Market is that it grows into an annual event that attracts local businesses, ratepayers and tourists from around the Province. Moody's Crossing Campsite offers a unique location that no other area can match, it is centrally located to attract visitors from across Greenview, Grande Prairie and beyond and has exceptional visibility along Northwest Alberta's main highway 43. Included in the three day market will be vendors displaying and selling their merchandise, food trucks and recreational activities.

Administration is requesting funds to be allocated towards material and construction of vendor stalls. Administration believes 20 stalls will be sufficient for the first year of this event and has acquired several quotes for materials and construction of market. Based on demand and success, future years may require additional vendor stalls. Administration believes that in order to attract vendors to the initial event, the first year should be free of charge to the vendors, and subsequent years may have associated vendor fees. Administration has also identified other possible uses for the market stalls to be used at other events and locations throughout the year and by other departments.

Administration has estimated the following expenses associated with establishing the Christmas Market event.

Table 1.

Construction Supplies	\$25,580.00
Construction Labour	\$19,200.00
Christmas Lights and Decorations	\$10,000.00
Sleigh Ride Rental	\$5,000.00
Volunteer Groups	\$2,500.00
Total	\$62,280.00* (*Rounded up to \$65,000.00)

Some of the essential features will include; unique seasonal vendors, community collaboration and participation, great food and hands-on experiences.

Seasonal Vendors

There will be artisans, artists, and vendors specializing in holidays gifts, set up throughout the event. Staff will strive to attract local vendors to this event.

Community Involvement and Collaboration

There will be opportunities for community organizations to participate in this event. Groups such as the Farmers Market, local churches, sport groups, and others will be contacted.

Food for all Appetites

Successful events almost always involve great food. A variety of food vendors will be contacted to provide flavorful tastes of the season.

Unique Activities

There will be lots of free family activities throughout the weekend. Unique photo stations could be set up, creating the "must have selfie" experience. Sleigh rides will be set up to transport visitors from the parking lot to the market and also to transport visitors around the camp loop. Weather dependent, activities will include a snow slide hill and snow sculptures competition.

Legal Considerations

Administration will work to ensure that Greenview's insurance requirements for vendors and service providers are being met.

Communications Considerations

An extensive marketing plan would be developed for this event and include tactics such as a media release, social media, event posters, and event schedule, etc.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that an opportunity will be created to provide a unique event hosted within a Greenview facility that provides local business opportunity to showcase products while attracting visitors to Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to take no action with the recommendation or support the project on a reduced scale.

FINANCIAL IMPLICATION:

Direct Costs: \$62,280 from contingency reserves

Ongoing / Future Costs: \$5,000 yearly for transportation and maintenance

STAFFING IMPLICATION:

Some staff may have to schedule their time to be available during the weekend of 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:

Administration will begin to order materials required for the market and proceed with formal planning of the event.

ATTACHMENT(S):

- Mock Design of Moody's Christmas Market
- Examples of German Christmas Markets

CHRISTMAS MARKET



EXPAND YOUR VISION
GREENVIEW





REQUEST FOR DECISION

SUBJECT: Shuttler Flats Provincial Recreation Area
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: MN
DEPARTMENT: RECREATION GM: SW PRESENTER: DW
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial– Alberta Parks Act

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation on Shuttler Flats Provincial Recreation Area for information, as presented.

BACKGROUND/PROPOSAL:

Located adjacent to Nose Creek, Shuttler Flats Provincial Recreation Area is an Alberta Parks owned and operated facility. The site is currently being operated as a “Reservation Only” Group Use Area. This rurally located recreation area is minimally developed and includes a cookhouse, 25 camping stalls, fire pits, picnic tables, a non-potable water pump, garbage facilities, and informal access to Nose Creek. In addition to camping, other recreational opportunities include fishing, cycling, and canoeing/kayaking. Informal equestrian and hiking trails can also be found in the area. While there is evidence of ATV and snowmobiling within the site, it is currently prohibited within the Provincial Recreation Area boundaries.

The current operation of the group camping area limits use to pre-booked reservations and is otherwise locked from public access. In the past, Greenview has received complaints from the public about the state of the recreation area and has forwarded these concerns to Alberta Parks.

Administration has received an interest in the location from Council and preliminary research has been completed on potential involvement in the site. Alberta Parks has been consulted in regards to the possibility of Greenview operating the site and has also expressed interest in this possibility.

At this time, Administration believes there to be three primary options in regards to Shuttler Flats:

1. Leave the site as is being operated by Alberta Parks,
2. Take steps to acquire a lease through Alberta Parks to take over the operation of the site, or
3. Acquire a lease to operate the site and work towards divestment of the site.

Option 1 – Leave Site As Is

Should Council decide that Greenview does not wish to take on Shuttler Flats, it will continue to be operated as is by the provincial government. This option does not carry any financial or staffing implications but also does not improve the level of service.

Option 2 – Acquire Lease to Operate Site

If directed by Council, Administration will further look into acquiring a lease for Shuttler Flats similar to those currently in affect for Southview Provincial Recreation Area and Kakwa Provincial Recreation Area. This option would mean that the land would remain under a disposition through Alberta Parks' and Greenview would simply operate and maintain the site. This option would require Greenview to operate and maintain the recreation area for the benefit, use and enjoyment of the general public.

The lease would outline the expectations of Greenview in regards to the operation of the site and limit Greenview's discretion in regards to improvements or expansion of the site. Any improvements done to the site would require approval through Alberta Parks and would default to property of Alberta Parks should the lease expire or be terminated by either party. That being said, Greenview has acquired a clause that if improvements are done to Southview or Kakwa River and the province decides to close the site following termination of the lease, Greenview has the right to remove all assets that have been provided at that site.

Under this option, Greenview cannot change the name of the site and the *Provincial Parks Act* and relevant regulations will take precedence over Greenview bylaws.

This option can turn into a costly undertaking without any guarantee of the lease being renewed.

Option 3 – Acquire Lease to Operate Site and Eventually Divest Site

The third option being presented by Administration is to acquire a lease through Alberta Parks and follow up with divestment of the site. This option would require the disestablishment and divestiture of the *Provincial Parks Act* status and establishment of a new recreation Lease through the *Public Lands Act*. This process would likely be slow moving and require the cooperation of multiple government levels and departments, but is possible.

While the resulting lease would still come with binding conditions, Greenview would have increased discretion on how the site is to be managed and/or developed. Should Greenview decide to operate Shuttler Flats, infrastructure on the site is aged and costs associated with improvements must be taken into account. If Council decides that they would like to invest significant funds into the site (i.e. expansion, upgrades, etc.), divestment would further protect Greenview's best interest. As the land surrounding the Provincial Recreation Area boundaries is all vacant crown land, there may be an option to expand the boundary divestment.

Administration is looking for direction from Council on how to proceed with Shuttler Flats Provincial Recreation Area and if Council has interest in the site, what their vision for the site may be.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will be updated on the preliminary findings in regards to the possible involvement in the Shuttler Flats Provincial Recreation Area.
2. The benefit of accepting the recommended motion is that Council can take the available information and provide further guidance to Administration, if so desired.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct Administration to table this project.

Alternative #2: Council has the alternative to direct Administration to report back to Council with further details about acquiring a lease with Alberta Parks to operate the Shuttler Flats Provincial Recreation Area with no interest in divesting the site.

Alternative #3: Council has the alternative to direct Administration to report back to Council with further details about acquiring a lease with Alberta Parks to operate the Shuttler Flats Provincial Recreation Area with plans to divest the site.

Alternative #4: Council has the alternative to direct Administration to report back to Council on further details about acquiring a lease with Alberta Parks to operate the Shuttler Flats Provincial Recreation Area. This report shall include further comparisons on the benefits and risks of either operating the site under Alberta Parks or exploring divestment.

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

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FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Shuttler Flats Outdoor Recreation Site Assessment Checklist
- Map Showing Location of Shuttler Flats Provincial Recreation Area



Shuttler Flats Outdoor Recreation Site Assessment Checklist

Function: Level 1 Outdoor Recreation Facilities are designed to be low maintenance and low amenity.

Created by: Stacey Wabick, Recreation Inventory Coordinator

Location																							
<ul style="list-style-type: none"> GPS Coordinates: 0335710E 6072263N 11U 																							
<ul style="list-style-type: none"> Legal Land Description: Sec 2 – Twp 67 – Rge – 11 W6M 																							
<ul style="list-style-type: none"> Lat. & Long.: 54.7706593, 119.5540311 																							
<ul style="list-style-type: none"> Locally Known: Shuttler Flats Group Campground 																							
Access																							
<ul style="list-style-type: none"> Nearest Road: Two Lakes Road 																							
<ul style="list-style-type: none"> Nearest Road Type: High grade gravel 																							
<ul style="list-style-type: none"> Access Surface: Gravel 																							
<ul style="list-style-type: none"> Kms. from nearest paved road: Approximately 27km 																							
<ul style="list-style-type: none"> Kms. from nearest Gravel road: 0km 																							
<ul style="list-style-type: none"> Local Directions: From Grovedale turn west on paved highway 666. Follow highway for approximately 32km. At this point the highway turns into gravel and is known as the Two Lakes Road. Continue on this road for approximately 27km. The site is located on the west side of the road and the north side of Nose Creek. 																							
Site attributes																							
<ul style="list-style-type: none"> Owned By: Alberta Parks 																							
<ul style="list-style-type: none"> Current Use Includes: <ul style="list-style-type: none"> Overnight camping. Campground is accessed by reservation only and amenities include room for large RV's, outhouses, group area, cook house and wood ATV use Hunting 																							
<ul style="list-style-type: none"> Environment and Key Features <table border="1"> <thead> <tr> <th>Forest</th> <th>Grass</th> <th>Rock</th> <th>Water</th> <th>Ice</th> <th>Sensitive</th> <th>Traditional</th> <th>Aerial</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Coniferous Deciduous Old New </td> <td> <ul style="list-style-type: none"> Long Short Open </td> <td> <ul style="list-style-type: none"> Horizontal Vertical Rough Smooth </td> <td> <ul style="list-style-type: none"> Lake Pond River Stream </td> <td> <ul style="list-style-type: none"> Soft Hard Snow </td> <td> <ul style="list-style-type: none"> Fauna Flora Wet Dry </td> <td> <ul style="list-style-type: none"> Summer Winter </td> <td> <ul style="list-style-type: none"> High Low </td> </tr> </tbody> </table>								Forest	Grass	Rock	Water	Ice	Sensitive	Traditional	Aerial	<ul style="list-style-type: none"> Coniferous Deciduous Old New 	<ul style="list-style-type: none"> Long Short Open 	<ul style="list-style-type: none"> Horizontal Vertical Rough Smooth 	<ul style="list-style-type: none"> Lake Pond River Stream 	<ul style="list-style-type: none"> Soft Hard Snow 	<ul style="list-style-type: none"> Fauna Flora Wet Dry 	<ul style="list-style-type: none"> Summer Winter 	<ul style="list-style-type: none"> High Low
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Other Features Includes:

- Hand pump water well
- Garbage receptacles
- Boat launch
- Access is gated and only opened to users who have reserved the site

• Current Condition or State:

- Park is generally clean during time of site visit
- Main access road has many pot holes making the road fairly rough
- Out buildings appear to be in fair to good state of repair
- There are no adequate fire pits, many existing pits are rock rings

Ecosite Classification

- Ecosite Classification – BM-d1.3/SM4

- NATURAL SUBREAGION – Boreal Mixedwood

- ECOSITE – Dry Mixedwood

- ECOSITE PHASE – low-bush cranberry (d)

- PLANT COMMUNITY TYPE - AW-SW (d1.3)

- ⊙ Trees
 - Aspen \geq 20%
 - Balsam poplar 5-9.99%
 - White spruce <2%
- ⊙ Shrubs
 - Beaked hazelnut \geq 20%
 - Prickly rose 10-19.99%
 - Saskatoon 5-9.99%
 - Low-bush cranberry 2-4.99%
 - Willow 2-4.99%
 - Twin flower 5-9.99%
 - Pin and choke cherry 2-4.99%
 - Snowberry 2-4.99%
 - White spruce <2%
- ⊙ Forb
 - Wild sarsaparilla 10-19.99%
 - Fireweed 2-4.99%
 - Bunchberry 5-9.99%
 - Dewberry 5-9.99%
 - Cream-colored vetchling 2-4.99%
 - Common pink wintergreen 2-4.99%
 - Wild lily-of-the-valley 2-4.99%
- ⊙ Grass
 - Marsh reed grass 2-4.99%
 - Hairy wild rye 2-4.99%

- **SOIL TYPE – Moist/Fine Loamy-Clayey**

SM4 was the most extensively sampled soil type in northern Alberta and occurs on upper slope, lower slope, and level positions in the landscape. Typically, these soils have a medium to moderately coarse-textured surface layer over layering a fine-textured Bt horizon. This illuvial horizon (Bt) may temporarily impede internal soil drainage during high rainfall and spring runoff periods causing saturated soil conditions in the upper horizons. High hazard ratings generally apply to those SM4 soils that are associated with sites that have a subhygric moisture regime.

Environmental/Biological Concerns

Environmental/biological concerns may include:

- Dumping of garbage
- The potential for campfires becoming out of control
- River and shoreline degradation
- Sensitive fish habitat degradation

Human Problems/Concerns

Human problems/concerns may include:

- Habitat degradation to sensitive fish habitat and river shoreline due to ATV use
- Uncontrolled campfires
- Damage to existing infrastructure
- Dumping of garbage
- Shooting of firearms

Liability or Potential Liabilities

Liability or potential liabilities may include:

- Discovery of threatened or sensitive flora/fauna
- Injury from infrastructure if not maintained

Stakeholders

Current stakeholders include:

- Provincial government (land owned by the Department of Energy & Natural Resources)
- There is a small grave site area adjacent to the park entrance on the east side of the Two Lakes road

Potential Partners

Potential partners may include:

- The provincial government
- Local industry (forestry, oil & gas)

Considerations Prior to Construction

Consideration prior to construction may include:

- The site is already developed, but could use some upgrades. Therefore, if Greenview wishes to become involved with this site negotiations to do so would have to occur with the provincial government.

Site Potential & Recommendations

Site Potential & Recommendations may include:

- The site is located in a very scenic valley along the Nose Creek. It includes a nice campground that is accessed by reservation only and as a result current use may not be as high as it could be. Therefore there may be potential for the site to become a more popular destination for camping/fishing/hunting. In addition the site is also located across the river from the Nose Creek Settlement. With increased recreation at the campground there may also be more opportunity for growth in the settlement by way of providing a convenience store, gas etc.

Recommendations may include:

- Negotiate a partnership with the provincial government to complete a phased development to address some of the deficiencies currently existing at the site.

Potential Use

Potential use may include:

- Potential to expand the current use of the site by allowing easier access to campers/hunters/fishing

Development

Development may include:

- Upgrade the current amenities (i.e., cookhouse, bathrooms, install a simple playground)
- Install proper fire pits
- Expand available camping area
- Install signage (area history, other Greenview sites in the area i.e., Kakwa falls)
- Repair access road
- Allow day use

Developmental Concerns

Development concerns may include:

- It is assumed that the site currently does function as a desirable destination. As a result any proposed development would have to be accompanied by a detailed analysis to determine if a commitment to this site would be provide incremental benefits.

Site Contact Info

Adam Esch , Recreation Coordinator

780.524.7349

Municipal District of Greenview No.16

Box 1079

Valleyview, AB

TOH 3N0

Stacey Wabick, Recreation Inventory Coordinator

780.552.4485

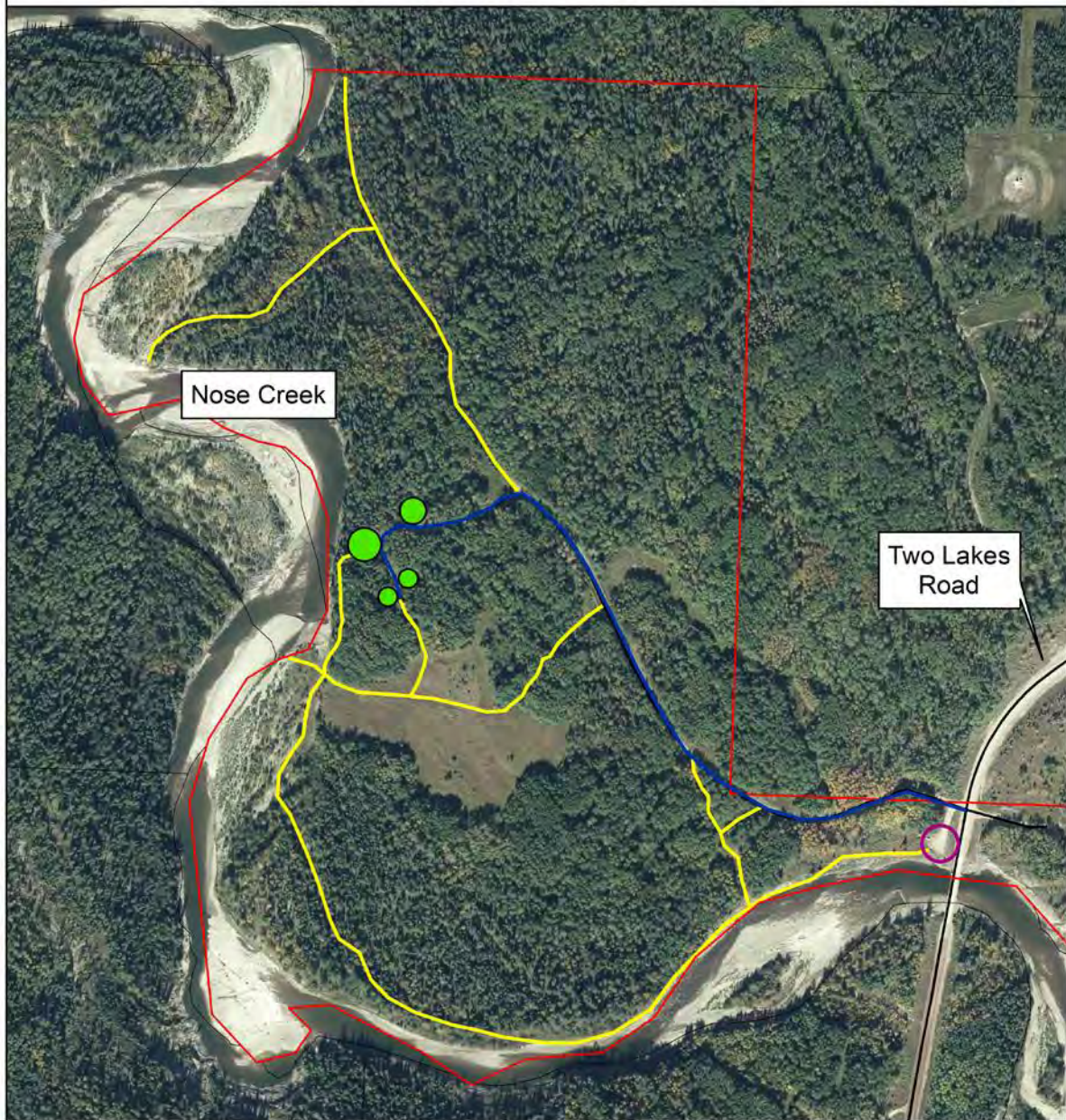
Municipal District of Greenview No.16

Box 1079

Valleyview, AB

TOH 3N0

Shutter Flats Group Campground Sec 2 - Twp - 67 - Rge 11 W6M



Legend

	 Campground Boundary	 ATV Trail	 Boat Launch
 Camping Areas	 Main Access Road	140 70 0 140 Meters	

Shutter Flats Group Campground Sketch



Campground entrance sign



Campground cook house and water pump



Campground bathrooms and garbage receptacle



Campground group area fire pit



Campground group loop



Campsite within the group loop



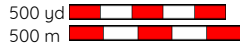
Informal campsite on Nose Creek off of group loop area



View of Nose Creek from campground



Scale 1: 17,108



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REQUEST FOR DECISION

SUBJECT: **Simonette Boat Launch**

SUBMISSION TO: REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019	CAO: DT MANAGER: MN
DEPARTMENT: RECREATION	GM: SW PRESENTER: DW
STRATEGIC PLAN: Infrastructure	

RELEVANT LEGISLATION:

Provincial: N/A

Council Bylaw/Policy: N/A

RECOMMENDED ACTION:

MOTION: That Council approve a grant in the amount of \$5,600.00 to Alberta Parks for the development of an emergency access boat launch to the Simonette River located within the Simonette Provincial Recreation Area, with funds to come from Recreation Budget.

MOTION: That Council direct Administration to transfer \$5,600.00 from Contingency to Recreation Budget.

BACKGROUND/PROPOSAL:

During the summer of 2018, a family of four was floating in the Simonette River when two children were carried away by the current. The mother and father attempted to help the children, however they were both carried away by the current as well. The DeBolt Fire Department was then dispatched to respond to the stranded family.

The DeBolt Fire Department was forced to launch a rescue boat from the Smoky River in order to get to the Simonette as there are no boat launches on the Simonette. This increased rescue operation response time putting the well-being of the family at further risk. The DeBolt Fire Department eventually reached the stranded family and successfully rescued them safely.

There is an evident need to have an emergency boat launch located on the Simonette River. Administration met with Alberta Parks to discuss these concerns. Alberta Parks is willing to develop an emergency boat launch located within the Simonette Provincial Recreation Area if Greenview is able to cover the associated project cost. Alberta Parks reached out to a contractor and received a quote in the amount of \$5,600.00 for the project including materials, equipment, and labor. Therefore, Administration is recommending Council provide \$5,600.00 to fund the development of the boat launch. If Greenview is willing to provide the funding for the project, Alberta Parks will complete all formal preliminary planning, construction and general maintenance. Due to public safety hazards associated with allowing public access to launch boats at the area, the launch will be available strictly for emergency purposes only.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that emergency services will have improved access to the Simonette River during emergency situations, thus decreasing response time and reducing the risk to the public's safety.
2. The benefit of Council accepting the recommendation is that it will further develop a positive intergovernmental relationship with Alberta Parks.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended action at this time.

ALTERNATIVES CONSIDERED:

Alternative #1:

Council has the alternative to indicate that Greenview does not have an interest in developing a boat launch on the Simonette River, however, this alternative is not recommended as it does not alleviate the current risks associated with the lack of access to the river.

Alternative #2:

Council has the option to provide a different amount of funding towards the project, however, this alternative is not recommended as Alberta Parks likely will not be able to proceed with the project if they do not receive the requested amount of funds.

Alternative #3:

Council has the alternative to request Administration to look into the development of a boat launch on the Simonette River outside of the Provincial Recreation Area, however, this alternative is not recommended as acquiring a new lease to develop a launch will likely take years for approval and carries a much larger financial impact.

FINANCIAL IMPLICATION:

Ongoing / Future Costs:

No ongoing costs are foreseen for this project unless Council decides they would like to fund ongoing maintenance of the boat launch.

STAFFING IMPLICATION:

There are no staffing implications for the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

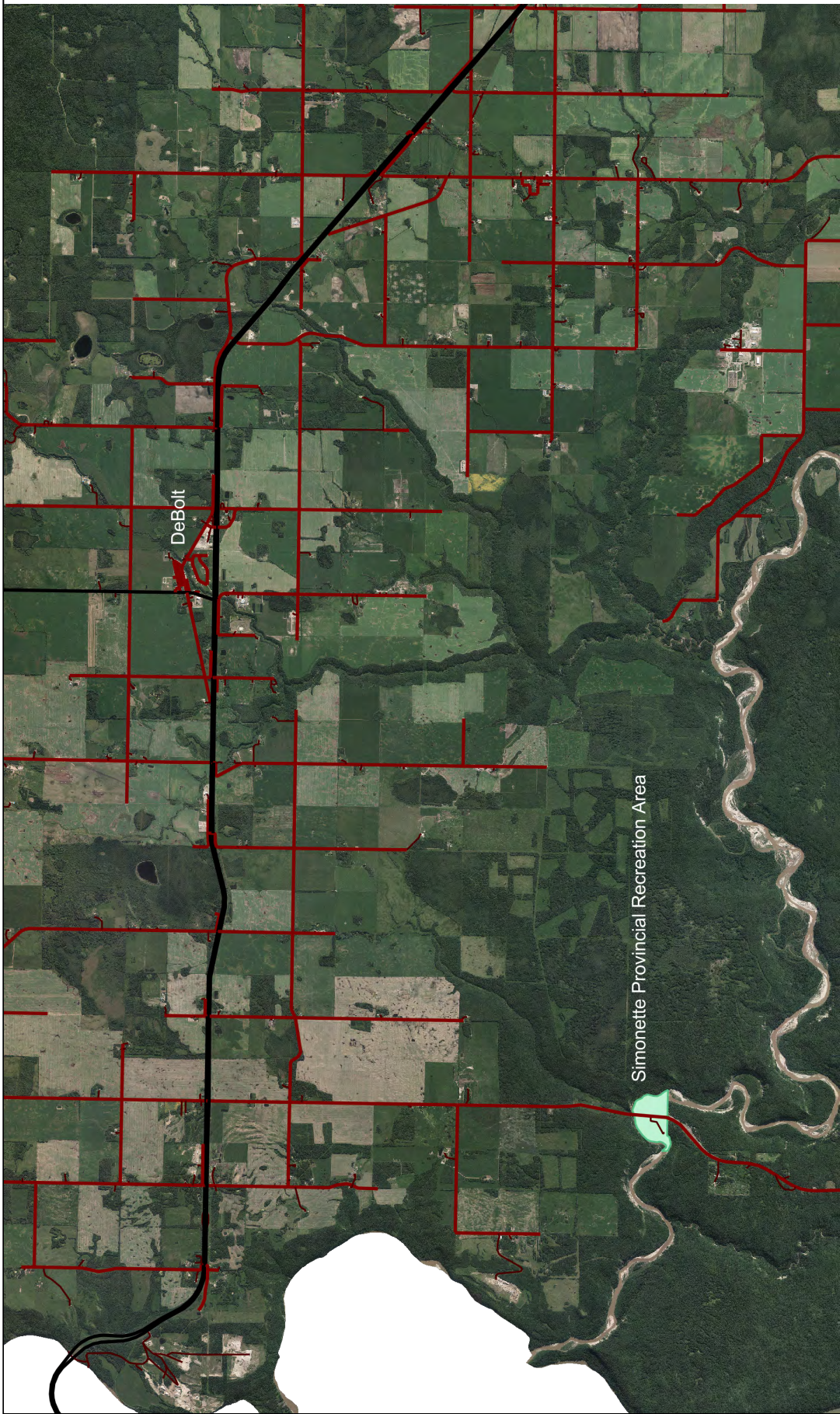
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

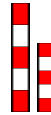
If Council approves the recommendation, Administration will proceed with preparing a Memorandum of Understanding with Alberta Parks for the abovementioned project and dispersal of funds.

ATTACHMENT(S):

1. Simonette Provincial Recreation Area Location Map
2. Map of Proposed Boat Launch Location



1 Mi
1 Km





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Scale 1: 8,355



100 yd 
100 m 

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REQUEST FOR DECISION

SUBJECT: **SNIPE LAKE BOAT LAUNCH PARKING**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: MN
DEPARTMENT: RECREATION GM: SW PRESENTER: DW
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council accept the planning and budgetary proposal for the development of a parking lot at Snipe Lake for information, as presented.

BACKGROUND/PROPOSAL:

Located at the Northeastern Boundary of Greenview, Snipe Lake provides a recreational opportunity for both ratepayers and visitors to the area. While currently utilized by Greenview residents, access to the lake is quite limited and formal access points are either on the northern side of the lake (opposite to the Greenview border) or controlled by private facilities thus requiring payment. However, an informal launch that is heavily utilized is located adjacent to TWP 710, a Big Lakes County road which borders Greenview. This launch is simply a road allowance within the County of Big Lakes. As there is no parking lot area, users are forced to park alongside the road causing safety concerns.

Council has indicated an interest in the development of a parking lot adjacent to the informal boat launch on Snipe Lake at TWP 710. As such, Administration has been actively working alongside Big Lakes County, Infrastructure and Planning and Allnorth Engineering in order to gather relevant information on the process and cost of the proposed project.

Landowners

As the land surrounding the lake in this area is all privately owned, Administration has identified what they deem to be the most appropriate parcel of land to develop on and reached out to the landowners to discuss the opportunity. The landowners have shown interest in the project and have identified a parcel of their land as their preference for the location of the parking lot. The landowners requested a total of \$10,000 per acre of land. Administration is looking for the potential to purchase up to five (5) acres of land. Based on the request of the land owner, Administration had an appraisal of the land conducted based on the purchase of five (5) acres of land. The landowners have indicated that they are only interested in the project if the subdivision of the land does not impact their overall ability to subdivide in the future and a fence to contain

potential litter is established around the parking lot. Subsequently, Administration also collected three quotes for a fence that would surround five (5) acres of parking lot.

Big Lakes County

Due to the actual lake access occurring in Big Lakes County, Administration has been in constant contact with them regarding this project and they are supportive of this development and are also interested in formalizing the boat launch area. Big Lakes, also advised Administration of the potential of a new marina development on Snipe Lake near this location, however, it will be privately owned with limited access to the general public.

Allnorth Engineering

Administration has discussed the project with Allnorth engineering and was advised that it would be beneficial to perform a soil sample prior to purchase in order to gain a further understanding of the current soil structure so that construction costs can be properly determined. Allnorth has provided a high level estimate to be used for budgetary purposes.

Breakdown of Costs

Appraised Land Value (5 acres)	\$42,500.00
Fencing (lowest quote)	\$29,400.00
Construction	\$447,118.65
Road Approach	\$12,000.00
Total	\$531,018.65

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the recommended motion is that Council will be aware of the process of developing Snipe Lake Parking Lot and the approximate associated costs.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option not to accept the information as presented.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Map of Snipe Lake Boat Launches
- Map of informal boat launch Snipe Lake South
- Land purchase option
- Land appraisal
- Fence quotes
- Potential new development
- AllNorth quote for construction



- Legend**
- 1. Location of Proposed Parking Lot
 - 2. Snipe Lake RV Resort
 - 3. Snipe Lake Community Campground



TITLE:

Snipe Lake Area Overview

DATE: April 2019

LOCATION:

Snipe Lake, Alberta

SCALE:

1:185,000 0 2,125 4,250 8,500 12,750 17,000

Meters

DRAWN BY:

D. Wood



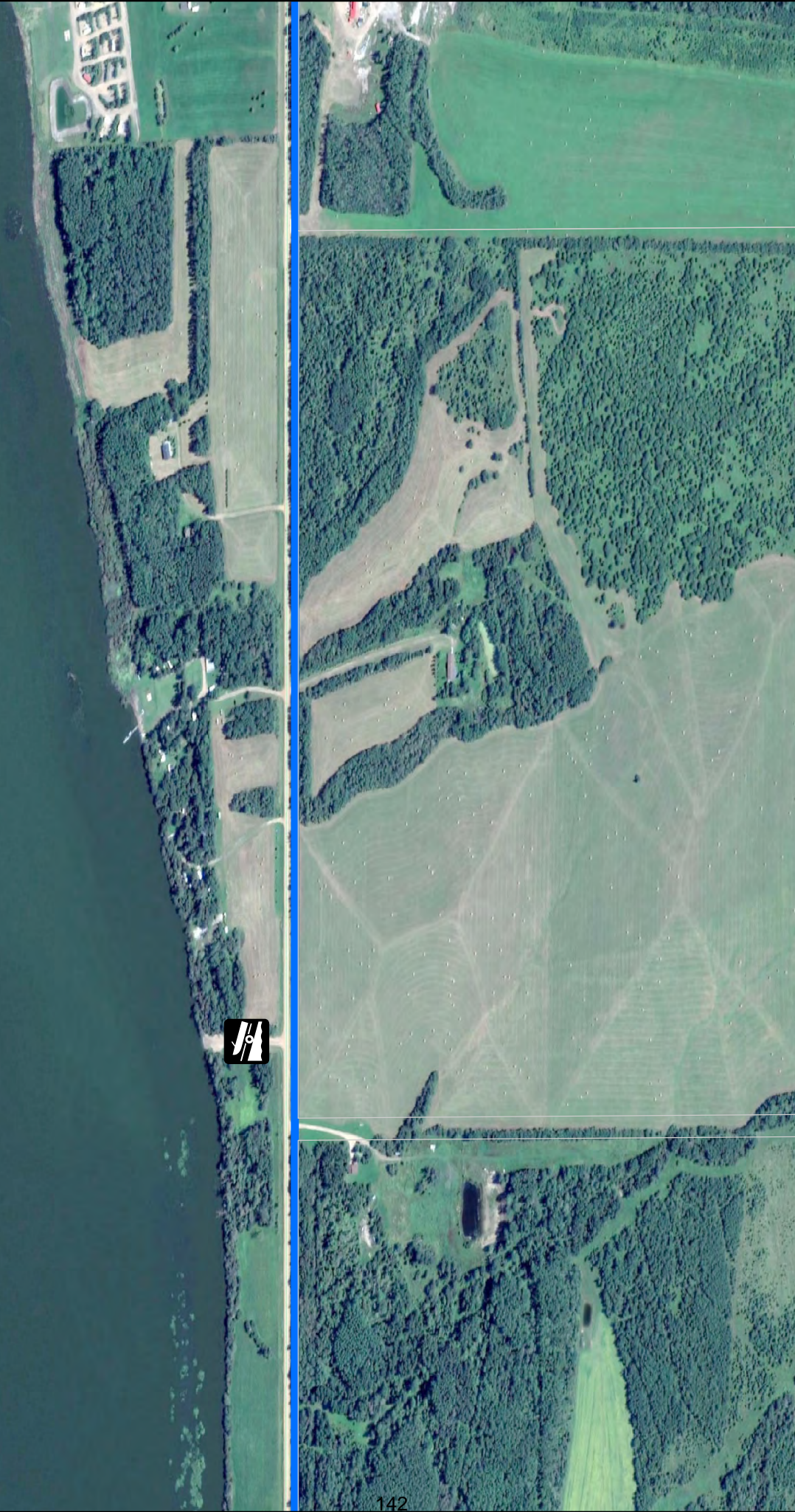
Legend



Informal Boat Launch



Greenview Boundary



TITLE:

Snipe Lake Informal Boat Launch

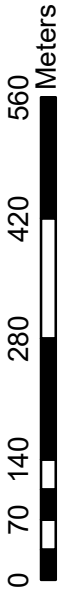
DATE: April 2019

LOCATION:

Sunset House, Alberta

SCALE:

1:8,777



DRAWN BY:

D. Wood





TITLE:

Land Purchase Option #3

DATE: February 2019

LOCATION:

NW Sec 34 - 70 - 19 - W5M

SCALE:

1:3,000

100 50 0

100 Meters

D. Wood

DRAWN BY:



APPRAISAL OF



A hypothetical 5 acre rural lot

LOCATED AT:

Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M
MD of Greenview No.16, AB

FOR:

Municipal District of Greenview No.16
4707 50 Street
Valleyview, AB T0H 3N0

BORROWER:

-

AS OF:

March 8, 2019

BY:

Alan A. Duncan
AACI

Plant & Associates Appraisal Services Inc.

Box 22112 - 7913 99 Street
Peace River, AB T8S 1A9

March 12, 2019

Municipal District of Greenview No.16

Attention: Marcel Marin, Recreation Maintenance Technician
4707 50 Street
Valleyview, AB T0H 3N0

Address of Property: Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M
Municipal District of Greenview No.16, AB T0H 3N0

Market Value: \$ \$42,500

In accordance with your request and authorization, an investigation, analysis and valuation report, on the above described property, a hypothetical 5 acre rural lot, has been completed for the purpose of estimating the 'Market Value' of the subject property as of the effective date of this valuation report for the purpose of potential property purchasing.

After careful consideration of all the factors that affect value, the 'Market Value' of the property has been estimated to be as referenced above. The estimate of market value is subject to the hypothetical subdivision of the subject parcel and is further based on the fee simple interest in the property, void of any life estate interest associated with the parent parcel.

'Market Value' is defined as: "the most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress." (The Appraisal of Real Estate, Second Canadian Edition, Appraisal Institute of Canada)

This estimate is subject to the limiting conditions described within this appraisal report and to which the reader's attention is specifically directed. Please note that the real property was appraised as if environmentally clean and no consideration was given to any potential environmental problems which may be associated with the property.

The following report presents the basis of all opinions expressed herein. Values are expressed in Canadian funds (\$CAD).

This valuation has been prepared in a 'Form Report' format as guided by the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP), published by the Appraisal Institute of Canada.

Additionally, I hereby certify that I have no interest, present or contemplated in the property which is the subject of this report.



Alan A. Duncan
AACI

Plant & Associates Appraisal Services Inc.
LAND APPRAISAL REPORT

VL-19-AD0459-VVR

File No. Potential 5 ac subdivision

SUBJECT	Property Address Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M		Census Tract n/a		LENDER DISCRETIONARY USE	
	City Municipal District of Greenview No.16		Prov. AB Postal Code T0H 3N0			
	Legal Description That part of the NW 1/4 of 34-70-19, W5M as designated within the MD of Greenview 'Land Purchase Option #3' map					Sale Price \$ n/a
	Owner/Occupant Carol Dean			Map Reference n/a		Date n/a
	Sale Price \$ n/a		Date of Sale n/a		Mortgage Amount \$ n/a	
	Loan charges/concessions to be paid by seller \$ n/a					Mortgage Type n/a
R.E. Taxes \$ unknown		Tax Year 2018		HOA \$/Mo. n/a		Discount Points and Other Concessions
Lender/Client Municipal District of Greenview No.16					Paid by Seller \$ n/a	
					Source n/a	

NEIGHBOURHOOD	LOCATION				NEIGHBOURHOOD ANALYSIS			
	<input type="checkbox"/> Urban		<input type="checkbox"/> Suburban		<input checked="" type="checkbox"/> Rural		Good Avg. Fair Poor	
	BUILT UP		<input type="checkbox"/> Over 75%		<input type="checkbox"/> 25-75%		<input checked="" type="checkbox"/> Under 25%	
	GROWTH RATE		<input type="checkbox"/> Rapid		<input checked="" type="checkbox"/> Stable		<input type="checkbox"/> Slow	
	PROPERTY VALUES		<input type="checkbox"/> Increasing		<input checked="" type="checkbox"/> Stable		<input type="checkbox"/> Declining	
	DEMAND/SUPPLY		<input type="checkbox"/> Shortage		<input checked="" type="checkbox"/> In Balance		<input type="checkbox"/> Over Supply	
	MARKETING TIME		<input checked="" type="checkbox"/> Under 3 Mos.		<input type="checkbox"/> 3-6 Mos.		<input type="checkbox"/> Over 6 Mos.	
	PRESENT LAND USE %		LAND USE CHANGE		PREDOMINANT OCCUPANCY		SINGLEFAMILYHOUSING	
	Single Family 5%		Not Likely <input checked="" type="checkbox"/>		Owner <input checked="" type="checkbox"/>		PRICE AGE	
	2-4 Family		Likely <input type="checkbox"/>		Tenant <input type="checkbox"/>		\$(000) (yrs)	
Multi-Family		In process <input type="checkbox"/>		Vacant (0-5%) <input type="checkbox"/>		65 Low 3		
Commercial		To: _____		Vacant (over 5%) <input checked="" type="checkbox"/>		740 High 70+		
Industrial						Predominant		
Vacant 95%						\$150,000 - \$415,000		

Note: Race or the racial composition of the neighbourhood are not considered reliable appraisal factors. COMMENTS: The subject property includes a hypothetical 5 acre parcel which is located within the MD of Greenview, +/- 31 km's north east of the Town of Valleyview, AB (population of 1,863 as per the 2016 Federal census) and <200 m from the water body, Snipe Lake. The surrounding neighbourhood is comprised of acreage properties, agricultural use quarter sections and forested crown lands. The surrounding areas to the west and south are primarily agricultural in use. The predominate land use within this area is grain production with some cattle ranching and hay production also present. The predominate land use to the east of Snipe Lake is oil and natural gas exploration and extraction. Other land uses within the local area include rural residential and recreational. The demand for property within the neighbourhood has been stable over the previous six month period.

SITE	Dimensions Approximately +/-142 meter x +/-142 meter or +/-465' x +/-465'				Topography Generally level to gently rolling	
	Site Area +/- 5.0 acres		Corner Lot n/a - rural property		Size Hypothetical 5.0 acres	
	Zoning Classification Agricultural One (A-1) District				Zoning Compliance Yes	
	HIGHEST & BEST USE: Present Use As vacant: Rural Residential Other Use As improved: Rural Residential				Shape Square	
	UTILITIES		SITE IMPROVEMENTS		View Above average/ Partial view of Snipe Lake	
	Electricity <input type="checkbox"/> Public Present at roadside		Street Township Road 710 <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private		Landscaping Property has been cleared	
	Gas <input type="checkbox"/> Present within the area		Curb/Gutter Open ditching <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private		Driveway To have a dirt and gravel approach	
	Water <input type="checkbox"/> nil		Sidewalk n/a <input type="checkbox"/> Public <input type="checkbox"/> Private		Apparent Easements Unknown - land title was not reviewed	
	Sanitary Sewer <input type="checkbox"/> nil		Street Lights n/a <input type="checkbox"/> Public <input type="checkbox"/> Private			
	Storm Sewer <input type="checkbox"/> n/a		Alley n/a <input type="checkbox"/> Public <input type="checkbox"/> Private			

Comments (Apparent adverse easements, encroachments, special assessments, slide areas, etc.): The subject site is a hypothetical 5 acre parcel located in close proximity to Snipe Lake (<200 m) and along the southerly side of Township Road 710. The parent parcel of the hypothetical parcel is a mixed rural residential and agricultural use quarter section. The subject hypothetical child parcel is to be located in the north west corner of the parent parcel. This portion of the property is 100% cleared and has historically been used for agricultural crop production. Utilities are present in the area.

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment, reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to, or more favorable than, the subject property, a minus (-) adjustment is made, thus reducing the indicated value of subject; if a significant item in the comparable is inferior to, or less favorable than, the subject property, a plus (+) adjustment is made, thus increasing the indicated value of the subject.

ITEM	SUBJECT	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
Address	Part of 34-70-19, W5M MD of Greenview, AB	Part of the SE 1/4 of 2-70-20, W5M MD of Greenview, AB	Part of the NE 1/4 of 26-70-25, W5M MD of Greenview, AB	Part of the NW 1/4 of 28-70-23, W5M MD of Greenview, AB
Proximity to Subject		+/- 18 km's	+/- 67 km's	+/- 54 km's
Sales Price	\$ n/a	\$ 35,000	\$ 57,500	\$ 47,500
Price/ Lot	\$ n/a <input checked="" type="checkbox"/>	\$ 35000 <input checked="" type="checkbox"/>	\$ 57500 <input checked="" type="checkbox"/>	\$ 47500 <input checked="" type="checkbox"/>
Data Source	n/a	MLS# GP105339	MLS# GP101788	MLS# GP120490
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
Sales or Financing Concessions		LINC# 0033 707 472 None known	LINC# 0037 045 607 None known	LINC# 0037 679 131 None known
Date of Sale/Time	n/a	20-December-2016	19-August-2016	24-September-2018
Location	Rural Snipe Lake	Rural Sunset House	Rural Sturgeon Lake	Rural Sturgeon Lake
Site/View	Partial view of Snipe Lk	Average / Typical	Average / Typical	Average / Typical
Land area	5.0 hypothetical acres	10.01 acres	10.13 Acres	9.98 Acres
Access / Improvements	Gravel road / Nil	Gravel road / Old bldg	Paved road / None known	Gravel road / None known
Distance to a municipality	+/- 31 km's to VV	+/- 31 km's to Valleyview	+/- 24 km's to Valleyview	+/- 11 km's to Valleyview
Description	Close to Snipe Lake	Acrege lot in Sunset House	Lot near St. Lake & Hwy 43	Lot near St. Lake, VV & 43
Net Adj. (total)		<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$ 10,000	<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ 15,000	<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ 10,000
Indicated Value of Subject		Gross: 85.7 Net: 28.6 \$ 45,000	Gross: 26.1 Net: -26.1 \$ 42,500	Gross: 21.1 Net: -21.1 \$ 37,500

Comments of Sales Comparison: Six comparable land sales were located. The land sales chosen are considered to be the best available. Adjustments have been applied to the land sale comparables where material differences exist between the comparables and the subject property. Based on the sale analysis performed the adjusted land sale comparables directly support an indicated value range for the hypothetical subject property falling between \$37,500 and \$45,000, with a mean of \$42,232 per acre and a median value of \$42,945 per acre.

Comments and Conditions of Appraisal: Various sources were reviewed for sale information including; the regional MLS system, Ritchie Bros Auctioneers and private sales as known and retained on file. The breadth of the sale search included those rural land sales within the MD of Greenview and Big Lakes County which occurred between 2016 and 2019. Preference was given to lots near water bodies.

Final Reconciliation: See Attached Addendum

RECONCILIATION	I (WE) ESTIMATE THE MARKET VALUE, AS DEFINED, OF THE SUBJECT PROPERTY AS OF March 8, 2019 to be \$ 42,500	
	I (We) certify: that to the best of my (our) knowledge and belief, the facts and data used herein are true and correct; that I (we) personally inspected the subject property and inspected all comparable sales cited in this report; and that I (we) have no undisclosed interest, present or prospective therein.	
	Appraiser(s) Alan A. Duncan	Review Appraiser (if applicable) <input type="checkbox"/> Did <input type="checkbox"/> Did Not Inspect Property

AACI

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Plant & Associates Appraisal Services Inc.

Plant & Associates Appraisal Services Inc.
LAND APPRAISAL REPORT

VL-19-AD0459-VVR
 File No. Potential 5 ac subdivision

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment, reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to, or more favorable than, the subject property, a minus (-) adjustment is made, thus reducing the indicated value of subject; if a significant item in the comparable is inferior to, or less favorable than, the subject property, a plus (+) adjustment is made, thus increasing the indicated value of the subject.

SALES COMPARISON ANALYSIS

ADDITIONAL COMMENTS

ITEM	SUBJECT	COMPARABLE NO. 4		COMPARABLE NO. 5		COMPARABLE NO. 6	
Address	Part of 34-70-19, W5M MD of Greenview, AB	Part of the NE 1/4 of 25-75-17, W5M Big Lakes County, AB		7 Railroad Avenue Faust, AB		Lot 7, 2nd Avenue Joussard, AB	
Proximity to Subject		+/- 60 km's		+/- 114 km's		+/- 95 km's	
Sales Price	\$ n/a	\$ 68,340		\$ 100,000		\$ 70,000	
Price/ Lot	\$ n/a <input type="checkbox"/>	\$ 68340 <input checked="" type="checkbox"/>		\$ 100000 <input checked="" type="checkbox"/>		\$ 70000 <input checked="" type="checkbox"/>	
Data Source	n/a	MLS# GP115445		MLS# GP107122		MLS# GP109117	
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	+(-)\$ Adjustment	DESCRIPTION	+(-)\$ Adjustment	DESCRIPTION	+(-)\$ Adjustment
Sales or Financing Concessions		LINC# 0036 473 643 None known		LINC# 0020 453 288 None known		LINC# 0014 788 897 None known	
Date of Sale/Time	n/a	25-April-2018		30-August-2017		13-April-2017	
Location	Rural Snipe Lake	Rural High Prairie		Hamlet of Faust	-50,000	Hamlet of Joussard	-50,000
Site/View	Partial view of Snipe Lk	Average / Typical	50	Average / Typical		Average / Typical	
Land area	5.0 hypothetical acres	80.40 Acres	-20,000	4.27 Acres		0.93 Acres	25,000
Access / Improvements	Gravel road / Nil	Paved road / None known	-5,000	Paved road / None known	-5,000	Paved road / None known	-5,000
Distance to a municipality	+/- 31 km's to VV	+/- 9 km's to High Prairie		In Faust / Close to L.S.Lake		In Joussard/ Close to LS.Lk	
Description	Close to Snipe Lake	Lg parcel near High Prairie		4 ac parcel in Faust near Lk		1 ac parcel in Jous. near Lk	
Net Adj. (total)		<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ 24,950	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ 55,000	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ 30,000
Indicated Value of Subject		Gross: 36.7 Net: -36.5	\$ 43,390	Gross: 55.0 Net: -55.0	\$ 45,000	Gross: 114.3 Net: -42.9	\$ 40,000

ADDENDUM

Borrower:	File No.: Potential 5 ac subdivision	
Property Address: Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M	Case No.: VL-19-AD0459-VVR	
City: Municipal District of Greenview No.16	Province: AB	Postal Code: T0H 3N0
Lender: Municipal District of Greenview No.16		

Final Reconciliation

The adjusted land sale comparables support an indicated value range for the subject property falling between \$37,500 and \$45,000, with a mean value of \$42,232 and a median value of \$42,945. All of the value indications are subject to the hypothetical subdivision of the subject parcel and are further based on the fee simple interest in the property, void of any life estate interest associated with the parent parcel.

The estimated market value of the hypothetical subject parcel has been estimated within the indicated value range at \$42,500, subject to the hypothetical subdivision of the subject parcel and based on the fee simple interest in the property, void of the life estate interest associated with the parent parcel.

In the reconciliation to a market value conclusion full weighting was placed on the indicated mean and median values of the six comparable land sales. Each land sale had qualities or characteristics which were similar to the subject, however none of the comparables were completely comparable in all respects. As a result an estimated market value based on the mean and median value expressions is deemed to be the most reasonable and appropriate for the subject hypothetical 5.0 acre lot.

PROPERTY HISTORY

The subject property is a hypothetical lot which has not yet been subdivided.

A review of the property history for the parent parcel, the NW 1/4 of Section 34, Township 70, Range 19, W5M indicates that the last property transfer registration which appears on the land title of the parent parcel occurred in November, 2014 and this relates to an ESTATE settlement transaction. This registration was not researched or reviewed by the author of this report.

SALE HISTORY

A review of the regional MLS system was performed and it does not appear that the subject, or its related parent parcel have been listed for sale through MLS within the previous three year period. The author is not aware of the subject property being listed for sale privately during this same previous three year period.

The author has been made aware that the Municipal District (MD) of Greenview is interested in purchasing the hypothetical subject property and this valuation is to be used by the MD as part of the potential property purchase activities.

REASONABLE EXPOSURE TIME

Exposure time relates to the hypothetical consummation of a sale at the estimated market value, on the effective date of the appraisal. The sale comparables utilized demonstrate observed marketing periods between 6 and 294 days. This witnessed range is considered to be typical for the local and regional area. The local and regional area is not considered to be densely populated and the most significant factor influencing the observed marketing periods of rural property within the area is the number of available purchasers, as a result of this a long marketing period in excess of 90 days would not be unexpected.

Based on this information and other information including the location of the subject property within the rural Snipe Lake area, it is concluded that if the subject property had been marketed appropriately for sale a reasonable exposure time for the property would have been between 30 and 180 days.

HIGHEST AND BEST USE

In the valuation of the subject property a 'Highest and Best Use' analysis was performed by the author of this report to determine what is the most productive use of the subject property and would generate the highest value conclusion. The highest and best use analysis determines in what use the subject property should be valued. For the subject property its highest and best use as vacant and as improved is in a rural residential use.

A representative of the client of this report, the Municipal District of Greenview No.16, has stated that the intended use of this report is for potential property purchase and if purchased the potential use of the property would be as a public parking lot. This use is a special use. It is a public use which benefits the public users of Snipe Lake by providing vehicular and trailer parking. This use would also require a change in zoning. The subject property has been valued in its highest and best use, based on its existing zoning as a rural residential lot and not as a parking lot.

SPECIFIC ASSUMPTIONS APPLIED BY THE APPRAISER

LAND TITLE

The land title for the subject parent parcel has not been researched or reviewed. Within this report it has been assumed that no encumbrances will exist on the land title of the subject child parcel which would negatively impact the market value of that property. It is further assumed that any life estate interest which may or may not relate to the subject parent parcel would be void and not applicable to the subject child parcel.

Lease Agreements

No lease agreement for the use of the subject lands was provided or reviewed by the author of this report. For valuation purposes it has been assumed that no land rental exists and no formal lease agreements are in place, which would impact the right of use of the subject lands. This assumption has been applied such that the unencumbered fee simple interest in the subject property could be determined. This assumption further assumes that no contractual obligations of any kind are present or associated with the subject lands.

Environmental

The detection of environmental contamination within the subject property is beyond the scope of this report and the author's expertise. For valuation purposes it has been assumed that the subject site is environmentally clean and free of contamination. Readers are cautioned that this has not been confirmed and an expert qualified in such matters should be retained if information regarding the presence or absence of environmental contamination is required.

EXTRAORDINARY ASSUMPTIONS AND HYPOTHETICAL CONDITIONS

HYPOTHETICAL SUBDIVISION

The subject parcel within this valuation report is a hypothetical 5.0 acre parcel which has not yet been subdivided and does not exist as a stand alone parcel. Within this valuation report the extraordinary assumption and hypothetical condition has been applied that the subject parcel has been subdivided off the parent parcel and exists as a stand alone parcel.

LIFE ESTATE

ADDENDUM

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A review of the land title for the subject parent parcel revealed that a life estate interest is present and associated with the parent parcel the NW 1/4 of 34-70-19, W5M. A representative of the client of this report has stated that the property owner of the parent parcel is removing the life estate interest from the property. Within this valuation report the extraordinary assumption and hypothetical condition has been applied that the hypothetical subject parcel is void of any life estate interest associated with the parent parcel.

DEFINITION OF MARKET VALUE: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale.

*Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the Appraiser's judgment.

STATEMENT OF LIMITING CONDITIONS AND APPRAISER'S CERTIFICATION

CONTINGENT AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
2. The appraiser has provided a sketch in the appraisal report to show approximate dimensions of the improvements and the sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size.
3. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
5. The appraiser has estimated the value of the land in the cost approach at its highest and best use and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.
6. The appraiser has noted in the appraisal report any adverse conditions (such as, needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
7. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
8. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.
9. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.
10. The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower; the mortgagee or its successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency, or instrumentality of the United States or any state or the District of Columbia; except that the lender/client may distribute the property description section of the report only to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.


APPRAISERS CERTIFICATION: The Appraiser certifies and agrees that:

1. I have researched the subject market area and have selected a minimum of three recent sales of properties most similar and proximate to the subject property for consideration in the sales comparison analysis and have made a dollar adjustment when appropriate to reflect the market reaction to those items of significant variation. If a significant item in a comparable property is superior to , or more favorable than, the subject property, I have made a negative adjustment to reduce the adjusted sales price of the comparable and, if a significant item in a comparable property is inferior to, or less favorable than the subject property, I have made a positive adjustment to increase the adjusted sales price of the comparable.
2. I have taken into consideration the factors that have an impact on value in my development of the estimate of market value in the appraisal report. I have not knowingly withheld any significant information from the appraisal report and I believe, to the best of my knowledge, that all statements and information in the appraisal report are true and correct.
3. I stated in the appraisal report only my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the contingent and Limiting Conditions specified in this form.
4. I have no present or prospective interest in the property that is the subject to this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or the estimate of market value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property.
5. I have no present or contemplated future interest in the subject property, and neither my current or future employment nor my compensation for performing this appraisal is contingent on the appraised value of the property.
6. I was not required to report a predetermined value or direction in value that favors the cause of the client or any related party, the amount of the value estimate, the attainment of a specific result, or the occurrence of a subsequent event in order to receive my compensation and/or employment for performing the appraisal. I did not base the appraisal report on a requested minimum valuation, a specific valuation, or the need to approve a specific mortgage loan.
7. I performed this appraisal in conformity with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place as of the effective date of this appraisal, with the exception of the departure provision of those Standards, which does not apply. I acknowledge that an estimate of a reasonable time for exposure in the open market is a condition in the definition of market value and the estimate I developed is consistent with the marketing time noted in the neighborhood section of this report, unless I have otherwise stated in the reconciliation section.
8. I have personally inspected the subject property and the exterior of all properties listed as comparables in the appraisal report. I further certify that I have noted any apparent or known adverse conditions in the subject improvements, on the subject site, or on any site within the immediate vicinity of the subject property of which I am aware and have made adjustments for these adverse conditions in my analysis of the property value to the extent that I had market evidence to support them. I have also commented about the effect of the adverse conditions on the marketability of the subject property.
9. I personally prepared all conclusions and opinions about the real estate that were set forth in the appraisal report. If I relied on significant professional assistance from any individual or individuals in the performance of the appraisal or the preparation of the appraisal report, I have named such individual(s) and disclosed the specific tasks performed by them in the reconciliation section of this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in the report; therefore, if an unauthorized change is made to the appraisal report, I will take no responsibility for it.
10. The Appraisal Institute of Canada reserves the right to be able to review this appraisal report.

SUPERVISORY APPRAISER'S CERTIFICATION: If a supervisory appraiser signed the appraisal report, he or she certifies and agrees that: I directly supervise the appraiser who prepared the appraisal report, have reviewed the appraisal report, agree with the statements and conclusions of the appraiser, agree to be bound by the appraiser's certifications numbered 4 through 7 above, and am taking full responsibility for the appraisal and the appraisal report.

ADDRESS OF PROPERTY APPRAISED: Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M, Municipal District of Greenview No.16, AB, T0H 3N0

APPRAISER:


 Signature: _____
 Name: Alan A. Duncan
 Date Signed: March 12, 2019

Licensed with RECA; AIC member# 902527
Inspected the subject property, March 8, 2019

SUPERVISORY APPRAISER (only if required)

Signature: _____
 Name: _____
 Date Signed: _____

AACI

Did Did Not Inspect Property

SUBJECT PROPERTY PHOTO ADDENDUM

Borrower:	File No.: Potential 5 ac subdivision
Property Address: Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M	Case No.: VL-19-AD0459-VVR
City: Municipal District of Greenview No.16	Prov.: AB P.C.: TOH 3N0
Lender: Municipal District of Greenview No.16	



FRONT VIEW OF SUBJECT PROPERTY

Appraised Date: March 8, 2019
Appraised Value: \$ 42,500



REAR VIEW OF SUBJECT PROPERTY



STREET SCENE

SUBJECT PROPERTY PHOTO ADDENDUM

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Lender: Municipal District of Greenview No.16	



Overview of the hypothetical subject property



Township Road 710
Facing east



Snipe Lake public boat launch

(neighbouring property)

HYPOTHETICAL PROPERTY BOUNDARY - as provided from the Municipal District of Greenview

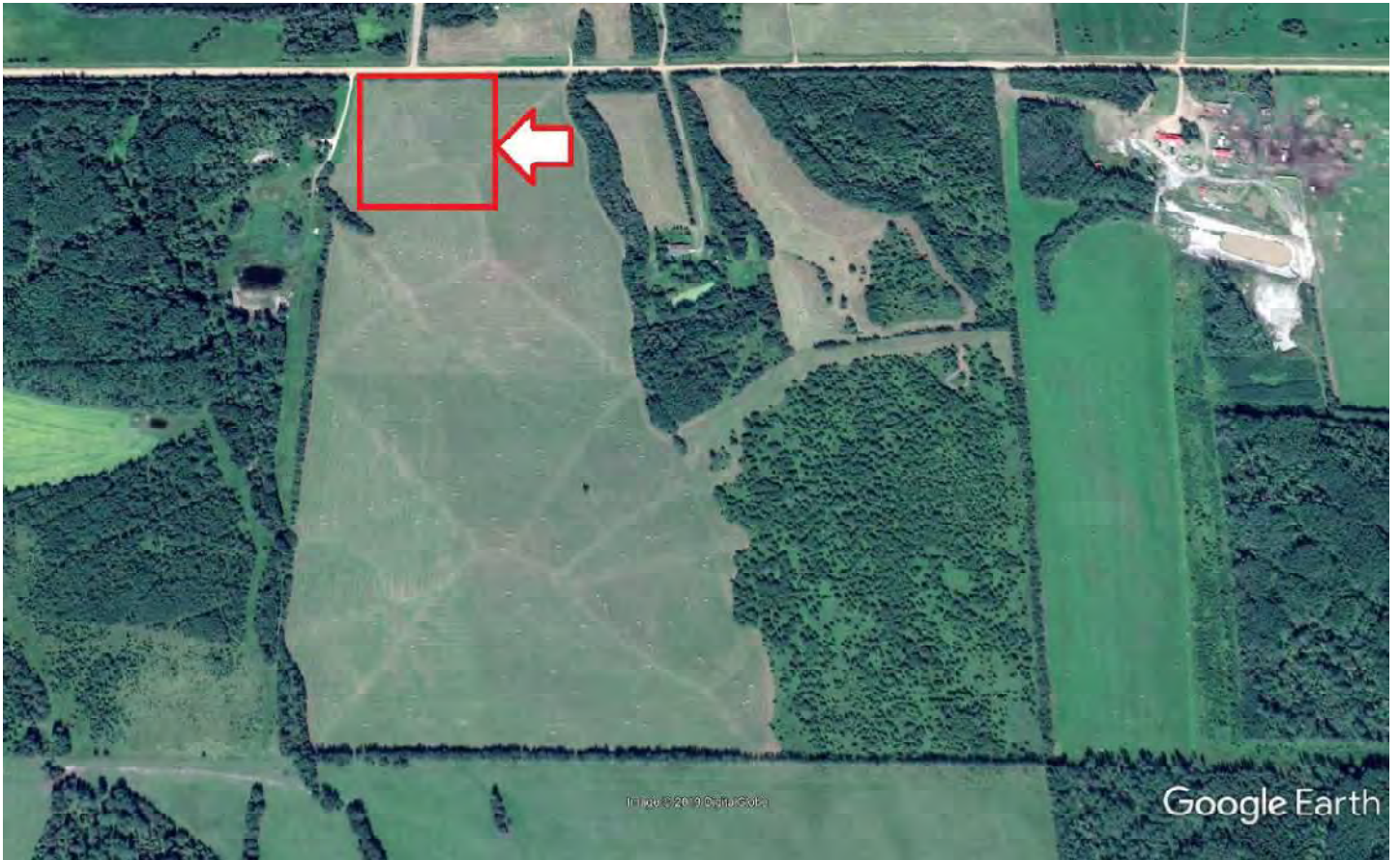
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Lender: Municipal District of Greenview No.16	



	TITLE: Land Purchase Option #3		DATE: February 2019
	LOCATION: NW Sec 34 - 70 - 19 - W5M	SCALE: 1:3,000	100 50 0 100 Meters

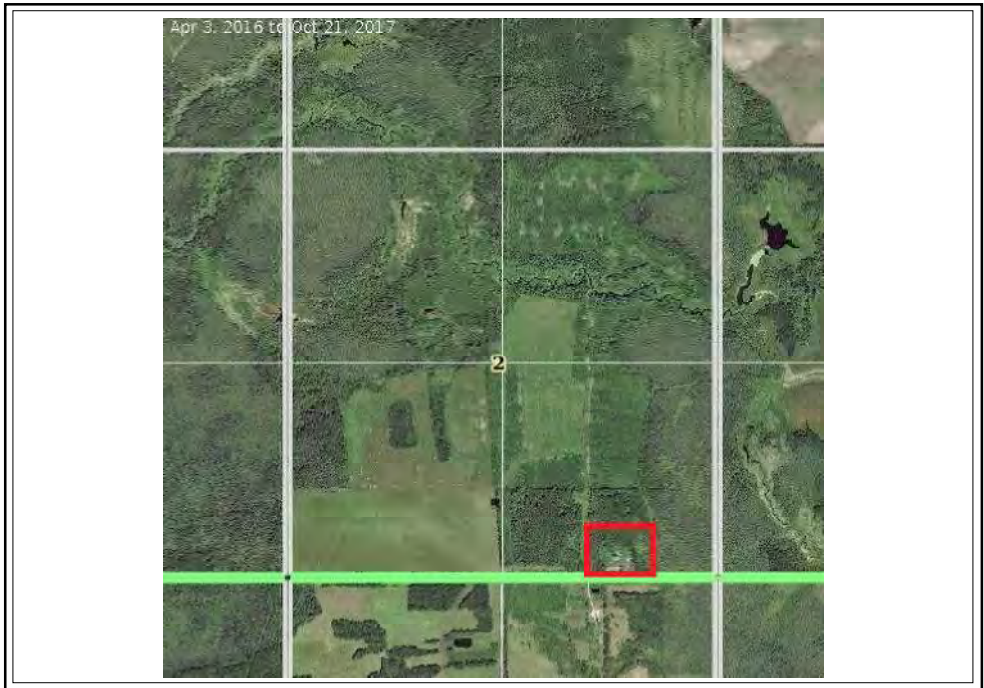
GOOGLE EARTH IMAGE - Property boundaries estimated

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COMPARABLE PROPERTY PHOTO ADDENDUM

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COMPARABLE SALE #1

Part of the SE 1/4 of 2-70-20, W5M
 MD of Greenview, AB
 Sale Date: 20-December-2016
 Sale Price: \$ **35,000**



COMPARABLE SALE #2

Part of the NE 1/4 of 26-70-25, W5M
 MD of Greenview, AB
 Sale Date: 19-August-2016
 Sale Price: \$ **57,500**



COMPARABLE SALE #3

Part of the NW 1/4 of 28-70-23, W5M
 MD of Greenview, AB
 Sale Date: 24-September-2018
 Sale Price: \$ **47,500**

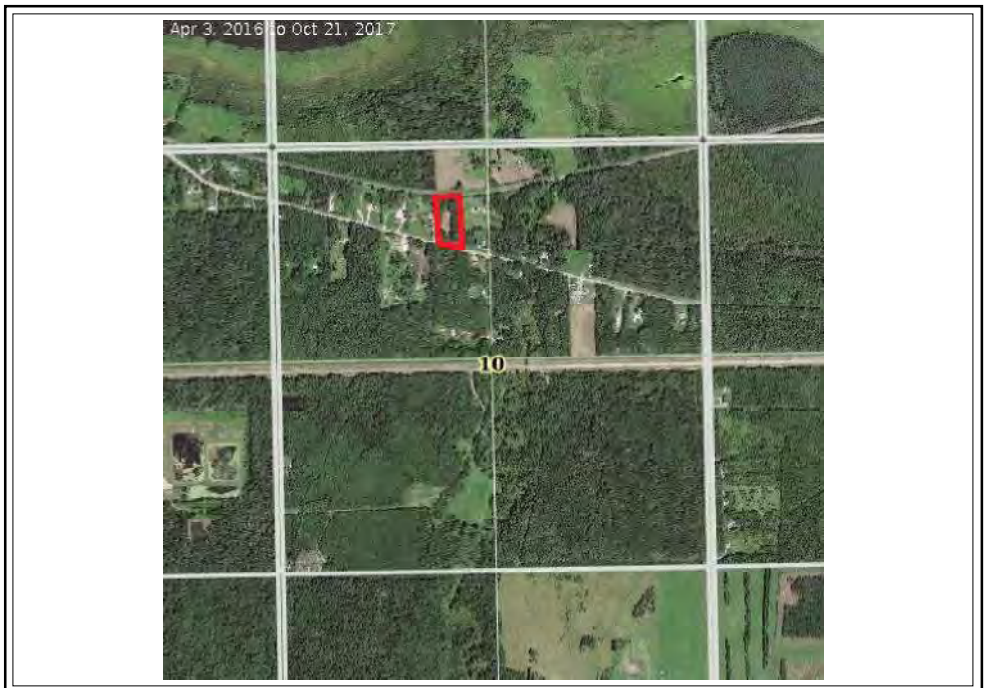
COMPARABLE PROPERTY PHOTO ADDENDUM

Borrower:	File No.: Potential 5 ac subdivision
Property Address: Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M	Case No.: VL-19-AD0459-VVR
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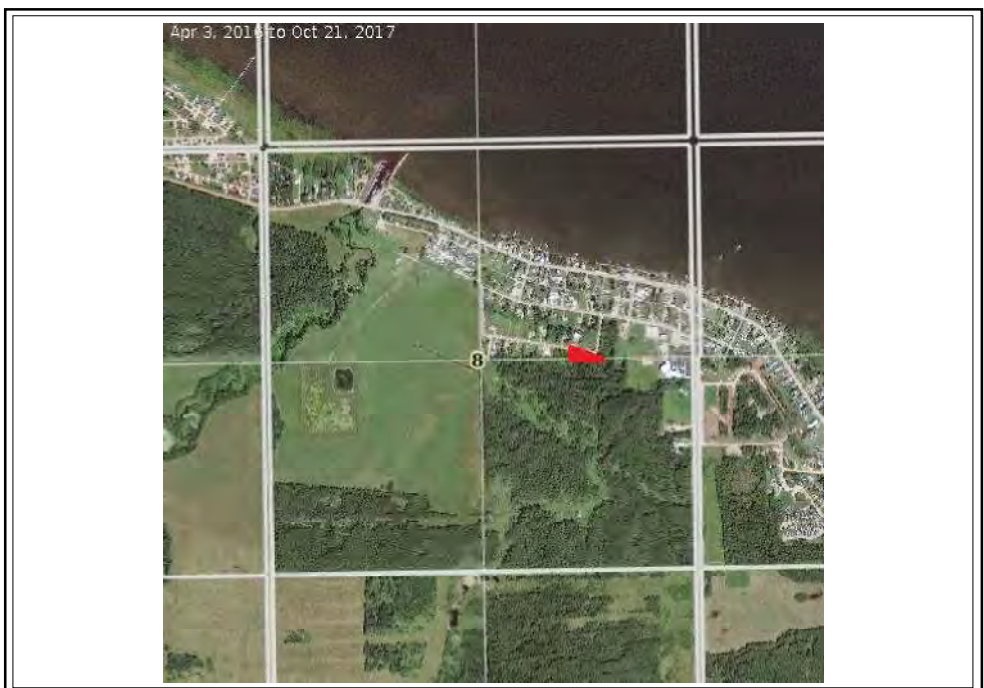
COMPARABLE SALE #4

Part of the NE 1/4 of 25-75-17, W5M
 Big Lakes County, AB
 Sale Date: 25-April-2018
 Sale Price: \$ **68,340**



COMPARABLE SALE #5

7 Railroad Avenue
 Faust, AB
 Sale Date: 30-August-2017
 Sale Price: \$ **100,000**



COMPARABLE SALE #6

Lot 7, 2nd Avenue
 Jousard, AB
 Sale Date: 13-April-2017
 Sale Price: \$ **70,000**

LOCATION MAP

Borrower:

File No.: Potential 5 ac subdivision

Property Address: Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M

Case No.: VL-19-AD0459-VVR

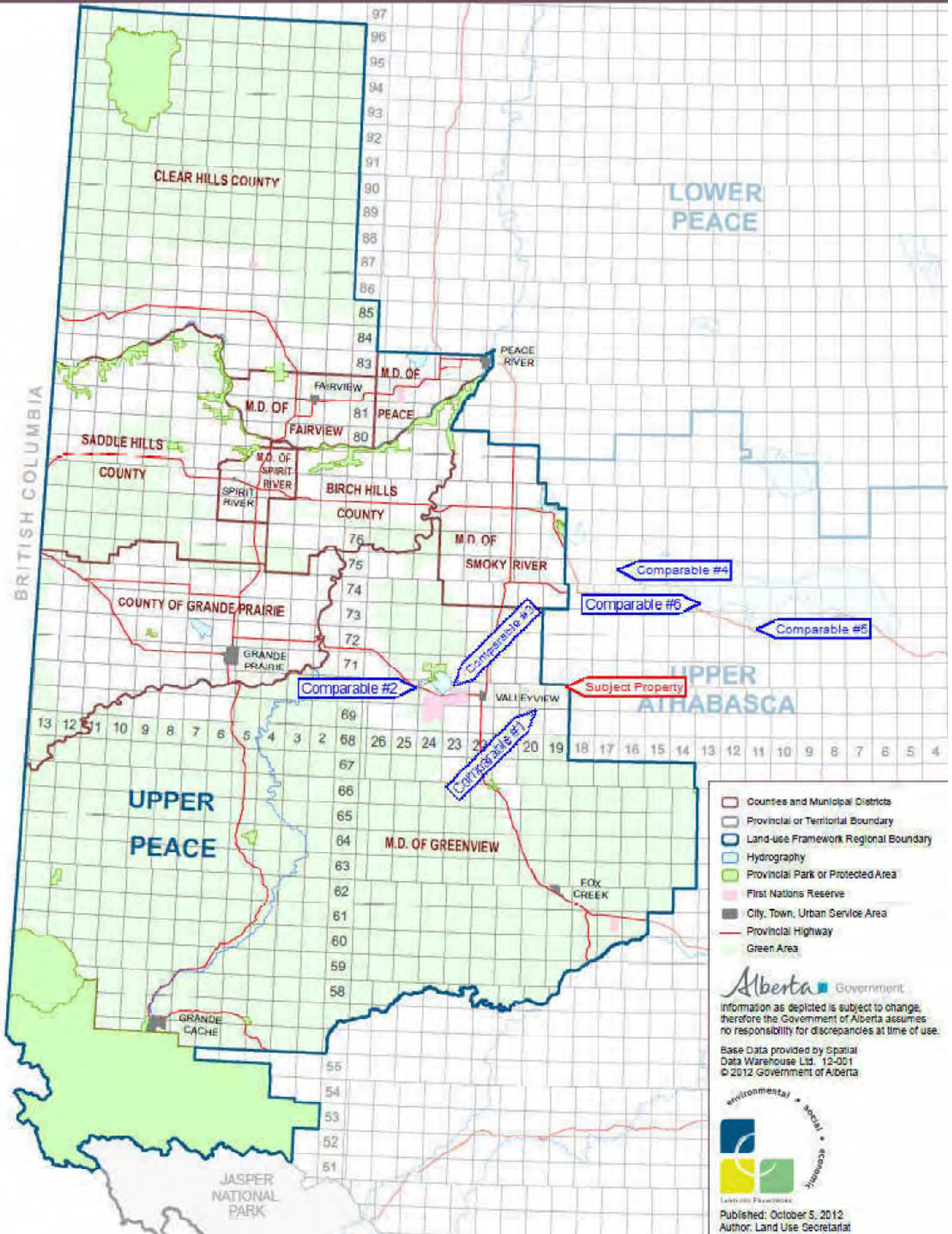
City: Municipal District of Greenview No.16

Prov.: AB

P.C.: TOH 3NO

Lender: Municipal District of Greenview No.16

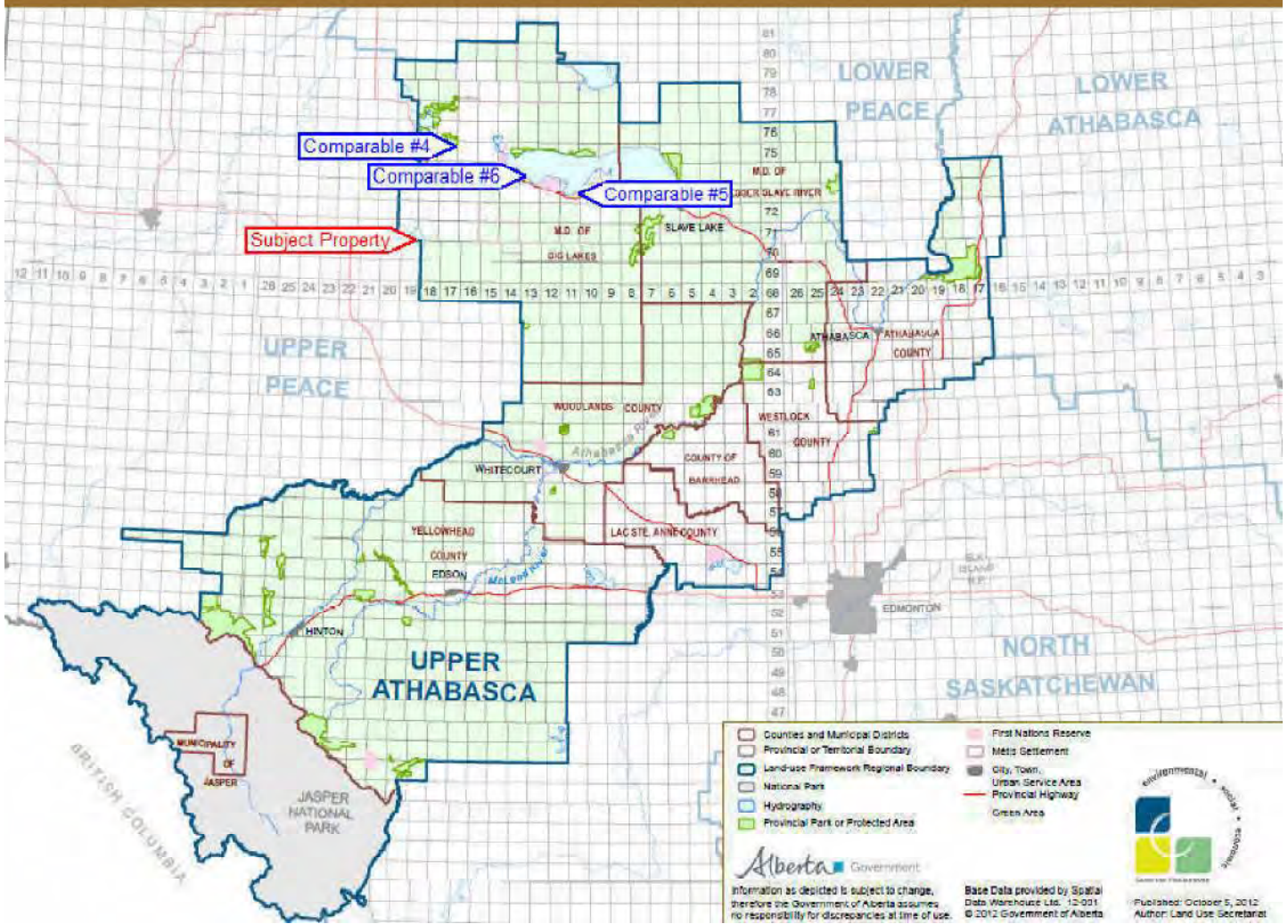
Upper Peace Region: Counties and Municipal Districts



ADDITIONAL LOCATION MAP

Borrower:	File No.: Potential 5 ac subdivision
Property Address: Part of the NW 1/4 of Section 34, Township 70, Range 19, W5M	Case No.: VL-19-AD0459-VVR
City: Municipal District of Greenview No.16	Prov.: AB
Lender: Municipal District of Greenview No.16	P.C.: TOH 3N0

Upper Athabasca Region: Counties and Municipal Districts



Borrower:	File No.: Potential 5 ac subdivision
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Lender: Municipal District of Greenview No.16	

8 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 Station
4. Animal Breeding Establishment	4.a Craft Brewery and Distillery
5. Apiary	5.a Home Occupation, Major
6. Bed and Breakfast	6.a Natural Resource Extraction
7. Boarding and Lodging	7.a Oil and Gas Facility
8. Borrow Pit	8.a Recreation, Outdoor Motorized Vehicle
9. Dugout	9.a Recreation, Outdoor Passive
10. Dwelling Unit, Accessory	10.a Recreational Vehicle Storage
11. Dwelling Unit, Manufactured	11.a Solar Collector, Major
12. Dwelling Unit, Modular	12.a Utilities, Major
13. Dwelling Unit, Single Detached	13.a Wind Energy Conversion System, Major
14. Greenhouse	14.a Work Camp, Project Oriented
15. Home Occupation, Minor	
16. Housing Collective, Communal	
17. Kennel, Commercial	
18. Kennel, Hobby	
19. Medical Marijuana Cultivation	
20. Sign	
21. Solar Collector, Minor	
22. Storage, Outdoor	
23. Suite, Attached	
24. Suite, Detached	
25. Wind Energy Conversion System, Minor	

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Lender: Municipal District of Greenview No.16	

8.1.3 Regulations

- e) 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	185.0 m (607.0 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 (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) Undeveloped road allowance: 40.0 m (134.5 ft.) 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 (134.5 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (134.5 ft.) 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 %



PHOENIX FENCE Corp.

Chainlink • Vinyl • Ornamental • Automated Gates

12816 - 156 Street, Edmonton, Alberta T5V 1E9
Ph: 780-447-1919 1-800-661-9847 Fax: 780-447-2512
edmonton@phoenixfence.ca www.phoenixfence.ca

Fence Estimate/Quotation

Quotation Number:	Q115987
Quotation Date:	03-07-2019
Reference Number:	B-050-19

M.D GREENVIEW
SITE: VALLEYVIEW
SNIPE LAKE BOAT LAUNCH
Attn:MARCEL MARIAN

Phone Number:
Alternate Phone:
Fax Number:
Email:
Re:

We are pleased to offer our quotation for fencing based on the following:

Materials:

Terminal Post:	6	2 7/8 IN. X 9.0 FT. .125 WALL H.D.GALV. PIPE
Line Post:		1 7/8 IN. X 8.0 FT. .083 WALL H.D.GALV. PIPE
Top Rail:		1 5/8 IN. SWEDGE END X 21 FT. .083 WALL H.D. GALVANIZED PIPE
Chain Link Mesh:		2 IN. X 9 GA. X 72 IN. STD. GALVANIZED FABRIC

PRICE IS BASED ON THE SUPPLY AND INSTALL OF 1840FT OF 6FT HIGH SPEC 3 CHAINLINK FENCE AS PER MEASUREMENTS GIVEN.

PRICE IS BASED ON FROST FREE DIGGING CONDITIONS.



Site Information

Mesh Height	6 Ft.	Top Rail	included
Fence Length	1,840.0 Ft.	Bottom Wire	included
Gate Length	0.0 Ft.		
Overall Length	1,840.0 Ft.		
Post Spacing	10 Ft.		
Material Weight	11,996.8 Lbs.		

*****WE INSTALL COMMERCIAL & INDUSTRIAL FENCES ALL YEAR INCLUDING WINTER*****

Expected Delivery:	Terms: Due upon Completion	Installed Amount	\$29,300.05
	Accepted by (signed & printed name):	G.S.T.	\$1,465.00
Salesman/Estimator:		Installed Total	\$30,765.05
Brent Svendsen	PO# _____ Date: _____		

This quotation is firm for 30 days and is subject to the terms and conditions shown herein or the following page/attachment.



PHOENIX FENCE

Terms and Conditions of Quotation

- 1) Our quotation is firm for 30 days and is based on project completion within 90 days. Expected delivery is based upon crew availability at time of quote and is subject to change.
- 2) Expected delivery also subject to availability of concrete and availability of accommodation in area (if required).
- 3) The customer, prior to installation, must do grading of the fence line, the fence will follow natural contour of the ground (unless otherwise specified).
- 4) Fence line must be cleared and free of debris prior to installation and require minimum 10' (3.0m) clearance along the fence line. Site to be accessible by all-weather road and 2wd vehicle. Fence line must be tire skid steer accessible (unless otherwise specified). Track skid steer units are available at additional cost. Snow removal (if required) is by others.
- 5) The customer must mark or stake the end, corner, gate and fence line locations at 100m intervals prior to installation.
- 6) Tailings from post holes are left on site and are the customers responsibility for disposal. Clean up and disposal of tailings is available for an additional charge. An on site concrete wash out area will need to be provided.
- 7) Downtime for erection crew caused by customer responsibilities not being met and/or contract change will result in an additional charge of \$100.00 per man per hour, plus any subsistence costs (if applicable).
- 8) Barb wire arms (if applicable) will point towards outside of property unless otherwise stated by purchaser.
- 9) Upon fence completion an accurate measurement will be taken. Any additions/deletions from quoted quantities or deviations from our written quote will be adjusted accordingly.
- 10) Erection price based on frost free ground conditions, unless noted otherwise.
- 11) All posts are set in concrete footings, unless noted otherwise. Installation based on normal soil conditions being topsoil and clay. Additional charges may apply for pit run, asphalt, concrete, soil cement, sand, base gravel, rock, sandstone, shale, and bedrock.
- 12) Quotation based upon machine digging all post holes. Hand digging or hydrovac of post holes is extra if applicable. Additional concrete if required as a result of hydrovac hole excavation will be extra.
- 13) Quotation includes maximum 1/2 hour site safety orientation unless noted otherwise.
- 14) If required site passes, orientations, vehicle passes, ground disturbance, hot/cold work permits etc. to be arranged by the customer.
- 15) Project scheduling, material procurement and required pre-mobilization documentation will be provided upon receipt of executed purchase order and or contract.
- 16) Pricing based upon one mobilization/demobilization unless noted otherwise.
- 17) Customer must arrange for all underground services to be located.

**ALBERTA 1 CALL
DIG SHAW**

**1-800-242-3447
www.digshaw.ca**

(only if on public property, no need if private)

Alberta 1st call locates public utilities. Alberta 1st call Operator will provide list of companies at time of call request. Any private line or lines not covered by Alberta 1st call must be located by purchaser. To contact private locators please look under Utilities-Underground Location service in your Yellow Pages.

- 18) For posts installed into and or hilti drilled and anchored to existing concrete surfaces, area must be free of in floor heating, utility services (example: power, telephone, gas, etc.) and protective membranes. Any damage to concrete due to normal installation practices are not the responsibility of Phoenix Fence. If any services exist in the concrete, they must be located and marked prior to installation.

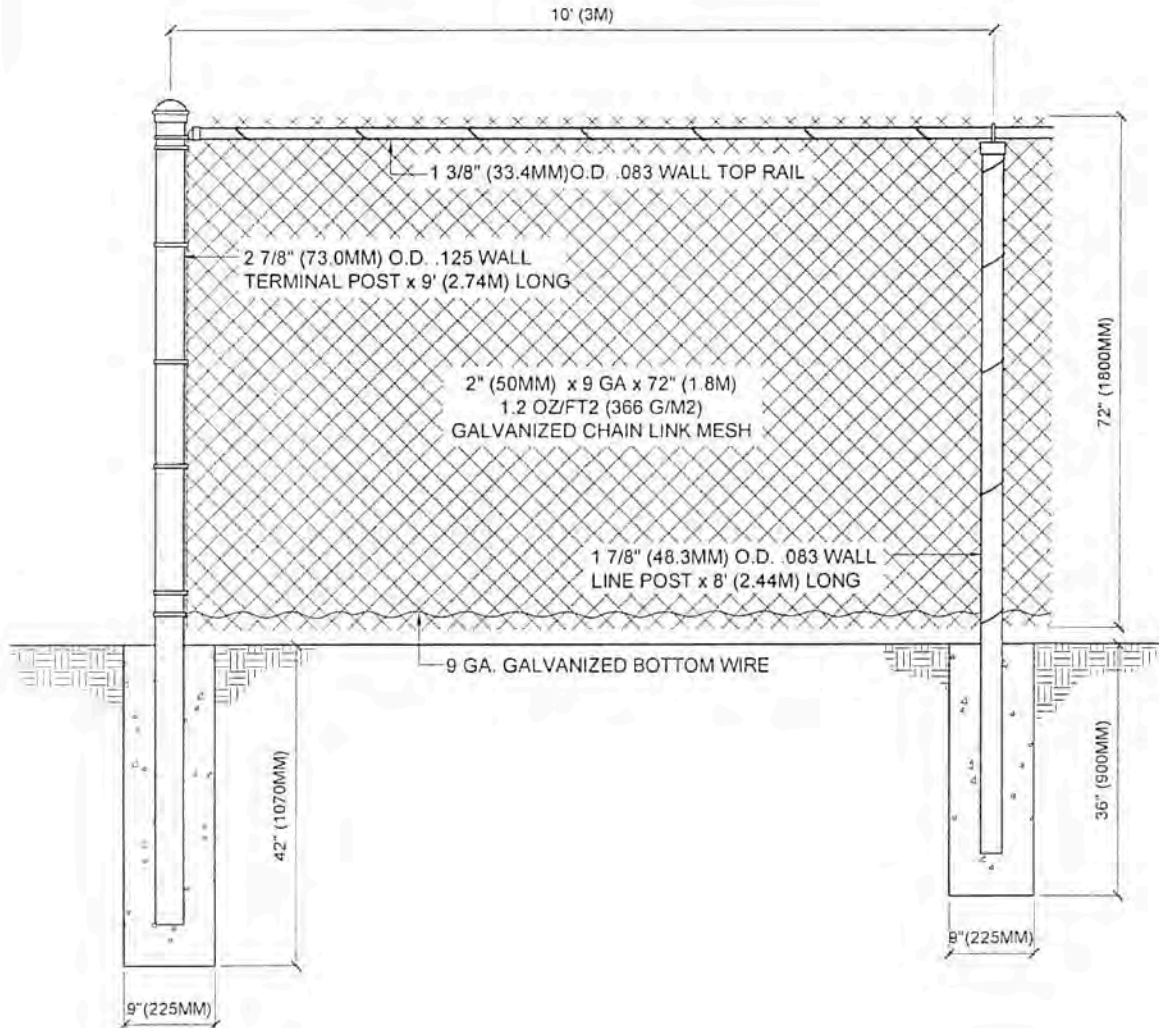
Purchaser agrees to indemnify Phoenix Fence against any claim arising from damage caused to buried underground services of any kind unless the purchaser has marked/staked and informed Phoenix Fence of the location prior to installation.

All Phoenix Fence industrial/commercial crew personnel have been trained in Standard First Aid and Level C CPR, WHMIS, CSTS Ver. 0.9, H₂S Alive, Skid Steer O&M, Forklift O & M, Fall Arrest, LSE (Leadership for Safety Excellence), Oilsands Safety Association (OSA) and Ground Disturbance.

**Phoenix Fence Corp. is a member of "Partnerships in Health and Safety"
(Alberta Construction Safety Association) Certificate of Recognition (COR)
20160602-6804 Expiry: June 2,2019**

**In Good Standing with ISNetworld, CanQual, Avetta, Contractor Check
and Company Works.**

SPEC # 3 (083) 6' HIGH FULL FABRIC



PHOENIX FENCE

- Chain Link • Vinyl • Ornamental

EDMONTON
PHONE: (780) 447-1919
TOLL FREE: 800 661-9547
www.phoenixfence.ca

CALGARY
PHONE: (403) 259-5155
TOLL FREE: 888 229-2525

Phoenix Fence Inc.
12816 156 STREET
Edmonton, Alberta T5V 1E9
(780) 447-1919

SPEC #3 (083) 6' HIGH FULL FABRIC

DRAWN BY: MV 01/25/13

SCALE: N.T.S.

PAGE:

REVISED:

FILE: C3C96FA

1 of 1

FOX CREEK FENCING

Box 523
Fox Creek, Alberta
T0H 1P0

TEL: 780-422-2280
FAX: 780-422-2252
Cell: 780-422-7589

FENCING QUOTATION

To: M. Moran

Home: _____

Date: March 22/17

Work: 524-2014

Quote: _____

Cell: 524-7608

FAX: _____

Project: _____

Linear Feet of Line Fence

1840'

Height of Fence

6'

Type of Chain Link

9.50 GALV

Line Posts

1 7/8 085 WARD

Top Rail

1 7/8 " "

Corner Posts

3 1/2 125 WARD

End Posts

3 1/2 125 " "

Gate Posts

3 1/2 5040

Gates

Gates

Barb Wire

Other

Total Footage - With Gates

1964

Supplied

Installed

Price: \$28,000

GST: \$1400.00

TOTAL: \$29,400

Sincerely [Signature]

THIS QUOTE IS FOR
FROST & ROCK FREE
DRAINING CONDITIONS

45 1 40 0.01



BAY 3, 9116 - 111 STREET
GRANDE PRAIRIE, AB. T8V 4W1

PHONE: (780) 832-0000
FAX: (780) 832-0486
pradmin@telus.net

Quotation

Customer:
**MD OF GREENVIEW
SNIPE LAKE
Attn:MARCEL MARIN**

**Quotation Number: 2585
Quotation Date: 03-07-2019
Phone Number: 780-524-8792**

We are pleased to offer our quotation for fencing based on the following:

Materials:

Terminal Post: 9 3 1/2 IN. X 9.0 FT. .125 WALL H.D.GALV. PIPE
Line Post: 2 3/8 IN. X 8.0 FT. .083 WALL H.D.GALV. PIPE
Top Rail: 1 5/8 IN. SWEDGE END X 21 FT. .083 WALL H.D. GALVANIZED PIPE
Chain Link Mesh: 2 IN. X 9 GA. X 72 IN. STD. GALVANIZED FABRIC

Site Information:

Overall Height	6 Ft.	Top Rail	included
Fence Length	1,844.0 Ft.	Bottom Wire	included
Gate Length	0.0 Ft.		
Overall Length	1,844.0 Ft.		
Post Spacing	10 Ft.		
Material Weight	12,868.9 Lbs.		

Expected Delivery:	Terms:	Installed Amount	\$38,167.48
		G.S.T.	1,908.37
Priority Sales Agent	Accepted by:	Installed Total	\$40,075.85
Chris Hynes			

This quotation is firm for 30 days and is subject to the terms and conditions shown herein or the following page.

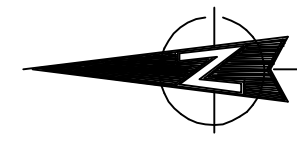
**PROPOSED
RECREATIONAL PARK
AND
INLAND MARINA
WITHIN THE
Pt. S.E. 2-71-19-5
M.D. of BIG LAKES
FOR
SNIPE LAKE SOUTH SHORE
RESORT INC.**

CERTIFICATE OF TITLE: 83.40 ac.

PHASE I:
FUTURE PHASING:
PHASE 1 - 71 UNITS

NUMBER OF UNITS:

FUTURE PHASES - 216 UNITS
TOTAL - 287 UNITS



NOTES:
1. ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.
2. ELEVATIONS ARE GEODETIC AND DERIVED FROM ALSOM.

NO	DD/MM/YY	DESCRIPTION	BY
6			
5			
4			
3			
2	08/12/15	LOT NUMBER ADJUSTMENTS	RTW
1		REVISIONS	

PROJECT
SNIPE LAKE SOUTH SHORE RESORT
CLIENT
SNIPE LAKE
SOUTH SHORE RESORT INC.

DRAWING TITLE
CONCEPT PLAN

FILE #	SCALE	DATE	DRAWN BY:
RTW05	1:2000	20/7/2019	RTW

WESCOTT CONSULTING GROUP
28 Cochrane Common S.W. Calgary, Alberta T3H 5P5
Phone 403-981-7566 Cell 403-862-9323
bob_wescott@shaw.ca





#101-10530 117 Avenue
 Grande Prairie, AB T8V 7N7
 Phone: 780-538-2070
 Fax: 780-518-3252

Consultant: Allnorth Consultants		Date: 26-Apr-19 Project # : By: TO Checked: HB
Client: MD of Greenview No. 16		
Project: Snipe Lake Parking Lot (120 m x 60 m)		
From:	STA:	
To:	STA:	
Notes: No Geotechnical Information Available, assume borrow material will be available in the site range		

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE (\$)	TOTAL (\$)
1	Common Excavation (400 mm Stripping assumed)	m3	7,000	\$ 5.00	\$ 35,000.00
2	Borrow Excavation (25% shrinkage assumed)	m3	11,000	\$ 8.00	\$ 88,000.00
3	Gravel	t	2,700	\$ 50.00	\$ 135,000.00
4	Geotextile (Biaxial)	m2	10,000	\$ 2.50	\$ 25,000.00
5	Topsoil Placement	m2	9,000	\$ 1.50	\$ 13,500.00
6	Seeding and Fertilizing	ha	1	\$ 2,000.00	\$ 1,800.00
7	800 mm Culvert	m	16	\$ 350.00	\$ 5,600.00
8	Mobilization	LS	1	\$ 27,351.00	\$ 27,351.00

ESTIMATED CONSTRUCTION COST:				\$	331,251.00
20% CONTINGENCY:				\$	66,250.00
ENGINEERING FEES (15%):				\$	49,687.65
RIGHT OF WAY:				\$	-
TOTAL:				\$	447,188.65

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to maintain and/or upgrade the level of service to the Hamlet of Grande Cache and surrounding area.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to delay or reject the recommended motion. However Administration does not recommend this as there will be a considerable delay in the delivery date.

FINANCIAL IMPLICATION:

Direct Costs: \$294,829.30 and will come from the Equipment and Fleet Reserve.

Ongoing / Future Costs: Regular maintenance.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If the motion is accepted and approved by Council a letter of award will be sent to the successful bidder.



REQUEST FOR DECISION

SUBJECT: 2018 Town of Grande Cache Audited Financial Statements and Information Returns
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: DD
DEPARTMENT: FINANCE GM: RO PRESENTER: LT
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) – NA

RECOMMENDED ACTION:

MOTION: That Council approve the Town of Grande Cache 2018 Audited Financial Statements as presented by Fletcher Mudryk 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. However, due to the statements not being ready in time for the April 23 meeting it is important that these be presented to Council as soon as possible.

A member of Fletcher Mudryk LLP (auditors) will present the former Town of Grande Cache Financial Statements to Council on May 13, 2019. Since the town dissolved before the 2018 financial statements could be presented to the Town Council, the receiving municipality is responsible for submitting the town's 2018 financial information return, the auditor's report on the financial information return, the town's 2018 annual financial statements and the auditor's report on the annual financial statements to the Minister.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council approving the Town of Grande Cache 2018 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: The direct cost for the auditing services for the former Town is included in the Grande Cache portion of the 2019 budget.

Ongoing / Future Costs: Annual funding is required in order to complete Greenview's annual audited financial statement.

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):

- Town of Grande Cache 2018 Audited Financial Statements
- Town of Grande Cache 2018 Financial Information Returns

TOWN OF GRANDE CACHE

Financial Statements

December 31, 2018

Draft for discussion purposes only



TOWN OF GRANDE CACHE

Index to Financial Statements

Year Ended December 31, 2018

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Draft for discussion purposes only





INDEPENDENT AUDITORS' REPORT

To the Management of the Town of Grande Cache

Opinion

We have audited the financial statements of the Town of Grande Cache (the Town), which comprise the statement of financial position as at December 31, 2018, and the statements of financial activities and accumulated surplus, changes in net financial assets and changes in financial position for the year then ended, and notes to the financial statements, including 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 the Town as at December 31, 2018, and the results of its financial activities, changes in its net financial assets (debt) and changes in its financial position 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 *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Town 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 the 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 the Town'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 the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

(continues)

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 auditor's 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 the Town'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 the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 auditor's report. However, future events or conditions may cause the Town 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.

TOWN OF GRANDE CACHE

Statement of Financial Position

December 31, 2018

	2018	2017
FINANCIAL ASSETS		
Cash <i>(Note 2)</i>	\$ 2,940,710	\$ 8,065,733
Taxes and grants in place of taxes receivable <i>(Note 3)</i>	734,406	671,709
Trade and other receivables <i>(Note 4)</i>	4,686,667	4,619,467
Land held for resale	704,000	762,000
Investments <i>(Note 5)</i>	84	81
	9,065,867	14,118,990
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities <i>(Note 6)</i>	1,279,430	3,114,685
Deposit liabilities	167,259	167,383
Deferred revenue <i>(Note 7)</i>	433,183	69,612
Landfill closure and post-closure liability <i>(Note 8)</i>	3,454,607	3,294,427
Long-term debt <i>(Note 9)</i>	2,611,932	3,020,001
	7,946,411	9,666,108
NET FINANCIAL ASSETS	1,119,456	4,452,882
NON-FINANCIAL ASSETS		
Inventory for consumption	6,786	8,571
Prepays	7,425	8,214
Tangible capital assets <i>(Note 11)</i>	54,573,720	50,814,648
	54,587,931	50,831,433
NET ASSETS	\$ 55,707,387	\$ 55,284,315
CONTINGENT LIABILITIES <i>(Note 19)</i>		
MUNICIPAL EQUITY		
ACCUMULATED SURPLUS <i>(Schedule 1, Note 12)</i>	\$ 55,707,387	\$ 55,284,315

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE
Statement of Financial Activities and Accumulated Surplus
Year Ended December 31, 2018

	<i>Budget</i> 2018 <i>(Unaudited)</i>	2018	2017
REVENUE			
Net municipal property taxes <i>(Schedule 2)</i>	4,897,073	4,904,654	5,249,185
Government transfers for operating <i>(Schedule 3)</i>	3,551,682	4,268,221	3,681,207
User fees and sales of goods	2,332,958	2,414,477	2,386,525
Interest and investment income	80,000	117,684	98,193
Penalties and cost of taxes	133,000	137,985	145,025
Franchise and concession contracts	637,400	621,635	584,754
Fines, rentals, licenses and permits	525,617	616,842	606,987
Other revenues	-	15,233	5,020
	<u>12,157,730</u>	<u>13,096,731</u>	<u>12,756,896</u>
EXPENDITURES			
Council and other legislative services	318,815	311,127	305,325
Administrative services	1,240,596	1,448,157	1,086,351
Protective services	695,784	731,671	694,616
Transportation services	2,818,621	2,992,414	2,700,755
Utilities and environmental services	2,342,209	2,770,803	2,173,915
Public health and welfare services	564,608	607,668	509,004
Planning and development services	913,348	860,964	845,273
Recreation and cultural services	3,389,016	4,535,040	3,440,686
	<u>12,282,997</u>	<u>14,257,844</u>	<u>11,755,925</u>
EXCESS OF REVENUE OVER EXPENDITURES FROM OPERATIONS	<u>(125,267)</u>	<u>(1,161,113)</u>	<u>1,000,971</u>
Other items			
Government transfers for capital <i>(Schedule 3)</i>	215,163	1,620,779	5,858,335
Gain on disposal of tangible capital assets	-	21,406	11,737
Write-down of land held for resale	-	(58,000)	(216,239)
	<u>215,163</u>	<u>1,584,185</u>	<u>5,653,833</u>
EXCESS OF REVENUE OVER EXPENDITURES	89,896	423,072	6,654,804
ACCUMULATED SURPLUS, BEGINNING	<u>55,284,315</u>	<u>55,284,315</u>	<u>48,629,511</u>
ACCUMULATED SURPLUS, ENDING	<u>\$ 55,374,211</u>	<u>\$ 55,707,387</u>	<u>\$ 55,284,315</u>

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE
Statement of Changes in Net Financial Assets
Year Ended December 31, 2018

	<i>Budget</i> 2018 <i>(Unaudited)</i>	2018	2017
EXCESS OF REVENUE OVER EXPENDITURES	\$ 89,896	\$ 423,072	\$ 6,654,804
Purchase of tangible capital assets	(5,141,254)	(5,045,716)	(8,354,298)
Amortization of tangible capital assets	1,193,211	1,283,349	1,193,211
Proceeds on disposal of tangible capital assets	-	24,701	17,300
Gain on disposal of tangible capital assets	-	(21,406)	(11,737)
	(3,948,043)	(3,759,072)	(7,155,524)
	4,037,939	4,182,144	13,810,328
Acquisition of prepaid expenses	-	(21,460)	(29,104)
Use of inventory	-	1,785	5,082
Use of prepaid expenses	-	22,249	25,522
	(3,948,043)	(3,756,498)	(7,154,024)
DECREASE IN NET FINANCIAL ASSETS	(3,858,147)	(3,333,426)	(499,220)
NET FINANCIAL ASSETS - BEGINNING OF YEAR	4,452,882	4,452,882	4,952,102
NET FINANCIAL ASSETS - END OF YEAR	\$ 594,735	\$ 1,119,456	\$ 4,452,882

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE
Statement of Changes in Financial Position
Year Ended December 31, 2018

	2018	2017
OPERATING ACTIVITIES		
Excess of revenue over expenditures	\$ 423,072	\$ 6,654,804
Items not affecting cash:		
Amortization of tangible capital assets	1,283,349	1,193,211
Gain on disposal of tangible capital assets	(21,406)	(11,737)
Write-down of land held for resale	58,000	216,239
Landfill closure and post-closure costs	160,180	153,902
	<u>1,903,195</u>	<u>8,206,419</u>
Changes in non-cash working capital:		
Taxes and grants in place of taxes receivable	(62,697)	(82,199)
Trade and other receivables	(67,200)	1,270,480
Accounts payable and accrued liabilities	(1,835,255)	(228,214)
Deposit liabilities	(124)	479
Deferred revenue	363,571	(15,011)
Inventory for consumption	1,785	5,082
Prepays	789	(3,582)
	<u>(1,599,131)</u>	<u>947,035</u>
Cash from operating activities	<u>304,064</u>	<u>9,153,454</u>
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(5,045,716)	(8,354,298)
Proceeds on disposal of tangible capital assets	24,701	17,300
Investments	(3)	(5)
Land held for resale transferred to tangible capital assets	-	66,000
	<u>(5,021,018)</u>	<u>(8,271,003)</u>
Cash used by investing activities	<u>(5,021,018)</u>	<u>(8,271,003)</u>
FINANCING ACTIVITY		
Repayment of callable debt	(408,069)	(742,554)
	<u>(408,069)</u>	<u>(742,554)</u>
INCREASE (DECREASE) IN CASH	(5,125,023)	139,897
CASH - BEGINNING OF YEAR	<u>8,065,733</u>	<u>7,925,836</u>
CASH - END OF YEAR	\$ 2,940,710	\$ 8,065,733

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE
Changes in Accumulated Surplus
Year Ended December 31, 2018

(Schedule 1)

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2018	2017
BALANCE, BEGINNING OF YEAR	\$ -	\$ 7,489,668	\$ 47,794,647	\$ 55,284,315	\$ 48,629,511
Excess of revenue over expenditures	423,072	-	-	423,072	6,654,804
Current year funds transferred to restricted funds	(392,794)	392,794	-	-	-
Restricted funds used for operations	1,389,708	(1,389,708)	-	-	-
Restricted funds used for capital projects	-	(3,418,342)	3,418,342	-	-
Current year funds used for tangible capital assets	(6,595)	-	6,595	-	-
Government transfers for capital	(1,620,779)	-	1,620,779	-	-
Disposal of tangible capital assets	3,295	-	(3,295)	-	-
Annual amortization expense	1,283,349	-	(1,283,349)	-	-
Long-term debt repaid	(408,069)	-	408,069	-	-
Change in accumulated surplus	671,187	(4,415,256)	4,167,141	423,072	6,654,804
BALANCE, END OF YEAR	\$ 671,187	\$ 3,074,412	\$ 51,961,788	\$ 55,707,387	\$ 55,284,315

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE

Property and Other Taxes

(Schedule 2)

Year Ended December 31, 2018

	<i>Budget 2018 (Unaudited)</i>	2018	2017
Taxation			
Residential	\$ 3,537,790	\$ 3,537,843	\$ 3,552,485
Commercial	1,262,690	1,263,960	1,565,426
Industrial	294,721	294,721	399,295
	<u>5,095,201</u>	<u>5,096,524</u>	<u>5,517,206</u>
Linear	144,132	150,615	145,418
Grants in place of taxes	1,092,764	1,092,764	1,228,297
	<u>6,332,097</u>	<u>6,339,903</u>	<u>6,890,921</u>
Less: Requisitions			
Alberta School Foundation Fund	1,256,550	1,256,550	1,443,405
Seniors Foundation	178,474	178,699	198,331
	<u>1,435,024</u>	<u>1,435,249</u>	<u>1,641,736</u>
	<u>\$ 4,897,073</u>	<u>\$ 4,904,654</u>	<u>\$ 5,249,185</u>

Draft for discussion purposes only

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE

Government Transfers

(Schedule 3)

Year Ended December 31, 2018

	<i>Budget 2018 (Unaudited)</i>	Total 2018	Total 2017
Transfers for operating			
Provincial government	\$ 280,004	\$ 336,237	\$ 375,533
Other local governments	3,271,678	3,931,984	3,305,674
	<u>3,551,682</u>	<u>4,268,221</u>	<u>3,681,207</u>
Transfers for capital			
Provincial government	-	897,148	5,858,335
Other local governments	215,163	723,631	-
	<u>215,163</u>	<u>1,620,779</u>	<u>5,858,335</u>
	<u>\$ 3,766,845</u>	<u>\$ 5,889,000</u>	<u>\$ 9,539,542</u>

Draft for discussion purposes only

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE

Expenditures by Object

(Schedule 4)

Year Ended December 31, 2018

	<i>Budget</i> 2018 <i>(Unaudited)</i>	2018	2017
EXPENSES			
Salaries, wages and benefits	\$ 5,709,654	\$ 5,962,689	\$ 5,313,909
Contracted and general services	2,689,705	3,954,731	2,512,272
Materials, goods and supplies	2,073,020	2,462,058	2,200,893
Provision for allowances	110	-	-
Purchases from other governments	1,680	1,484	2,794
Transfers to individuals and organizations	308,072	269,543	203,364
Bank charges and short-term interest	21,050	21,166	19,320
Interest on long-term debt	131,995	123,889	150,369
Other expenditures	4,500	18,754	5,891
Amortization of tangible capital assets	1,193,211	1,283,349	1,193,211
Landfill closure and post-closure costs	150,000	160,181	153,902
	\$ 12,282,997	\$ 14,257,844	\$ 11,755,925

Draft for discussion purposes only

Please see accompanying notes to financial statements



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town of Grande Cache (the "Town") are the representations of management prepared in accordance with local government accounting standards established by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants. Significant aspects of the accounting policies adopted by the Town are as follows:

Reporting entity

The financial statements reflect the assets, liabilities, revenues and expenditures and changes in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Town and are, therefore, accountable to the Town for the administration of their financial affairs and resources. At this time, the Town does not own or control any organizations as determined by management.

The schedule of taxes levied includes operating requisitions for education, health care and senior foundations that are not part of the Town's reporting entity.

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.

Government transfers

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the eligibility criteria have been met and reasonable estimates of the amounts can be made.

Investments

Portfolio investments are recorded at cost.

Interest-bearing investments are recorded at the original cost amount plus interest earned to the year-end.

Inventory

Inventories of materials and supplies for consumption consist mainly of central stores and road maintenance materials and are recorded at the lower of cost and net realizable value. Cost is determined on a first-in, first-out basis.

(continues)



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Land held for resale

Land held for resale is recorded at the lower of cost and net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing costs and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as tangible capital assets under their respective function. Proceeds from sales of land held for resale are recorded as revenue in the period in which the events giving rise to the transfer occurred, providing the transfers are authorized, the eligibility criteria have been met and reasonable estimates of the amounts can be made.

Tangible capital assets

Tangible capital assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations.

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Tangible capital assets are amortized over their estimated useful lives on a straight-line basis at the following rates:

Engineering structures	15 - 75 years
Buildings	45 - 50 years
Machinery, equipment and vehicles	10 - 25 years

No amortization is taken in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

The Town regularly reviews its tangible capital assets 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 reflected in income. No amortization is recorded in the year of disposition.

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

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

Impairment of long-lived assets

The Town reviews its long-lived assets for impairment on a regular basis or whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate. No impairment has been identified and, thus, no impairment loss has been recognized in these financial statements.

(continues)



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Employee future benefits

Certain employees of the Town are members of the Local Authority Pension Plan (LAPP), a multi-employer defined benefit pension plan. The President of the Alberta Treasury Board and the Minister of Finance are the legal trustees and administrators of the Plan, which is governed by a Board of Trustees. Since the Plan is a multi-employer plan, it is accounted for as a defined contribution plan and, accordingly, the Town does not recognize its share of any plan surplus or deficit.

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.

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

Landfill closure and post-closure liability

The Town recognizes a liability for the future environmental remediation of certain properties and for future removal and handling costs for contamination.

Pursuant to the Alberta Environment Protection & Enhancement Act, the Town is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover and landscaping, as well as surface and ground water monitoring, leachate control and visual inspection. The requirement is being provided for over the estimated remaining life of the landfill site based on usage.

Reserves for future expenditures

Reserves are established at the discretion of Council to set aside funds for future expenditures and capital projects.

Equity in tangible capital assets

Equity in tangible capital assets represents the Town's net investment in tangible capital assets, after deducting the portion financed by third parties through debenture, bond and mortgage debts, long-term capital borrowing, capital leases or other capital liabilities.

Budget

The budget amounts are presented for information purposes and have not been audited.

(continues)



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Measurement uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Significant estimates made by management in these financial statements include the provision for amortization of tangible capital assets, provisions for uncollectible trade and other receivables and the landfill closure and post-closure liability.

2. CASH AND BANK INDEBTEDNESS

	<u>2018</u>	<u>2017</u>
Cash on hand	\$ 10,390	\$ 8,250
Cash in banks	2,930,320	5,557,483
Cash in guaranteed investment certificates	-	2,500,000
	<u>\$ 2,940,710</u>	<u>\$ 8,065,733</u>

Cash in banks bears interest at a rate of prime less 2.25% per annum when a positive balance exists. An overdraft provision in the bank account is available to a maximum of \$3,675,000, is secured by a general overdraft protection agreement and bears interest at prime minus 0.50%.

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE

	<u>2018</u>	<u>2017</u>
Current taxes and grants in place of taxes	\$ 365,947	\$ 369,022
Tax arrears	368,459	302,687
	<u>\$ 734,406</u>	<u>\$ 671,709</u>

4. TRADE AND OTHER RECEIVABLES

	<u>2018</u>	<u>2017</u>
Trade and other receivables	\$ 423,708	\$ 478,586
Receivables from other governments	4,262,959	4,140,881
	<u>\$ 4,686,667</u>	<u>\$ 4,619,467</u>



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

5. INVESTMENTS

	<u>2018</u>	<u>2017</u>
Alberta Association of Municipal Districts and Counties	\$ 10	\$ 10
Servus Credit Union	74	71
	<u>\$ 84</u>	<u>\$ 81</u>

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2018</u>	<u>2017</u>
Trade payables and other accrued liabilities	\$ 374,755	\$ 1,035,354
Capital payables	509,725	1,740,284
Accrued payroll and vacation pay	374,592	315,445
Accrued interest payable	20,358	23,602
	<u>\$ 1,279,430</u>	<u>\$ 3,114,685</u>

7. DEFERRED REVENUE

	<u>2018</u>	<u>2017</u>
Deferred sales and user charges	\$ 29,485	\$ 25,818
Deferred operating grants	403,698	43,794
	<u>\$ 433,183</u>	<u>\$ 69,612</u>

Deferred sales and user charges consist of amounts received which are taken into revenue in the period in which they are earned and corresponding expenditures incurred.

Deferred operating grants consist of funding received for operating purposes and not yet spent for their intended purpose.

8. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

The Town recognizes the anticipated costs for a landfill closure and post-closure liability on an annual basis. The estimated liability for these costs is based on estimates and assumptions related to future events and costs using information currently available to management and is recognized on a cumulative basis as the landfill capacity is utilized. Future events may result in significant changes to the estimated total costs, capacity used or total capacity and the estimated liability.

The accrued liability for closure and post-closure of the landfill is recognized over the life of the cells, using the net present value of the total estimated costs of closure and post-closure care, prorated on the basis of the current capacity in metric tonnes utilized over the total estimated capacity of the site. Estimated total costs equal the sum of the discounted future cash flows for closure and post-closure care activities discounted at the current average long-term borrowing rate of 4.5%, and using inflation rates of 2.0%.

(continues)



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

8. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY *(continued)*

The following summarizes the total net present value of the estimated total expenditures for closure and post-closure care:

Estimated closure costs	\$ 3,149,670
Estimated post-closure costs	<u>581,306</u>
Estimated total costs	3,730,976
 Amount accrued to December 31, 2018	 <u>(3,454,607)</u>
 Balance of estimated costs to accrue	 <u>\$ 276,369</u>

Management estimates the site has approximately 61,420 (2017 - 76,775) cubic meters of landfill capacity remaining. With an estimated annual utilization of 15,000 cubic meters, the landfill has approximately four years of life remaining. It is anticipated that post-closure care will be required for a period of twenty-five years once the landfill has been closed. Negotiations are being held to obtain additional land to extend the capacity past the current remaining useful life.

9. LONG-TERM DEBT

	2018	2017
Alberta Capital Finance Authority - long-term debentures. Debenture debt is issued on the credit and security of the Town at large, bears interest at rates ranging from 4.01% to 6.75% per annum and matures between 2022 and 2025.	\$ 2,592,420	\$ 2,955,595
National Leasing capital lease bears interest at 5.99% per annum and is repayable in monthly blended payments of \$3,961. The lease matures on June 1, 2019 and is secured by specific machinery and equipment with a carrying value of \$160,600.	<u>19,512</u>	<u>64,406</u>
	2,611,932	3,020,001
Amounts payable within one year	<u>(398,931)</u>	<u>(408,069)</u>
	<u>\$ 2,213,001</u>	<u>\$ 2,611,932</u>

(continues)



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

9. LONG-TERM DEBT *(continued)*

Principal repayment terms are approximately:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	\$ 398,931	\$ 108,544	\$ 507,475
2020	396,423	91,247	487,670
2021	414,225	73,445	487,670
2022	432,865	54,805	487,670
2023	376,241	35,287	411,528
Thereafter	<u>593,247</u>	<u>24,047</u>	<u>617,294</u>
	<u>\$ 2,611,932</u>	<u>\$ 387,375</u>	<u>\$ 2,999,307</u>

Total cash payments for interest during the year were \$148,300 (2017 - \$173,486).

10. DEBT LIMIT

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

	<u>2018</u>	<u>2017</u>
Total debt limit	\$ 19,645,097	\$ 19,135,344
Total debt	<u>(2,611,932)</u>	<u>(3,020,001)</u>
Total debt limit remaining	<u>\$ 17,033,165</u>	<u>\$ 16,115,343</u>
Debt servicing limit	\$ 3,274,183	\$ 3,189,224
Debt servicing	<u>(507,475)</u>	<u>(535,203)</u>
Service on debt limit remaining	<u>\$ 2,766,708</u>	<u>\$ 2,654,021</u>

The debt limit is calculated as 1.5 times revenue of the Town and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify Municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Town. Rather, the financial statements must be interpreted as a whole.



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

11. TANGIBLE CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated amortization</u>	<u>2018 Net book value</u>	<u>2017 Net book value</u>
Land	\$ 5,240,025	\$ -	\$ 5,240,025	\$ 5,240,025
Buildings	22,048,391	7,693,596	14,354,795	14,772,513
Machinery and equipment	4,496,429	2,121,950	2,374,479	2,177,400
Vehicles	1,528,967	914,590	614,377	538,412
Engineering structures	45,946,646	15,714,824	30,231,822	13,620,150
Assets under construction	1,758,222	-	1,758,222	14,466,148
	<u>\$ 81,018,680</u>	<u>\$ 26,444,960</u>	<u>\$ 54,573,720</u>	<u>\$ 50,814,648</u>

The following assets included above are held under capital lease as disclosed in Note 9:

	<u>Cost</u>	<u>Accumulated amortization</u>	<u>2018 Net book value</u>	<u>2017 Net book value</u>
Machinery and equipment	\$ 219,000	\$ 58,400	\$ 160,600	\$ 175,200

12. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2018</u>	<u>2017</u>
Unrestricted surplus	\$ 671,187	\$ -
Restricted surplus reserves (<i>Note 13</i>)	3,074,412	7,489,668
Equity in tangible capital assets (<i>Note 14</i>)	51,961,788	47,794,647
	<u>\$ 55,707,387</u>	<u>\$ 55,284,315</u>



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

13. RESERVES

Council has set aside funds as an internal allocation of accumulated surplus as follows:

	Balance, Beginning	Additions	Reductions	Balance, Ending
Capital infrastructure	\$ 4,054,075	\$ -	\$ (3,029,374)	\$ 1,024,701
Landfill levy	219,534	133,432	(17,035)	335,931
Offsite levy	24,281	-	-	24,281
Operating contingency	565,068	-	(389,257)	175,811
Recreation Centre	1,202,833	-	(956,843)	245,990
Recycling and waste management	388,967	259,362	(275,761)	372,568
Vehicle and equipment	467,300	-	(139,780)	327,520
Water sustainability	567,610	-	-	567,610
	\$ 7,489,668	\$ 392,794	\$ (4,808,050)	\$ 3,074,412

14. EQUITY IN TANGIBLE CAPITAL ASSETS

	2018	2017
Tangible capital assets (<i>Note 11</i>)	\$ 54,573,720	\$ 50,814,648
Long-term debt issued for capital purposes (<i>Note 9</i>)	(2,611,932)	(3,020,001)
	\$ 51,961,788	\$ 47,794,647



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

15. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for Municipal officials, the Chief Administrative Officer and designated officers as required by Alberta Regulation 313/00 is as follows:

	Salary (1)	Benefits and Allowances (2)	2018	2017
<u>Mayor:</u>				
H. Castle	\$ 38,150	\$ 5,375	\$ 43,525	\$ 43,106
<u>Councillors:</u>				
D. Didow	26,950	5,470	32,420	8,028
S. Moulun	-	-	-	19,272
M. Nelson	-	-	-	20,959
T. Olsen	22,900	5,470	28,370	8,278
Y. Rempel	20,700	5,470	26,170	28,815
J. Savory	20,200	5,470	25,670	7,778
A. Stad	-	-	-	18,209
R. Staples	26,550	5,470	32,020	29,515
J. Zwart	26,450	5,470	31,920	30,878
<u>Town Administrator:</u>				
L. Thompson	-	-	-	120,057
D. Thompson (3)	326,813	25,729	352,542	32,802

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.

(3) Salary amount includes \$166,968 of severance due to breaking contract by position abolishment due to dissolution.



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

16. EMPLOYEE FUTURE BENEFITS

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is covered by the Alberta Public Sector Pension Plans Act. The Plan serves about 259,714 people and 420 employers. It 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.

The Town is required to make current service contributions to the Plan of 10.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canadian Pension Plan and 14.84% on the excess. Employees of the Town are required to make current service contributions of 9.39% of pensionable payroll up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on the excess.

Total current service contributions by the Town to the Local Authorities Pension Plan in 2018 were \$325,945 (2017 - \$367,421). Total current service contributions by the employees of the Town to the Local Authorities Pension Plan in 2018 were \$296,810 (2017 - \$299,080).

At December 31, 2017, the Plan disclosed an actuarial surplus of \$4.8 billion (2016 - \$0.6 billion deficit).

LAPP has announced that contribution rates will decrease by 1% in 2019.

17. FINANCIAL INSTRUMENTS

The Town is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Town's risk exposure and concentration as of December 31, 2018.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Town is exposed to credit risk from customers. In order to reduce its credit risk, the Town conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information.

The two most significant revenue sources for the Town are property taxes and government transfers. The Town has a significant number of taxpayers which minimizes concentration of credit risk. No one taxpayer makes up a significant portion of such revenue. The majority of government transfers are received from the provincial and federal government agencies. Due to the nature of these payors, the Town is not exposed to significant credit risk on such transactions.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Town is exposed to this risk mainly in respect of its receipt of funds from its ratepayers, customers and other related sources, accounts payable, landfill closure and post-closure liability and long-term debt.



TOWN OF GRANDE CACHE

Notes to Financial Statements

Year Ended December 31, 2018

18. COMMITMENTS

(a) Leases and other agreements

The Town has entered into various leases and other agreements as part of its ongoing operations. It is the opinion of management that there are no commitments that will have a materially adverse effect on the financial position of the Town of Grande Cache.

(b) Completion of capital projects

The Town is also committed to various other capital projects at year-end. Funding for all capital projects is established and approved by Council in the capital budget prior to the commencement of a project.

19. CONTINGENT LIABILITIES

The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Town 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.

The Town has been named as a defendant in certain lawsuits filed against it. It is not possible for management to predict with any certainty the outcome of such litigation. However, management is of the opinion, based on information currently available from legal counsel, that it is unlikely that any significant liability will come of this litigation and further that such liability would not be material in relation to the entity's financial position. As such, no amount has been accrued in these financial statements. The ultimate settlement, if any, will be recognized in the period the details become known.

20. DISSOLUTION

On January 1, 2019, the Town was dissolved by an Order in Council of the Lieutenant Governor of the Province of Alberta. Effective on that date, the former area of the Town of Grande Cache became part of the Municipal District of Greenview No. 16 and is now designated as the Hamlet of Grande Cache.



TOWN OF GRANDE CACHE
Financial Information Return
December 31, 2018

Draft for discussion purposes only

Preparer	Reviewer IJC 4/05/19	Partner	-
-	Scan/Printed	Delivered	Published

Printed: May 02, 2019 4:21 PM



MUNICIPAL FINANCIAL INFORMATION RETURN

For the Year Ending December 31, 2018

Municipality Name: Town of Grande Cache

CERTIFICATION

The information contained in this Financial Information Return is presented fairly to the best of my knowledge.

Signature of Duly Authorized Signing Officer

Print Name

Date



INDEPENDENT AUDITORS' REPORT FINANCIAL INFORMATION RETURN

To the Mayor and Members of Council of the Town of Grande Cache

Opinion

We have audited the accompanying municipal financial information return of the Municipality of the Town of Grande Cache for the year ended December 31, 2018.

In our opinion, the the municipal financial information return present fairly, in all material respects, the financial position of the Town of Grande Cache as at December 31, 2018, and the results of its operations for the year then ended in accordance with Canadian public sector accounting standards.

It is understood that this report, as requested by the Minister of Alberta Municipal Affairs, is to be used primarily for statistical purposes. We have issued an audit report dated X on the financial statements of the Town of Grande Cache for the year ended December 31, 2018 and reference should be made to those audited financial statements for complete information.

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 *Auditor's Responsibilities for the Audit of the Municipal Financial Information Return* section of our report. We are independent of the Town 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 the municipal financial information return in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of the municipal financial information return that is free from material misstatement, whether due to fraud or error.

In preparing the municipal financial information return, management is responsible for assessing the Town'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 the Town ceases operations or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditor's Responsibilities for the Audit of the Municipal Financial Information Return

Our objectives are to obtain reasonable assurance about whether the municipal financial information return as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's 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 this municipal financial information return. 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 municipal financial information return, 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 the Town'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 the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 auditor's report. However, future events or conditions may cause the Town 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.

FINANCIAL POSITION

Schedule 9A

	Total
	1
Assets	0010
Cash and Temporary Investments	0020 2,940,710
Taxes and Grants in Place of Taxes Receivable.....	0030
. Current	0040 365,947
. Arrears	0050 368,459
. Allowance	0060
Receivable From Other Governments	0070 4,262,959
Loans Receivable	0080
Trade and Other Receivables	0090 423,708
Debt Charges Recoverable.....	0095
Inventories Held for Resale	0130
. Land	0140 704,000
. Other	0150
Long Term Investments	0170
. Federal Government	0180
. Provincial Government	0190
. Local Governments	0200 84
. Other	0210
Other Current Assets	0230
Other Long Term Assets	0240
	0250
Total Financial Assets	0260 9,065,867
	0270
Liabilities	0270
Temporary Loans Payable	0280
Payable To Other Governments	0290
Accounts Payable & Accrued Liabilities	0300 1,279,430
Deposit Liabilities	0310 167,259
Deferred Revenue	0340 433,183
Long Term Debt	0350 2,611,932
Other Current Liabilities	0360
Other Long Term Liabilities	0370 3,454,607
	0380
Total Liabilities	0390 7,946,411
	0395
Net Financial Assets (Net Debt)	0395 1,119,456
	0400
Non Financial Assets	0400
Tangible Capital Assets.....	0400 54,573,720
Inventory for Consumption.....	0410 6,786
Prepaid Expenses	0420 7,425
Other.....	0430
	0440
Total Non-Financial Assets	0440 54,587,931
	0450
Accumulated Surplus	0450 55,707,387

CHANGE IN ACCUMULATED SURPLUS

Schedule 9B

		Unrestricted	Restricted	Equity in TCA	Total
		1	2	3	4
Accumulated Surplus - Beginning of Year	0500		7,489,668	47,794,647	55,284,315
Net Revenue (Expense)	0505	423,072			423,072
Funds Designated For Future Use.....	0511	-392,794	392,794		
Restricted Funds - Used for Operations.....	0512	1,389,708	-1,389,708		
Restricted Funds - Used for TCA.....	0513		-3,418,342	3,418,342	
Current Year Funds Used for TCA	0514	-1,627,374		1,627,374	
Donated and Contributed TCA.....	0516				
Disposals of TCA.....	0517	3,295		-3,295	
Annual Amortization Expense.....	0518	1,283,349		-1,283,349	
Long Term Debt - Issued.....	0519				
Long Term Debt - Repaid.....	0521	-408,069		408,069	
Capital Debt - Used for TCA.....	0522				
	0523				
Other Adjustments.....	0524				
Accumulated Surplus - End of Year.....	0525	671,187	3,074,412	51,961,788	55,707,387

Draft for discussion purposes only

FINANCIAL ACTIVITIES BY FUNCTION

Schedule 9C

	Revenue		Expense
	1		2
Total General	0700	8,483,321	
Function	0710		1150
General Government	0720		1160
Council and Other Legislative	0730		1170
General Administration	0740	121,247	1180
Other General Government.....	0750		1190
Protective Services	0760		1200
Police	0770		1210
Fire	0780	919,454	1220
Disaster and Emergency Measures	0790		1230
Ambulance and First Aid	0800		1240
Bylaws Enforcement	0810		1250
Other Protective Services.....	0820		1260
Transportation	0830		1270
Common and Equipment Pool	0840		1280
Roads, Streets, Walks, Lighting	0850	22,278	1290
Airport	0860	27,887	1300
Public Transit	0870		1310
Storm Sewers and Drainage	0880		1320
Other Transportation	0890		1330
Environmental Use and Protection	0900		1340
Water Supply and Distribution	0910	1,762,844	1350
Wastewater Treatment and Disposal	0920	657,637	1360
Waste Management	0930	554,129	1370
Other Environmental Use and Protection	0940		1380
Public Health and Welfare	0950		1390
Family and Community Support	0960	372,565	1400
Day Care	0970		1410
Cemeteries and Crematoriums	0980	4,600	1420
Other Public Health and Welfare	0990		1430
Planning and Development	1000		1440
Land Use Planning, Zoning and Development	1010	228,408	1450
Economic/Agricultural Development	1020		1460
Subdivision Land and Development	1030		1470
Public Housing Operations	1040	15,000	1480
Land, Housing and Building Rentals	1050	6,000	1490
Other Planning and Development.....	1060		1500
Recreation and Culture	1070		1510
Recreation Boards	1080		1520
Parks and Recreation	1090	1,499,577	1530
Culture: Libraries, Museums, Halls	1100		1540
Convention Centres	1110		1550
Other Recreation and Culture.....	1120	63,969	1560
Other Utilities	1125		1565
Gas	1126		1566
Electric	1127		1567
Other	1130		1570
Total Revenue/Expense	1140	14,738,916	1580
Net Revenue/Expense			1590
			423,072

FINANCIAL ACTIVITIES BY TYPE / OBJECT

Schedule 9D

		Total 1
Revenues	1700	
Taxation and Grants in Place	1710	
. Property (Net Municipal)	1720	4,904,654
. Business	1730	
. Business Revitalization Zone	1740	
. Special	1750	
. Well Drilling	1760	
. Local Improvement	1770	
Sales To Other Governments	1790	
Sales and User Charges	1800	2,414,477
Penalties and Costs on Taxes	1810	137,985
Licenses and Permits	1820	38,993
Fines	1830	10,553
Franchise and Concession Contracts	1840	621,635
Returns on Investments	1850	117,684
Rentals	1860	567,296
Insurance Proceeds	1870	
Net Gain on Sale of Tangible Capital Assets	1880	21,406
Contributed and Donated Assets	1885	
Federal Government Unconditional Transfers	1890	
Federal Government Conditional Transfers	1900	
Provincial Government Unconditional Transfers	1910	15,484
Provincial Government Conditional Transfers	1920	1,217,901
Local Government Transfers	1930	4,655,615
Transfers From Local Boards and Agencies	1940	
Developer Agreements and Levies	1960	
Other Revenues	1970	15,233
Total Revenue	1980	14,738,916
Expenses	1990	
Salaries, Wages, and Benefits	2000	5,962,689
Contracted and General Services	2010	3,954,731
Purchases from Other Governments	2020	1,484
Materials, Goods, Supplies, and Utilities	2030	2,462,058
Provision For Allowances	2040	58,000
Transfers to Other Governments	2050	
Transfers to Local Boards and Agencies	2060	
Transfers to Individuals and Organizations	2070	269,543
Bank Charges and Short Term Interest	2080	21,166
Interest on Operating Long Term Debt	2090	
Interest on Capital Long Term Debt	2100	123,889
Amortization of Tangible Capital Assets	2110	1,283,349
Net Loss on Sale of Tangible Capital Assets	2125	
Write Down of Tangible Capital Assets	2127	
Other Expenditures	2130	178,935
Total Expenses	2140	14,315,844
Net Revenue (Expense)	2150	423,072

REVENUE AND EXPENSE SUPPLEMENTARY DETAIL

Schedule 9E

		Revenue		Expenses	
		Sales and User Charges	Provincial Capital Transfers	Annual Amortization Expense	Capital Long Term Debt Interest Expense
		1	2	3	4
General Government	2200				
Council and Other Legislative	2210				
General Administration	2220	20,808		16,815	
Other General Government.....	2230				
Protective Services	2240				
Police	2250				
Fire	2260	84,141		41,072	
Disaster and Emergency Measures	2270				
Ambulance and First Aid	2280			376	
Bylaws Enforcement	2290			6,626	
Other Protective Services.....	2300				
Transportation	2310				
Common and Equipment Pool	2320	6,380		115,595	
Roads, Streets, Walks, Lighting	2330			240,302	
Airport	2340	5,633		28,566	
Public Transit	2350				
Storm Sewers and Drainage	2360			12,528	
Other Transportation	2370				
Environmental Use and Protection	2380				
Water Supply and Distribution	2390	874,519	878,903	71,771	20,291
Wastewater Treatment and Disposal	2400	657,637		151,997	
Waste Management	2410	554,129		84,664	2,418
Other Environmental Use and Protection	2420				
Public Health and Welfare	2430				
Family and Community Support	2440				
Day Care	2450	32,023			
Cemeteries and Crematoriums	2460	4,610		3,834	
Other Public Health and Welfare	2470	7,824			
Planning and Development	2480				
Land Use Planning, Zoning and Development	2490				
Economic/Agricultural Development	2500				
Subdivision Land and Development	2510				
Public Housing Operations	2520				
Land, Housing and Building Rentals	2530				
Other Planning and Development.....	2540	775			
Recreation and Culture	2550				
Recreation Boards	2560		18,245		
Parks and Recreation	2570	155,707		509,203	101,180
Culture: Libraries, Museums, Halls	2580				
Convention Centres	2590				
Other Recreation and Culture.....	2600	10,291			
Other Utilities	2605				
Gas	2606				
Electric	2607				
Other	2610				
Total	2620	2,414,477	897,148	1,283,349	123,889

TANGIBLE CAPITAL ASSETS SUPPLEMENTARY DETAIL

Schedule 9F

		Tangible Capital Assets		Capital Long Term Debt	
		Purchased	Donated or Contributed	Principal Additions	Principal Reductions
		1	2	3	4
General Government	2700				
Council and Other Legislative	2710				
General Administration	2720	56,664			
Other General Government.....	2730				
Protective Services	2740				
Police	2750				
Fire	2760	1,440,993			
Disaster and Emergency Measures	2770				
Ambulance and First Aid	2780				
Bylaws Enforcement	2790	22,738			
Other Protective Services.....	2800				
Transportation	2810				
Common and Equipment Pool	2820	159,496			
Roads, Streets, Walks, Lighting	2830	328,038			
Airport	2840				
Public Transit	2850				
Storm Sewers and Drainage	2860				
Other Transportation	2870				
Environmental Use and Protection	2880				
Water Supply and Distribution	2890	19,090,020			54,927
Wastewater Treatment and Disposal	2900	115,320			
Waste Management	2910	292,796			44,894
Other Environmental Use and Protection	2920				
Public Health and Welfare	2930				
Family and Community Support	2940				
Day Care	2950				
Cemeteries and Crematoriums	2960				
Other Public Health and Welfare	2970				
Planning and Development	2980				
Land Use Planning, Zoning and Development	2990				
Economic/Agricultural Development	3000				
Subdivision Land and Development	3010				
Public Housing Operations	3020				
Land, Housing and Building Rentals	3030				
Other Planning and Development.....	3040				
Recreation and Culture	3050				
Recreation Boards	3060				
Parks and Recreation	3070	248,217			308,248
Culture: Libraries, Museums, Halls	3080				
Convention Centres	3090				
Other Recreation and Culture.....	3100				
Other Utilities	3105				
Gas	3106				
Electric	3107				
Other	3110				
Total	3120	21,754,282			408,069

CHANGE IN TANGIBLE CAPITAL ASSETS

Schedule 9G

		Balance at Beginning of Year 1	Additions 2	Reductions 3	Balance at End of Year 4
Tangible Capital Assets - Cost					
Engineered Structures	3200				
Roadway Systems.....	3201	14,363,681	328,038		14,691,719
Light Rail Transit Systems.....	3202				
Water Systems.....	3203	3,082,640	16,708,566		19,791,206
Wastewater Systems.....	3204	7,105,028			7,105,028
Storm Systems.....	3205	975,302			975,302
Fibre Optics.....	3206				
Electricity Systems.....	3207				
Gas Distribution Systems.....	3208				
Total Engineered Structures	3210	25,526,651	17,036,604		42,563,255
Construction In Progress.....	3219	14,466,148	4,000,640	16,708,566	1,758,222
Buildings	3220	22,027,890	20,501		22,048,391
Machinery and Equipment	3230	4,119,694	430,502	53,767	4,496,429
Land	3240	5,240,025			5,240,025
Land Improvements.....	3245	3,274,061	109,330		3,383,391
Vehicles	3250	1,400,828	156,705	28,566	1,528,967
Total Capital Property Cost	3260	76,055,297	21,754,282	16,790,899	81,018,680
Accumulated Amortization					
Engineered Structures	3270				
Roadway Systems	3271	9,006,404	240,302		9,246,706
Light Rail Transit Systems	3272				
Water Systems	3273	1,503,268	38,955		1,542,223
Wastewater Systems	3274	2,988,813	115,278		3,104,091
Storm Systems	3275	504,042	12,528		516,570
Fibre Optics	3276				
Electricity Systems	3277				
Gas Distribution Systems	3278				
Engineered Structures	3280	14,002,527	407,063		14,409,590
Buildings	3290	7,255,377	438,219		7,693,596
Machinery and Equipment	3300	1,942,294	231,214	51,558	2,121,950
Land	3310				
Land Improvements.....	3315	1,178,035	127,199		1,305,234
Vehicles	3320	862,416	79,654	27,480	914,590
Total Accumulated Amortization	3330	25,240,649	1,283,349	79,038	26,444,960
Net Book Value of Capital Property	3340	50,814,648			54,573,720
Capital Long Term Debt (Net)	3350	3,020,001			2,611,932
Equity in Tangible Capital Assets	3400	47,794,647			51,961,788

LONG TERM DEBT SUPPORT

Schedule 9H

		Operating Purposes 1	Capital Purposes 2	Total 3
Long Term Debt Support	3405			
Supported by General Tax Levies	3410		2,611,932	2,611,932
Supported by Special Levies	3420			
Supported by Utility Rates	3430			
Other	3440			
Total Long Term Debt Principal Balance	3450		2,611,932	2,611,932

LONG TERM DEBT SOURCES

Schedule 9I

		Operating Purposes 1	Capital Purposes 2	Total 3
Alberta Capital Finance Authority	3500		2,592,420	2,592,420
Canada Mortgage and Housing Corporation	3520			
Mortgage Borrowing	3600			
Other	3610		19,512	19,512
Total Long Term Debt Principal Balance	3620		2,611,932	2,611,932

FUTURE LONG TERM DEBT REPAYMENTS

Schedule 9J

		Operating Purposes 1	Capital Purposes 2	Total 3
Principal Repayments by Year	3700			
Current + 1	3710		398,931	398,931
Current + 2	3720		396,423	396,423
Current + 3	3730		414,225	414,225
Current + 4	3740		432,865	432,865
Current + 5	3750		376,241	376,241
Thereafter	3760		593,247	593,247
Total Principal	3770		2,611,932	2,611,932
Interest by Year	3780			
Current + 1	3790		108,544	108,544
Current + 2	3800		91,247	91,247
Current + 3	3810		73,445	73,445
Current + 4	3820		54,805	54,805
Current + 5	3830		35,287	35,287
Thereafter	3840		24,047	24,047
Total Interest	3850		387,375	387,375

PROPERTY TAXES AND GRANTS IN PLACE

Schedule 9K

		Property Taxes 1	Grants - in Place 2	Total 3
Property Taxes	3900			
Residential Land and Improvements	3910	3,537,843	639	3,538,482
Non-Residential	3920			
Land and Improvements (Excluding M & E).....	3935	1,558,681	1,092,125	2,650,806
Machinery and Equipment	3950			
Linear Property	3960	150,615		150,615
Railway	3970			
Farm Land	3980			
Adjustments to Property Taxes	3990			
 Total Property Taxes and Grants In Place	4000	5,247,139	1,092,764	6,339,903
 Requisition Transfers			4010	
Education				
Residential/Farm Land	4031			789,414
Non-Residential	4035			467,136
Seniors Lodges	4090			178,475
Other	4100			224
Adjustments to Requisition Transfers	4110			
 Total Requisition Transfers	4120			1,435,249
 Net Municipal Property Taxes and Grants In Place	4130			4,904,654

GRANTS IN PLACE OF TAXES

Schedule 9L

		Property Taxes 1	Business Taxes 2	Other Taxes 3	Total 4
Federal Government	4200	1,044,006			1,044,006
Provincial Government	4210	48,758			48,758
Local Government	4220				
Other	4230				
 Total	4240	1,092,764			1,092,764

DEBT LIMIT

Schedule 9AA

1

Debt Limit	5700	19,645,097
Total Debt	5710	2,611,932
Debt Service Limit	5720	3,274,183
Total Debt Service Costs	5730	507,475

Draft for discussion purposes only

Enter prior year Line 3450 Column 2 balance here:

3,020,001

Draft for discussion purposes only



REQUEST FOR DECISION

SUBJECT: **Write Off of A/R Account #184806**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 13, 2019 CAO: DT MANAGER: DD

DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: GD

STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – AD34

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to write off the outstanding balance of \$325.96 on account #184806.

BACKGROUND/PROPOSAL:

Administration was recently advised by the FCSS Department that their client with Accounts Receivable #184806 passed away on September 28, 2018. The client had been receiving social assistance to assist with the cost of FCSS Home Support Services, however neglected to pay the outstanding invoices. As a result, the account has an outstanding arrears balance of \$325.96.

As the client is now deceased and there is no chance of recovering the outstanding costs, Administration is requesting Council's authorization to write off the outstanding balance for account #184806.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council authorizing the recommended action is that due to the client being deceased and no chance of payment, the account will be closed and no further finance charges will be incurred.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the request to write off account #184806, however, this is not recommended by Administration due to there being no recourse to collect this outstanding account balance.

FINANCIAL IMPLICATION:

The financial implications to the recommended motion is \$325.96.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

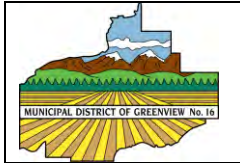
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will complete the process of writing off the balance for account #184806.

ATTACHMENT(S):

- AD34



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

Section:
ADMINISTRATION

POLICY NUMBER: AD 34

POLICY TITLE:	ACCOUNTS RECEIVABLE CANCELLATION OR ADJUSTMENTS	Page 1 of 1
Date Adopted by Council / Motion Number:		10.03.824

PURPOSE:

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

POLICY:

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

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

(Original signed copy on file)
REEVE

C.A.O.



REQUEST FOR DECISION

SUBJECT: 2018 Planning and Development Year End Report
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: SAR
DEPARTMENT: PLANNING & DEVELOPMENT GM: RA PRESENTER: PL
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the 2018 Planning and Development Year End Report for information, as presented.

BACKGROUND/PROPOSAL:

Each year, Planning and Development provides an overview of development activity throughout Greenview. The report includes data on land use amendments, subdivisions, business licenses, lease referral notifications from Alberta Environment and Parks (AEP) and development permits. This year's report also indicates the comparison in activity between 2017 and the previous two years.

The report categorizes land use amendment and subdivision applications by type, location, and size. Development permits are categorized by type, date, location and cost. The number of business license applications and lease referrals are broken up by ward.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Committee of the Whole accepting the recommended motion is that councillors will be updated as to the overall development activity within Greenview during 2017.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to not accept the recommend 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):

- 2018 Planning and Development Year End Report



Planning and Development

Year End Report
2018

Municipal District of Greenview No. 16

4806 - 36 Avenue, Box 1079
Valleyview, AB T0H 3N0
PH: 1-780-524-7600

INTRODUCTION

The Planning and Development Year End Report for 2018 provides an overview of the development activity of the Planning and Development department.

The Planning and Development department is responsible for land use amendments, subdivisions, business licensing, referral notifications, rural addressing, development permits, annual renewals for work camps and business licenses. The department must also continually review and update various planning documents that include the Municipal Development Plan, Land Use Bylaw, Intermunicipal Development Plans and Area Structure Plans to ensure they remain relevant to the current reality, align with current provincial and municipal regulations, guidelines and policies, and encourage future growth and development.

The Planning and Development department provides recommendations to Council, submits subdivision applications and development permits for discretionary uses to Municipal Planning Commission for decisions and attends Subdivision and Development Appeal Board (SDAB) meetings. Greenviue's planning processes are guided by the Council-approved bylaws and policies, all of which are governed by the Municipal Government Act (MGA).

Last year was a busy one for the Planning and Development department. Public engagement sessions were held throughout the municipality to inform residents and receive public input and feedback on important planning projects.

As of January 1, 2019, Greenview is now divided into nine (9) wards. The dissolution of the Town of Grande Cache has brought about numerous changes throughout the organization. With the addition of the new Hamlet of Grande Cache (Ward 9) and its residents, it is anticipated we will see more development matters come forward.

The upcoming year promises to be a busy one with the department working through the transition with Grande Cache and the preparation of various planning documents, such as:

- Valleyview Intermunicipal Development Plan
- Sturgeon Lake Area Structure Plan
- Intermunicipal Development Plan with Big Lakes County



There are four (4) Development Officers that work together to address planning and development matters in their assigned wards within Greenview:

Celine Soucy:

Wards 1 and 8

Grande Cache & Grovedale

Price Leurebourg:

Wards 2, 3 and 4

(Little Smoky, Valleyview & Sunset House)

Leona Dixon:

Wards 5, 6 and 7

(New Fish Creek, DeBolt & Crooked Creek)

Susanne Nicholls:

Ward 9

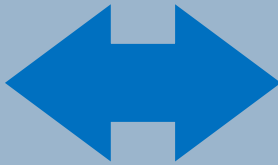
Hamlet of Grande Cache

The Development Officers are always willing to assist ratepayers and answer any questions or concerns related to planning and development.

LAND USE AMENDMENTS

Total Applications

2018: 7
2017: 6
2016: 7



A Land Use Amendment changes your current designation i.e. Agriculture to Country Residential One District and must be finalized in order to enable your proposed development or subdivision to take place.

LAND USE AMENDMENTS 2018

Grovedale Applications

2018: 3
2017: 2
2016: 2



Industrial Applications

2018: 3
2017: 2
2016: 2



LAND USE AMENDMENTS—FINAL ZONING

Agricultural Two (A-2)	1
Country Residential One (CR-1)	3
Hamlet Residential (HR)	1
Industrial (INS)	1
Municipal Reserve (MR)	1

Before any development can occur, it is important to determine whether or not the land use design supports the planned project. The Land Use Bylaw outlines the land use districts and the uses acceptable within.

If a particular property is designated as a land use district where the type of subdivision is not allowed and/or the type of development is not listed as either a

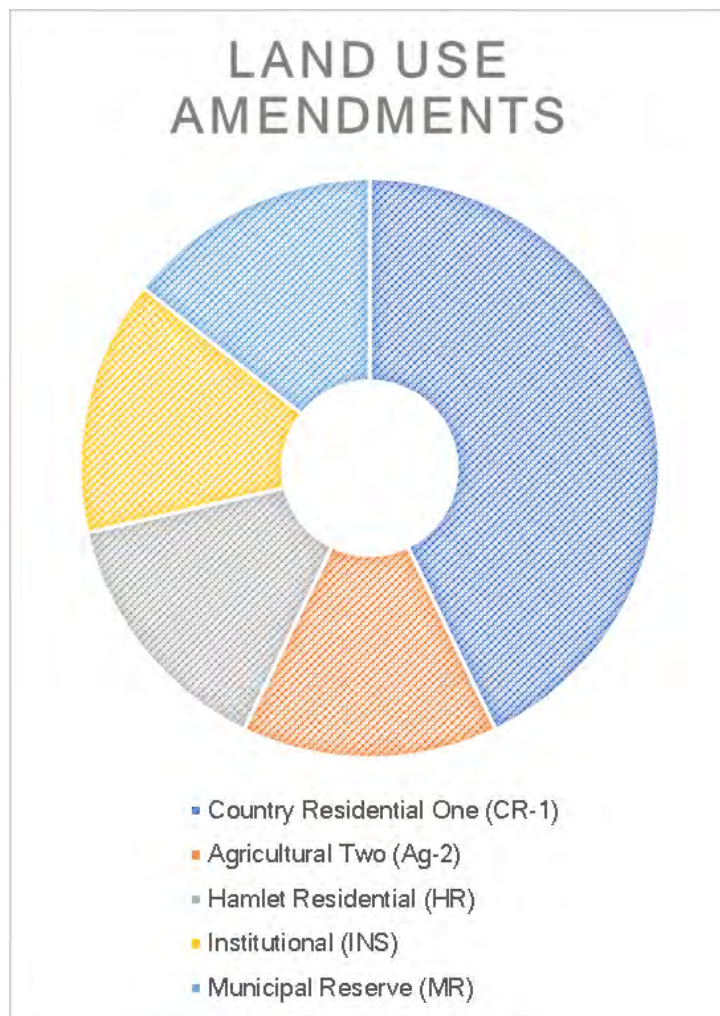
amendments, appear to be the most common applications since 2016, that indicates a desire from ratepayers to increase the availability of acreage lots to accommodate residential development which allow for minor agricultural pursuits and the keeping of livestock.

Following the trend of the past few years, in 2018 Greenview received the most land use amendment applications from Grovedale – this year equaled Crooked Creek. Both wards saw the submission of three (3) applications.

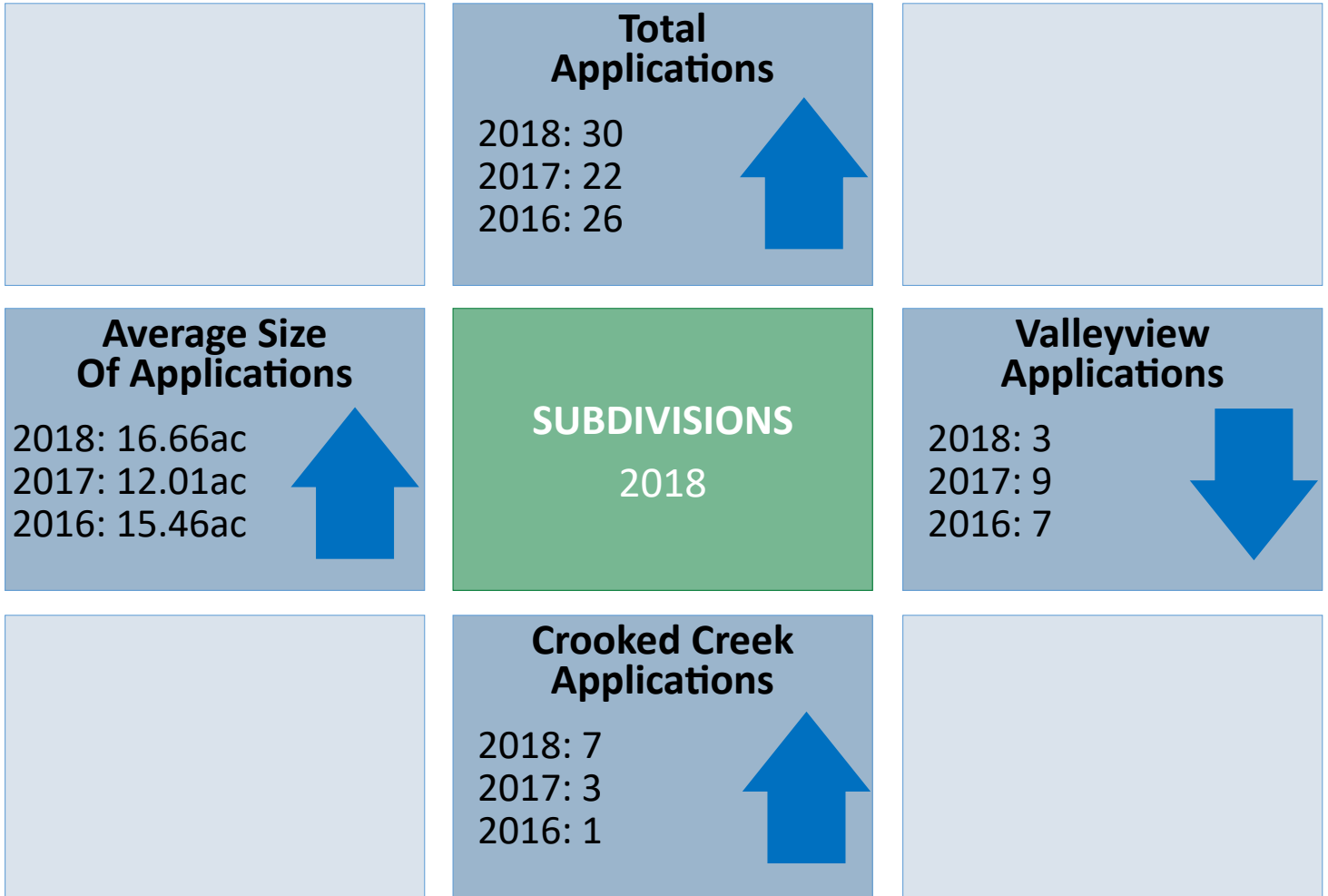
Ward	Number of Applications
Ward 1 – Grande Cache	0
Ward 2 – Little Smoky	0
Ward 3 – Valleyview	1
Ward 4 – Sunset House/Sweathouse	0
Ward 5 – New Fish Creek	0
Ward 6 – DeBolt/Puskwaskau	0
Ward 7 – Crooked Creek	3
Ward 8 – Grovedale	3
ALL	7

Permitted or Discouraged Use in the Land Use Bylaw, a Land Use Amendment will be required to comply with zoning regulations.

In 2018, Land Use Amendment applications have resulted in new Country Residential One, Agricultural Two, Hamlet Residential In and Municipal Reserve lot designations. The Country Residential One



SUBDIVISIONS



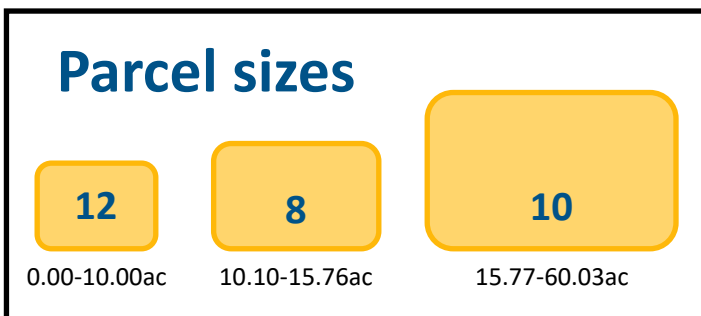
Subdivision is the process of legally dividing a parcel of land into two or more parcels, resulting in each having a separate title. The reason for a subdivision can vary. Past applications have stemmed from the desire to pass a family member a plot of land, the decision to sell unused land for financial reasons, and the donation of land to a non-profit organization.

A boundary adjustment is another type of subdivision which does not increase the number of parcels, but alters the boundaries between two or more parcels. These boundary adjustments follow the same process as the more common subdivision application.

30 subdivision applications were received in 2018, of which 19 were for First Parcel subdivisions. This is an increase from the 22 applications received in 2017. Aside from the First Parcel subdivisions, Greenview also received applications for Country Residential, One, Industrial, Multiple Parcel, Public and Physical Severance subdivisions. A boundary adjustment application was also submitted. Subdivisions ranged from 3.1 acres to 60 acres, with an average size of 16.66 acres.

In terms of geographic distribution seven (7) applications were received from the Crooked Creek ward. Both DeBolt/Puskwaskau and Grovedale had six (6) subdivision applications while the Sunset House/Sweathouse ward had five (5). Smoky, New Fish Creek, and Valleyview wards submitted two (2), one (1), and three (3) applications, respectively.

Ward	Number of Applications	Average Size
Ward 1 – Grande Cache	0	0 acres
Ward 2 – Little Smoky	2	11.30 acres
Ward 3 – Valleyview	3	11.45 acres
Ward 4 – Sunset House/Sweathouse	5	26.57 acres
Ward 5 – New Fish Creek	1	21.25 acres
Ward 6 – DeBolt/Puskwaskau	6	15.49 acres
Ward 7 – Crooked Creek	7	11.79 acres
Ward 8 – Grovedale	6	18.91 acres
ALL	30	16.66 acres



DEVELOPMENT PERMITS

Total Applications

2018: 308
2017: 318
2016: 301



Crown Land Applications

2018: 181
2017: 227
2016: 147



Commercial Applications

2018: 8
2017: 8
2016: 16



Total Estimated Project Costs

2018: \$900.69M
2017: \$819.52M
2016: \$521.30M



**DEVELOPMENT
PERMITS
2018**

Residential Applications

2018: 96
2017: 122
2016: 126



Total Fees Collected

2018: \$452,700
2017: \$432,820
2016: \$272,650



Average Industrial Projects Costs

2018: \$6.72M
2017: \$4.41M
2016: \$3.26M



Average Residential Projects Costs

2018: \$139.34M
2017: \$91.64M
2016: \$138.92M



A development permit is a document issued by the municipality, authorizing the development or use of land, property and structures. Development permits are generally issued for activities or developments¹ listed in the Land Use Bylaw, either as permitted or discretionary uses.

In all, 308 development permit applications were submitted in 2018, of which 127 were industrial. A further 97 residential and 56 work camps development permit applications were received.

The fees associated with the development permit applications were highest in the industrial category as these applications accounted for 95% of the fees collected by Greenview. The current Municipal District's development permit fee structure ensures that applicants are assessed fees relative to the cost of the project.

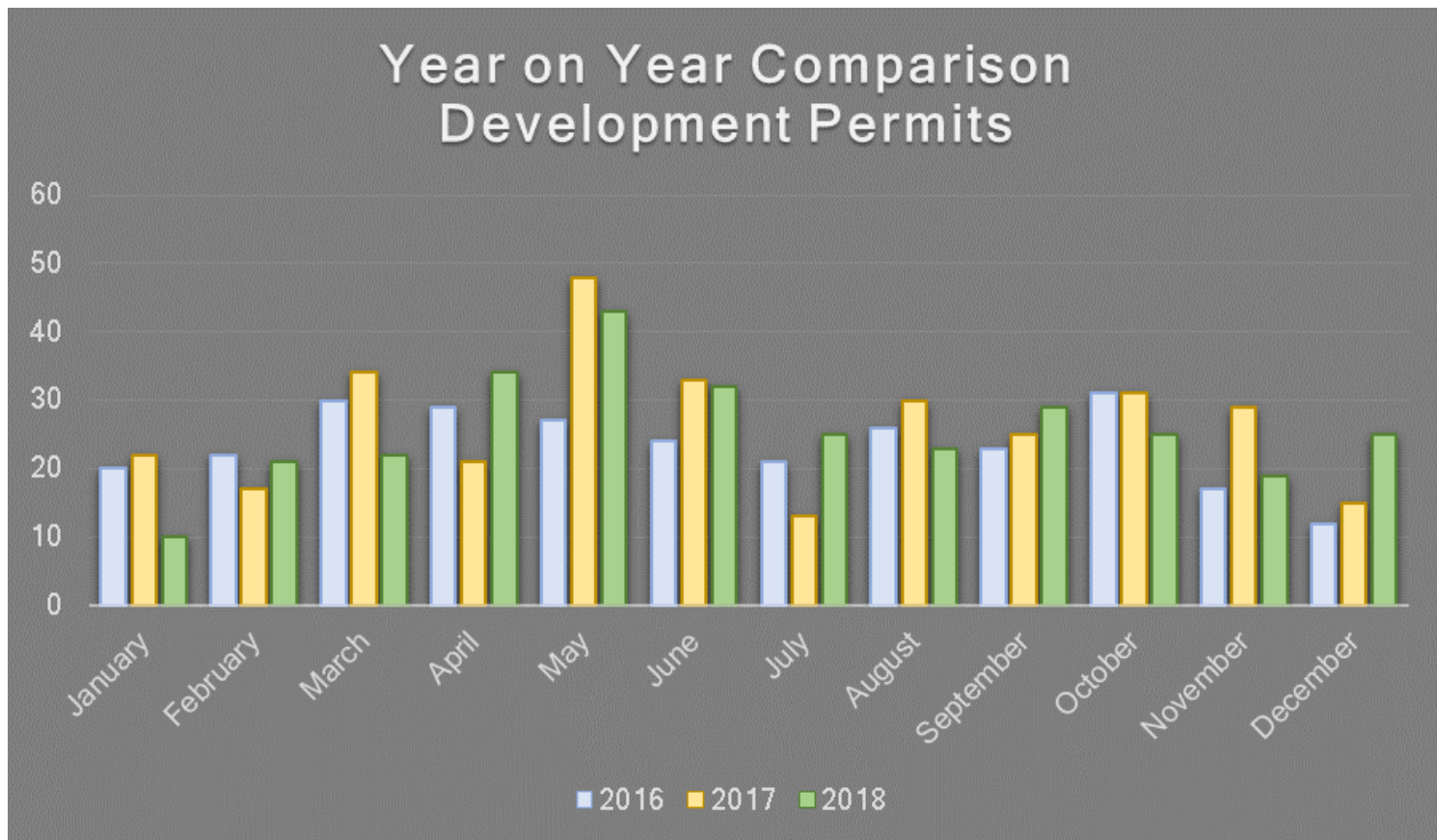
1. Section 616(b) of the Municipal Government Act states that "development" means

- (i) an excavation or stockpile and the creation of either of them,*
- (ii) a building or an addition to or replacement or repair of a building and the construction or placing of any of them on, in over or under land,*
- (iii) 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*
- (iv) 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".*



Of the 308 development permit applications received, over 80% were received for projects within the Smoky, Crooked Creek and Grovedale wards.

The fees associated with the development permit applications were highest in Little Smoky ward as these applications accounted for 42% of the fees collected by Greenview.

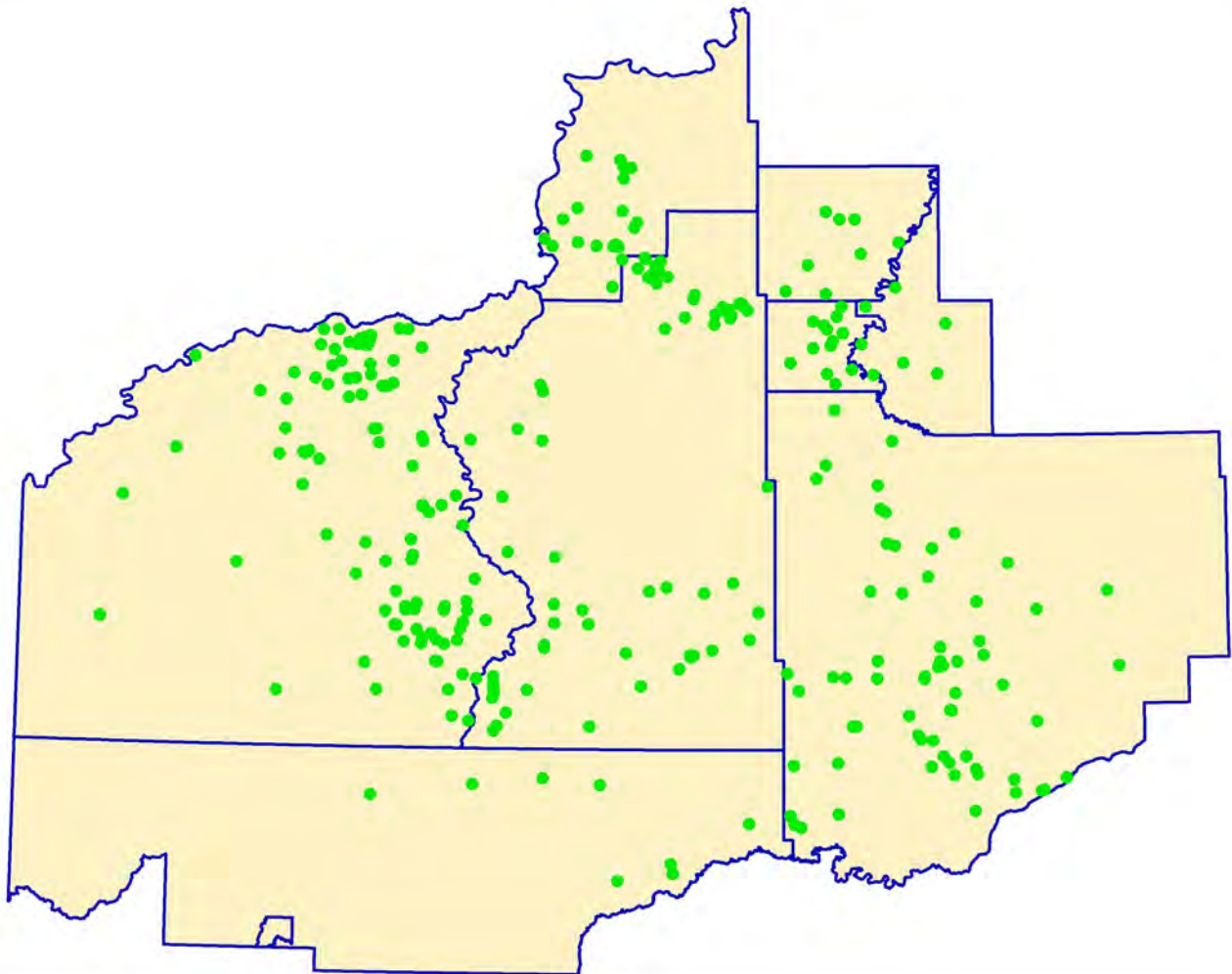


Development Permit Application Types	Number of Applications	Average		Total	
		Estimated Project Costs	Fees Collected	Estimated Project Costs	Fees Collected
Agricultural	8	\$362,853.75	\$193.75	\$2,902,830.00	\$1,550.00
Commercial	8	\$188,125.00	\$137.50	\$1,505,000.00	\$1,100.00
Industrial	127	\$6,724,515.75	\$3,375.98	\$854,013,500.70	\$428,750.00
Institutional*	8	\$2,206,312.50	\$43.75	\$17,650,500.00	\$350.00
Other	2	\$250,000.00	\$125.00	\$500,000.00	\$250.00
Recreational**	2	\$350,000.00	\$0.00	\$700,000.00	\$0.00
Residential	97	\$145,115.82	\$145.36	\$14,076,235.00	\$14,100.00
Work Camp	56	\$166,997.45	\$117.86	\$9,351,857.00	\$6,600.00
ALL	308	\$2,924,350.40	\$1,469.81	\$900,699,922.70	\$452,700.00

*6 of the 8 applications were submitted by the Municipal District of Greenview

** Both applications were submitted by the Municipal District of Greenview

Development Permit Application Types	Number of Applications	Average		Total	
		Estimated Project Costs	Fees Collected	Estimated Project Costs	Fees Collected
Ward 1 – Grande Cache	8	\$544,208.46	\$306.25	\$4,353,667.70	\$2,450
Ward 2 – Little Smoky	66	\$5,703,182.38	\$2,883.33	\$376,410,037.00	\$190,300.00
Ward 3 – Valleyview	14	\$149,035.71	\$107.14	\$2,086,500.00	\$1,500.00
Ward 4 – Sunset House/Sweathouse	5	\$98,800.00	\$100.00	\$494,000.00	\$500.00
Ward 5 – New Fish Creek	8	\$144,634.38	100.00	\$1,157,075.00	\$800.00
Ward 6 – DeBolt/Puskwaskau	26	\$171,589.62	\$219.23	\$4,461,330.00	\$5,700.00
Ward 7 – Crooked Creek	74	\$2,780,529.05	\$1,396.62	\$205,759,150.00	\$103,350.00
Ward 8 – Grovedale	107	\$2,895,609.00	\$1,384.11	\$305,978,163.00	\$148,100.00
ALL	308	\$2,924,350.40	\$1,469.81	\$900,699,922.70	\$452,700.00



LEASE REFERRALS

Referral notifications are received from Alberta Environment and Parks (AEP) when an individual or organization applies for a lease on Crown land within Greenview. A written response is sent back to AEP and to the applicant with comments or concerns. As well, the applicant is advised of the requirement to obtain a development permit, when applicable.

The majority of lease referral notifications received in 2018 were associated with projects in the Grovedale ward.

Ward	Number of Lease Referrals
Ward 1 – Grande Cache	1
Ward 2 – Little Smoky	0
Ward 3 – Valleyview	0
Ward 4 – Sunset House/Sweathouse	1
Ward 5 – New Fish Creek	0
Ward 6 – DeBolt/Puskwaskau	0
Ward 7 – Crooked Creek	7
Ward 8 – Grovedale	27
ALL	37

BUSINESS LICENSES

Ward	Number of Applications
Ward 1 – Grande Cache	0
Ward 2 – Little Smoky	2
Ward 3 – Valleyview	2
Ward 4 – Sunset House/Sweathouse	0
Ward 5 – New Fish Creek	0
Ward 6 – DeBolt/Puskwaskau	1
Ward 7 – Crooked Creek	2
Ward 8 – Grovedale	4
ALL	11

Any person owning or operating a business within the municipality may obtain an annual Business License. This applies to all commercial and industrial establishments, as well as home occupations. A Business License shows the public that the business meets the municipality's requirements and is permitted to operate within the Municipal District of Greenview.

In 2018, 11 business license applications were submitted to Greenview.



REQUEST FOR DECISION

SUBJECT: Withdrawal from Intermunicipal SDAB and ARB Agreement with Hinton
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Intergovernmental Relations

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) –Grande Cache Bylaws 833 “Intermunicipal Assessment Review Board” and 834 “Intermunicipal Subdivision and Development Appeal Board.”

RECOMMENDED ACTION:

MOTION: That Council provide notice to the Town of Hinton of withdrawal from the Intermunicipal ASB and Intermunicipal SDAB and request that the Town of Hinton waive the notification requirement.

BACKGROUND/PROPOSAL:

With the dissolution of Grande Cache, Greenview inherited all of the Town of Grande Cache Bylaws. Two of these Bylaws involve an intermunicipal agreement with the Town of Hinton for a joint SDAB and ARB. Greenview already has an independent ARB and SDAB. As such, Administration is recommending that Council provide formal notice of withdrawal from these agreements and request the Town of Hinton waive notification requirements. If we do not make this request, Greenview will be committed on, behalf of the former Town of Grande Cache, to provide SDAB Board Members and Clerks to any SDAB appeals in Hinton for the remainder of 2019.

In order to ease this transition for the Town of Hinton, Greenview Council may choose to include a provision in the letter to Hinton that would allow Board Members from Greenview to serve the SDAB in Hinton if requested, when they are available in the case of an appeal in 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will only be responsible for SDAB hearings within Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages.

ALTERNATIVES CONSIDERED:

Alternative #1: Council could choose to remain a part of the Intermunicipal SDAB and ARB, but they will commit SDAB members to participate in hearings in both Greenview and Hinton.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will send a formal notice of withdrawal to the Town of Hinton.

ATTACHMENT(S):

- Bylaw 833
- Bylaw 834

Town of Grande Cache
BYLAW NO. 833

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO ESTABLISH AN INTERMUNICIPAL ASSESSMENT REVIEW BOARD

WHEREAS pursuant to Section 456 of the *Municipal Government Act, RSA 2000, Chapter M-26 as amended*, to enter into an agreement between the Town of Grande Cache, the Town of Hinton, the Specialized Municipality of Jasper and the Town of Edson ('the Municipalities') regarding an Inter-municipal Assessment Review Board;

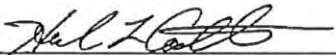
THEREFORE BE IT RESOLVED THAT the Council of the Town of Grande Cache, duly assembled in Council Chambers in Grande Cache, Alberta, enacts as follows:

1. This bylaw may be cited as the 'Inter-municipal Assessment Review Board Bylaw'.
2. Council hereby authorizes Administration to enter into an agreement with the Town of Hinton, the Specialized Municipality of Jasper and the Town of Edson in the form and substance of the Agreement attached to this bylaw as Schedule 'A'.
3. This bylaw shall come into full force and effect upon third and final reading, and all previous bylaws in relation to the establishment of an Inter-municipal Assessment Review Board are hereby repealed.

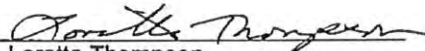
READ a first time this fourteenth day of June, 2017

READ a second time this fourteenth day of June, 2017

READ a third and final time fourteenth day of June, 2017



Herb Castle
Mayor



Loretta Thompson
Chief Administrative Officer

Schedule 'A'

INTER-MUNICIPAL ASSESSMENT REVIEW BOARD AGREEMENT

DATED THIS ___ DAY OF _____, 2017

BETWEEN:

THE TOWN OF GRANDE CACHE

- and -

THE TOWN OF HINTON

- and -

THE SPECIALIZED MUNICIPALITY OF JASPER

- and -

THE TOWN OF EDSON

(referred to as "the Municipalities")

THE MUNICIPALITIES AGREE AS FOLLOWS:

The above parties agree to enter into an Inter-Municipal Assessment Review Board Agreement (the "Agreement") setting out the terms for an Inter-Municipal Assessment Review Board for the purposes of sharing resources and information among the Town of Grande Cache, the Town of Hinton, the Specialized Municipality of Jasper and the Town of Edson.

1. DEFINITIONS

In this Agreement, unless the context provides otherwise, terms have the meaning given to them in the Act and the regulations passed thereto, and the following words or phrases shall have the following meanings:

- a) "Act" means the *Municipal Government Act*, as amended.
- b) "Bylaw" refers to the approved Inter-Municipal Assessment Review Board Bylaw established by each municipality.
- c) "Clerk Coordinator" is the designated lead Clerk appointed to coordinate meetings, resources and information between the municipalities.
- d) "Clerk" is the designated officer appointed by each Municipality to act as the clerk of the assessment review board.

- e) "CARB" is the Composite Assessment Review Board established and defined by the bylaws of each municipality.
- f) "LARB" is the Local Assessment Review Board established and defined by the bylaws of each municipality.
- g) "Citizen Member" means a resident of the Municipalities, and does not include a councillor, or any other person ineligible pursuant to the Act or the regulations passed pursuant to the Act.
- h) "Municipality" or "Municipalities" means the Town of Grande Cache, the Town of Hinton, the Specialized Municipality of Jasper and the Town of Edson individually or collectively as the context requires.

2. FUNCTIONS AND DUTIES

- a) The LARBs and CARBs established pursuant to the applicable Bylaw in this Agreement will hear and decide complaints filed under the Act for property located in each Municipality.

3. MEMBERSHIP, APPOINTMENTS AND VACANCIES

- a) Each Municipality shall be responsible to appoint two (2) or more Citizen Members to the LARBs and CARBs pursuant to the applicable Bylaw. Provided the Citizen Members have taken the necessary training, the same individuals may be appointed to a LARB and CARB.
- b) Each Citizen Member is appointed for a minimum of three (3) years.
- c) Each Municipality shall have the right to rescind the appointment of their Citizen Member.
- d) Each Municipality must rescind the appointment of a Citizen Member if the Member: (i) fails to successfully complete the training program set by the Minister, (ii) does not live up to their commitment to attend hearings, (iii) is no longer eligible pursuant to the Act and regulations passed thereto, and (iv) breaches the pecuniary interest provisions in s. 480 of the Act.
- e) Vacancies shall be filled within ninety (90) days.

4. MEETINGS

- a) The designated Clerk Coordinator will schedule an annual meeting for the Clerks to review the CARB and LARB roles and requirements for the year.

5. ADMINISTRATION

- a) The designated Clerk Coordinator will be decided annually; the role will alternate between the Town of Grande Cache, the Town of Hinton, the

Specialized Municipality of Jasper and the Town of Edson. The Clerk Coordinator will have the following duties:

- Schedule Members for hearings pursuant to the Bylaw and this Agreement;
 - Obtain legal opinions and advice;
 - Schedule the hearing in the Municipality in which the property under complaint is located; and
 - Coordinate the hearing responsibilities with the Clerks pursuant to the Act, the regulations and the applicable Bylaw.
- b) When substituting Members from one LARB or CARB pursuant to the Bylaw, the designated Clerk Coordinator will try to have a majority of Citizen Members who do not reside in the Municipality in which the property under complaint is located.
- c) When selecting or substituting Members for a LARB or CARB hearing, the Clerk Coordinator may choose Citizen Members or members from the Qualified Assessment Review Board Member List issued by Municipal Affairs.
- d) The Municipalities agree to share equally the costs associated with the preparation of this Agreement and the applicable Bylaw.
- e) If revisions to the Agreement or Bylaw are necessary, the designated Clerk Coordinator will undertake those revisions in conjunction with the municipalities; the costs will be shared equally.

6. REMUNERATION

- a) Unless otherwise determined by the Municipality which appointed the Citizen Member, Citizen Members will receive remuneration for training sessions, meetings, decision writing, reviewing draft decisions, and hearings in accordance with the meeting fees set for councillors in the Municipality which appointed the Citizen Member.

7. BOARD AND HEARING COSTS

- a) The Municipality in which the property under complaint is located shall be responsible to pay the costs associated with that hearing, including:
- Remuneration for Members;
 - The costs associated with the Provincial Member; and
 - Any legal fees.

If more than one hearing is held in a day, then the remuneration for the Citizen Members shall be divided equally per complaint and billed to the Municipality in which the property under complaint is located.

- b) Each Municipality shall provide, at their expense, adequate facilities for the hearings in that Municipality.

8. COMPLAINT FEES

- a) The fees payable pursuant to section 481(1) of the Act shall be those established by each Municipality for property located in that Municipality, provided that such fees do not exceed the maximum fees in the *Matters Relating to Assessment Complaints Regulation*.

9. GENERAL

- a) This Agreement will remain in effect until updates or alterations are required.
- b) Should a Municipality want to withdraw from participation in this Agreement, they may do so by serving notice prior to April 1st of any given year, the withdrawal to take effect on January 1st of the following year.
- c) The Schedules form part of this Agreement.

10. Dispute Resolution

- a) In the event a dispute arises regarding any of the clauses of this Agreement, or over a financial matter regarding the operation of the LARBs and CARBs, the Chief Administrative Officers of the Municipalities shall meet to consider the matter.
- b) The decision of the panel of Chief Administrative Officers will be final.

THIS AGREEMENT RESCINDS ALL PREVIOUS AGREEMENTS AS OF MAY 1, 2017

IN WITNESS WHEREOF the Municipalities have executed this Agreement as evidenced by the duly authorized signatures below.

TOWN OF GRANDE CACHE

Per: _____
Mayor

Per: _____
Chief Administrative Officer

TOWN OF HINTON

Per: _____
Mayor

Per: _____
Chief Administrative Officer

SPECIALIZED MUNICIPALITY OF JASPER

Per: _____
Mayor

Per: _____
Chief Administrative Officer

TOWN OF EDSON

Per: _____
Mayor

Per: _____
Chief Administrative Officer

Town of Grande Cache
BYLAW NO. 834

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO ESTABLISH SUBDIVISION AND DEVELOPMENT APPEAL BOARD

WHEREAS pursuant to Section 627 of the *Municipal Government Act, RSA 2000, Chapter M-26 as amended*, to enter into an agreement between the Town of Grande Cache and the Town of Hinton ('the Municipalities') regarding an Inter-municipal Subdivision and Development Appeal Board;

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. This bylaw may be cited as the 'Subdivision and Development Appeal Board Bylaw'.
2. Council hereby authorizes Administration to enter into an agreement with the Town of Hinton in the form and substance of the Agreement, as amended time to time, attached to this bylaw as Schedule 'A'.
3. This bylaw shall come into full force and effect upon third and final reading, and all previous bylaws in relation to the establishment of an Inter-municipal Subdivision and Development Appeal Board are hereby repealed.

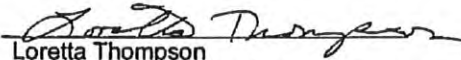
READ a first time this fourteenth day of June, 2017

READ a second time this fourteenth day of June, 2017

READ a third and final time this fourteenth day of June, 2017



Herb Castle
Mayor



Loretta Thompson
Chief Administrative Officer

Schedule A

INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD AGREEMENT

AN AGREEMENT DATED THIS 14 DAY OF August, 2008.

BETWEEN:

THE TOWN OF GRANDE CACHE

and

THE TOWN OF HINTON

(hereinafter referred to as "the Municipalities")

The Municipalities hereby agree to the establishment of an Inter-Municipal Subdivision and Development Appeal Board (hereinafter referred to as "the Board") in accordance with all terms and conditions contained herein.

1. DEFINITIONS

- a) "Act" means the Municipal Government Act, R.S.A. 2000, as amended.
- b) "Council" means the Council of any of the member municipalities.
- c) "Inter-municipal Subdivision and Development Appeal Board" means the panel established to act as a municipal appeal body, as further defined and regulated under the Act.
- d) "Member" means a member of the Inter-municipal Subdivision and Development Appeal Board.
- e) "Municipality(ies)" means the member municipalities of the Town of Grande Cache and the Town of Hinton, individually or collectively as the context requires.
- f) "Secretary" means the local Secretary to the Board authorized to act as clerk for the Inter-municipal Subdivision and Development Appeal Board.
- g) All other terms used in this Agreement shall have the meaning assigned to them in the Municipal Government Act, as amended from time to time.

2. FUNCTIONS & DUTIES

- a) The Board shall hear subdivision appeals and development appeals within each of the municipalities of the Town of Hinton and Grande Cache.

3. MEMBERSHIP

- a) The Board shall consist of four (4) members who reside within the boundaries of the Municipalities.
- b) Members shall not be employees of the Municipalities, the Subdivision Authority, Development Authority, or members of the Council or Municipal Planning Commission of any of the Municipalities.

4. APPOINTMENT

- a) Each municipality will be responsible for selecting members at large from their municipality to sit on the Board, with the following representation:

Grande Cache	2 members
Hinton	2 members

Each Municipality shall appoint all four members selected by the Municipalities, as members of the Board.

- b) Appointments to the Board are for a term of five (5) years, however, the first appointments shall serve staggered terms.
- c) Within three (3) months of appointments being made to the Board, Members shall attend training as determined necessary by the Municipalities. Each municipality shall be responsible for approving and reimbursing their members for the cost of training.
- d) In the event a board member does not live up to their commitment to attend appeal hearings, or is no longer eligible to represent the municipality, each municipality will have the right to rescind the appointment of a member to the Board.

5. VACANCIES

- a) When an appointee ceases to be a Member of the Board before the expiration of his/her term, the Municipalities shall appoint another person for the balance of the term.
- b) Vacancies on the Board shall be filled within ninety (90) days.

6. CHAIR OF THE BOARD

- a) The Board will hold an annual organizational meeting/training session, at which time the members of the Board will select two co-chairs, one of which will sit on each hearing on rotational basis from hearing to hearing.

- b) The Chairs will remain in the position until the next organizational meeting of the Board or until vacated by resignation, whichever occurs first.

7. SECRETARY

- a) The Municipalities hereby delegate to the Town of Hinton to act as Administrative Coordinator of the Board who shall perform the following duties:
- Organize the annual organizational meeting
 - Schedule members to be convened at each appeal
 - Organize overall training for the 4 members
 - Assist each Secretary with his/her duties regarding any appeal hearing within that Municipality's jurisdiction including properly worded advertisements, notice of decisions, advice on how to obtain legal opinion or advice if required
- b) The Council of each Municipality shall appoint a local Secretary of the Board, who shall perform the duties of Secretary for meetings of the Board relevant to the Municipality which appointed the local Secretary.
- c) The local Secretary shall attend the meetings of the Board which considers appeals within that Municipality's jurisdiction, other than In Camera meetings, and shall keep the following records:
- Receive applications for hearings and proof of appeal fee payment (fees determined locally)
 - Notice of the hearing and of persons to whom it was sent
 - Minutes of the hearing
 - Names and addresses of those making representations at the hearing
 - Copies of all written representations to the Board
 - Decisions of the Board
 - Reasons for the decisions of the Board
 - Notice of the decision and of persons to whom it was sent
 - All notices, decisions and orders made on appeal from the decision of the Board
 - Such other matters as the Board may direct

8. REMUNERATION

- a) Due to the quasi-judicial nature of this Board, each Member shall be entitled to such remuneration as may be fixed from time to time. Unless otherwise determined by a municipality, member remuneration fees for meetings and hearings will be the same as the meeting fees set for councilors in that member's municipality.

9. COST OF HEARINGS

- a) All costs for the holding of a hearing, including the costs of the Board Secretary for time spent on the hearing and any legal fees the Board may incur, shall be paid by the Municipality from which the appeal originated.

- b) Should a hearing deal with appeals from more than one Municipality, the costs shall be divided equally amongst each appeal and billed to each Municipality from which the appeal originated.
- c) If required, the costs to advertise hearings of the Board shall be paid by the Municipality from which the appeal originated, and the Secretary of the Board shall be responsible for placing the advertisements.
- d) Each Municipality at their expense shall provide adequate facilities for the Board to hold their meetings when required to do so.
- e) To recoup costs related to the Board, the Municipalities may set appeal fees for appeals lodged within their Municipalities.

10. MEETINGS

- a) The Board shall hold hearings as required pursuant to the Act at a date and time to be determined by the local Secretary to the Board in consultation with the Administrative Coordinator.
- b) A committee of three (3) members will be assigned to sit for each hearing and shall be selected as follows:
 - 1 member from the municipality where the appeal has originated and the other 2 members from the other Municipality
- c) The members assigned to hear an appeal will be selected by the Administrative Coordinator on a rotational basis and following procedure 10(b) above. Members unable to attend a hearing for which they have been selected shall forfeit their turn to attend a hearing until selected by rotation for a subsequent hearing.
- d) Quorum of a committee of the Board is three members.
- e) Hearings of the Board shall be held in the Municipality from which the appeal originated.
- f) Should the hearing deal with appeals from more than one Municipality, the hearing shall be held in the most central location for those Municipalities as decided by the Administrative Coordinator, and the Administrative Coordinator will assign a local Secretary from amongst the local appointed Secretaries.
- g) The Board may hold special meetings at any time at the call of the Chair.
- h) Notwithstanding anything else contained herein, the Administrative Coordinator, or the Chair, as the case may be, in the event of an emergency, including a lack of quorum, conflict, or inability of a member to sit on a particular appeal, may vary or waive any provision of this Agreement related to which members must sit on a particular appeal, or, if required, may appoint an ad hoc member for the purpose of a particular appeal.

11. DECISIONS

- a) The decision of the majority of Members present at the meeting (2) shall be deemed to be the decision of the whole Board.
- b) The Board may make its decision with or without conditions.

12. DISPUTE RESOLUTION

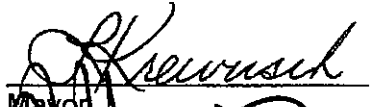
- a) In the event a dispute arises regarding any of the clauses within this agreement or over a financial matter regarding the operation of the Board, the Chief Administrative Officers of all participating Municipalities will meet to consider the matter.
- b) The decision of the panel of the Chief Administrative Officers will be final.


13. GENERAL

- a) Each Municipality may make Policies and Procedures to govern meetings of the Board, in that municipality, which shall be attached to, and form part of, this Agreement.
- b) Should a Municipality want to withdraw from participation in this Agreement they may do so by serving notice prior to April 1st of any given year, with the withdrawal to take effect on January 1st of the following year.

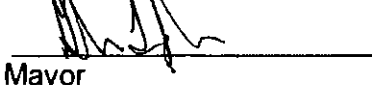
IN WITNESS WHEREOF, the Municipalities have executed this Agreement as evidenced as by the duly authorized signatures below:

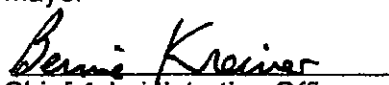
TOWN OF GRANDE CACHE

Per: 
Mayor

Per: 
Chief Administrative Officer

TOWN OF HINTON

Per: 
Mayor

Per: 
Chief Administrative Officer



REQUEST FOR DECISION

SUBJECT: BF77756 Tender Results
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: OM
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: RA PRESENTER: RA
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION #1: That Council approve Administration to award Tender 77756-19-2 (Bridge File 77756) to Boss Bridgeworks Inc. in the amount of \$283,100.00.

MOTION #2: That Council transfer funding in the amount of \$73,326.25 for BF77756 from Bridge replacement reserve, to the 2019 capital budget.

BACKGROUND/PROPOSAL:

Administration brought motion 19.04.293 and 19.04.294 to Council on April 8, 2019 for direction due to irregularities in the tendering phase. Council direction was to re-tender BF77756. Administration had BF77756 re-tendered, and the process closed on April 30, 2019 @ 2 P.M. with a total of 6 bidders.

Through regular BIM Inspections in fall of 2011, Greenview was notified of the poor rating and advised to place this structure on a replacement list. Bridge File 77756 is a Tributary to Sweathouse Creek and is located at NW 31-69-19-W5M. The existing culvert is 1828 X 1117 mm arch X 18.9m invert length, and was built in 1974. The replacement of BF77756 is for the construction of a new 2200 mm CSP culvert X 29m invert length. The results are as follows;

Item	Description	Cost
1	Kaon Infrastructure Ltd.	\$393,534.58
2	Cox Contractors Ltd.	\$290,729.50
3	New Gen Projects	\$345,990.00
4	Mainline Construction Ltd.	\$324,682.16
5	Boss Bridgeworks Inc.	\$283,100.00

6	Northern Road Builders	\$400,375.00
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The lowest compliant bid was submitted by Boss Bridgeworks Inc. for the amount of \$283,100.00. All contractors were compliant with their submissions.

The following table is a breakdown of the budget to date for BF77756.

Description	Cost
Construction Bid (- *site occupancy days)+ Fish capture (\$283,100.00 - \$30,000.00 + \$5,000.00)	\$258,100.00
Engineering left from agreement (Tender package, inspection	\$46,916.25
Contingency Estimate (10% of Construction and Engineering)	\$28,310.00
Overall Estimate	\$333,326.25
Current MD Overall Budget	\$260,000.00
Over Budget Estimate	\$73,326.25

- 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 \$73,326.25 is required.

Administration recommends awarding BF77756 to Boss Bridgeworks Inc. in the amount of \$283,100.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion #1 will be the acquisition of a competent contractor for the construction of BF77756.
2. The benefit of Council accepting Motion #2, is the construction of BF77756 within a timeline that meets Greenview's overall project schedule.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage is the requirement of additional capital funding.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to again re-tender BF77756. 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: \$333,326.25 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

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

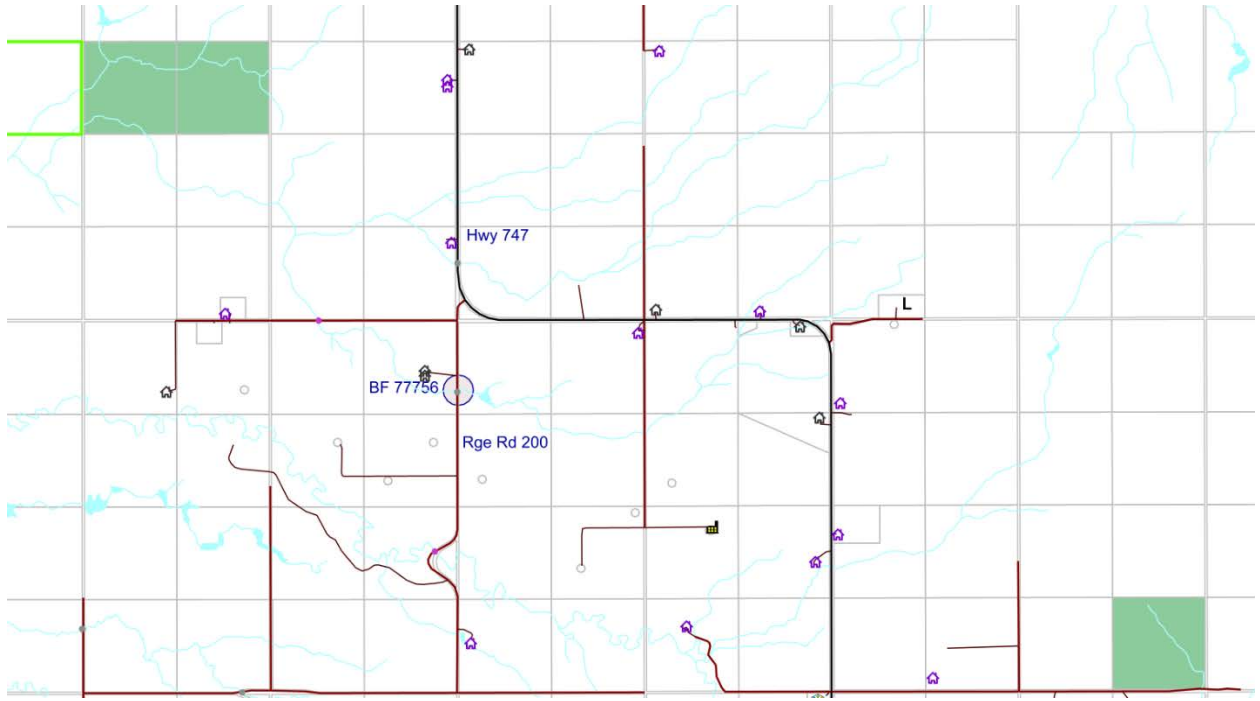
Inform - We will keep you informed.

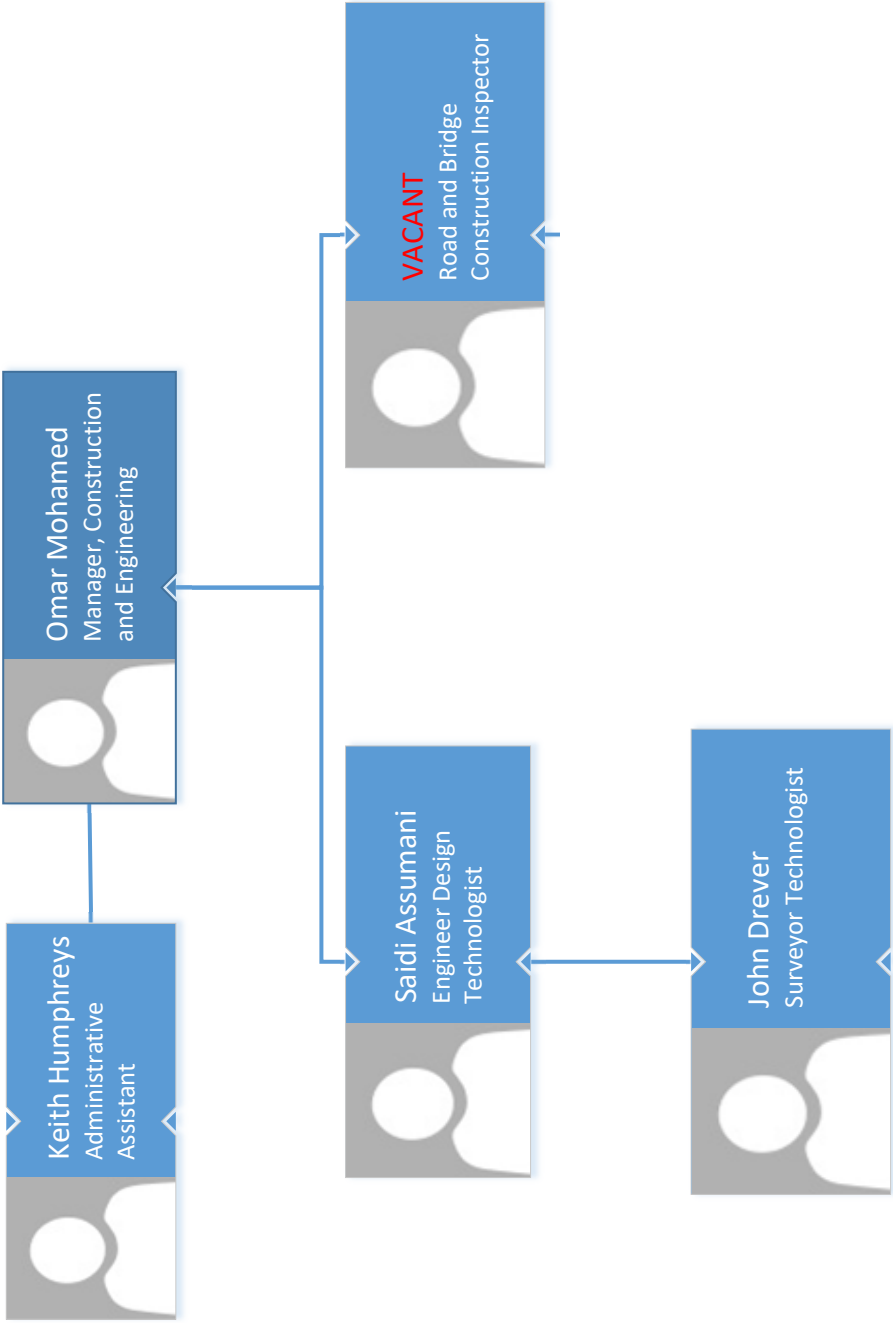
FOLLOW UP ACTIONS:

Administration will move forward, depending on Council's decision.

ATTACHMENT(S):

1. PDF of bridge file location – BF77756 Location
2. PDF of Construction and Engineering Organizational Chart







REQUEST FOR DECISION

SUBJECT: Road & Bridge Construction Inspector Position
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: OM
DEPARTMENT: CONSTRUCTION & ENGINEERING GM: RA PRESENTER: RA
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council accept the job title change from Assistant General Manager of I & P to Roads & Bridges Construction Inspector for information.

BACKGROUND/PROPOSAL:

Inspector for road and bridge construction projects would ensure compliance with all related standards, specifications, regulations and design plans accurately and in a timely manner. This position would benefit Greenview in completing road and bridge projects efficiently and decreasing the workload.

Currently Greenview has one approved position for inspector, but are proposing an additional (2nd) position. The additional position is to help achieve the current workload and future projects. The position would help offset Engineering inspection fees. Currently the Engineering inspection cost is about 40% of an Engineering estimate.

The Engineering proposal provides this service for tendered out road and bridge projects, however there is no person internally representing Greenview for tendered out projects, and future in house projects.

Currently the Construction and Engineering department has approximately \$38,000,000.00 dollars in work to complete in 2019. The department is expected to finish approximately 100 jobs within the 2019 season.

Currently the Construction and Engineering department has 5 job positions. Four (4) employees, and 1 vacant position.

The work position will be managed and located within Greenview.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to align with the CAO and Council's goals and objectives to do some projects in house, which will save on contractor and consultant costs.
2. The benefit of Council accepting the recommended motion is that the Construction & Engineering department would be better equipped to handle the annual responsibilities of capital 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 tender out more projects, which does not align with the goals & objectives of Council.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

A second full time Road and Bridge Construction Inspector within Greenview. 1FTE

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:

The follow up actions to the recommended motion would be to post the position on external websites as well as Greenview's website.

ATTACHMENT(S):

- Service Enhancement Form
- Job Description
- Construction and Engineering Organizational Chart



GREENVIEW SERVICE ENHANCEMENT FORM

Department: Infrastructure & Planning

Area: Construction & Engineering **Service Title:** Road & Bridge Construction Inspector

Service Description & Benefits

New employee will be a full time position based out of the Valleyview Administration Building. This position will assist us to align with the goals and objectives of the CAO and Council. This position will be responsible for ensuring compliance with all related standards, specifications, regulations and design plans accurately and in a timely manner for MD of Greenview road and bridge projects.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	
Total Funding	

Costs:

Type of Cost:

- Road & Bridge Construction Inspector- Valleyview

	<u>Dollar Amount:</u>
• Road & Bridge Construction Inspector- Valleyview	
Total Cost:	<u>\$0.00</u>

Schedule

Service Starts 2019 05 13

Service Ends _____

ROAD & BRIDGE CONSTRUCTION INSPECTOR GREENVIEW, ALBERTA

DEPARTMENT: Infrastructure & Planning

LOCATION: Administration Offices – Within Greenview, Alberta

STATUS: Vacant

POSITIONS REQUIRED: 1

Located in Northwest Alberta, the Municipal District of Greenview is a vast and diverse area rich in oil and gas, fertile farm-land, and mixed wood forests. As the third-largest rural municipality in Alberta, Greenview boasts diversity in economic activities and an extraordinary landscape. Greenview's economy is strengthened by its diversity, a talented workforce and an entrepreneurial spirit that is second to none. Our residents experience adventure right in their backyards with lakes, rivers, Rocky Mountain peaks and vast prairie offering a year-round outdoor playground for all ages.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Reporting to the Manager, Construction and Engineering, the Road & Bridge Construction Inspector is responsible for the inspection of Greenview's Road and Bridge Projects and related activities in a typical rural setting within the Municipal District of Greenview.

MAJOR

- Inspect road and bridge construction projects to ensure compliance with all related standards, specifications, regulations and design plans accurately and in a timely manner.
- Conduct construction completion and final acceptance inspections and provide recommendations.
- Ensure construction plans and projects meet and follow all policy, legislation, environmental, legal and safety requirements.
- Evaluate project feasibility through assessment of materials, costs and time requirements.
- Coordinate, manage and communicate with Contractors and Consultants to address issues concerning delivery, labour, land negotiations, utility approvals and payment disputes.
- Contract administration, tender review and vendor liaison
- Conduct reviews of various engineering/construction design drawings submissions to ensure accuracy with field conditions.
- Maintain effective communication with various stakeholders and public as required.
- Review scopes of work, tender documents and bids received from consultants and clients.
- Review engineering designs for accuracy and recommend changes as required.
- Maintain inventories of permits and approvals.

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- Arrange for the provision of scheduled bridge inspections to determine the current condition ratings and maintain relevant BIM data.
- Plan, tender and manage road projects.
- Assist in developing capital construction budgets and determine the status of the projects in terms of scheduling, scope, budget and quality.
- Provide necessary supervision, direction and technical expertise to complete various tasks associated with road/bridge construction and rehabilitation projects.
- Ensure construction occurs according to the schedule and meet the established budgetary guidelines.
- Conduct project meetings as required.
- Liaise with the Ministry of Transportation regarding the current bridge infrastructures assets, rehabilitation requirements and funding availability.
- Maintain accurate and timely records and reports.
- Provide regular updates to the Manager, Construction & Engineering.

MINOR

- Assist with land acquisitions when required.
- Assist in road geomatics and pavement design, preparing and reviewing of tenders for road projects.
- Review applications and recommend conditions for the undertakings involving utilities, pipelines, well sites and seismic activities.
- Review applications and recommend conditions for sub-division and oilfield road approaches.
- Carry out pre and post construction inspections of road crossings, approaches and other municipal undertakings to ensure compliance with permit conditions.
- Review road and miscellaneous requests to provide recommendations and ratings to Manager, Construction & Engineering.
- Knowledge of wetland assessment, first nation consultation and permitting under Alberta water act process may be considered an asset.

OCCASIONAL

- Recommend changes to policies as required.

QUALIFICATIONS / EDUCATION / EXPERIENCE:

- To perform this job successfully, the individual must be able to perform the duties listed above to a high degree of professionalism.
- Post-secondary education in construction management or Civil Technology or a combination of equivalent education and experience.

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- A minimum of 2 years' experience in construction management of road and bridge projects
- Relevant inspection and supervisory training courses may be considered an asset.
- Previous construction experience related to Alberta Transportation or other rural municipal projects may be considered an asset.
- Knowledge of asset management related to municipal infrastructures may be considered an asset
- Class 5 driver's license.

SKILLS REQUIRED:

- Proficiency with Microsoft Word and Excel.
- Proficiency with construction management, Trimble business Centre and Civil 3D software
- Ability to work with GIS and asset management systems
- Excellent communication and interpersonal skills.
- Ability to interact well with, and respond to inquiries from all levels of employees, including Management, Council and Ratepayers.
- Must be self-motivated, and able to work with minimal supervision.
- Demonstrated leadership capability.
- Excellent organizational skills.
- Ability to understand survey information and to read engineering plans.
- Ability to carry out field inspections.
- Familiarity with applicable construction standards.
- Ability to interpret, implement and adhere to organizational policies and procedures.

WORKING CONDITIONS AND PHYSICAL ENVIRONMENT:

- Substantial use of computer and telephone.
- May involve long periods of sitting, good lighting, temperature and noise control.
- Minimal physical effort; occasional light lifting.
- Subject to working in an outdoor environment – heat, cold, dry, dust and / or wet conditions as well as exposure to insects, bees and wildlife.
- Use and operation of a vehicle.
- Normal working day consists of 7.5 hours; however occasional overtime may be required.
- Some travel may be required.

HEALTH & SAFETY:

- **All personnel working at the Municipal District of Greenview are governed by the Municipal District Health & Safety Policy.**
- Ensures all operations are conducted in a safe manner and in accordance with Municipal District Policies and Occupational Health & Safety Regulations.
- Ensure proper ergonomic requirements are met and good ergonomic procedures are practiced.

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Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.

JOB POSTING INFORMATION:

Interested candidates may submit cover letter and resume by 30th March 2019, in one of the following ways:

Mail or Drop Off: Municipal District of Greenview No. 16
4806 – 36 Ave., Box 1079, Valleyview, Alberta T0H 3N0
Fax: 780-524-4307
By E-mail: careers@mdgreenview.ab.ca
Website: www.mdgreenview.ab.ca

INCUMBENT SIGN-OFF:

I have read the above description of the primary role and responsibilities of the Road & Bridge Construction Inspector and acknowledge that I understand the scope and responsibility of the position. I understand that this is not intended to be an exhaustive list of job duties and responsibilities and that I will be assigned other duties as required to support the success of the Municipal District of Greenview No. 16.

Incumbent – Print Name

Date

Incumbent – Signature

Manager – Print Name

Date

Manager – Signature

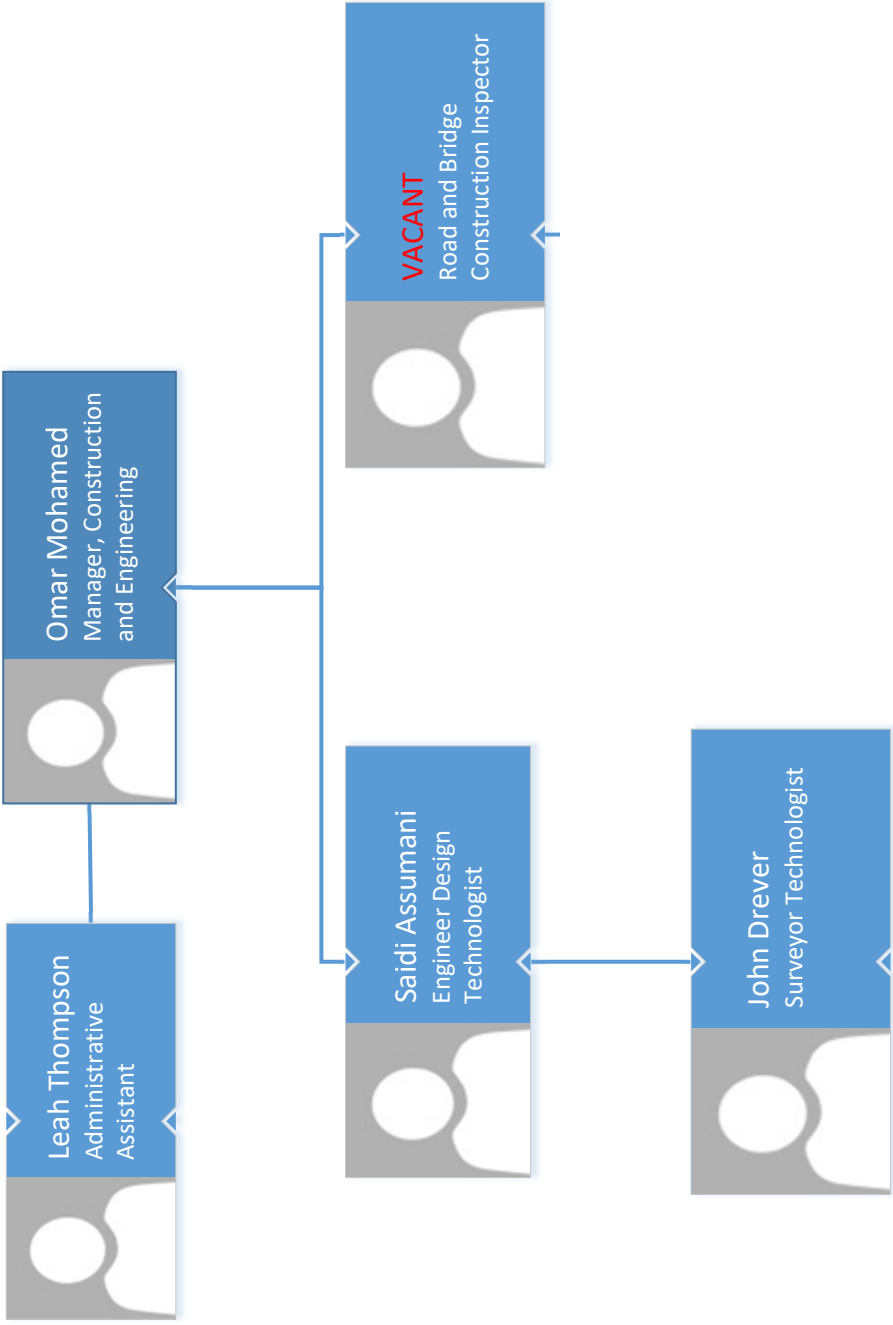
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REQUEST FOR DECISION

SUBJECT: Potential Purchase of Grande Cache Provincial Building
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DT
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept for information, the report on the Grande Cache Provincial Building.

BACKGROUND/PROPOSAL:

The Grande Cache Provincial Building was built in 1972 and has approximately 19,600ft² of useable space. The building is centrally located within the community with lots of parking. Greenview Grande Cache departments currently lease space in this building for their Fire Hall, Administration Office, previous Council Chamber, FCSS Offices, and an additional office and small meeting room. The province is using approximately one half of the overall space, including the Court House, Sheriff Office, public health, and other provincial programs. (*see attached map for visual details*).

The Hamlet of Grande Cache is paying an annual lease rate of approximately \$94,000 to the Province for their space in the building. This includes utilities, which are adjusted slightly up or down at year end according to actuals. The current three-year lease expires September 30, 2019.

There are some areas in the building that are not utilized at this time, and after the new Fire Hall is completed in Grande Cache, the Fire Department will be leaving the facility. This is anticipated in the fall of 2019. This vacant space could be utilized by Greenview's Maintenance Department, if required.

On December 5, 2018, Tara Zeller, Alfred Lindl, Morgan Penny, and Gerhard Birkmann toured the Provincial Building with Carol-Lee Eckhardt, the Provincial Facilities Manager along with her mechanical contractor. The entire facility was toured, including Town occupied spaces, provincially used space, and any empty areas. Morgan Penney reported on the building's condition and potential upgrades that would be required should Greenview take over the space. This report is attached.

The Province has expressed interest in selling the building, and in the past, there has been mention of selling it to the Town of Grande Cache for a minimal fee. Unfortunately, there is nothing that can be found to this regard in writing. Therefore, any new negotiations with the Province would have to start over. In discussions with Gordon Lopatka, Director, Land Development and Sales for the Province, he has suggested that the province would sell the building at assessed value or at a reduced rate with reduced rent factors (the province will still require about 50% of useable space) to either term that Greenview would agree.

Grande Cache Provincial Building Taxes / Assessment:

2018 - \$21,367.90 taxes / \$2,961,600.00 assessment value

2017 - \$29,396.93 taxes / \$3,564,700.00 assessment value

2016 - \$32,845.34 taxes / \$3,582,200.00 assessment value

Mr. Lopatka has indicated that he is willing to present our case to the Minister if we choose to pursue this building. He suggests that if interested, Greenview should write a formal letter to the Minister requesting the Provincial Building for a minimum price. If a sale request was received, the Province would proceed with an environmental assessment and hazmat review. Greenview would be able to review all documentation before making a final decision.

If Greenview purchased the building, the Province would require to lease back their occupied space from Greenview. ReMax Mountain Realty in Grande Cache has indicated that in Grande Cache, commercial office space currently rents for 10/ft² plus triple net (Taxes, BUILDING insurance, all Utilities, Maintenance and cleaning). There would be additional space in the building that Greenview could either rent out or renovate for internal purposes.

Should Greenview be interested in pursuing this proposal, it would be recommended that Greenview hire a design consultant to walk through the space and provide detailed drawings of how the space could be renovated and reconfigured to maximize the space for Greenview and other users of the building.

It is important to note that should Greenview choose not to pursue this building, they are opting to continue their lease agreement with the Province for the current administrative office (and other leased spaces) or seek additional office space.

Given the number of administration staff currently occupying office space in Grande Cache, careful consideration needs to be given and whether or not there may be other options to consider. Greenview is months away from having newly developed office and meeting space in conjunction with Fire Services.

Currently, there are two staff located at the Eagle's Nest location; one reception and one office occupant. At the Provincial building, excluding FCSS staff, there are four staff members in offices, the Fire Chief, space needed for the bylaw officer, reception and two additional staff. The total need based on the current reflection is 5 offices and cubical space for 4.

From the decisions within this Request for Decision, other directives will be sought in the near future; what Council wishes to do with the Eagle's Nest, the lease at the Provincial Building, what to do with the old pool space at the Recreation Centre, and proper administrative facilities for FCSS.

DRAFT

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that it will allow administration to investigate further into the current state of the Grande Cache Provincial Building to provide additional information for Council to consider for the potential purchase of the facility.
2. Another benefit of Council accepting the recommended motion is that they could have a voice in the future of a major landmark in the Hamlet of Grande Cache.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion. Greenview will have a chance to review the reports completed by the Province before making any future decisions on the facility.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not proceed with a letter of intent to purchase the Provincial Building and continue to lease administrative space from the Province at approximately \$94,000 per year.

Alternative #2: Council has the alternative to not proceed with a letter of intent to purchase the Provincial Building and seek new administrative office space elsewhere within the Hamlet of Grande Cache prior to the end of the three-year lease agreement ending September 30, 2019.

FINANCIAL IMPLICATION:

Direct Costs: There are no financial implications to the recommended motion at this time.

Ongoing / Future Costs: Should Greenview choose to proceed with the purchase of the Provincial Building, future costs could include design and architectural fees, purchase cost of building, renovation costs, and ongoing maintenance of the facility.

STAFFING IMPLICATION:

There are no additional staffing implications to the recommended motion over and above regular daily duties.

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 chooses to proceed with offering to purchase this building from the Province, administration would write a formal letter to the Province. While the Province proceeded with the environmental and hazmat reviews, Greenview administration could source the expertise of a design firm to layout options for the building to show how Greenview could renovate and re-configure the entire space to maximize the facility and its potential usage.

ATTACHMENT(S):

- Provincial Building Floor Plan (Greenview Grande Cache occupied space highlighted)
- Maintenance Inspection Report, dated December 5, 2018

DRAFT



REQUEST FOR DECISION

SUBJECT: Community Futures West Yellowhead Sponsorship
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER: SW
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 sponsorship in the amount of \$500.00 to Community Futures West Yellowhead for Northern Alberta Lemonade Day, with funds to come from Community Services Miscellaneous Grant.

BACKGROUND/PROPOSAL:

Community Futures West Yellowhead County is hosting Northern Alberta Lemonade Day. This event teaches kids the skills they need to be successful in life. Kids learn to set goals, develop a business plan, establish a budget, seek investors, provide customer service, save for the future, and give back to the community. Northern Alberta Lemonade Day provides an opportunity for the community to get engaged, demonstrate passion and show kids they care as well as train the next generation of entrepreneurs through a free, fun, engaging, and empowering activity.

Northern Alberta Lemonade Day will take place on Saturday June 22, 2019 in Jasper and Hinton.

Contest sponsorships of \$500 are requested for the categories of local entrepreneur of the year contest, local best stand lemonade contest and local best tasting lemonade contest.

Greenview has previously sponsored Community Futures in the amount of \$500 for the Northern Alberta Youth Entrepreneurship camp.

Community Services Miscellaneous Grant has a balance of \$882,071.04 as of May 12, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting the Northern Alberta Lemonade Day that will provide kids the opportunity to learn entrepreneurial skills.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the sponsorship request.

FINANCIAL IMPLICATION:

Direct Costs: The direct cost for sponsorship will be \$500.00.

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will contact the Community Futures West Yellowhead to inform them of Council's decision.

ATTACHMENT(S):

- Community Futures West Yellowhead- Sponsorship Request



*Lemonade Day!*TM

20
19

**SPONSORSHIP
PACKET**



OUR MISSION...

To help today's youth become the business leading, social advocated, community volunteers and forward-thinking citizens of tomorrow.

Menu
\$1 cup 25¢ bitty cup
Siracha lemonade
Tangy Traditional lemonade
Ginger lemonade
TeaBerry lemonade
Granola Bars = any donation



Lemonade Day!®



NORTHERN ALBERTA

Saturday
June 22, 2019



Community Futures
West Yellowhead

What is Lemonade Day?

Lemonade Day is an event that teaches kids the skills they need to be successful in life. Kids learn to set goals, develop a business plan, establish a budget, seek investors, provide customer service, save for the future, and give back to the community. Northern Alberta Lemonade Day is the perfect opportunity for our community to get engaged, demonstrate passion and show kids they care as well as train the next generation of entrepreneurs through a free, fun, engaging, and empowering activity.

When is it?

Northern Alberta Lemonade Day will take place on Saturday, June 22, 2019.

Who can participate?

Youth of all ages, from pre-K through high school, can register to set up an official Northern Alberta Lemonade Day stand. Registration will commence on March 15, 2019 and will close May 5, 2019. In addition, community support from schools, youth organizations, and local businesses is essential to the success of Northern Alberta Lemonade Day.

How does it work?

Once a child is registered they receive a backpack with an informational workbook that outlines the steps needed to start a business: from setting a goal, creating a business plan, forming a budget, finding an investor, to saving money, and donating a portion back to their community.



Resources for success



Child Workbooks: These fun and informative workbooks include easy to follow lessons to help you create, build, and run a successful business.



Mentor Workbooks: Following the lesson plan outlined in the children's workbooks, these Mentor guide books make it easy for parents to help make their child's Lemonade Day a huge success!



Mentor Sessions: Join us at 2 scheduled Mentor Sessions and get one-on-one help from a local entrepreneur.



YouTube: Lookup "Lemonade Day" on YouTube where there is a collection of great videos for training and ideas.



Mark your calendar!



- Mar 15 ● Registration opens
- May 1 ● Last day to register

1st Mentor Session
2nd Mentor Session

Jasper
May 22nd
June 5th

1st Mentor Session
2nd Mentor Session

Hinton
May 23rd
June 6th



How Can I get involved?

Everyone is welcome to be involved with Northern Alberta Lemonade Day!

In West Yellowhead, our organizing committee is looking for sponsors, mentors, and volunteers to make Lemonade Day a success! We are currently seeking support for all levels of sponsors, including contest sponsors and participant sponsors. Each level also offers individual benefits and exposure opportunities. We make sure that each and every one of our sponsors are recognized for their contribution, on a wide scale.

Lemonade Day entrepreneurs, the kids in our community, will be looking for investors, a place to setup their lemonade stands and customers to support their first business! Northern Alberta Lemonade Day is a not-for-profit organization with all funds collected through local donations and sponsorship used directly to support Northern Alberta Lemonade Day.

Thank you for your consideration. We cannot wait to begin working with you!

Please contact:
Nancy Robbins
Community Futures West Yellowhead
221 Pembina Avenue, Hinton, Alberta
780 865 1224



CONTEST SPONSORSHIPS

\$500

LOCAL ENTREPRENEUR OF THE YEAR CONTEST SPONSOR

- Recognition as presenting sponsor of Area Entrepreneur of the Year Award through event signage, marketing materials, social media promotion in area
- Logo on Northern Alberta website

\$500

LOCAL BEST STAND LEMONADE CONTEST

- Recognition as presenting sponsor of Best Lemonade Stand Award through event signage, marketing materials, social media promotion in area
- Logo on Northern Alberta website

\$500

LOCAL BEST TASTING LEMONADE CONTEST SPONSOR

- Recognition as presenting sponsor of Best Tasting Lemonade Award through event signage, marketing materials, social media promotion in area
- Logo on Northern Alberta website

PARTICIPANT SPONSORSHIP

\$50

SPONSOR A PARTICIPANT

- Give a youth the chance to participate in our program!
- There are no registration fees for a participant to attend and we want to keep it that way!
- The continuation of our program into the future, depends on donations like this

The success of Lemonade Day relies on members of the community coming together for a common purpose – to train the next generation of entrepreneurs, civic leaders and engaged citizens.

**THANK YOU FOR
YOUR SUPPORT**





REQUEST FOR DECISION

SUBJECT: Mackenzie Regional Charity Golf Tournament
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Regional Cooperation

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$500.00 for the 2019 Mackenzie Regional Charity Golf Tournament, with funds to come from Community Services Miscellaneous Grant.

BACKGROUND/PROPOSAL:

Mackenzie County, Town of High Level and the Town of Rainbow Lake are hosting the 11th Annual Mackenzie Regional Charity Golf Tournament on June 20, 2019 at the Fox Haven Golf and Country Club (3 km north of High Level, AB). The event supports the Northwest Health Foundation which is a non-profit charitable organization that focuses on purchasing medical equipment that will eliminate the need for rural northern residents to travel great distances for medical treatment.

Greenview is invited to attend the tournament, to network and have dialogue with government officials, colleagues and industry partners. Additionally, Greenview is presented with sponsorship opportunities for supporting the event.

In 2018, Greenview provided a \$500.00 sponsorship for this event.

Community Services Miscellaneous Grant has a balance of \$882,071.04 as of May 12, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a regional municipality in its goal to support a local non-profit organization.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Council may receive similar requests of this nature.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter the recommended sponsorship amount.

FINANCIAL IMPLICATION:

Direct cost: \$500.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the organizer requesting sponsorship of Council's decision.

ATTACHMENT(S):

- Mackenzie Golf Tournament Letter
- Mackenzie Regional Charity Golf Tournament Invitation and Sponsorship Request



Good evening,

On behalf of the Mackenzie Regional Alliance of Municipalities and the Northwest Health Foundation, we are pleased to announce the 11th Annual Mackenzie Regional Charity Golf Tournament on June 20, 2019. This event is hosted regionally by Mackenzie County, the Town of High Level, the Town of Rainbow Lake, and the Northwest Health Foundation.

The tournament will be held at the Fox Haven Golf and Country Club (3km north of High Level, AB).

We wish to thank you for your sponsorship and attendance at our event in the past and hope that you will consider sponsoring again this year. Attached is a copy of our sponsorship opportunities and registration form.

If you have any questions please feel free to contact me at (780) 926-6772 or by email to info@nwhealthfoundation.ca

We look forward to having you join us again at this fun filled event.

Feel free to call or text me at (780) 926-6772 if you have any questions during your meeting this evening.

Cheers,

Sandi Mann
Vice Chair Person
Northwest Health Foundation
11202-100 Ave,
High Level, AB T0H 1Z0

11TH ANNUAL MACKENZIE REGIONAL CHARITY GOLF

Thursday, June 20, 2019

Fox Haven Golf & Country Club
High Level, AB

Mackenzie Regional
**Charity
Golf**



Sponsorship Opportunities

Accepted until May 21, 2019



Hole Sponsors (14)—\$1,000

Includes Two Free Passes

Breakfast Sponsor—\$1,000

Includes Two Free Passes

Hole in One Sponsors (4)—\$500

Sponsor must provide a prize and their own prize insurance. Includes One Free Pass

“Mix & Mingle” Sponsor—\$3,000

Sponsored by Mackenzie County, Town of Rainbow Lake, & Town of High Level

Golf Cart Sponsor —\$3,000

Includes Two Free Passes

Cash Sponsors

Platinum Sponsors—\$3,500 (*Two Free Passes*)

Gold Sponsors—\$2,000 (*Two Free Passes*)

Silver Sponsors—\$1,000 (*Two Free Passes*)

Bronze Sponsors—\$500 (*One Free Pass*)

Food Hole Sponsors (4)—\$1,000

Includes Two Free Passes



Title Sponsor—\$5,000

KNELSEN SAND AND
GRAVEL LTD

Golfer Gift Bag Sponsors

Sponsored logo items will be placed in all golfer gift bags. (150 bags)

General Donations

Auction Items ~ Prizes

Sponsorship in any category or donation is greatly appreciated. All sponsors will receive name recognition in the Tournament Program and signage on the course.

The Fox Haven Golf Course is located 3 km north of High Level, Alberta, on Highway 35.

Questions—please contact Sandi Mann, Tournament Coordinator, at 780.926.6772 or by email to info@nwhealthfoundation.ca

11TH ANNUAL MACKENZIE REGIONAL CHARITY GOLF
Thursday, June 20, 2019—Fox Haven Golf & Country Club, High Level, AB

SCHEDULE OF EVENTS

7:30 a.m.	Breakfast & Registration
8:30 a.m.	Welcome & Group Photo
9:00 a.m.	Texas Scramble Shotgun Start
3:30 p.m.	“Mix & Mingle” ~ Hors d'oeuvres ~ Prizes ~ Silent Auction ~ Grand Prize Draw

Participant Registration

11TH ANNUAL MACKENZIE REGIONAL CHARITY GOLF

Thursday, June 20, 2019
Fox Haven Golf & Country Club, High Level, AB

Name: _____ Phone: _____
 Company: _____ Fax: _____
 Mailing Address: _____ Email: _____

The entry fee is **\$150.00** per player (includes green fees, cart, continental breakfast, food holes and Mix & Mingle Event).

Players: _____ Contact #/Email: _____
 _____ Contact #/Email: _____
 _____ Contact #/Email: _____
 _____ Contact #/Email: _____

- Will bring my own cart Assign us to the same team Assign us to different teams

Schedule of Events:

7:30 a.m. Breakfast & Registration
 8:30 a.m. Welcome & Group Photo
 9:00 a.m. Texas Scramble Shotgun Start
 3:30 p.m. "Mix & Mingle"
 Hors d'oeuvres ~ Prizes ~ Silent
 Auction ~ Grand Prize Draw

Questions:

Please contact Sandi Mann, Tournament Coordinator,
 at 780.926.6772 or by email to
info@nwhealthfoundation.ca



Sponsorship: _____
 Donation: _____
 Prizes: _____
 Reg. Fee(s): _____ x \$150.00 = _____
Total: _____

Method of Payment:

- Cheque Mastercard
 Cash Visa

Credit Card #: _____
 Expiry Date: _____
 Security Code: _____
 Name on the Card: _____
 Authorized Signature: _____

Please make cheques payable to:

Mackenzie Charity Golf
 11202 - 100 Ave
 High Level, AB T0H 1Z0
 Phone: 780.841.3241
 Fax: 780.926.7383

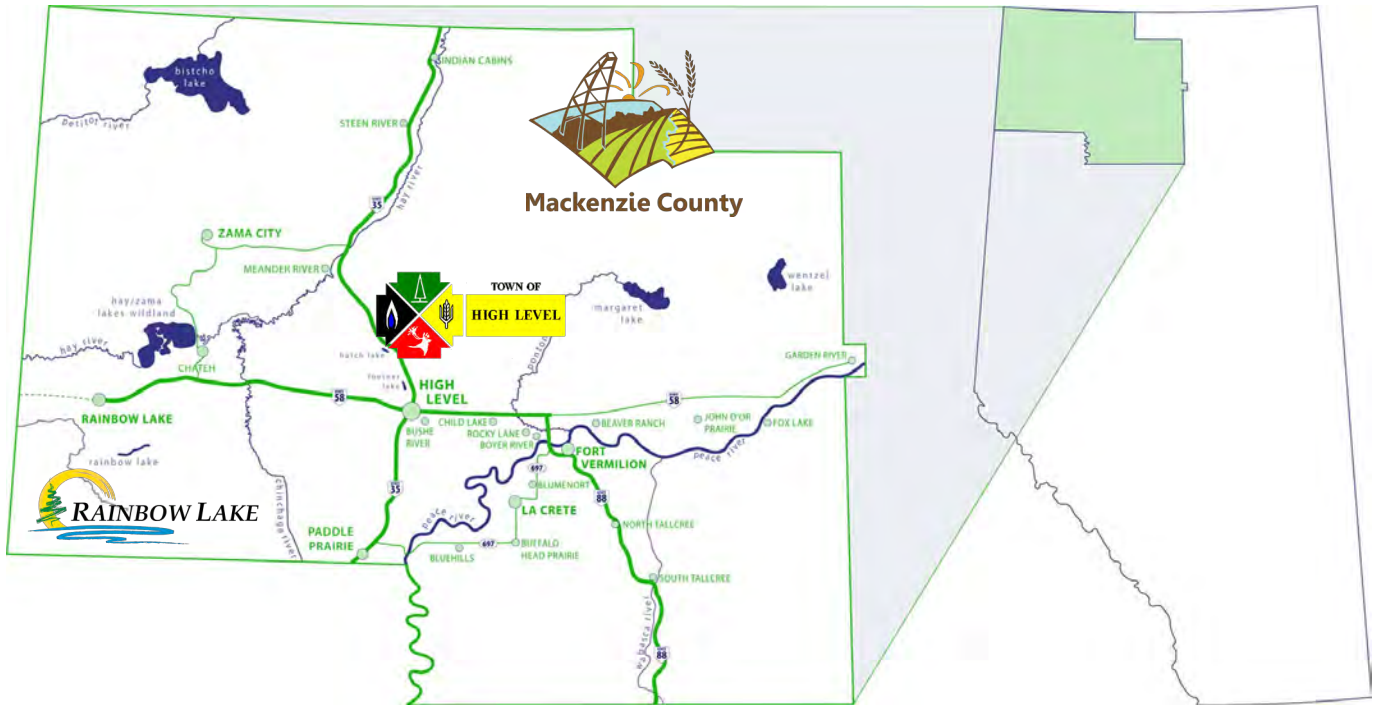
Registration Deadline—June 8, 2019

A regional tournament brought to you by...



mackenzie
REGIONAL ALLIANCE OF MUNICIPALITIES

High Level Mackenzie County Rainbow Lake



The Mackenzie Regional Charity Golf Tournament is supporting the Northwest Health Foundation which is a local non-profit charitable organization.

Their goal is to fund equipment that increases accessibility to health care in Northern Alberta.

Thank you for your support!



REQUEST FOR DECISION

SUBJECT: **Lila's Angels Medieval Faire**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 13, 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 sponsorship in the amount of \$500.00 to Lila's Angels Travel Foundation for the 2019 Lila's Angels Medieval Faire in Little Smoky, Alberta, with funds to come from Community Services Miscellaneous Grant.

BACKGROUND/PROPOSAL:

Based in the hamlet of Little Smoky, the Lila's Angels Travel Foundation is an organization that raises money to assist families throughout the Valleyview/Fox Creek medical areas to cover travel costs when a loved one is shipped elsewhere for medical treatment.

A significant component of the organization's fundraising efforts occurs during their annual hosting of a Medieval Faire in Little Smoky. The Faire has grown to become the second largest of its kind in Alberta, with participants traveling from significant distances. The total cost to Lila's Angels Travel Foundation for hosting the fair is \$30,485.00.

The Foundation is seeking a sponsorship to assist with covering the costs of the Faire and in turn provide a greater ability to raise funds for needy families while reducing event overhead costs.

In 2018, Lila's Angels was selected to be a recipient of funds raised from the Greenview Clay Shot, which amounted to \$1,030.61.

Community Services Miscellaneous Grant has a balance of \$882,071.04 as of May 12, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a foundation that assists Greenview ratepayers with medical related travel costs during difficult times.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There is no perceived disadvantage to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter the sponsorship amount.

FINANCIAL IMPLICATION:

Direct cost: \$500.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the organizer requesting sponsorship of Council's decision.

ATTACHMENT(S):

- Medieval Faire Sponsorship Request

Lila's Angels Travel Foundation
PO Box 43, Little Smoky, AB, T0H 3Z0
780 228-3102
Lilasangels247@gmail.com

March 9, 2019

To Whom it may concern:

Once again, we here at Lila's Angels are looking for donations for our Medieval Faire on June 1st -2nd, 2019.

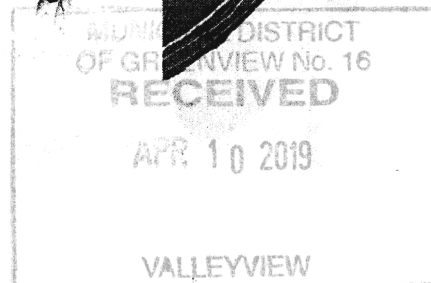
Our Faire is becoming more and more popular every year. We are the 2nd largest Medieval Faire held in Alberta, behind Brooks. This Faire is our Annual Fundraiser for Lila's Angels, and is how we raise the bulk of our money to help our local families with some of their travel costs when a loved one is shipped elsewhere for medical treatment. We do not cover the patients costs, as those are covered by Alberta Health, we help their family. We don't cover appointments outside of our medical area but do provide help in an emergency situation.

Since Lila's Angels started back in 2010, we have helped over 50 families in the Valleyview/Fox Creek medical areas and hope to help many more in the years to come. To date we have issued over \$50,000.00 to families that have needed our help. It is because of companies like yourself and individuals who attend our fundraisers, that have enabled us to give out that much money, and for that we humbly thank you all.

We are asking for monetary donations, as it costs a lot to put on this Faire. In the past this cost has come out of our fundraising efforts and has left Lila's Angels with little monies to help our families in need. If you are unable to donate money, we are still accepting items to use for our Silent Auction. With the date being changed to June instead of September, we are hoping that our attendance will greatly improve, because of this. We are asking for your Company to help alleviate these costs from Lila's Angels, so that we may have more money from our gate fees, feast fees, and Silent Auction to go into helping families, not paying for costs associated with the Faire itself.

Please find attached a detailed budget of how much it costs us to put on the Medieval Faire, as well as a copy of the different sponsorship levels. If you donate cash, we will gladly issue you a receipt for your records. Thank you so much for your continued support!

Lila's Angels Travel Foundation



Budget for Lila's Angels Travel Foundations

Medieval Faire

Entertainment:

S.T.A.L.C (Jousters)	\$5400.00
Circus of Hell	\$4000.00
All Saints Pavillions	\$6000.00

Feast & Pancake Breakfast:

Catering (Feast)	\$2500.00
Food cost for both	\$5000.00

Advertising:

Posters, Ads etc	\$500.00
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Printing:

Tickets, Programs, Bracelets	\$500.00
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Extras:

Tent Rental	\$3500.00
Porta Potties	\$2500.00
P.A.L Insurance	\$585.00

Total cost to Lila's Angels:	<hr/>
	\$30,485.00

Lila's Angels Travel Foundation
Corporate Sponsorship Levels

PLATNIUM LEVEL: \$5000.00 and over

GOLD LEVEL: \$1000.00 - \$4999.00

SILVER LEVEL: \$500.00 - \$999.00

BRONZE LEVEL: \$100.00 - \$499.00

Your Company will be posted on a large donation board, under the level in which you have donated, if you would like us to use your logo, that can be arranged as well.

MUNICIPAL DISTRICT
OF GREENVIEW No. 16
RECEIVED

APR 10 2019

 VALLEYVIEW

MEDIAEVAL FAIRE

June 1st - 2nd, 2019
Muskeg Meadows
Little Smoky, AB

GATE FEES:

Adults: \$15 per day \$20 for weekend
Teen/Senior: \$10 per day \$15 for weekend
Teen is from 13-16 / Senior is 60+
Child 6-12: \$5
5 and under free
Family Pass: \$35 per day \$50 for weekend
Family of max 6.

Feast tickets cost:

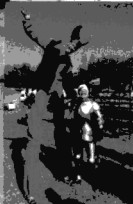
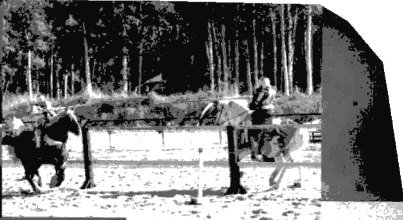
\$25 per person
Children under 6 are free

Feast tickets are available at Wheelers
in Little Smoky, Freelance Signs in
Fox Creek, or on our facebook page.

For more information contact
Melisa Hommy Claudette Gould
780-228-3102 780-552-3196

Check us out on Facebook
Lila's Angels Medieval Faire

Circus of Hell





REQUEST FOR DECISION

SUBJECT: **2019 Canadian Fastball Championship**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 15, 2019 CAO: DT MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Regional Cooperation

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$20,000.00 for the 2019 Canadian Fastball Championship Event in Grande Prairie, Alberta, with funds to come from Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

Softball Canada has awarded the prestigious 2019 Canadian Men's and Master Men's Fastball Championships to the Grande Prairie Fastball Association.

Event Date: August 28 to September 1, 2019

Location: South Bear Creek Ball Facility in the City of Grande Prairie

Regional Benefits of Hosting:

- 20 teams with some from as far as Canada's East coast staying a minimum of 6 days
- upwards of 2500 spectators
- Fastball has a culture of teams travelling long distances to compete. Participants travelling from distances bring families and pull RVs. Bear Paw is already seeing an uptake in booked campsites for this event
- Increased level of tourism
- Predicted economic impact to Alberta is \$552,554 and the GP Region is \$441,253 (Canadian Sport Tourism Association STEAM software)
- Increased opportunities for teams to compete in our region.
- Raises our regional identity as a sport destination

Fastball is traditionally a sport loved by the rural community. It is common to have entire families travel to cheer on their favorite players or teams. The Canadian Fastball Championships are funded entirely by the Host Association. Therefore, in order to host a successful event fundraising and sponsorship is required.

The Canadian Fastball Committee is requesting a \$20,000.00 sponsorship in which will provide Greenview the opportunity to be the Title Sponsor.

The benefits of this sponsorship includes:

- MD of Greenview mentioned in alternating radio ads
- Logo on website and link to MD of Greenview site
- Social media mentions
- Ballpark signage at all diamonds
- Logo on volunteer t-shirts
- Opportunity to provide promotional materials in team welcome packages
- ½ page ad in tournament program
- 4 meet & greet tickets
- 10 weekend passes
- Grande Prairie Regional Tourism Association Mobile Visitor Information site will be set up onsite to help promote tourist destinations in the region (this is an initiative request put in by the committee in order to enhance the sport tourist's experience in our region)

Greenview has sponsored national sporting events in the past with \$25,000.00 was provided for the 2016 curling Scotties Tournament of Hearts in Grande Prairie.

Community Services Miscellaneous Grant has a balance of \$882,071.04 as of May 12, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Greenview will be an integral part in hosting a successful national event while promoting the virtues of the municipality and surrounding area.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$20,000.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Benefits package – Sponsorship Request



The 2019 Softball Canada Men's and Senior Men's Fastball Championship would be proud to partner with the MD of Greenview with several exciting opportunities for a significant return on investment.

The 2019 Canadian Fastball Championship Committee will provide:

- MD of Greenview logo (or logo of choice) to be added to the championship logo
- Championship logo with hyperlink on each page of the event website
- Advertising with Pattison Group (Q99. CJXX and digital boards (over \$21000 in ad buy value)
- On-line mentions via social media and www.fastballchampionship2019.ca
- Sponsor mentions during games on Softball Canada's coast to coast live stream production
- Unlimited and exclusive advertising at event Gate
- Logo on Volunteer T-shirts
- 1 page ad in tournament program
- Opportunity to provide promotional items in team welcome packages
- 20 weekend passes

Total Promotional Value: \$43,000

MD of Greenview will provide

- \$20,000 investment
- Logo
- Camera ready ad for program

For more information, please contact:

Karna Germsheid, 2019 Canadian Fastball Championship committee member

karna@gpsportconnect.ca

(780) 518 5506



REQUEST FOR DECISION

SUBJECT: Valleyview and District Recreation Department – Fireworks
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Regional Cooperation

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve a grant in the amount of \$1,000.00 to the Valleyview Recreation Department for the Valleyview 2019 Canada Day fireworks display, with funds to come from Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

The Valleyview Recreation Department is requesting financial support for Canada Day fireworks celebrating Canada's Birthday on July 1st. Greenview has previously provided funding in the amount of \$1,000.00 for the 2018 Canada Day celebration.

Community Services Miscellaneous Grant has a balance of \$882,071.04 as of May 12, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Valleyview Canada Day fireworks may proceed in a similar capacity as displayed to the community in the past.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter the level of funding suggested by Administration.

FINANCIAL IMPLICATION:

Direct Cost: \$1,000.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the Valleyview Recreation Department regarding their funding request for the fireworks accordingly with Council's decision.

ATTACHMENT(S):

- Valleyview Recreation Department – Funding Request



VALLEYVIEW AND DISTRICT RECREATION DEPARTMENT
Box 270
Valleyview, Alberta
T0H 3N0

Phone: 524-5158

Fax: 524-3831

E-mail: ebarr@valleyview.ca



April 4th, 2019,

Dear Local Businesses and Organizations:

With Canada Day only a few months away, the Valleyview Recreation Department is starting its campaign to raise money for the fireworks display, known to be one of the best in the area. Along with a wide variety of organized activities on July 1st, we hope to continue the tradition of spectacular evening of fireworks to conclude our 2019 Canada Day festivities. Since the fireworks did not take place last year due to weather, we are planning for the firework to conclude Canada Day to be even more impressive for this year's celebration.

At this time, I would like to ask for your financial support to keep these fireworks going. Any donation at all would be greatly appreciated. A list of donors will be displayed at the Canada Day festivities on July 1st and all will be thanked in the Valleyview Town & Country newspaper following the event as well as on our website and Facebook.

Donations can be mailed to:

Town of Valleyview
"Fireworks"
Box 270
Valleyview, Alberta
T0H 3N0

Thank you for time and consideration of this request. Should you have any questions, please contact myself or Pat Brothers at 780-524-5158.

Sincerely,

Ethan Barr
Recreation Program Facilitator
Valleyview Recreation Department

SERVING THE COMMUNITIES OF
Hamlet of Little Smoky – Town of Valleyview
Communities of Sunset House, Sweathouse & New Fish Creek



REQUEST FOR DECISION

SUBJECT: **Evergreens Foundation Requisitions**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 13, 2019
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: SW

MANAGER:
PRESENTER: SW

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to forward the 2019 Capital and Operating Requisitions to the Evergreens Foundation in the amounts of \$1,205,310.06 and \$739,829.38 respectively, with funds to come from the Community Services Budget.

MOTON: That Council authorize Administration to transfer \$1,283,389.11 from Contingency Reserve to the Community Services Budget.

BACKGROUND/PROPOSAL:

The Evergreens Foundation provides affordable housing for Alberta's seniors through a management body comprised of six municipalities including Greenview, the Town of Edson, Town of Hinton, Yellowhead County, Municipality of Jasper and Parkland County. The Foundation is governed by a Board of Directors who are subsequently governed by Ministerial Order, the Alberta Housing Act and Regulations, the Evergreens Foundation Mission Statement and Constitution and By-Laws. The Ministerial Order and the Act provides the Foundation with requisitioning powers similar to that of schools where municipalities collect money on behalf of the Foundation. Currently, there is one Evergreens Foundation housing lodge within Greenview and is located in Grande Cache and has 30 residents.

The Evergreens Foundation Board of Directors recently approved a total 2019 Capital Requisition in the amount of \$5,124,000.00, to come from the six (6) aforementioned municipalities. Greenview's commitment to make up this amount is \$1,205,310.06. The capital requisition is for the construction plans at the Pine Valley Lodge located in Hinton.

The Evergreens Foundation Board of Directors also approved a total 2019 Operating Requisition in the amount of \$3,145,154.00, to come from the six (6) aforementioned municipalities. Greenview's commitment to make up this amount is \$739,829.38. The 2019 Community Service Budget has \$600,000.00 allocated for the Evergreens Foundation Operation Requisition, the former Town of Grande Cache had a budget of \$61,750.33, therefore resulting in a shortfall of \$78,079.05. The increase in the requisition amounts are

related to food costs, housekeeping, utility costs and an increase in human resources. In addition to this the Foundation is entering union negotiations and the new 3 year contract will be effective June 2019. Administration will follow up in June to determine the additional budget impact that will result for Greenview.

The total requested from contingency consists of the \$78,079.05 shortfall plus the capital requisition \$1,205,310.06 for a total of \$1,283,389.11. Greenview's total 2019 capital and operating commitments to the Evergreens Foundation is \$1,945,139.44.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will be fulfilling Greenview's obligation as a member of the Evergreens Foundation for the capital construction that will be allocated to the Pine Valley Lodge project.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has no alternative as Greenview is obligated to pay the requisition amount requested, as per legislation.

FINANCIAL IMPLICATION:

Direct Costs: \$1,283,389.11

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 forward the capital and operating requisition to Evergreens Foundation.

ATTACHMENT(S):

- Evergreens Foundation – Capital Requisitions
- Evergreens Foundation – Operating Requisitions



101 Athabasca Ave, Hinton AB, T7V 2A4

March 19, 2019

M.D. of Greenview
P.O. Box 1079
Valleyview AB, T0H 3N0
Attention: Ms. Denise Thompson, CAO

Dear Denise,

Please see the 2019 Capital Requisitions for The Evergreens Foundation, attached.

As in previous years the Board of Directors recommended that in order to reach our goals for construction projects that The Evergreens Foundation continue with a Capital Requisition for 2019 with an addition of 2.48% for CPI increase. A Housing Needs Study and Capital Planning sessions were conducted in late 2018 for The Foundation to address the regional needs of our seniors. We wanted to ensure the plans we are moving ahead with are reasonable in order to meet the requirements of our seniors' population and yet be sustainable long term. This review supported the continuation of the construction plans at Pine Valley Lodge in Hinton and highlighted a great need in the Yellowhead and Parkland County areas. We are starting a land review of potential locations for construction of a Seniors Lodge in the Yellowhead East area and will be in the active planning stages of that project throughout this year.

In reviewing that information a \$5,124,000 Capital Requisition was approved by the Board of Directors of The Evergreens Foundation for 2019. We have recently received the news that the Province has decided to fully fund the Parkland Lodge construction project. This means we will be able redirect the funds allocated to that project into our Pine Valley Lodge project to meet the needs of our seniors sooner.

Thank you for your continued support of The Evergreens Foundation. We are in exciting times with seeing the advancement of the Parkland project which we expect to be handed over in late 2019 and look forward to addressing the needs of the region by means of these Capital Requisitions. If you have any questions please do not hesitate to contact me anytime.

Respectfully,

Kristen Chambers, CAO

CC: Dennis Mueller, GM Community Services
Teresa Martin, Executive Assistant to Community Services
Councillor Winston Delorme

The Evergreens Foundation, 2019

Town/Muni	Assessments for 2019	%	Capital Due:
Edson	\$1,321,493,501	6.970%	357,120.98
Greenview, M.D. (portion)	\$4,460,139,605	23.523%	1,205,310.06
Hinton	\$1,786,823,135	9.424%	482,871.86
Jasper Municipality	\$1,469,732,685	7.751%	397,181.20
Jasper Improvement Dist	\$51,833,380	0.273%	14,007.48
Parkland County (portion)	\$432,560,637	2.281%	116,895.37
Yellowhead County	\$9,438,310,337	49.778%	2,550,613.07
Total Assessments	\$18,960,893,280.00	100.000%	\$5,124,000.00

2019	\$5,124,000.00
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The Evergreens Foundation

101 Athabasca Avenue
Hinton, Alberta T7V 2A4

INVOICE

Invoice No.: 43699
Date: 03/19/2019
Ship Date:
Page: 1
Re: Order No.

Sold to:

Municipal District of Greenview
P.O. Box 1079
Valleyview, Alberta T0H 3N0
Canada

Ship to:

Municipal Department of Greenview
P.O. Box 1079
Valleyview, Alberta T0H 3N0
Canada

Business No.: 107356008

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
			2019 Capital Requisition M.D of Greenview			1,205,310.06
Shipped By: Tracking Number:					Total Amount	1,205,310.06
Comment:						
Sold By:						

March 19, 2019

M.D. of Greenview
P.O. Box 1079
Valleyview AB, T0H 3N0
Attention: Ms. Denise Thompson, CAO

Dear Denise,

The Evergreens Foundation has been busy with capital planning and construction over the past year! We are excited to be in the beginning stages of the much anticipated Pine Valley Lodge Construction Project. We are also making steps to advance the development of the Yellowhead East Lodge Project. We have made many operational adjustments over the year to align with the growing seniors population demand and the growing expectations put on the Foundation by residents, families and the Province. We want to be truly accountable that what we are providing is meeting the needs of both today's seniors and the seniors of the future. We also had a change in our Board composition with the dissolution of the Town of Grande Cache. We are now down to 6 Board Members with the M.D. of Greenview picking up the Grande Cache assessment portion. At our March 15, 2019 Board Meeting we were presented with the completed 2018 Audit and were able to approve our 2019 Operating Budget.

Please see below the 2019 Operating Requisition amounts for The Evergreens Foundation. You will see an increase in the requisition amounts which is in line with what was forecasted in our Business Plan. Many of these increases are related to food costs, housekeeping, utility costs and an increase in Human Resources. In addition to this we are currently entering union negotiations and the new 3 year contract will be effective June 2019. Living in the interim housing site at the Edson Hospital we were able to house 10 additional lodge residents but we still continue to deeply subsidize the seniors and find our rent covers less than 50% of the operational costs. We are diligently looking for ways to make our operations more effective and streamline our services while not compromising the care and quality of the services our seniors deserve. Thank you for your continued support of The Evergreens Foundation. We truly enjoy being able to provide such a needed service to our region and are thankful for the partnerships we have in our members. If you have any questions please do not hesitate to contact me and I will gladly provide more details on our operations.

Respectfully,



Kristen Chambers, CAO

CC: Dennis Mueller, GM Community Services
Teresa Martin, Executive Assistant to Community Services
Councillor Winston Delorme

Town/Muni	Assessments for 2019	%	2019 Requisition
Edson	\$1,321,493,501	6.970%	219,203.84
Greenview, M.D. (portion)	\$4,460,139,605	23.523%	739,829.38
Hinton	\$1,786,823,135	9.424%	296,390.78
Jasper Municipality	\$1,469,732,685	7.751%	243,793.14
Jasper Improvement Dist	\$51,833,380	0.273%	8,597.91
Parkland County (portion)	\$432,560,637	2.281%	71,751.36
Yellowhead County	\$9,438,310,337	49.778%	1,565,587.61
Total Assessments	\$18,960,893,280.00	100.000%	\$3,145,154.00

Total 2019 Operating Requisition	\$3,145,154.00
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The Evergreens Foundation

101 Athabasca Avenue
Hinton, Alberta T7V 2A4

INVOICE

Invoice No.: 43693
Date: 03/19/2019
Ship Date:
Page: 1
Re: Order No.

Sold to:

Municipal District of Greenview
P.O. Box 1079
Valleyview, Alberta T0H 3N0
Canada

Ship to:

Municipal Department of Greenview
P.O. Box 1079
Valleyview, Alberta T0H 3N0
Canada

Business No.: 107356008

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
			2019 Operating Requisition M.D Greenview			739,829.38
Shipped By: _____ Tracking Number: _____					Total Amount	739,829.38
Comment: _____						
Sold By: _____						



REQUEST FOR DECISION

SUBJECT: **Travel Options**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 13, 2019
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: RO

MANAGER:
PRESENTER: LK

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the information regarding travel options for information.

BACKGROUND/PROPOSAL:

Councillor Dale Smith asked Administration to look into using a travel agent in lieu of administration when booking flights for conferences outside of Alberta.

Administration contacted three separate travel agents for comparison and received the following information:

Agency 1: There is a professional fee of \$44.00-\$69.00 per person, dependent on membership. This allows you to have 24 hr access to the agent for any flight information. Council would have to travel as a group (same days, same flights) to receive any discounts.

Agency 2: There is a professional fee of \$36.75. This allows you to have access to the agent during working hours for any flight information. Council would have to travel as a group (same days, same flights) for discounts.

Agency 3: There is a profession fee of \$19.00. This allows you to have access to the agent during work hours for any flight information. There is no group discounts.

All three agency agree that Administration can find the same deals as the agencies and that to create any real savings Council would have to travel as a group. In the 6 years that I have been making these arrangements Council has never travelled as a group.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will have the requested information regarding travel options.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to change the motion to have Administration to utilize a travel agency for all long distance travel.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: Grovedale and Grande Cache Ratepayer BBQ's
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 13, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council hold the June 17, 2019 Grovedale Ratepayer BBQ at the Grovedale Public Services Building and the July 15, 2019 Grande Cache Ratepayer BBQ at the Recreation Centre.

BACKGROUND/PROPOSAL:

At the Organizational Meeting Council set dates for the Ratepayer BBQ's however Council left the venues for Grovedale and Grande Cache open for discussion at a later date. The BBQ's are drawing near and Administration needs to start making arrangements.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration will be able to start making the necessary arrangements for the BBQ's and book the appropriate facilities.
-

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 alternate locations for the Grovedale and Grande Cache Ratepayer BBQ's.

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

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PROMISE TO THE PUBLIC

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FOLLOW UP ACTIONS:

Administration will contact the suggested venues upon Council's decision.

ATTACHMENT(S):

- Excerpt from the October 22, 2018 Organizational Minutes.



GRANDE CACHE UPDATE

Grande Cache Transition Report

In the past several weeks, I attended the COW in Grande Cache, as well as the EOIP meeting. It is important to maintain a presence in Grande Cache in my role as CAO but as many staff find, the travel makes it more arduous than one might think.

The processes for payments, permits and licensing is now beginning to change, however, we continue to message to the public any changes or notices as necessary. Rolling into the MD of Greenview's procedures, we are not able to auto withdraw taxes and utilities. We can take online payments but as Greenview needs to work on ensuring the transition from two payment systems to one is working properly before we redefine the services we offer. It has been met with a bit of discord from the public, but administration has been working to communicate our apology for the inconvenience.

A few staff from Grande Cache were able to meet the balance of administrative assistants and managers in Grande Prairie last week to celebrate Administrative Assistants day. It is one step in the many that managers continue to develop an inclusive, supportive team.

A few supervisory staff from Grande Cache joined MD supervisory/management staff for a two day workshop on the continued leadership program of Shared Accountability. It is valuable for staff to have an opportunity to share in these types of sessions, and further build their working relationships.

HR and staff continue to focus on the new job descriptions and adjustment letters continue to roll out at a steady pace. The team building is ongoing and we are committed to merging the Grande Cache staff into the Greenview team.

Denise Thompson



CAO's Report

Function: CAO

Date: May 13, 2019

Submitted by: Denise Thompson

Tender packages are starting to come in, and the spring/summer season is ramping up. Seasonal hires are nearly completed with many staff coming back from years past.

I am working on the pre-planning for strategic planning for June, and from that, I find myself reviewing a few current policies, and long term planning documents. We have so many documents that need updated, Council and Management will need to prioritize updates for the next 6-18 months.

I met with the Grovedale Fire Department in mid-April, along with the area councillor and the General Manager of Community Services. We had a very positive meeting and it was a great opportunity to meet the majority of the department members. Grovedale is working to build a strong emergency responder team and I have assured them that the MD of Greenview's administration will work cohesively in support of the department.

I have worked out of the Grande Cache office a couple of days very sporadically. I will work to maintain a presence there to provide continued support to the staff and the community.

Invited to join the team in Grande Prairie to celebrate our administrative assistance was great. We have an amazing team of administrative support that keep the workflows, information and task lists manageable for each department. The customer service that these people provide to our residents is stellar, and we are fortunate to have such dedicated professionals that choose to work for Greenview.

On April 25th, I attended an open house in Grande Cache to introduce the EOIP program. The meeting was well attended and valuable for area contractors. Thank you to the staff in Operations for hosting.

I attended the Shared Accountability leadership training and will continue to emulate the values of the STILE throughout the organization.

I attended the All Staff Day along with almost every employee in the organization and Council. The day was a valuable investment for Greenview. To speak to the organization with clarity and enthusiasm, reiterating that we are working hard to be an employer of excellence, and to continue to provide efficient service to our ratepayers. I am

confident that our staff went away with a clear understanding of the enormity of the organization and the responsibilities we hold as a municipality.

Lianne has received confirmation from Courtyard Marriott for the Fall RMA Convention. Please let her know if you will be attending.



Manager's Report

Function: Infrastructure & Planning

Submitted by: Roger Autio, General Manager Infrastructure & Planning

Date: 5/1/2019

General Manager, Infrastructure & Planning, Roger Autio

Assistant General Manager, Infrastructure & Planning, Vacant

Manager, Facility Maintenance, Alfred Lindl

request was in place to relocate the offices for the Grovedale Public Service Building to move the Fire Department offices from downstairs to upstairs. We made 3 new offices on the main floor in the building for the Economic Development Department, they moved in to the new offices.

Construction Meetings for the new Grande Cache Fire Hall are in progress.

Administration is working together with Protective Services and Construction and Engineering on information for an RFD for the Grovedale public service building to upgrade the pond or install a water tank above ground.

Administration completed an upgrade and renovation at the scale house and to the basement at the Regional Landfill.

All Fire Pumps and Fire Pump trailers are located for the season, we also had to build 5 new fire boxes.

Administration worked with Agriculture to prepare a report to bring forth to Council approve the purchase of the Gordon Building located in Valleyview, how much it cost to bring that building to standard and usable for AG Services.

Manager, Construction & Engineering, Omar Mohamed

- Administration held the preconstruction meeting for the Forestry Trunk Road phase IV with WSP and the contractor

- Administration held a meeting with WSP to review the projects that are currently in progress. Updates were provided and discussed
- Projects Range Road 230 and Township 681 were awarded and advised
- Ridgevalley Paving project was awarded and advised
- Administration has hired the Design Technologist and currently started
- Process for hiring road and bridge road construction inspector is in progress
- Legal survey for Forestry Trunk Road is in progress with Beairsto
- Victor Lake road in Grande Cache is in progress of the RDS application with McElhanney
- Administration was in Shared Accountability for 2 days in Valleyview at the Memorial Hall
- Orientation has been completed with 2 new employees that included guidance on the software used in Greenview
- Approx. 17 Drainage projects with Sameng are in progress

Manager, Operation, Gord Meaney

East

Tenders and Quotes

- The Mini Excavator for the Hamlet of Grande Cache closed on April 30, 2019 and is being reviewed before awarding.
- The 3 ton Dump Truck for the Hamlet of Grande Cache closed April 14, 2019 and has been reviewed and the results are as follows:

Supplier	Model and Year	Price	Delivery Date	Comments
Griffiths Motor Ltd.	Ford F550 Crew Cab 2019	*\$76,734.00	May 15, 2019	Awarded
Decca Industries Ltd.	Ford F550 SD Crew Cab 2019	\$97,308.36	7 months	-
Decca Industries Ltd.	Ram 5500 Crew Cab 2019	\$97,492.12	7 months	-
Decca Industries Ltd.	Ford F550 XLT 2019	\$99,432.48	June 1, 2019	-
Decca Industries Ltd.	Ram 5500 Crew Cab 2019	\$104,492.12	3 months	-
Diamond International Trucks	International CV 2019	\$106,146.25	Aug. 1, 2019	-

*The 2019 Operations Capital Budget for this unit was \$90,000.00

- The upgraded Plow/Gravel tender for the Hamlet of Grande Cache will be brought to Council on May 13, 2019 for final approval to award.

- The Crack Sealing tender closed April 3, 2019 and the results are as follows:

Supplier	Price	Comments
AAA Striping & Seal Coating Ltd.	*\$99,487.56	Awarded
Federal Joint Sealing Company	\$126,491.60	-
Alberta Parking Lot Services	\$175,940.00	-
ACP Applied Products	\$190,941.20	

*The funding for this tender will come from the 2019 Approved Operational Budget.

- The Line Painting Tender closed April 4, 2019 and the results are as follows:

Supplier	Price	Comments
Line King Highways	\$96,143.00	Tender package not complete
AA Striping and Seal Coating Ltd.	*\$105,854.72	Awarded
Lafrentz Road Marking	\$134,812.00	-
Alberta Parking Lot Services	\$181,354.50	-
624091 Alberta Ltd.	\$205,627.80	-

*The funding for this tender will come from the 2019 Approved Operational Budget.

- The Portable Steamers quotes closed on April 2, 2019 and the results are as follows:

Supplier	Price per Unit	Total Price	Comments
Water Blast Manufacturing (Hotsy)	\$17,495.00	*\$34990.00	Awarded
Northern Metallic Sales	\$18,321.30	\$36,642.60	-
Pumps and Pressure	\$20,499.00	\$40,998.00	-

*The 2019 Operations Capital Budget for these units was \$39,000.00

- The Tractor tender closed on March 29, 2019 and an RFD will be brought to Council on May 27, 2019 for final approval to award.
- The Professional Engineer Services and Quality Assurance Services for the Crushing project at the Pinto Pit closed on April 23, 2019 and is being reviewed.
- The Light Truck Tender closed on April 23, 2019 and is under review.
- The Mini Excavator for the Hamlet of Grande Cache closed on April 30, 2019 and is under review.
- Other quotes and tenders are being worked on and should be completed by mid-May.
- 16 Road Bonds and 25 Exemptions have been issued to date.
- The Load Rite system has been installed on all loaders and is fully operational.

- Processing applications for the Road-Side Ditch Clean-up and Dust Control.
- Completed the stockpile to stockpile haul from the Goodwin/Smoky pit to the Valleyview, Hunke and Eight Mile stockpile sites.
- The snow wings have been removed from the graders and plow trucks.
- Installed a culvert at RR 263.
- Spot gravelling throughout the area.
- Documented parking lot conditions at all community halls.
- Brushing in the Sweathouse area.

West

- Graders blading all gravel roads.
- Steaming culverts Grovedale, DeBolt and FTR with spring runoff.
- Street sweeping paved areas in DeBolt and Grovedale. (Broom for loader is down waiting parts to finish)
- Staff training is ongoing.
- Hired a new equipment operator for the Grovedale area started April 1st.
- Grande Cache contractor grader operator was permanently replaced at request of Supervisor after incident in Victor lake coop. Supervisor confirmed new operator on Grader.
- Began Cross training with Grande Cache Supervisor for upcoming Calcium application in Victor Lake.
- Spot gravelling in DeBolt and Grovedale.
- NTL pipelines and Semcams provided gravel and grader on TWP 700 as per the road bond agreement.
- Paradox gravelled and graded RR 64A as per road bond agreement.
- Sinopec provided gravel and grading on Twp. 692 as per road bond agreement.
- Grovedale community hall gravelling, has been unusually soft conditions this spring.
- Replaced various culverts and signs.
- Marking out calcium spots in Grovedale to apply prep gravel.
- FTR crew cleaning up garbage and chains on North end.
- Brushing crew started cleaning deadfall on road allowance.
- Spot gravelling km 64-67 in house staff.
- Introduced a temporary 50% road ban on North end of FTR due to road conditions.
- Velvet energy supplied 54 loads of Gravel and have 3 graders working on road full time with water trucks as required per road bond on FTR.
- Strath resources km 49-88 has supplied 46 loads of gravel on the FTR and 2 graders and water trucks km 40-45 as required by road bond.
- Semcams has hauled 20 loads of gravel between km 16-19 and supplied a grader and water truck as required by road bond.

Grande Cache

Roads South

- Salting of crosswalks & sidewalks at beginning of month.
- Fleet maintenance. Changing licence plates and unit numbers on the fleet to MD registrations and unit numbers.
- Fleet maintenance – remove accessories associated with snow removal and prepare equipment for the spring street cleaning and summer season.
- Street sweeping has been ongoing.
- Maintenance of holes on roads at the dig sites of the water breaks and sewer line repairs.
- North and South of town Co-op tours and checked Beaver Dam Road.
- Replace and repair signage at the Co-ops/Enterprises and around the community.
- Replacement of culvert at the Grande Cache Lake Co-op.
- Replaced wash bay pump.
- Grading of gravel roads.
- 3 employees were fit tested for breathing masks.
- Cleaned under electric fence at the landfill.
- Cleaned wood from ditch at Victor Lake.
- EOIP Open House held on April 25. (22 people attended – 5 Staff, 1 Councillor and 16 contractor representatives). Contractors were appreciative of this information session.
- Load of Cold Patch was picked up in GP for the upcoming road repair season.

Shop/ Fleet

- Coordinating/ Communication Valleyview, Grovedale and Grande Cache on equipment, tools, work.
- Rotated Valleyview mechanics through Grande cache for coverage as Grande Cache mechanic has been off.
- Provided input for equipment Tenders and evaluations.
- Conducted interviews for open positions in Greenview on mechanics side.
- Coordinated with Safety officer for walk around with new and returning fleet drivers and inspections.
- Work orders completed in Valleyview 57, Grovedale 43 and 24 in Grande Cache.

Manager, Environmental Services, Gary Couch

Customer complaints or concerns:

- Resident wishes to utilize the DeBolt Lagoon /Transfer Station surplus property and I&P is looking into it.
- Grovedale resident feels the usage at the current Grovedale water point is causing his well to sand off. Researching concern.
- NFC water point customer reported concerns with the water quality. After discussion with an operator he came to the conclusion it was due to the cleanliness of the tank.

- A number of residents in Grovedale and area have called to inquire about the new water treatment plant and are very thankful for Greenview's efforts.

Water

- Initiated contract 3 for Grovedale Water Distribution. Planning area open house to involve residents affected.
- Preparing RFD for Landry Heights Water Distribution system contract 4 award.
- Continue to work with AEP to change registration/ownership of the Grande Cache Water Treatment Plant and Sewer Treatment Plant.
- Two Utility operators are being hired to replace vacancies in Environmental Services Department in the Grande Cache area.
- Power outage in Ridgevalley/ Crooked Creek area on January 26th caused the Crooked Creek water point to be out of service for a few hours. Staff posted an information sign for customers. We received no complaints on this matter.
- Resident wishing to connect to VV Rural Water line has approached Greenview. RFD to extend water mains will be brought forward to council in the near future.
- Three staff have completed the Small Water System Operational and Maintenance course.

Wastewater

- An unauthorized release of wastewater occurred at the Grande Cache Sewer Treatment Plant on April 16th. AEP and Environment Canada were notified and standard protocol was followed up as per our approval to operate. AEP has confirmed that they are satisfied with our test results and procedural work to deal with the release there for have closed the file.
- Investigation of the DeBolt wastewater lift station's flows and operations to minimize issues.

Solid waste

- Working with Auditors to complete the GRWMC annual audit
- Solid Waste Labourer position has been filled.
- Upcoming Schedule of Fees review for GC Landfill vs Greenview
- Working with Engineering and Roads Department to potentially construct landfill pits at Sunset House and DeBolt transfer stations.
- Environmental Services has received one application in regards to the transfer station/landfill cleanups for non for profit groups to date.
- Electric fences at the Regional landfill, GC landfill and Puskwaskau transfer station have been tested and are operating correctly.
- Working with the Operations Department to develop a more efficient recycling programs for the Hamlet of Grande Cache.

Manager, Planning & Development, Sally Rosson

- Munisight has confirmed that the 2019 spring Landowner maps will be delayed due to required changes to the industrial and residential assessment data.

- April 25, 2019 received complaints regarding commercial trucks being parked and truck maintenance taking place in the East Grove Estates subdivision. Planning staff contacted the lot owner and he had agreed to remove the commercial trucks within the specified time period. The Land Use Bylaw 18-800 did not allow any Major Home Occupation including truck maintenance and repair shop in any hamlet residential area.
- On April 25, 2019 another complaint was received of a rumored work camp taking place in the Little Smoky Area. Planning staff inspected the site and followed up with Pembina to confirm there is no work camp being proposed. There may be a temporary laydown yard whereby a development permit would be required.
- Planning staff were conducting the initial review of the proposed Tri-municipal Area Structure Plan.
- Several inquiries for proposed for mostly subdivisions.
- Planning Staff hosted a meeting with our contractor to discuss next steps for the Sturgeon Lake Area Structure Plan on how to address density and development capacities.
- Administration entered into a contract with MuniSight Asset Management Services to create an asset management policy, strategy and plan. The contract is \$31,251 in which Federation of Canadian Municipalities (FCM) Grant application will be applied to recover costs.
- The following information provides a breakdown of the new applications received in the various development categories:

Monthly Summary of Activity in April 2019		
Type of PLANNING & DEVELOPMENT ACTIVITY		NUMBER OF APPLICATIONS
BUSINESS LICENSES:		5
DEVELOPMENT PERMIT APPLICATIONS:		24
LEASE REFERRALS:		4
LAND USE AMENDMENTS (RE-DESIGNATION):		2
SUBDIVISION APPLICATIONS:		0
APPROACH APPLICATIONS:		5
		Gravel

The breakdown of development activity in **April 2019** worth mentioning were:

Business Licenses: 5

- B19-072 / LOT 1, BLOCK 1, PLAN 1621724 / MINOR HOME OCC / 2173601 ALBERTA LTD. / WARD 5
- B19-075 / SE-36-71-22-W5 / MINOR HOME OCC / VV TOWN & COUNTRY / WARD 5
- B19-076 / SW-33-70-24-W5 / COMMERCIAL BUSINESS / HORIZON COUNTRY CLUB / WARD 7
- B19-082 / LOT 1, BLOCK 5, PLAN 1436RS / MINOR HOME OCC / SMOKEY VALLEY GRASS / WARD 9

- B19-088 / SW-14-65-21-W5 / MINOR HOME OCC / FOR-SITE ENVIRONMENTAL SERVICES LTD. / WARD 2

Development Permits: 24

- D19-064 / NW-2-71-22-W5 / MANUFACTURED / \$40,000.00 / PERRON / WARD 5
- D19-067 / LOT 4, BLOCK 18, PLAN 2769RS / RENOS AND DECK / \$50,000.00 / HYNES / WARD 9
- D19-068 / 14-8-62-4-W6 / DWELLING, ACC / \$100,000.00 / KICKING HORSE OIL & GAS LTD / WARD 8
- D19-070 / SE-7-69-8-W6 / ACCESSORY BUILDING / \$600,000.00 / PEMBINA PIPELINE/ WARD 8
- D19-071 / LOT 1, BLOCK 1, PLAN 1621724 / MINOR HOME OCC / \$5,000.00 / KING / WARD 5
- D19-073 / LOT 2, BLOCK 1, PLAN 0927087 / ACCESSORY BUILDING / \$200,000.00 / SIGURDSON / WARD 3
- D19-074 / SE-36-71-22-W5 / MINOR HOME OCC / \$10,000.00 / PETERS / WARD 5
- D19-077 / NW-10-63-25-W5 / 377 WC RENEWAL / LODGISTX / WARD 7
- D19-078 / SW-15-59-23-W5 / 140 WC / \$100,000.00 / LODGISTX / WARD 2
- D19-079 / SE-33-70-20-W5 / DWELLING, SD / \$200,000.00 / CRAIG / WARD 4
- D19-080 / LOT 3, BLOCK 1, PLAN 0941055 / SUITE, DETACHED / \$4,500.00 / PEDERSEN / WARD 7
- D19-081 / LOT 1, BLOCK 5, PLAN 1436RS / MINOR HOME OCC / \$10,000.00 / SMOKEY VALLEY GRASS /WARD 9
- D19-083 / LOT 6, PLAN 7621701 / GARAGE ADD / \$80,000.00 / BEGG / WARD 8
- D19-084 / SE-34-70-22-W5 / SHOP/ \$95,000.00 / FREE WING INDUSTRIES LTD. / WARD 3
- D19-085 / 6-30-63-5-W6 / 250 WC RENEWAL / RIGHT CHOICE CAMPS & CATERING LTD. / WARD 8
- D19-086 / SW-27-65-7-W6 / 200 WC RENEWAL / SMOKY VALLEY AGGREGATE / WARD 8
- D19-087 / SW-14-65-21-W5 / MINOR HOME OCC / \$10,000.00 / FOR-SITE ENVIRO / WARD 2
- D19-089 / LOT 3, BLOCK 1, PLAN 1520516 / SHOP/ \$45,000.00 / ADOLF / WARD 6
- D19-090 / LOT 2, BLOCK 31, PLAN 2650RS / PHOTOVOLTAIC SOLAR / \$160,000.00 / TSHUMA / WARD 9
- D19-092 / SE-32-69-6-W6 / SHOP W/OFFICES / \$900,000.00 / LCJ ENTERPRISES LTD. / WARD 8
- D19-093 / SE-31-68-8-W6 / 532 WC, PROJECT-ORIENTED / \$750,000.00 / RIGHT CHOICE CAMPS / WARD 8
- D19-094 / NW-33-65-21-W5 / WASHROOM /\$70,000.00 / RAIWET / WARD 2
- D19-095 / LOT 2, PLAN 7621701 / DWELLING, SD / \$250,000.00 / SIMPSON / WARD 8
- D19-096 / LOT 140, BLOCK 26, PLAN 7722953 / DECK / \$1,500.00 / FACETTE / WARD 9
- D19-097 / 8-13-63-5-W6 / GAS PLANT ADDITIONS / \$1,500,000.00 / ECLIPSE / WARD 8

Lease Referrals: 4

- L19-065 / NW-11-64-5-W6 / ACCESS ROAD CLASS III / PEACE COUNTRY LAND LTD. / WARD 8
- L19-066 / SE-15-66-5-W6 / NON MANUFACTURING CLAY PIT / CANADA WEST LAND SERVICES LTD. / WARD 8
- L19-069 / SE-2-68-5-W6 / SAND AND GRAVEL PIT / HOLSTED AGGREGATES LTD. / WARD 8
- L19-091 / SW-36-66-8-W6 / ELECTRICAL-POWERLINE-ABOVE GROUND / ATCO ELECTRIC LTD. / WARD 8



Manager's Report

Function: Community Services

Submitted by: Stacey Wabick, General Manager

Date: 5/13/2019

General Manager Community Services, Stacey Wabick

DeBolt Seniors Housing

Administration has been working with Grande Spirit Foundation (GSF) regarding seniors housing in DeBolt. GSF has hired a project manager to proceed with the eventual move of the Laura DeBolt and Edna Stevenson Manors and are working on establishing a budget for the project. It is anticipated that GSF will attend a Committee of the Whole Meeting in June to present it and make Council aware of the potential funds that will be requested from Greenview.

Administration

The advertisements for the Regional Fire Chief and Community Services Coordinator positions closed on April 26th. Administration has select 4 candidates to be interviewed for each position. While interviews for both positions are to occur quickly, Administration anticipates that the Community Services Coordinator position will be filled first due to the proximity of the available candidates. Administration has also enlisted the assistance of the Office of the Fire Commissioner to sit in on the Regional Fire Chief interviews.

Municipal Partnership Agreements with the Town of Valleyview

Administration continues to work towards the finalization of ongoing and outstanding agreements with the Town of Valleyview. The Recreation Agreement has been completed as per Council direction this winter and has been forwarded to the town. The Library Agreement has been amended to include the Municipal District of Greenview Library Board. This agreement was on hold until information regarding the Board and its interaction with Greenview's library partners became clearer. The Memorial Hall Agreement has been reviewed and changes/updates will be made and brought to Council for consideration at the end of May/early June. The Cemetery Agreement has been reviewed and changes/updates will be made and brought to Council for consideration at the

end of May/early June. The Valley View FCSS Agreement has been amended to reflect the Town's commitment and will provide an option to Council regarding Greenview's commitment. This will be brought to Council at the end of May.

Grande Cache PSB/Fire Hall

Administration has spent a considerable amount of time working with Alberta Health Services to acquire an agreement that would allow for a sewer line to be properly installed between the new Greenview facility and the neighbouring AHS facility. This has been an issue of contention for both parties, however, after much debate, an agreement has been completed and progress on this portion of the development will carry forward.

Community Services Organizational Structure

After numerous reviews and an organization chart presentation to Council, Administration has begun moving forward with formalizing a number of positions within Community Services. This does not entail new position asks, rather ensuring the people are clear as to their fit within their respective departments and have clear expectations of their position.

Agricultural Services Manager, Quentin Bochar

Administration

Currently, the Agricultural Services Department is still in the process of filling the remaining seasonal positions for the hamlet of Grand Cache. Interviews were conducted for the Wetlands Coordinator position and an offer has been put out to the prospective candidate for their consideration.

Training/Conferences/Seminars

The Agricultural Services Department facilitated a series of meetings and workshops for vegetation management in the Grande Cache hamlet and the district. The Buttercup/Burdock Incentive Program Workshop was held in Valleyview, April 11, 2019. We were fortunate in that Vaughn Leuschen from Corteva AgriSciences (formerly DowAgroSciences) was able to speak at all three events. Mr. Leuschen is not only the sales representative for Northern Alberta, but also used to be in the research division for DowAgroSciences.



Buttercup/Burdock Workshop April 11, 2019 Valleyview

The following events were attended by Agricultural Services Department Staff and/or ASB members:

- Enterprises and Cooperatives Annual Weed Control Meeting, April 9, 2019, Grande Cache.
- Hamlet Weed Control and Why Information Meeting, April 10, 2019, Grande Cache.
- Buttercup and Burdock Incentive Program, April 11, 2019, Valleyview.

Rental Program

The Rental Coordinator/Yardman started on April 15th and has been busy getting equipment ready for the expected rush that generally occurs this time of year. The items that have gone out the most are the grain vacuum, the cattle equipment, the heavy disc, the manure spreader and the fertilizer spreader.

Pest Control Program

The Problem Wildlife Officer once again worked in a collaborative effort with the Alberta Conservation Association (ACA) to remove beaver dams from a tributary of the Iosegun River, which is the main spawning area for Walleye from Iosegun Lake. This is the second year that Greenview is collaborating with the ACA on this project.

The Problem Wildlife Officer, in conjunction with the Grande Prairie Trappers Local have started providing trapping and problem wildlife education to schools in the Grande Prairie area as a trial run, and will continue with schools in Valleyview, Ridgevalley and Grovedale in the fall of 2019.

Agriculture Service Board

An Agriculture Policy will be presented at the April 24th ASB Meeting.

Vegetation Management

Seasonal staff have started and are getting equipment ready for the upcoming spray season.

Economic Development Officer, Kevin Keller

Conferences/Training/Seminars

The following events were attended by the Economic Development staff members:

- Economic Developers of Alberta (EDA) Conference April 2-5 in Banff. Kevin Keller presented Greenview's successful development of the Tri-Municipal Industrial Partnership highlighting the support received through the Alberta C.A.R.E.S. Grant.
- Economic Development Social Media Training in Grovedale April 26th.
- Dinner with Council and SLT in Grande Cache, April 14th.
- Shared Accountability sessions in Valleyview April 29 and 30.

Upcoming Conferences & Trade Shows:

- Petroleum Show in Grande Prairie May 15th & 16th.

Tri Municipal Industrial Partnership (TMIP)

- The next TMIP Committee Meeting is scheduled for 9:00 a.m., Thursday, May 9th at Centre 2000 in Grande Prairie.
- The TMIP Area Structure Plan Public Hearing has been submitted for advertising. The Public Hearing is scheduled for May 27th during the Regular Council Meeting.
- Reviewed and amended the new agreement between PTAG and Greenview for Project Management services for the TMIP (phase 2) now that the Area Structure plan has been submitted.

Dinosaur Feasibility Report

Presented the Dinosaur Feasibility study findings at the Committee of the Whole Meeting in Grande Cache, April 15th.

Local Intel Investment Portal

Completed a new feature on a local Intel website – “Story Map/Our Advantages”.

- This is a very useful tool for Administration and Council as it provides Greenview’s current statistical demographics and land availability information in visual context.
- Working with department Managers to develop a comprehensive list of infrastructure projects, development opportunities, and recreation projects to complete the last feature on the Local Intel website which will be an interactive opportunities map.

Tourism

- Met with Richard Warring, consultant for the Grande Prairie Regional Tourism Destination Marketing Plan, to discuss methods of partnering to promote the entire region. A second meeting is planned for May 3 to continue the discussions.
- The Grande Cache Tourism Interpretive Centre is now staffed for the summer season, programming and special events are under development to coincide with specific events: Grande Cache 50th, Death Race, and Canada Day.

Community Futures

Working with Community Futures West Yellowhead to develop a Business Retention and Expansion Study in Grande Cache.

Fox Creek

- Greenview sponsored the lunch and the Business Succession Planning session of the Fox Creek Business Support Network (BSN) April Meeting.

- Administration attended the April Synergy Meeting in Fox Creek and introduced Kerrie Taylor, as the new Greenview Economic Development Coordinator.
- Meeting with Fox Creek Assistant CAO regarding advancement of the Fox Creek and Greenview Joint Economic Development Subcommittee.

Geothermal

- Worked with CAO and Committee Chair to develop project timeline and “strategy matrix” for the committee.
- Initiated a short term semi-weekly reporting structure to the Geothermal Committee Chair and CAO.

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

HEART Conference

May is shaping up to be a very busy month, beginning with the third annual HEART Family Violence Conference at the Memorial Hall, May 1st and 2nd. We are anticipating over 100 delegates to be attending.

Income Tax Preparation

The Community Volunteer Income Tax Program, which provides free income tax filing for those on a modest income, is almost complete for this year. In the Valleyview office there were 445 returns filed by five volunteers contributing 114 volunteer hours. The table below outlines the number of returns, and the amount of funds returned to the community.

MD	VV	SL	Senior	AISH	Low Inc	GST	CCB	#children	AB Seniors Benefit	GIS	WITB	TAX REFUND/ OWING	TOTAL	# of volunteers	Volunteer Hours
76	185	184	146	22	277	\$805,056.00	\$742,542.00	121	\$309,016.00	\$170,948.00	\$38,367.00	\$139,391.00	\$2,205,320.00	5	114
			Total Returns												
			445												

GST (Good & Services Tax) CCB (Canadian Child Benefit), WITB (Working Income Tax Benefit), GIS (Guaranteed Income Support) are all federal programs.

The Canada child tax benefit (CCTB) is a tax-free monthly payment made to eligible families to help them with the cost of raising children under 18 years of age.

The working income tax benefit (WITB) is a refundable tax credit intended to provide tax relief for eligible working low-income individuals and families who are already in the workforce and to encourage other Canadians to enter the workforce.

The Guaranteed Income Supplement (GIS) provides a monthly non-taxable benefit to Old Age Security (OAS) pension recipients who have a low income.

The Alberta Seniors Benefit is a Provincial Program, it's a monthly benefit paid to seniors with an annual income below their guideline. It also has an element to top up pension amounts for seniors living in care facilities to ensure they have \$315 of disposable income after paying the room fee.

The Grande Cache Office filed 15 income tax returns for the Canadian Volunteer Income Tax Program. Historically, the Grande Cache office completes an average of 20 income tax returns during tax season.

Conferences/Training/Workshops

The Mother/Daughter Circle program runs from April 30 - May 21. The program is for Mothers and their Daughters aged 11-14. Topics include empathy and understanding; healthy communication; clear limit setting; and relationship success strategies.

The Valleyview Parent Link Centre is hosting a Prevent It Workshop, facilitated by Little Warriors on May 7. The aim of the workshop is to teach adults about child sexual abuse, with a focus on helping adults develop tools to reduce children's vulnerability to sexual abuse. The Parent Link Centre has requested that Green View Family and Community Support Services provide an honorarium, up to a maximum of \$600.00, to Little Warriors, a non-profit agency.

This year we are collaborating with our Recreation Department to offer two summer day camps in newly established/upgraded recreation sites. Although discussions have been preliminary, Johnson Park and Grovedale Fish Pond are potential sites. This effort will not only create a new opportunity for campers, but also create awareness and exposure of these attractions within Greenview. All other regular day camp locations will be offered as usual.

The Town of Valleyview Council sent correspondence to Greenview Council regarding their contribution to the Green View Family and Community Support Services program. The Town Council has offered to increase funding by \$100,000 each year, for a capped total of \$193,239.63 in 2019 and in future years. A revised Joint Family and Community Support Services Agreement will be brought forward to Council for their review at the May 27th Council Meeting.

Green View Family and Community Services collaborated with Premier Tech, an international peat moss company, to offer a job fair at the Community Resource Centre. Fifteen individuals attended, with at least four people receiving potential employment.

Northern Lakes College has once again contacted Green View Family and Community Support Services to see if we would be interested in accepting a first year social work practicum student. The students' particular interest is working with children, and after an initial interview to assess compatibility we have accepted him as a practicum student. Mr. Mayer's placement will run from May 1 - June 17. Administration will attend the Directors Network conference in Fort MacMurray on May 8 - 10, and then attend the annual North West Spring Regional meeting with the Board members on May 14 - 16 in St. Isadore.

Grande Yellowhead Public School Division will be opening preschool in fall 2019 in Grande Cache, to avoid a duplication of services, Creative Kids Preschool will cease operation on June 7, 2019. The community has been informed. Family and Community Support Services Administration will be delivering one final month of preschool classes with a commitment to deliver a quality experience.

Fire Services Coordinator, Derian Rosario

Emergency Preparedness Week

In cooperation with the Communications Department Greenview will be putting on an awareness campaign for Emergency Preparedness Week. This year Emergency Preparedness Week takes place from May 6 – May 12. Greenview's campaign will be on our social media feeds and local radio. One topic included in the campaign will be information on preparing 72 hour kits. A 72 hour kit is a collection of items that are kept on hand to support your family during the initial stages of a large scale event. Some typical items in a kit would be bottled water, medications, important documents and baby supplies.

Greenview Ladder Truck Assigned to Grande Cache

Members of Administration and the Grande Cache Fire Department attended the Pierce Manufacturing Plant on April 15th and completed a pre-delivery inspection of the new Greenview Ladder truck assigned to the Grande Cache Fire Department. During the inspection a very limited number of deficiencies were identified with the vehicle, this was very impressive for the size and complexity of the equipment. The Greenview ladder Truck is to be delivered at the end of May after it is displayed at the Alberta Fire Chiefs Conference. Shortly after delivery, a



Pierce technician will be in Grande Cache for three days to provide training on all the Greenview Ladder truck's systems and components.

Ice Rescue Training

On March 30th and 31st members of the DeBolt, Grovedale and Grande Cache Fire Departments completed Ice Rescue training. Classes were held at the DeBolt and Grovedale Public Service Buildings. Firefighters taking part in the course updated rope skills and rescue techniques to retrieve a casualty from open water. Twenty six (26) firefighters were recertified as Ice Technicians. The certification is valid for three years.



Vehicle Appraisals

Over the next two years a number of firefighting vehicles will be coming due for replacement. Due to this expected turnover in firefighting vehicles, three rescues and two engines that are on the replacement schedule have been appraised to ascertain the open market value. The reason for the appraisals is with the weak Canadian dollar value compared to the US dollar and the continual rising costs of fire apparatus, Protective Services is evaluating ways to offset costs of future purchases. The value on the open market for the grouping of vehicles is \$490,000 Canadian. The dollars would pay a significant portion of one of the upcoming vehicles replacement if sold in accordance with policy.

Grande Cache Fire Chief, Brian Lott

Enforcement Services

Joshua Schultz has accepted the position of Bylaw Enforcement Officer with the MD of Greenview. He comes to Greenview with a 2 year Diploma in Law Enforcement Studies. Officer Schultz is currently training and reviewing Greenview Bylaws, he will be responding to ratepayer complaints in May.

Community Peace Officer Application

Two items are outstanding:

- MOU with RCMP: Waiting on RCMP
- Traffic Safety Plan: This document is currently being compiled by Administration.

All policies and procedures are completed. All equipment and PPE has been approved. The shoulder flash and patrol car door decals have been approved. The Greenview Peace Officer Manual is complete. The Solicitor General's Office is currently reviewing Greenview's policies and procedures relating to the Community Peace Officer application.

Fire Service

Grande Cache Building Project

The building continues to progress on schedule. The outside steel panels are very close to completion. The concrete floors have been poured in the administration areas, and interior walls will be built soon.

Training

Three members have started the Fire Officer Professional Qualifications course. This is a yearlong course that they hope to have finished in January of 2020. The NFPA 1001 Course is continuing with sixteen students training twice weekly. This training includes other department members to ensure that everyone is up to standards of the 1001, professional firefighter. Eleven Firefighters completed their air brake endorsement to operate Fire Apparatus. Nine Firefighters are training to complete their Class 3 Drivers License. Two Firefighters are training to be Fire Service Instructors. This will bring the total to seven Grande Cache Fire Department members that are certified Fire Service Instructors.

Grande Cache Fire Department Public Engagement

The Prevent Alcohol and Risk Related Trauma in Youth (PARTY) Program was a tremendous success this year. Approximately fifty Grade 9 students were involved in the program. The students are educated on the Prevention of Alcohol related trauma, making good choices and the consequences of their choices. This Program is a partnership with the local High School, RCMP, EMS, Community Outreach Program Enhancement and Victim Services. Members of the Grande Cache Fire Department attended a career fair held at the Grande Cache High School. They did a presentation on the Fire Service as a career. This event went well, and many questions were asked by the students.

Fire Prevention

Fire Prevention has been taught at Sheldon Coates Elementary School, Suza Creek School, Summitview Middle School, and the Grande Cache High School. Monitored Fire Drills were performed at the Whispering Pines Lodge and Sheldon Coates School.

Grande Cache Firefighters Association

The Grande Cache Firefighters Association are in the planning stages for the 50th Anniversary of the Grande Cache Fire Department.

Emergency Management

The final reporting for the Forest Resource Improvement Association of Alberta (FRIAA) Grant for Grande Cache's fire break project has been submitted and finalized with FRIAA. This project is now complete.

FRIAA denied a request from Administration to roll surplus funds from the G.C. Fire Break Project into other FireSmart initiatives within Greenview. Administration is now preparing a list of areas in Greenview that need FireSmart work and will prioritize these areas.

When FRIAA releases their next "Request for Expressions of Interest", Administration will apply for funding to do a FireSmart Plan for the whole of Greenview. When the plan has been completed, Administration can go ahead and apply to FireSmart for managing the areas of concern.

Recreation Services Manager, Matthew Norburn

Regional Meeting Little Smoky Recreation Area

Administration attended the Little Smoky Recreation Area monthly meeting. Topics included water intake, for which no suitable wells were found. New cash registers were introduced, staff are still adjusting to them. However, the cash registers are providing better information regarding the location of customers. They were successful with receiving a 50% grant for recycled matting, if the grant was utilized, the \$47,000 would be split by the partnering communities.

Grande Prairie Regional Recreation Committee

Administration attended the monthly Grande Prairie Regional Recreation Committee Meeting. Plans are ongoing to collect information from each area. Greenview is in the process of updating their assessment data for the portion of Greenview included in this area. Administration also connected with Grande Prairie Sports Council to inform them of potential opportunities within Greenview.

Swan Lake

All aeration equipment has been removed from the lake for the season and the boat launch is officially open. Both anglers and campers have been spotted on site already.

Inspection Reports

Administration completed inspection reports on the Ridgevalley Walking Trails and Grande Cache Lake. Quotes for necessary repairs will be completed over the next few weeks. Administration currently is working on inspection reports for Grovedale Fish Pond and DeBolt Walking Trails. Site inspections for Johnson Park, Southview PRA and Kakwa PRA still need to be completed.

Snipe Lake

Arrangement for soil testing and a water table report for the Snipe Lake Boat Launch Parking Lot will be scheduled to be completed as soon as possible. Information will be presented in the upcoming RFD.

Summer Camps

Recreation Administration will be partnering with FCSS to host an outdoor-themed summer day camp in August. The topic covered will be Basic Outdoor Survival techniques. Two selected day camps will be hosted out of Johnson Park and Grovedale Fish Pond. We're looking forward to offering this in future years to come.

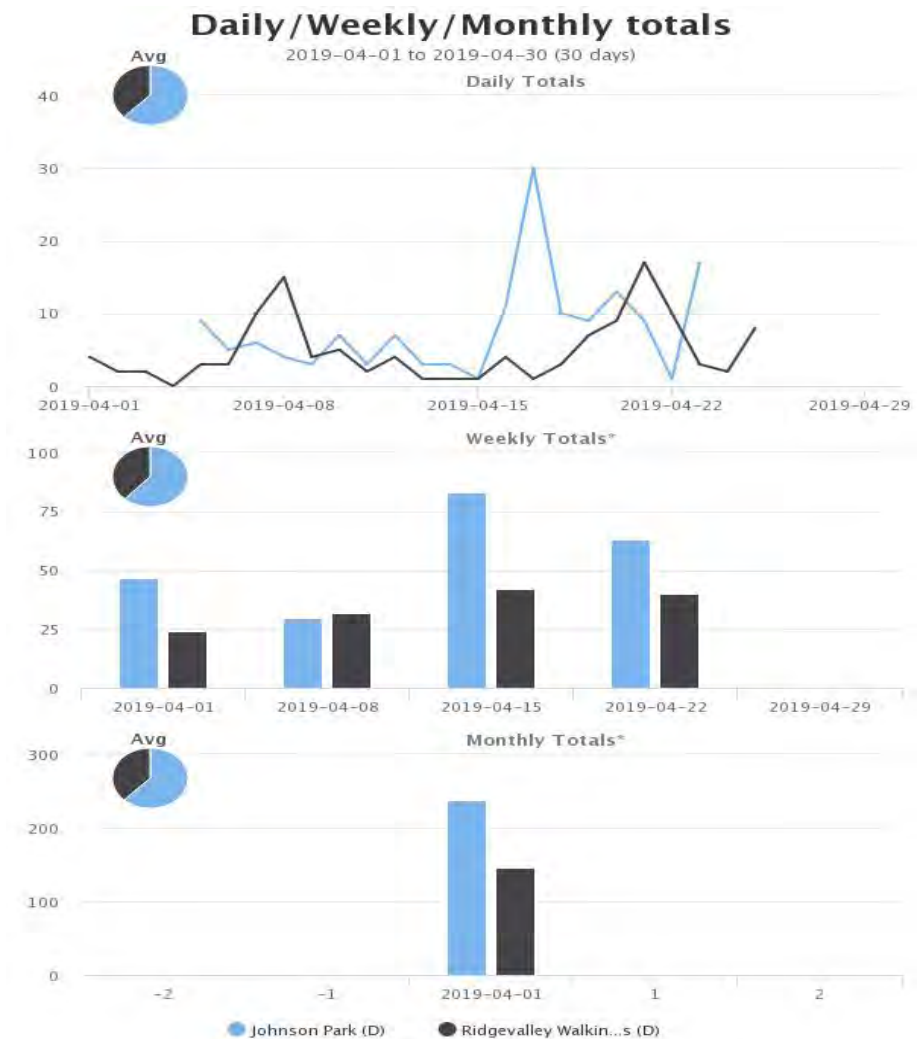
Johnson Park

Timelines have been set for tendering and awarding of a contract for the expansion of Johnson Park. The expansion project is scheduled to be complete this year. The current schedule is:

- May 6 – Tender Posted
- May 14 – Mandatory Pre-Tender Meeting
- May 24 – Tender Close Date
- May 27 – Recommendation to be received from AllNorth
- June 10 – RFD to Council with a proposal to award the contract

Administration will take every proactive measure to ensure this timeline is adhered to, however unforeseen circumstances may cause alterations.

Walking Trail Statistics



Q1 Report

Legend: ● On Track ● Some Challenges ● Major Challenges ● Complete ● Inactive							
Initiative	Objective	Description	Q1	Q2	Q3	Q4	Status
Highway Signage	Level of Service	Provincial Highway Signs.	Submit applications to provincial government.	Installation of signs.			●
Highway 669	Infrastructure	Development of small scale day use area.	First Nations Consultation submitted.	Obtain lease and tender preparation. Award Tender for construction.	Construction to start.	Completion of construction and furnishing.	● Currently on track but expending delays moving into Q2 as Historical Resource Review is still in screening by GoA.
Moody's Crossing	Infrastructure	Completion of Phase 1 Campground and Grande opening.	Posting of tender for outhouses.	1. Completion of construction deficiencies identified during 2018 construction. 2. Completion of furnishings.	Grand opening.		● Tender for outhouses to be posted in early May in order to be bundled with all other outhouses for 2019.
Johnson Park	Infrastructure	Expansion of existing day use area into campground.	Development of Tender Package for general construction.	1. Awarding of contract and start of construction. 2. Posting of tender for outhouses.	Installation of furnishings and outhouses (which include tender packages).	Completion of construction and furnishing.	●
Swan Lake	Infrastructure	Replacement of existing outhouse.	Obtain TFA for outhouse.	Posting of tender for outhouses.	Installation of outhouse.		●
Southview	Infrastructure	Replacement of existing outhouse and installation of viewing platform.	Obtain approval from AP for installatin of outhouse and viewing platform. Historical Resources Impact Assessment.	1. Development of Tender Package for viewing platform. 2. Posting of tender for outhouses. 3. Award of contract for viewing platform.	Installation of outhouse.	Completion of viewing platform.	● Historical resource impact assesment and engineered drawings complete. Awaiting final approval from Alberta Parks for viewing platform.
Kakwa River	Infrastructure	Replacement of existing outhouse.	Obtain aproval from AP.	Posting of tender for outhouses.	Installation of outhouse.		●
Purchase UTV	Level of Service	Purchase of UTV.	Request for Quote.	Purchase of UTV.			●
2020 Projects Initiating in 2019							
Valleyview Walking Trails	Infrastructure	Development of community walking trails.		Begin discussions with Town of Valleyview.	Begin discussions with private landowners.		

Grande Cache Recreation Services Manager, Kevin Gramm

Grande Cache Recreation Centre – Fitness Centre

A Request for Proposal for a Fitness Centre Project Manager will be complete and put out to the public for bid by May 10th, 2019. The deadline for responses will be May 31st, 2019 with a scheduled walk through review on May 22nd, 2019. The award date will be June 7th, 2019 with a projected start date of June 21st, 2019. All project tenders to be complete and ready for review by July 29th, 2019 and an award date scheduled for August 12th, 2019. Construction of the Fitness Centre to commence in September 2019.

There have been several draft proposals of the future Fitness Centre space over the course of the last 10 years and a complete and thorough review will be necessary to ensure the community needs are met and that the original intent of the project is maintained. The selected proponent of this project will be required to work collaboratively with the selected proponent of the Recreation and Trails Masterplan to ensure we do not duplicate stakeholder engagements or overlap projects.

Grande Cache Municipal Campground – Entranceway Project Update

Environmental Design Solutions (EDS Group Inc.) only received one (1) complete proposal to-date for the continued campground entrance renovation and construction projects. Three (3) local companies with the capacity to complete the project were engaged and only one (1) returned with a bid on the project. The entire project came in above the allotted budget currently approved for the renovations, EDS will be coming forward with a recommendation for meeting the budget objectives while still completing several key components of the project. A complete project updated scope in the form of outstanding project objectives will be brought forward in the future to Council for their consideration. In the meantime, the current proposal is under review so that assigned projects can be completed on time for the opening of the Grande Cache Municipal Campground.

Grande Cache Recreation and Trails Strategic Master Plan – EDS Group Inc. & RC Strategies & PERC

Through an expression of interest and request for proposal process the Community Services, Recreation Department in Grande Cache has reviewed proposals received for the Recreation and Trails Masterplan. After careful consideration Administration will be selecting the services of EDS Group Inc. and RC Strategies + PERC for the professional consulting services of the Grande Cache Recreation & Trails Strategic Master Plan.

We are excited to be working with these groups on this project as there are great potential for synergies and savings due to several projects currently on the go in Grande Cache. Many similarities co-exist between the master plan, wayfinding signage plan and future Fitness Centre development.

Emergency Social Services – Grande Cache Recreation Department & FCSS

On April 24th almost 20 staff in Grande Cache took part in Emergency Social Services training put on by Ken and Brice from the Alberta Government. Grande Cache has been trying to schedule this training and has looked forward to the exposure for over a year now. All staff who participated were well prepared, enjoyed the day's session and gained a better level of understanding for Emergency Social Services and how the plan interacts with Emergency Management if necessary. This was a valuable training opportunity well received by all.

Grande Cache Community Ball Diamonds – Area Plan Update

A request for proposal was sent out to several fence and supplier install companies to receive the best price possible for upgrading diamonds 3 & 4. This includes the upgrades to the back stops, pathway fence height for safety, outfield netting and fence supports, safety topper around the outfields and various smaller fence projects. The annual community ball league is scheduled to commence regular seasonal play May 15th therefore the diamonds need to be dragged, prepped and prepared. In field batting mats were also being ordered at the request and review for all four (4) diamonds and will be installed when they arrive, current delivery time is 6 weeks. The new fence will not be installed until after the annual May long weekend ball tournament is complete to guarantee no interruption of tournament play. The league executive will be informed of the renovation start date so they can adapt their schedules to diamonds 1 and 2. Further planning will continue to happen through the summer and an overall plan to the area will be discussed in the Recreation and Trails Strategic Master Plan.

Grande Cache Aquatics Department – Aquatics Facility Annual Shutdown Schedule

Alberta Health Regulations and organizations such as the Life Saving Society of Canada and Alberta Red Cross mandate and recommend the planning of annual shutdowns of the aquatics to incorporate a rigid cleaning and sanitization plan. In addition, a comprehensive maintenance and repair schedule should be conducted. A summary of the schedule is as follows:

- Pre-shutdown meetings to coordinate efforts, organize and order required parts.
- Advertisements and announcements to inform the public that the annual shutdown is taking place. Commence rapid drain of all the pools.
- May 24th – Remove all unnecessary deck equipment, remove all deck drains, wall grates and wave generator gates. Replace all chemical feed lines, remove skimmers, repair lint traps, clean chemical storage tanks, complete diving board inspections, paint all the on deck fence and repair / touch up fake rocks, complete all electrical switch and breaker tests and replace any lights.
- June 2nd – Décor Tile from Edmonton tiles and grouts necessary locations that were previously identified in all pool basins and change rooms. Deck grating is repaired and all bottom grates will be replaced with new code compliant grates.
- June 6th - Clean all mechanical rooms, commence refilling the pools, complete all maintenance checks and schedule all required final code improvements.
- June 8th – 24th – Heat all pools, balance water chemistry and continue final maintenance activities. Refill chemical tanks and send out water samples. Once water samples have been approved by Alberta Health Services the pool will be open for patrons.

The goal for shutdown is to complete all scheduled work on time and without additional expenses. The 50th anniversary weekend is the weekend after the pool opens and delays will impact the scheduled sponsorships and usage of the aquatics facility.

Grande Cache Education and Training Update

The Manager of Recreation and Facility Maintenance in Grande Cache recently completed the University of Alberta course and received his Certificate in Municipal Management and Leadership. I would recommend this course to others in the organization with an interest in furthering their leadership capacity.

On April 29th & 30th several Grande Cache staff took part in Shared Accountability training in Valleyview. This training was well received and all who participated felt it brought a great benefit of better understanding and shared assistance in decision making and support.

Grande Cache Recreation Centre Major Events

100 Caring Hearts recently held a fundraising event in the Recreation Centre Curling Rink. The Duelling Piano show, commonly seen in various places in Las Vegas, Nevada performed for a packed house providing music and entertainment for guests of all ages. The fundraiser was well attended and a welcome event in Grande Cache.

Local Indigenous members of the Aseniwuche Winewak Nation held a “smudging ceremony” in the Recreation Centre Curling Rink. This is a popular event that the local people put on and they are hoping to do four of them a year. We welcome and support the use of the facility for this event.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager Corporate Services

Date: 5/13/2019

General Manager Corporate Services, Rosemary Offrey

I was very pleased that Greenview's Finance Team and auditors completed the 2018 Audited Financial Statements on time. The auditors have submitted the Financial Information Returns to the Minister of Municipal Affairs for May 1.

The documents for the transfer of the Simonette Tower Land are signed and submitted to Keyera. It was my pleasure to arrange the Administrative Professional's Day appreciation Lunch this year. Greenview has 24 Administrative Staff and most were able to attend the luncheon.

I met with my team leads in the Corporate Services Department to discuss items of concerns to share with Council at the May 13 SLT Council supper meeting. The CAO and I met with our Safety Advisors and their manager last week to discuss the way forward. The team is making plans to review the Grande Cache and Greenview Safety Manuals and do a gap analysis between the two documents. The completion date for the analysis is set for June 15. They will be providing Workplace Harassment and Bullying Workshops throughout the organization. The safety advisors are confident that the workers' safety is important for supervisors and management in the organization. One of our safety advisors has 35 years of municipal experience in the field and is an instructor with Alberta Municipal Health & Safety Association and with the University of Calgary as well as COR Certified Health & Safety Auditor with Alberta Municipal Health & Safety Association. The other safety advisor has 10 plus years of safety experience in the private industry.

I attended the Grande Cache Staff, SLT and Council Supper event on April 14 at the Grande Cache Golf and Country Club. Attended the Committee of the Whole in Grande Cache on April 15 and accompanied Council on the road tour of the many locations for the Cooperatives and Enterprises. This was an interesting tour. I spent an extra day in Grande Cache in conversation with our Assistant Manager, Finance & Administration.

We had a number of conversations with Diamond planning the financial systems integration. The integration will move forward the month of May. The hope is that we will have the integration and training completed by the end of May or early June. During this integration, there will be an extended period where Administration will not be able to process payments for the ratepayers in Grande Cache. This is due to ensuring that the nothing changes from the trial balances extracted from Muniware on May 9th until all information has been loaded into Diamond and confirmed by the Grande Cache staff before we can begin training the staff in the Diamond System.

The Diamond experienced finance team from the Valleyview Office will provide training and assistance to the Grande Cache finance staff once our Grande Cache staff have verified the information in the system. This process is going to take about 3 weeks to extract the info; staff verify the info and staff training on the new finance system takes place.

I coordinated another session for Shared Accountability on April 29 and 30. The Chief Administrative Officer and 23 members of the supervisor and management staff, including myself attended the session. The group created a Vision and highlighted three (3) Habits of Execution/Success Factors that we want to focus on in 2019. Please keep in mind these are goals we have set for ourselves as group, that we will do our best to improve and attain over this year. I have included the vision and habits of execution/success factors below.

- **Vision** - We value our residents and ensure a quality of life that surpasses their life that surpasses their needs. We maintain their trust by responsibly utilizing our resources to provide sustainable services for our community. We are positive and respectful. We are emotionally intelligent and trustworthy visionaries. We are a committed team and are innovative, empowered and inclusive. Our leadership is self-aware, humble and diversified. Our cooperation is transparent. We ensure communication is authentic, consistent and supportive. We celebrate our success. Through order and governance, we provide a forum for our community to discuss its desires and vision. We provide education; leadership and communication to our stakeholders that help them make decisions that enhance their quality of life. We preserve our community's values and address our stakeholder's expectations. We have created a transparent and safe place in which our community can grow, thrive and be sustained.
- **Habits of Execution/Success Factors** - We have a committed team that is innovative, empowered and inclusive. We provide direction by way of having a strategic business plan with clear objectives understood by all team members, resulting in clarity for all members to determine their roles and responsibilities for a successful outcome. We acknowledged a list of common team goals, which are, acknowledge and worked towards by all team members. We encourage innovative, creative thinking through monthly meetings and sessions attended by team members. A leadership standard encourages our shared team values and the ethics of team members. Outcomes are measured by way of completed employee surveys, and questionnaires. We celebrate success through recognition by all stakeholders by way of internal and external communication resulting in learning opportunities for team members.
- **Habits of Execution/Success Factors** - We are positive, respectful cooperative and transparent. We cooperate cross-functionally across the organization in order to leverage knowledge, resources, and information. We communicate in real time and share as much info as possible. When we do not know the answer, we say so. Ex. Receive training on how to use email, text, communicate and are held accountable. We have well communicated standards for turnaround times in each department that are met. We listen with our full attention. We are responsible to speak truthfully, share our

own opinions tactfully. Our decisions are grounded in input from the public and our employees (depending on the level of decision).

- **Habits of Execution/Success Factors** - We provide a transparent, safe place for our community to thrive, grow, and be sustainable. We communicate effectively by allowing everyone to have a say and by providing employees with updated information on share point. Employees have a responsibility to keep up to date. Informed decisions are made by providing staff with necessary tools. We prepare plans to ensure everyone knows our deliverables and how to execute them. We recognize good performance and reward it. We hold people responsible to improve their performance when it is not at the required standard. Staff follow through and follow-up to ensure commitment. We cooperate and collaborate which allows staff to share responsibility. We all participate in order to test new ideas and keep our end of the agreement. Appropriate resources are allocated to ensure agreed on plans can come to completion.

While there are concerns about the facilitator for this program, the program itself is highly valuable. Administration can access another facilitator that will cost more than double than what we are paying for this facilitator.

Finance & Administration Manager, Donna Ducharme

This month the organizations financial statements were presented to Council and all 16,000 tax notices were processed, printed, stuffed and mailed out.

Donna attended the Administrative Professional lunch in Grande Prairie along with other Managers, General Managers and the CAO. The Shared Accountability sessions were scheduled for two days at the end of this month; Donna like many others took the time from her extremely busy schedule to attend these sessions.

Each month there is much needed time spent on insurance claims, month-end procedures and ensuring that all runs smoothly in her department.

Human Resources Manager, Erin Klimp

Positions filled:

1. General Manager, Infrastructure & Planning
2. Administrative Support, Construction & Engineering, I&P – Internal Transfer
3. Engineering Design Technologist, Construction & Engineering
4. Development Officer, Planning & Development – Internal Promotion
5. Development Technician, Planning & Development
6. Heavy Equipment Technician - Valleyview, Operations
7. Finance Coordinator, Accounts Payable, Corporate Services – Internal Transfer
8. Information Systems Technician, Corporate Services
9. Bylaw Enforcement Officer, Protective Services – Grande Cache
10. Solid Waste Labourer, Environmental Services – Internal Transfer
11. Part Time - Customer Service Representative – Grande Cache Two positions filled

Open positions:

1. Communications Specialist, CAO Services
2. Road & Bridge Construction Inspector, Construction & Engineering, I & P
3. Environmental Services Coordinator
4. Utility Operator, Grande Cache
5. Apprentice Heavy Equipment Technician - Grande Cache, Operations
6. Equipment Operator, Grande Cache
7. Administrative Support, Finance, Corporate Services - Valleyview
8. Finance Coordinator, Accounts Payable, Corporate Services - Grande Cache
9. Manager, Human Resources (Temp), Corporate Services
10. Lifeguard I, Recreation Services - Grande Cache
11. Home Support Worker, FCSS – Grande Cache
12. Solid Waste Supervisor (Temporary), Environmental Services
13. Maintenance Labourer
14. Part Time - Customer Service Representative - Grande Cache
15. Wetlands Coordinator, Agricultural Services - Valleyview
16. Regional Fire Chief, Protective Services
17. Community Services Coordinator
18. Administrative Support, Protective Services & Recreation

Seasonal Openings:

All seasonal positions have been filled with the exception of one offer - waiting on response from candidate.

Resignations:

There are no resignations to report this period.

Information Systems, Shane Goalder

Shane advises that the Video Data Collection Project is delayed until 2020, since the contractor is unable to complete work in 2019. The Greenview network expansion in Grande Cache is to be completed by the end of May 2019, barring any mitigating circumstances. Reviewing the RFD for Cyber Security Policy.

Shane has completed the installation of equipment for the Economic Development Team at the Grovedale Public Service Building. He purchased IT equipment and software as well as started the configuration, move equipment around between various offices for staff placement.

Preparation for Audio/Visual services for All Staff Day in Grande Prairie for May 6th is well underway. Shane successfully completed interviews from applicants for position of Information Systems Technician. He traveled to Grande Cache to setup A/V for the Committee of the Whole. Shane attended the Shared Accountability Prep meeting for Corporate Services.

He has setup new users. Engineering Design Technologist, Information Systems Technician, Heavy Equip. Technician, Bylaw Enforcement Officer, Development Technician. Any and all other IT support tasks as required and/or requested.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 3 Councillor Les Urness

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/23/2019	Regular Council Meeting	
4/26/2019	Little Smoky ski hill meeting	Major discussion about water source for snow making
4/28/2019	CPAA	TT to Red Deer
4/29/2019	CPAA	
4/30/2019	CPAA	
5/1/2019	CPAA	
5/6/2019	Meeting with geothermal lawyer	
5/7/2019	All staff day	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 5 Councillor Dale Smith

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/23/2019	Regular Council Meeting	
4/24/2019	Agriculture Services Board	
4/25/2019	HANA Steering Committee	Conference Call
4/26/2019	Other	Little Smoky Ski Hill
4/29/2019	Other	Geothermal Conference Call
5/1/2019	Other	Heart Conference
5/3/2019	Other	Big Lakes ICF/IDP
5/6/2019	Other	Geothermal Meeting
5/7/2019	Other	All Staff Day



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
4/23/2019	East Smoky Recreation Board	
4/24/2019	Policy Review Committee	
4/25/2019	EOIP Meeting GC	
4/25 – 27/2019	Alberta Library Conference	
4/28 – 5/1/2019	Community Planning Association of Alberta Conference	
5/2/2019	Grande Prairie Tourism Association	
5/3/2019	Grande Prairie Tourism Association	
5/6/2019	Geothermal Discussions	
5/7/2019	All Staff Day	
5/9/2019	Tri-Municipal Industrial Partnership	
5/10/2019	Grande Prairie Regional Recreation Committee	
5/11/2019	MD of Greenview Library Board	