



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday June 24, 2019

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.0 Special Council Meeting minutes held Thursday, June 6, 2019 to be adopted.	4
		3.1 Regular Council Meeting minutes held Monday, June 10, 2019 to be adopted.	6
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	4.1 Bylaw 19-822 Re-Designate from Agriculture One District to Agriculture Two District	17
		4.2 Bylaw 19-823 Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan	23
		4.3 Bylaw 19-815 Tri Municipal Industrial Partnership Area Structure Plan	42
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 19-822 Re-Designate from Agriculture One District to Agriculture Two District	43
		6.2 Bylaw 19-823 Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan	56
		6.3 Bylaw 19-815 Tri- Municipal Industrial Partnership Area Structure Plan	78

	6.4 Bylaw 19-816 Schedules of Fees	86
#7 BUSINESS	7.1 2019 Wheel Loader	156
	7.2 Service Truck Body and Tools	160
	7.3 2019 Water Truck / Street Flusher	164
	7.4 2019 Telescopic Articulating Bucket Truck	169
	7.5 Dedication of Funds – Clay Shoot 2019	173
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	7.7 RMA Resolution Utility Distribution Rates in Rural and Northern Communities and Public Facilities	189
	7.8 RMA Resolution AER Setback Referrals for Development near Sour Gas Facilities	195
	7.9 Policy 6318 Private Land Herbicide Applications Policy Revision	199
	7.10 Policy 6316 Pest Control	207
	7.11 Policy 6319 Pest Surveillance and Reporting	216
	7.12 Policy 6317 Spray Exemption Policy Revision	220
	7.13 Policy 6315 Farm Family Awards Policy Revision	226
	7.14 Tax Recovery – Public Sale of Land	230
	7.15 Tax Recovery – Public Sale of Land	251
	7.16 AEII Hospital Foundation – Grant Request	270
	7.17 Grande Cache Fitness Centre – Project Manager Tender Results	281
	7.18 2019 Scholarship Requests	329
	7.19 Valleyview Enhancement Society Letter of Support	340
	7.20 Valleyview & District Recreation Board Appointment	343

#8	MEMBERS BUSINESS REPORTS	Ward 3 Councillor Les Urness Ward 4 Councillor Shawn Acton Ward 5 Reeve Dale Smith Ward 6 Councillor Tom Burton Division 9 Councillor Duane Didow	347 348 349 350 351
#9	CORRESPONDENCE	<ul style="list-style-type: none"> • RMA Correspondence • FCM Correspondence • Grande Prairie Chambers Correspondence • Peace Library System 2018 Annual Report 	
#10	CLOSED SESSION	10.1 Confidential Evaluations <i>(FOIPP; Section 19)</i>	
#11	ADJOURNMENT		

Minutes of a
SPECIAL COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Thursday, June 6, 2019

1: Reeve Dale Smith called the meeting to order at 9:07 a.m.
CALL TO ORDER

PRESENT

Reeve	Dale Gervais
Deputy Reeve	Tom Burton
Councillors	Shawn Acton(9:30 a.m.)
	Winston Delorme(Teleconference)
	Duane Didow(Teleconference)
	Tyler Olsen(Teleconference)
	Bill Smith
	Dale Smith
	Les Urness

ATTENDING

Chief Administrative Officer	Denise Thompson
General Manager, Corporate Services	Rosemary Offrey
General Manager, Community Services	Stacey Wabick
Recording Secretary	Danie Lagemaat

ABSENT

Councillor	Roxie Rutt
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#2: MOTION: 19.06.425. Moved by: COUNCILLOR DALE GERVAIS
AGENDA That Council adopt the June 6th, 2019 Special Council Agenda as presented.
CARRIED

**3.0 NEW BUSINESS**
NEW BUSINESS

#4 IN CAMERA **4.0 IN CAMERA**

CLOSED SESSION MOTION: 19.06.426. Moved by: COUNCILLOR TOM BURTON
That the meeting go to Closed Session, at 9:08 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.
CARRIED

4.1 PRIVILEGED INFORMATION
(FOIPP; Section 27)

OPEN SESSION

MOTION: 19.06.427. Moved by: COUNCILLOR SHAWN ACTON

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 10:10 a.m.

CARRIED

MOTION: 19.06.428. Moved by: COUNCILLOR BILL SMITH

That Council direct Administration to negotiate a contractual understanding with Terrapin regarding the proponent for the Greenview geothermal project and to be brought back to Council for ratification.

CARRIED

5.0 ADJOURNMENT

**#6
ADJOURNMENT**

MOTION: 19.06.429. Moved by: COUNCILLOR TOM BURTON

That this meeting adjourn at 10:11 a.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
 Greenview Administration Building,
 Valleyview, Alberta, on Monday, June 10, 2019

1: Reeve Dale Smith called the meeting to order at 9:03 a.m.
CALL TO ORDER

PRESENT	Ward 5	Reeve Dale Smith
	Ward 1	Deputy Reeve Winston Delorme
	Ward 3	Councillor Les Urness
	Ward 4	Councillor Shawn Acton
	Ward 2	Councillor Dale Gervais
	Ward 7	Councillor Roxie Rutt
	Ward 8	Councillor Bill Smith
	Division 9	Councillor Duane Didow
	Division 9	Councillor Tyler Olsen

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
	Recording Secretary	Lianne Kruger

ABSENT	Ward 6	Councillor Tom Burton
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#2: MOTION: 19.06.430. Moved by: COUNCILLOR SHAWN ACTON
AGENDA That Council adopt the June 10, 2019 Regular Council Meeting Agenda as amended;

- Add Agenda Item 10.2 Privileged Information
- 7.21 Currie Museum

CARRIED

#3.1 MOTION: 19.06.431. Moved by: COUNCILLOR DALE GERVAIS
REGULAR COUNCIL That Council adopt the minutes of the Regular Council Meeting held on Monday
MEETING MINUTES May 27, 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

6.1 BYLAW 19-816 SCHEDULES OF FEES

BYLAW 19-816
SECOND READING

MOTION: 19.06.432. Moved by: COUNCILLOR DALE GERVAIS
That Council give Second Reading to Bylaw 19-816 "Schedules of Fees Bylaw" as amended

- Remove Item 14 "Animal Carcass Disposal"
- Add Item 16 "Repair of Damaged Rental Equipment through negligent use"

CARRIED

6.2 BYLAW 19-818 AMENDMENT TO BYLAW 16-771 LICENSE OF OCCUPATION

BYLAW 19-818
SECOND READING

MOTION: 19.06.433. Moved by: COUNCILLOR ROXIE RUTT
That Council give Second Reading to Bylaw 19-818 Amendment to Bylaw 16-771 License of Occupation.

CARRIED

BYLAW 19-818
THIRD READING

MOTION: 19.06.434. Moved by: COUNCILLOR SHAWN ACTON
That Council give Third Reading to Bylaw 19-818 Amendment to Bylaw 16-771 License of Occupation

CARRIED

6.3 BYLAW 19-823 BIG LAKES COUNTY AND GREENVIEW INTERMUNICIPAL DEVELOPMENT PLAN

BYLAW 19-823
FIRST READING

MOTION: 19.06.435. Moved by: DEPUTY REEVE WINSTON DELORME
That Council give First Reading to Bylaw 19-823, Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan.

CARRIED

**BYLAW 19-823
PUBLIC HEARING**

MOTION: 19.06.436. Moved by: COUNCILLOR ROXIE RUTT
That Council schedule a Public Hearing for Bylaw 19-823, Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan, to be held on June 24, 2019, at 10:00 a.m.

CARRIED

**#7
BUSINESS**

7.0 BUSINESS

7.1 REQUEST FOR PURCHASE OF 4 RECTANGULAR-RAPID FLASHING BEACONS (RRFB)

**RECTANGULAR
RAPID FLASHING
BEACONS**

MOTION: 19.06.437. Moved by: COUNCILLOR TYLER OLSEN
That Council approve the purchase & installation of four (4) Rectangular-Rapid Flashing Beacons in the amount of \$34,131.69 coming from Road Infrastructure Reserves.

CARRIED

7.2 HIDE A WAY CAMP

HIDE A WAY CAMP

MOTION: 19.06.438. Moved by: DEPUTY REEVE WINSTON DELORME
That Council accept the Hide A Way Camp Report for information, as presented.

CARRIED

7.3 JOHNSON PARK TENDER RESULTS

**JOHNSON PARK
TENDER**

MOTION: 19.06.439. Moved by: COUNCILLOR DALE GERVAIS
That Council award the Johnson Park expansion contract to A.B. Hollingworth & Son Construction in the amount of \$453,640.03, with funding to come from Recreation Capital Budget.

CARRIED

7.4 JOINT GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES AGREEMENT

JOINT FCSS
AGREEMENT

MOTION: 19.06.440. Moved by: COUNCILLOR DUANE DIDOW
That Council approve the revised Joint Family and Community Support Services Agreement between the Municipal District of Greenview and the Town of Valleyview.

Councillor Dale Gervais requested a recorded vote.

For: Councillor Roxie Rutt, Reeve Dale Smith, Councillor Tyler Olsen, Councillor Duane Didow, Councillor Les Urness

Opposed: Deputy Reeve Winston Delorme, Councillor Bill Smith, Councillor Dale Gervais, Councillor Shawn Acton

CARRIED

Reeve Dale Smith recessed the meeting at 10:25 a.m.

Reeve Dale Smith reconvened the meeting at 10:37 a.m.

7.5 POLICY 5001 HOME SUPPORT

POLICY 5001

MOTION: 19.06.441. Moved by: COUNCILLOR DUANE DIDOW
That Council approve Policy 5001 Home Support as amended;

- Policy 1 replace “on a cost sharing basis” with “based on a variable cost associated with the individual needs assessment”.
- Procedure 3.3 add “and clients”

CARRIED

7.6 POLICY 8004 COMMUNITY EVENTS AND CHARITABLE DONATIONS

POLICY 8004

MOTION: 19.06.442. Moved by: COUNCILLOR SHAWN ACTON

That Council approve Policy 8004 Community Events and Charitable Donations as amended;

- Policy 8 add “Policy 8002”

CARRIED

7.7 POLICY 8002 COMMUNITY GRANTS

POLICY 8002

MOTION: 19.06.443. Moved by: COUNCILLOR LES URNESS

That Council for Approve Policy 8002 “Community Grants” as presented.

CARRIED

7.8 2019 COUNCIL COMPENSATION REVIEW

**COUNCIL
COMPENSATION
REVIEW**

MOTION: 19.06.444. Moved by: COUNCILLOR TYLER OLSEN
That Council accept for information the 2019 Council Compensation Review.
CARRIED

**COUNCIL
COMPENSATION
REVIEW – PANEL**

MOTION: 19.06.445. Moved by: COUNCILLOR BILL SMITH
That Council directs Administration to seek a panel to do a Council
Compensation review prior to October 2021.
CARRIED

7.9 POLICY 1031 CYBER SECURITY

POLICY 1031

MOTION: 19.06.446. Moved by: COUNCILLOR SHAWN ACTON
That Council approve Policy 1031 Cyber Security as amended;
• Procedure 6 add “and Council Members”
CARRIED

7.10 M.D. OF GREENVIEW LIBRARY BOARD BYLAW 19-002 SAFETY AND USE: GRANDE CACHE PUBLIC LIBRARY

**MD OF GREENVIEW
LIBRARY BOARD –
GRANDE CACHE**

MOTION: 19.06.447. Moved by: COUNCILLOR DUANE DIDOW
That Council accept the M.D. of Greenview Library Board Bylaw 19-002 Safety
and Use: Grande Cache Public Library as presented.
CARRIED

7.11 M.D. OF GREENVIEW LIBRARY BOARD BYLAW 19-001 SAFETY AND USE: DEBOLT PUBLIC LIBRARY

**MD OF GREENVIEW
LIBRARY BOARD –
DEBOLT**

MOTION: 19.06.448. Moved by: COUNCILLOR TYLER OLSEN
That Council accept the M.D. of Greenview Library Board Bylaw 19-001 Safety
and Use: DeBolt Public Library as presented.
CARRIED

7.12 RMA RESOLUTION UTILITY DISTRIBUTION RATES

RMA RESOLUTION

MOTION: 19.06.449. Moved by: COUNCILLOR SHAWN ACTON
That Council direct Administration to draft a resolution to RMA for the Fall
Convention regarding the need to review and revise Utility Distribution Rates in
rural and northern communities.
CARRIED

7.13 2019 BRIDGE FILE REPLACEMENTS

BF71667 MOTION: 19.06.450. Moved by: COUNCILLOR LES URNESS
That Council approve Administration to Tender BF71667, funds to come from
2019 Capital Budget.

CARRIED

BF71666 MOTION: 19.06.451. Moved by: COUNCILLOR SHAWN ACTON
That Council approve Administration to Tender BF71666, funds to come from the
2019 Capital Budget.

DEFEATED

BF71666 MOTION: 19.06.452. Moved by: COUNCILLOR DALE GERVAIS
That Council direct Administration to replace BF71666 with Day Labour, with
funds to come from the 2019 Capital Budget.

CARRIED

BF78679 MOTION: 19.06.453. Moved by: DEPUTY REEVE WINSTON DELORME
That Council direct Administration to replace BF78679 with Day Labour, funds to
come from the 2019 Capital Budget.

CARRIED

BF79561 MOTION: 19.06.454. Moved by: Reeve Dale Smith
That Council direct Administration to replace BF79561 with Day Labour, funds to
come from the 2019 Capital Budget.

CARRIED

7.14 NEW NAME FOR THE PUBULIC SERVICE BUILDINGS

PUBLIC SERVICE BUILDINGS MOTION: 19.06.455. Moved by: DEPUTY REEVE WINSTON DELORME
That Council approve the naming of the Public Service Buildings to Grande Cache
Public Service Building and Fire Station, DeBolt Public Service Building and Fire
Station, and Grovedale Public Service Building and Fire Station, numbers to be
determined by the date of inception.

CARRIED

7.15 2019 GROVEDALE FIRE DEPARTMENT CAPITAL PURCHASE ADDITIONS

2019 CAPITAL
PURCHASE
GROVEDALE FIRE
DEPARTMENT

MOTION: 19.06.456. Moved by: COUNCILLOR BILL SMITH

That Council authorize Administration to purchase new self-contained breathing apparatus cylinders, masks and hardware in the amount of \$25,000.00 for the Grovedale Fire Department, with funds to come from the Protective Services Budget.

CARRIED

MOTION: 19.06.457. Moved by: COUNCILLOR BILL SMITH

That Council authorize Administration to transfer \$25,000.00 from the Fire Apparatus Reserve to the Protective Services Budget.

CARRIED

7.16 NITEHAWK – ADDITIONAL FUNDS

NITEHAWK

MOTION: 19.06.458. Moved by: COUNCILLOR DALE GERVAIS

That Council approve the \$275,000.00 2019 Nitehawk Ski Hill Budget to be allocated in the following portions \$100,000.00 operating grant and \$175,000.00 capital grant.

CARRIED

GRANDE PRAIRIE
SKI CLUB

MOTION: 19.06.459. Moved by: DEPUTY REEVE WINSTON DELORME

That Council approve an additional \$92,000.00 capital grant to the Grande Prairie Ski Club operating as Nitehawk Year Round Adventure Park, with funds to come from Community Service Miscellaneous Budget.

CARRIED

7.17 FALHER FRIENDSHIP CORNER ASSOCIATION

FALHER
FRIENDSHIP
CORNER

MOTION: 19.06.460. Moved by: COUNCILLOR ROXIE RUTT

That Council approve a capital donation in the amount of \$10,000.00 to the Falher Friendship Corner Association for purchasing a property located in Falher, Alberta to develop a 24/7 developmental disability residence, with funds to come from Community Service Miscellaneous Grant.

CARRIED

7.18 GRANDE CACHE BIG HORN WELCOME BACK DINNER

GRANDE CACHE
BIG HORN
WELCOME BACK
DINNER

MOTION: 19.06.461. Moved by: COUNCILLOR DUANE DIDOW
That Council approve the repurposing of the funds intended for the Grande Cache Seniors' Week to be utilized for the Grande Cache Big Horn Golden Age Club Welcome Back Dinner held September 2019 in Grande Cache, Alberta.

CARRIED

7.19 EARLY LEARNING – KNOWLEDGE TREE

KNOWLEDGE TREE

MOTION: 19.06.462. Moved by: DEPUTY REEVE WINSTON DELORME
That Council accept the Knowledge Tree Early Learning and Childcare Centre report for information, as presented.

CARRIED

7.20 NEW FISH CREEK CEMETERY BOARD RESIGNATIONS

NEW FISH CREEK
CEMETERY BOARD

MOTION: 19.06.463. Moved by: REEVE DALE SMITH
That Council accept the New Fish Creek Cemetery Board resignations from Sherry Perron and Wilma Marcotte.

CARRIED

7.21 PHILIP J CURRIE DINOSAUR MUSEUM AGREEMENT

PHILIP J CURRIE
DINOSAUR
MUSEUM

MOTION: 19.06.464. Moved by: COUNCILLOR DUANE DIDOW
That Council authorize Administration to enter into a five year agreement with the Philip J Currie Museum with an annual commitment of \$150,000.00, to come from the Community Services Budget.

CARRIED

7.22 GRANDE CACHE UPDATE

GRANDE CACHE
UPDATE

MOTION: 19.06.465. Moved by: COUNCILLOR DUANE DIDOW
That Council accept the Grande Cache Update for information, as presented.

CARRIED

7.23 CAO / MANAGERS' REPORT

CAO/MANAGERS'
REPORT

MOTION: 19.06.466. Moved by: COUNCILLOR DALE GERVAIS
That Council accept the CAO and Managers' report for information, as presented.

CARRIED

Reeve Dale Smith recessed the meeting at 3:02 p.m.
Reeve Dale Smith reconvened the meeting at 3:14 p.m.

#8
COUNCILLORS
BUSINESS &
REPORTS

8.1 COUNCILLORS' BUSINESS & REPORTS

8.1 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;
May 27, 2019 Regular Council Meeting
Federation of Canadian Municipalities Conference
June 6, 2019 Special Council Meeting (Teleconference)

WARD 2

REEVE DALE GERVAIS submitted his update to Council on his recent activities, which include;
May 27, 2019 Regular Council Meeting
Sexsmith & District Museum, Grain Elevator Restoration
June 6, 2019 Special Council Meeting

WARD 3

COUNCILLOR LES URNESS updated Council on his recent activities, which include;
May 27, 2019 Regular Council Meeting
June 6, 2019 Special Council Meeting

WARD 4

COUNCILLOR SHAWN ACTON submitted his update to Council on his recent activities, which include;
May 27, 2019 Regular Council Meeting
Sexsmith & District Museum – Grain Elevator Restoration
Seniors Week Kickoff
June 6, 2019 Special Council Meeting

WARD 5

COUNCILLOR DALE SMITH updated Council on his recent activities, which include;
May 27, 2019 Regular Council Meeting
Federation of Canadian Municipalities Conference
June 6, 2019 Special Council Meeting

WARD 6

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

May 27, 2019 Committee of the Whole Meeting
Grande Prairie Tourism Association Meeting
June 6, 2019 Special Council Meeting
MD of Greenview Library Board Meeting

WARD 7 **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;
May 27, 2019 Regular Council Meeting
Federation of Canadian Municipalities Conference

WARD 8 **COUNCILLOR BILL SMITH** submitted his update to Council on his recent activities, which include;
May 27, 2019 Regular Council Meeting
June 6, 2019 Special Council Meeting
Grovedale Seniors Housing Meeting

DIVISION 9 **COUNCILLOR DUANE DIDOW** submitted his update to Council on his recent activities, which include;
May 27, 2019 Regular Council Meeting
Weyerhaeuser Public Advisory Group
Meeting with Grande Cache Businesses re: parking lot maintenance, safety concerns, beautification plans
Community Futures West Yellowhead
Grande Cache High Scholl Graduation Ceremony
Learning Connection Graduation
Teleconference meeting with Canadian Fiber Optics
June 6, 2019 Special Council Meeting (Teleconference)

DIVISION 9 **COUNCILLOR TYLER OLSEN** submitted his update to Council on his recent activities, which include;
May 27, 2019 Regular Council Meeting
June 6, 2019 Special Council Meeting (Teleconference)
MD of Greenview Library Board Meeting

**MEMBERS
BUSINESS**

MOTION: 19.06.467. Moved by: COUNCILLOR BILL SMITH
That Council accept the Members Business for information.

CARRIED

**#9CORRESPONDEN
CE**

9.0 CORRESPONDENCE

**COUNCIL
CORRESPONDENCE**

MOTION: 19.06.468. Moved by: COUNCILLOR DALE GERVAIS
That Council accept the correspondence for information, as presented.
CARRIED

**#10 CLOSED
MEETING**

10.0 CLOSED SESSION

CLOSED SESSION

MOTION: 19.05.469. Moved by: COUNCILLOR DALE GERVAIS
That the meeting go to Closed Session, at 3:33 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

10.1 PRIVILEGED INFORMATION

(FOIPP; Section 27)

OPEN SESSION

MOTION: 19.06.470. Moved by: COUNCILLOR SHAWN ACTON
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 4:18 p.m.

CARRIED

MOTION: 19.06.471. Moved by: COUNCILLOR BILL SMITH
That Council direct Administration to proceed with the purchase of Lots 29&30, Block 6, Plan 052 5278.

CARRIED

11.0 ADJOURNMENT

**#11
ADJOURNMENT**

MOTION: 19.06.472. Moved by: COUNCILLOR ROXIE RUTT
That this Regular Council meeting adjourn at 4:19 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE



June 24, 2019
Bylaw No. 18-822 Public Hearing
Background Information

PROPOSAL

The application for land use amendment A19-002 has been submitted by William Akers and Roxane Akers to re-designate an 8.10-hectare ± (20.02-acre) area from Agricultural One (A-1) District to Agricultural Two (A-2) District area within SW-28-69-07-W6 in the Grovedale area, Ward 8. This would be the second parcel to be subdivided from the quarter.

BACKGROUND AND DISCUSSION

The proposed rezoning would allow for the subsequent subdivision of the existing farmstead. Upon retiring, the landowner intends to operate a small agricultural operation involving breeding of goats. The proposed parcel is treed to the south and aside from the existing yard site in the centre, the area to the north would be utilized as pasture and includes a small barn, fencing and livestock waterers. The balance of the quarter would be purchased by the applicant's daughter who will raise and pasture cattle. Access is in place to the proposal but will have to be constructed to the balance of the quarter at the subdivision stage.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Agricultural Two (A-2) District. The application meets the requirements of the Municipal Government Act, the Municipal Development Plan and the Grovedale Area Structure Plan. Administration does not anticipate any negative development or land use impacts from the proposal as the proposed amendment will be compatible with existing surrounding operations. Administration is recommending that Council give Second and Third Reading to Bylaw No. 19-822.

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

April 16, 2019, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

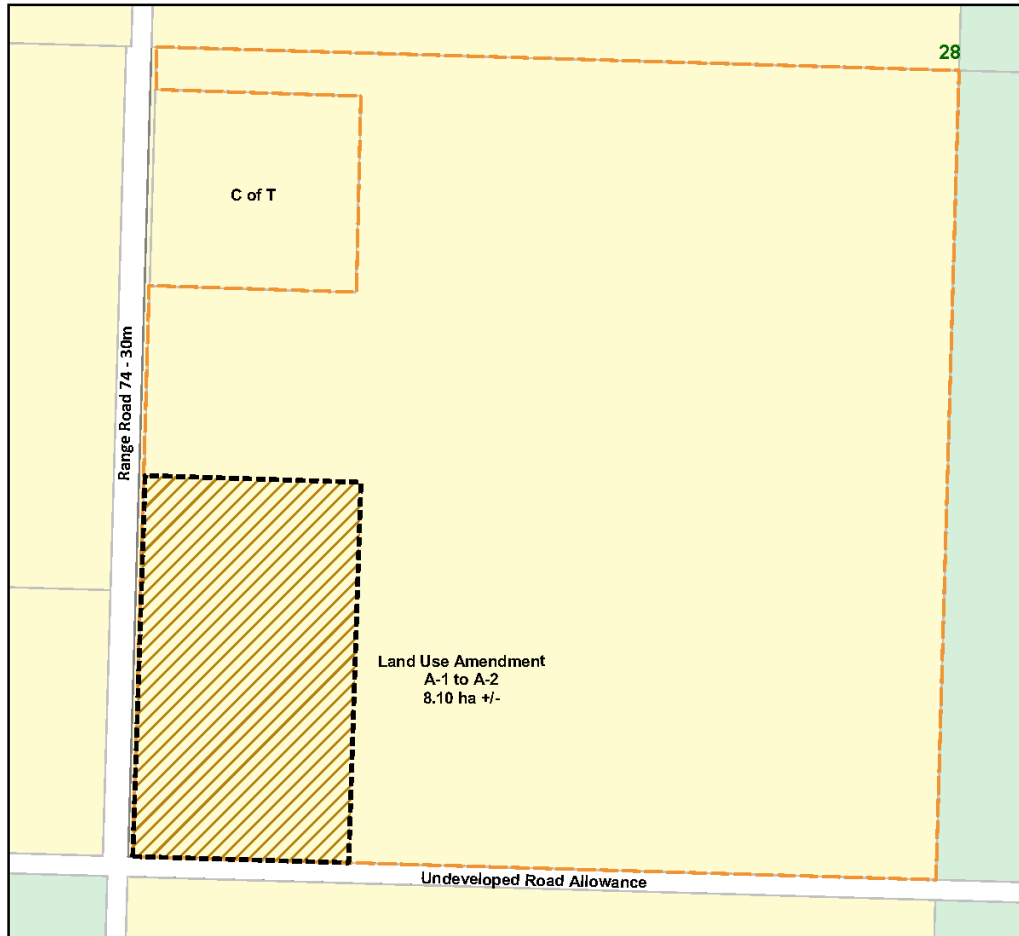
On April 16, 2019, a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Energy Regulator, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McNaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Environment and Parks – Nils Anderson, Alberta Municipal Affairs – David Dobson, ATCO Electric, ATCO Gas, ATCO Pipeline, CNRL and Peace Wapiti School Division. No concerns were received.



















On May 28, 2019, a copy of the application and notice of the Public Hearing was circulated to adjacent landowners within 804 metres of the property. No concerns were received. Referral agencies were also

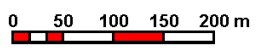
notified of the public hearing, as well as advertising published in the Daily Herald Tribune on June 7 and June 14, 2019, with no concerns received.

SCHEDULE 'A'

Proposed Land Use Amendment SW-28-69-07-W6



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



Proposed Land Use Amendment SW-28-69-07-W6

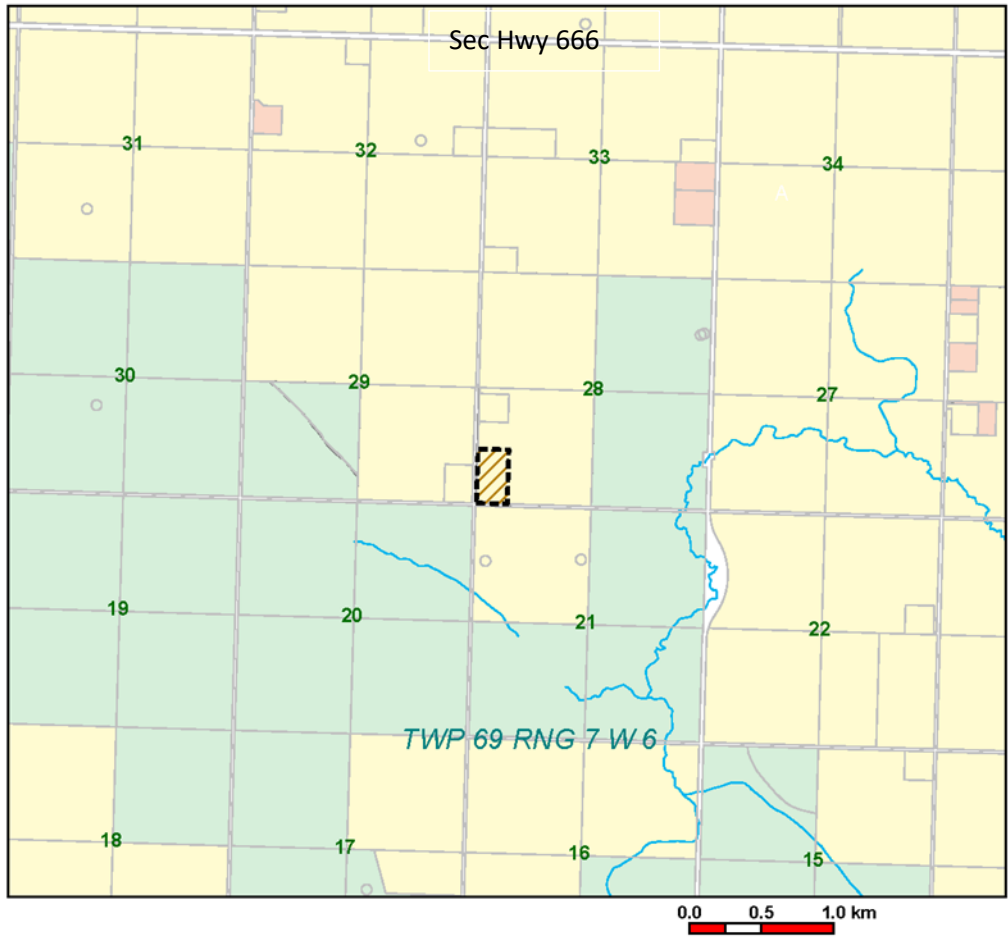




















Proposed Amendment



Sec Hwy 666

Proposed Land Use Amendment SW-28-69-07-W6 Overview



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





June 24, 2019
Bylaw No. 19-823 Public Hearing
Background Information

PROPOSAL

Big Lakes County and Greenview had initiated a project to develop an Intermunicipal Development Plan (IDP) between the two municipalities. The project was driven by the new Municipal Government Act legislation that requires IDPs to be developed between neighbouring municipalities to ensure cooperation and communication when considering servicing, land use, environmental protection and future development.

BACKGROUND AND DISCUSSION

An IDP is a broad-based plan that is created by two or more municipalities. In this instance, it is Big Lakes County and Greenview who share a common border to address growth; referral circulation requirements for subdivision, development and amendment (redesignation) applications; serving issues that respect the interests of the municipalities and includes a dispute resolution process.

There are specific requirements identified in the MGA that a municipality must provide in the Plan. In accordance with s. 631 of the MGA, the Intermunicipal Development Plan must address:

- 1) *"The future land use within the area;*
- 2) *The manner of and the proposals for future development in the area;*
- 3) *The provision of transportation systems for the area, either generally or specifically;*
- 4) *The co-ordination of intermunicipal programs relating to the physical, social and economic development of the area;*
- 5) *Environmental matters within the area, either generally or specifically, and*
- 6) *Any other matter related to the physical, social or economic development of the area that the councils consider necessary; and must include*
- 7) *A procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan;*
- 8) *A procedure to be used, by one or more municipalities, to amend or repeal the plan, and*
- 9) *Provisions relating to the administration of the plan."*

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

Public engagement entailed hosting a joint Open House on February 20, 2019, from 4:00 p.m. to 7:00 p.m. at the Sunset House Community Hall, at which there were approximately 25 residents in attendance. Notifications were mailed to all affected residents prior to hosting the Open House. A follow-up survey was initiated and completed by seven residents.

Summary of the key issues received from these residents include:

- notify residents on development plans in the future;
- certain extreme environmental issues; and
- water diversion/drainage.

Other issues mentioned by the residents not related to the Plan include:

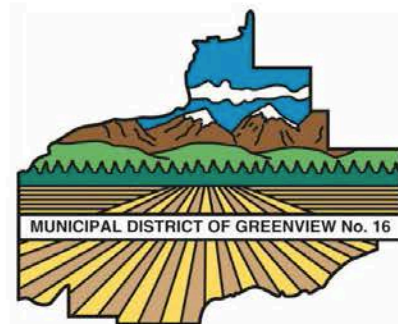
- improve access to Snipe Lake Campground and continue as a public facility;
- lake level;
- bounty on coyotes and beavers; and
- follow up to ensure the specific recommended rules are in compliance.

On May 16, 2019, a copy of the plan was circulated to the following referral agencies for comments: Alberta Culture; Alberta Energy Regulator, Alberta Environment and Parks; Alberta Municipal Affairs – Safety Services; Alberta Transportation; ATCO Electric; East Smoky Gas Co-op; Northern Gateway Public Schools; Greenview Infrastructure, Environmental Services, Agricultural Services and Operations departments; and Telus Communications. To date there have been no comments received.

On June 10, 2019, notification was mailed to 60 landowners who are located within the defined plan boundary. Public notices were placed in the local newspapers including Town & Country and Daily Herald Tribune. Also, notification has been placed on the Greenview's Website along with a copy of the draft plan.

SCHEDULE "A"

*Big Lakes County and Municipal District of Greenview No. 16
Intermunicipal Development Plan*



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1.0 INTRODUCTION

1.1 Purpose of the Plan

The purpose of the Municipal District of Greenview and Big Lakes County's Intermunicipal Development Plan (also known as the IDP or the Plan) is to foster an inter-jurisdictional approach to address planning issues on lands that connect these municipalities. This Plan has been developed in accordance with the *Municipal Government Act* and both municipalities agree that the Intermunicipal Development Plan will continue our cooperative working relationship and address intermunicipal issues that may arise in the Plan area.

The purpose of the IDP is to:

- promote consultation, coordination and cooperation regarding planning matters of joint interest within a defined planning area;
- provide a framework for addressing land use concerns with regard to joint planning matters;
- establish procedure for dealing with development proposals within a defined planning area; and
- address any other matters relating to development considered necessary within a joint planning area.

An IDP is a planning tool that can provide numerous benefits to participating municipalities, which may include, but are not limited to the following:

- municipal cost-savings, as a result of infrastructure and service sharing, which also provides residents with a higher quality of life;
- reinforcing and protecting both municipalities' development philosophies and goals while mitigating the potential for future intermunicipal conflict; and
- ensuring development for both municipalities occurs in an orderly, economic, efficient and harmonious manner that is sustainable by considering existing development conditions and future municipal goals.

By adopting of Plan, both municipal councils solidify a commitment to using a collaborative approach within the Plan area, by establishing a framework for ongoing collaboration and communication.

2.0 MUNICIPAL PROFILES

Municipal District of Greenview

Located in Alberta's northwest, Greenview is a vast and diverse area of fertile farmland, winding rivers, mixed wood forests, and spectacular peaks of the Rockies.

The Municipal District of Greenview covers 32,915 square kilometres, making it the third largest municipality in Alberta. Its boundaries encompass six hamlets, DeBolt, Grovedale, Landry Heights, Ridgevalley, Little Smoky and Grande Cache. The recent amalgamation of Grande Cache into its corporate boundaries increased Greenview's population to 9,615. Neighbouring communities include the Towns of Valleyview and Fox Creek along with the indigenous communities of Sturgeon Lake and the Alexander Cree First Nations.

Greenview offers an array of rivers, lakes, mountain peaks of the majestic Rocky Mountains, and prairie meadows. Untamed wilderness promises an abundance of outdoor activities. Modern, indoor recreation facilities provide sport and recreation activities year-round. Major water bodies include portion of Snipe, Sturgeon, Musreau and Swan Lakes as well as the Athabasca, Wapiti, Simonette, Smoky, and Little Smoky River valleys.

Greenview's location is strategic as major highway corridors north will pass through Greenview and bound beyond our borders. There is a wide diversity of resources from oil and gas to lumber and mining and agriculture. Rapid development in these resource sectors has resulted in Greenview's being host to a strong and diverse economic base.

Big Lakes County

Big Lakes County is a welcoming and thriving community. Situated just a few hours north of Alberta's major cities, county residents enjoy the freedom of the great outdoors. With a service area population of 17,440, Big Lakes expands over 13,942 square kilometers and neighbours the Town of High Prairie, Town of Swan Hills, East Prairie Métis Settlement, Gift Lake Métis Settlement, Peavine Métis Settlement, Driftpile Cree Nation, Kapawe'no First Nation, Pakashan First Nation, Sucker Creek First Nation and Swan River First Nation. The county contains five hamlets (Kinuso, Jousard, Enilda, Faust, and Grouard) and its official population is presently 4,103.

Residents are proud of the county's beautiful lakes, forests and rolling countryside. The natural landscape of the region includes boreal forest and open plains. A large portion of land within county boundaries is Crown land (1,011,750 hectares), with the majority of developed urban areas located around the perimeter of Lesser Slave Lake. Lesser Slave Lake is the largest lake in the county and serves as the focal point for settlement and tourism activity. Other major lakes include Winagami, Utikuma and Snipe Lake. Major rivers include West Prairie River, East Prairie River, Driftpile River, Swan River and Heart River. Agricultural land cover includes 66,775.5 hectares with some being provincial and/or protected lands.

The county has an abundance of natural resources – agriculture, forestry and oil and gas that continues to expand and strengthen its economy, and a diverse and talented workforce that has helped to expand opportunities in Big Lakes.

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3.0 LEGISLATIVE REQUIREMENTS

The *Municipal Government Act* identifies the following as matters to be addressed for lands within the boundary of the IDP:

- Future land use;
- Proposals for and the manner of future development;
- Conflict resolution procedures;
- Procedures to amend or repeal the Plan; and
- Provisions relating to the administration of the Plan.

4.0 PLAN AREA

4.1 Plan Area

This Plan includes the lands around Snipe Lake, as well as 1.6 kilometers on either side of the municipal boundaries. The Plan is prepared in accordance with the *Municipal Government Act* to identify an area of mutual interest due to having a shared border and to ensure the adjacent municipalities work together to enhance mutual cooperation and collaboration. The IDP is prepared to provide context on how to promote cooperation between Big Lakes County and Municipal District of Greenview within a specific area. The IDP boundary is illustrated on Maps 1 and 2 (refer to maps on pages 17 and 18). The selected IDP boundary encompasses the entire area surrounding Snipe Lake.

It is necessary to ensure that development around Snipe Lake is carried out in a sensitive manner to protect the area for future generations. Input from other stakeholders and from the neighbouring municipality is important when considering future development activity.

The following key features in the plan area and identified on Map 3 were identified as follows:

- Agricultural
- Residential
- Recreational
- Public Facilities
- Transportation Infrastructure
- Watersheds

4.2 Existing Characteristics of the Plan Area

Key existing characteristics of the Plan Area include:

- a) Agricultural Development:
 - i. There is a mix of agricultural operations including grazing and dry land farming.
 - ii. The majority of the land within the Plan Area is designated for agricultural use.
- b) Residential Development:
 - i. The majority of residential development within the Plan Area is comprised of residential farm housing serviced by individual septic and household water supply via on-site water wells, dugouts or a possible cisterns.
- c) Recreational Development:
 - i. Snipe Lake attracts a number of anglers from far and wide.
 - ii. The campground located on the north shore of Snipe Lake attracts recreational users by providing unserviced stalls for summer camping.
- d) Public Facilities:
 - i. The Sunset House Water Fill Station is located in close proximity to the Community Hall located on NE 36-70-20-W5.
 - ii. The Sunset House Cemetery is located on NE 1-71-20-W5.
 - iii. The Sweathouse Transfer Station is located on SW 4-70-19-W5 and the Sunset House Transfer Station is located on NE 23-70-21-W5.
- e) Transportation Infrastructure:
 - a. Provincial highways 49 and 2A accessing onto provincial highways 669 and 747, provide the main connectors between the two municipalities, with the majority of the traffic between the two municipalities travelling on these highways. There are numerous township roads that connect the two municipalities and several range roads along the boundary, with Township Road 710 as the major connector.
- f) Watersheds:
 - i. The County of Big Lakes is located within Upper Athabasca Watershed, while Greenview is located within the Upper Peace Region Watershed.

5.0 PLAN ADMINISTRATION AND IMPLEMENTATION

5.1 Intermunicipal Referral Process

The purpose of this section of the Plan is to establish a clear and consistent referral process whereby each municipality is able to provide comments on proposed changes to statutory and non-statutory plans as well as proposed subdivision and development applications within the Plan Area.

POLICIES

General

- 5.1.1 The municipalities, as per this Plan, shall strive to engage in effective dialogue when considering land use within the Plan Area, while still maintaining complete jurisdiction on lands within their own boundaries.
- 5.1.2 The municipalities may collaborate and investigate methods of giving support to projects that may mutually benefit or enhance the quality of life of residents from both municipalities. This could be in the form of in-kind donations, materials, municipal letters of support, unified government lobbying, application for grants, or other more permanent arrangements if both municipalities agree and enter into discussions and make specific agreements for such.
- 5.1.3 Both municipalities agree to jointly discuss ways to cooperate with provincial and federal agencies and utility providers to help facilitate the efficient delivery of infrastructure and services that are of mutual benefit.
- 5.1.4 Greenview and Big Lakes County shall endeavor to the best of their ability and knowledge, to refer all notices of government projects within the Plan Area to the adjacent municipality.
- 5.1.5 Both municipalities are encouraged to share with the adjacent municipality, the results of all publicly available technical analyses required by a Subdivision and Development Authority as part of an application, where there is the potential for impacts on land, water and air within the adjacent municipality.
- 5.1.6 Where an intermunicipal referral is required by the *MGA* or the policies contained in this Plan, both municipalities agree to share mailing addresses and property ownership information for circulation purposes with the adjacent municipality, and where applicable, the municipality's processing agency.
- 5.1.7 Administrative staff or representatives for Greenview and Big Lakes County are encouraged to circulate a formal referral and discuss, with one another, forthcoming Statutory Plans and Land Use Bylaws, including amendments, which may impact the Plan Area.

- 5.1.8 Administrative staff or representatives for Greenview and Big Lakes County are encouraged to discuss, with one another, forthcoming subdivision and development applications that may impact lands within the Plan Area.
- 5.1.9 If either municipality is in receipt of a referral, prior to the holding of a mandatory public hearing, the receiving municipality may present their comments and concerns at or prior to the other municipality's public hearing.

Municipal Development Plans

- 5.1.10 A newly proposed Greenview Municipal Development Plan or amendment shall be referred to Big Lakes County for comment prior to a public hearing.
- 5.1.11 A newly proposed Big Lakes County Municipal Development Plan or amendment shall be referred to Greenview for comment prior to a public hearing.

Other Statutory Plans and Non-Statutory Plans

- 5.1.12 A newly proposed Greenview statutory plan or non-statutory plan (excluding a Municipal Development Plan) or amendment that will have an impact on the Plan Area shall be referred to Big Lakes County for comment prior to a public hearing.
- 5.1.13 A newly proposed Big Lakes County statutory plan or non-statutory plan (excluding a Municipal Development Plan) or amendment that will have an impact on the Plan Area shall be referred to Greenview for comment prior to a public hearing.

Land Use Bylaws

- 5.1.14 All Land Use Bylaw amendments in Greenview that affect lands in the Plan Area shall be referred to Big Lakes County for comment prior to a public hearing.
- 5.1.15 All Land Use Bylaw amendments in Big Lakes County that affect lands in the Plan Area shall be referred to Greenview for comment prior to a public hearing.
- 5.1.16 All re-designation applications within the Plan Area shall be referred to the other for comment prior to a public hearing.
- 5.1.17 A newly proposed Land Use Bylaw from either municipality shall be referred to the other for comment prior to a public hearing.

Subdivision and Development

- 5.1.18 All subdivision applications for lands within the Plan Area shall be referred to the other municipality for comment prior to a decision being rendered.
- 5.1.19 Greenview shall refer all discretionary use applications within the Plan Area to Big Lakes County for comment prior to a decision being rendered.

- 5.1.20 Big Lakes County shall refer all discretionary use applications within the Plan Area to Greenview for comment prior to a decision being rendered.

Response Timelines

- 5.1.21 The responding municipality shall, from the date of notification, either by postal mail or electronic mail, have the following timelines to review and provide comment on intermunicipal referrals:
- a) 15 calendar days for all development applications;
 - b) 19 calendar days for subdivision applications; and
 - c) 30 calendar days for all other intermunicipal referrals.
- 5.1.22 In the event that either municipality does not reply within, or request an extension by the response time for intermunicipal referrals stipulated in this Section, it is presumed that the responding municipality has no comment or objection to the referred planning application or matter.

Consideration of Responses

- 5.1.23 Comments from the responding municipality regarding proposed Municipal Development Plans, other statutory plans, and Land Use Bylaws, or amendments to any of those documents, shall be considered by the municipality in which the application is being proposed prior to a decision being rendered.
- 5.1.24 Comments from the responding municipality regarding subdivision and development applications shall be considered by the municipality in which the application is being proposed prior to a decision being rendered on the application.

5.2 Plan Amendment

This Plan may require amendments from time to time to accommodate unforeseen situations and to keep the Plan relevant. This Plan does not contain a “sunset” clause, but rather, a method of continual updating.

POLICIES

Addressing Municipal Amendments and Plan Validity

- 5.2.1 This Plan comes into effect on the date it is adopted by Greenview and Big Lakes County and remains in effect until:
- a) either Council rescinds the Plan by bylaw after giving six (6) months’ notice to the other municipality; or
 - b) mutual agreement of both municipalities to rescind the bylaw.

- 5.2.2 Amendments shall be adopted by both councils using the procedures outlined in the *MGA*. No amendment shall come into force until such time as both municipalities adopt separate amending bylaws.
- 5.2.3 Amendments to this Plan by parties other than Greenview or Big Lakes County shall be accompanied by an application for amendment submitted to the municipality in which the application originates, along with the applicable fee for processing amendments to a statutory document.
- 5.2.4 Both Greenview and Big Lakes County agree to share the amendment fee to assist in costs associated with processing amendments to a statutory document.
- 5.2.5 Administrative staff should annually review the policies of the Plan and discuss land use matters, issues and concerns on an on-going basis. Administrative staff may make recommendations to their respective councils for amendment to the Plan to ensure the policies remain relevant and continue to meet the needs of both municipalities.
- 5.2.6 A formal review of the Plan should occur within 10 years from the date the IDP is adopted by both municipalities.

6.0 DISPUTE RESOLUTION

6.1 General Dispute Process

The policies of this Plan are designed to be general in nature, ensuring that both Greenview and Big Lakes County maintain jurisdiction over the decisions made within their borders. It is anticipated that by following the process below, any disputes or conflicts that may arise can first be avoided, and where necessary, settled at the local level. Only in those circumstances where a resolution cannot be achieved locally would the dispute be referred to outside parties.

POLICIES

General Agreement

The municipalities agree that:

- 6.1.1 It is important to avoid dispute by ensuring that the Plan is adhered to as adopted, including full circulation of any permit or application that may affect the municipality or as required in the Plan and prompt enforcement of the Plan policies.
- 6.1.2 Prior to meeting, each municipality through its administration, will ensure the facts of the issue have been investigated and clarified and information is made available to both parties. Staff meetings are encouraged to discuss possible solutions.
- 6.1.3 The municipalities' administration should discuss the issue or dispute with the intent to seek resolution on the issue.

Dispute Resolution

In the case of a dispute, the following process will be followed to arrive at a solution:

- 6.1.4 When a potential intermunicipal issue comes to the attention of either municipality relating to a technical or procedural matter, such as inadequate notification or prescribed timelines, misinterpretation of Plan policies or a clerical error regarding the policies of this Plan, either municipality's Land Use Bylaw, or any other plan affecting lands within the Plan area, will be directed to the administrators of each municipality. The administrators will review the technical or procedural matter and if both administrators are in agreement, take action to rectify the matter.
- 6.1.5 Should either municipality identify an issue related to this Plan that may result in a dispute that cannot be administratively resolved or any other issue that may result in a dispute, the municipality should contact the other and request that a meeting be scheduled with equal representation of councillors or staff in addition to the administration staff chosen in policy 6.1.4 to discuss the issue. The representatives will review the issue and attempt to resolve the matter by seeking resolution on the issue.
- 6.1.6 Should the council members and administrative staff be unable to resolve the matter, facilitated mediation shall be initiated if agreed to by both municipalities.

Filing an Intermunicipal Dispute under the Municipal Government Act

- 6.1.7 In the case of a dispute involving the adoption of a statutory plan, land use bylaw or amendment to such, within 30 days of adoption, the municipality initiating the dispute may, without prejudice, file an appeal to the Municipal Government Board under section 690(1) of the MGA so that the provincial statutory right and timeframe to file an appeal is not lost.

6.1.8 The appeal may then be withdrawn, without prejudice, if a solution or agreement is reached between the two municipalities prior to the Municipal Government Board meeting. This is to acknowledge and respect that the time required to seek resolution or mediation may not be able to occur within the 30-day appeal filing process as outlined in the *MGA*.

Note: Using section 690(1) of the *MGA* is the final stage of dispute settlement, where the municipalities request the Municipal Government Board to intercede and resolve the issue.

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7.0 DEFINITIONS

Adjacent Land(s): Land that abuts or is contiguous to the parcel of land that is being described and includes land that would be contiguous if not for a highway, road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway or similar feature and any other land identified in a land use bylaw as adjacent for the purpose of notifications under the *Municipal Government Act, Revised Statutes of Alberta 2000, M-26* with amendments.

Alberta Land Stewardship Act (ALSA): The *Alberta Land Stewardship Act, Statutes of Alberta 2009, Chapter A-26.8*, as amended.

Area Structure Plan (ASP): A statutory plan in accordance with the *MGA* for the purpose of providing a framework for subsequent subdivision and development of an area of land within a municipality. The Plan typically provides a design that integrates land uses with the requirements for suitable parcel densities, transportation patterns (roads), stormwater drainage, fire protection and other utilities across the entire Plan Area.

Council: The Council of Municipal District of Greenview and the Council of Big Lakes County in the Province of Alberta.

County: Big Lakes County.

Development: As defined by the *Municipal Government Act* in Part 17, section 616:

- a) an excavation or stockpile and the creation of either of them;
- b) 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;
- c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or
- d) a change in the intensity of the 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.

Discretionary Use: The use of land or a building in a land use district for which a development permit may be approved at the discretion of the Development Authority with or without conditions.

Greenview: Municipal District of Greenview.

Intermunicipal Border: The shared border between the Municipal District of Greenview and Big Lakes County.

Intermunicipal Development Plan (IDP): A statutory document, adopted by bylaw in accordance with section 631 of the *Municipal Government Act*, which is used by municipalities as a long-

range planning tool.

May: An operative word that means that there is a choice, with no particular direction or guidance intended.

Mediation: The non-adversarial intervention between conflicting parties to promote settlement, compromise and understanding. It is an informal, confidential and structured process to resolve disputes before they escalate to heightened hostilities such as litigation.

Municipalities (the Municipalities): The municipalities of the Municipal District of Greenview and Big Lakes County.

Municipal Government Act (MGA): The *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended.

Municipal Development Plan (MDP): A statutory plan, adopted by bylaw in accordance with section 632 of the *Municipal Government Act* and used by municipalities as a long-range planning tool.

Non-Statutory Plan: A municipal planning document, conceptual design scheme or conceptual plan that is endorsed or approved by resolution of council, typically to guide future land use, development or subdivision of a specified area within a municipality, but does not include a municipal development plan, area structure plan or area re-development plan adopted under the *Municipal Government Act*.

Plan: The Municipal District of Greenview and Big Lakes County Intermunicipal Development Plan.

Plan Area: The lands defined in this document to which the policies of this document pertain.

Shall: An operative word that means the action is mandatory.

Should: An operative word that means that in order to achieve the Plan's objectives, it is strongly advised that the action be taken.

Stakeholder: A person with an interest or concern in matters pertaining to this Plan.

Statutory Plan: As per Part 17 of the *Municipal Government Act*, an intermunicipal development plan, a municipal development plan, an area structure plan or an area re-development plan adopted by a municipality under Division 4 of the *Municipal Government Act*.

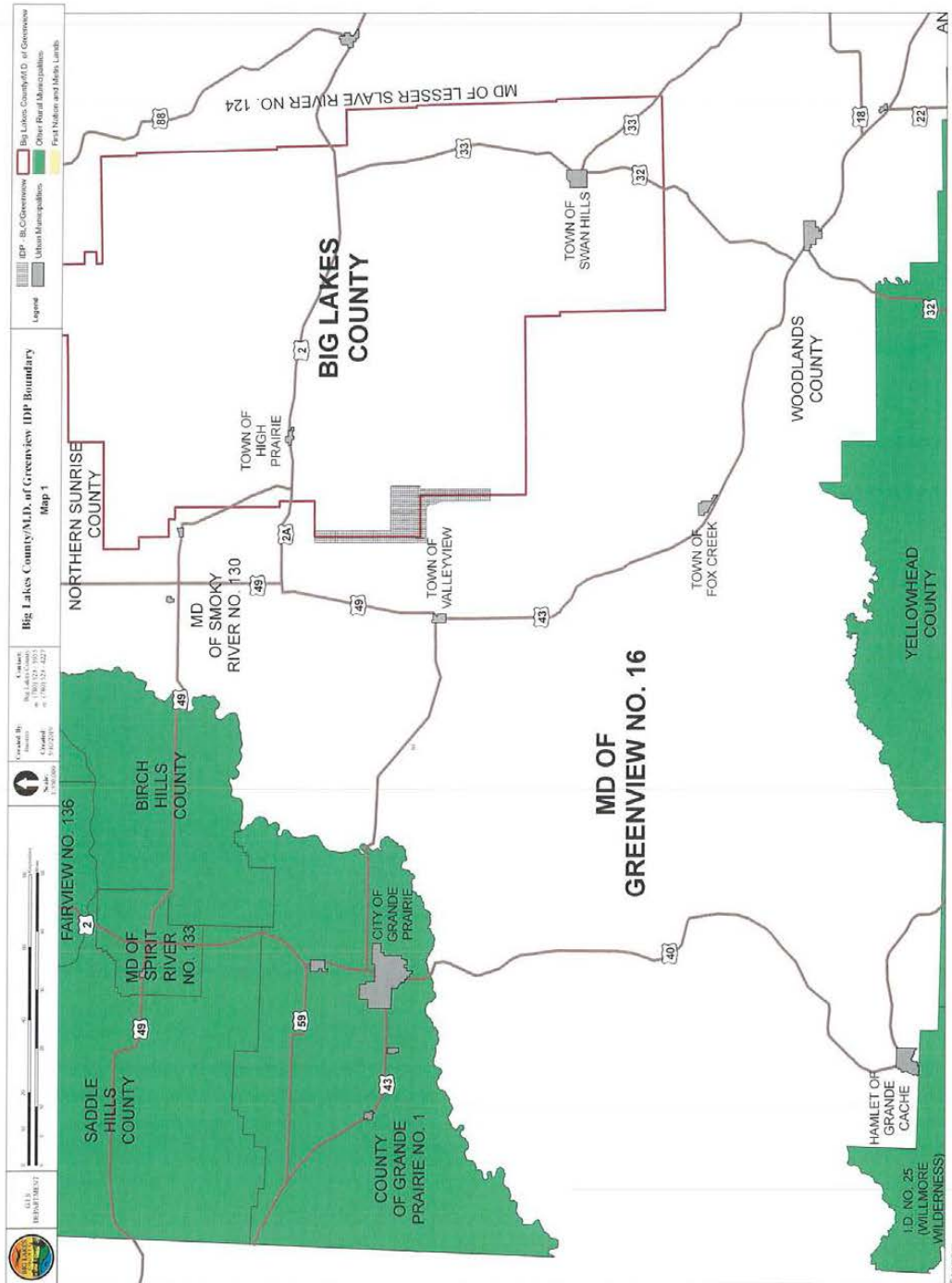
Subdivision and Development Authority: Within the boundary of the Municipal District of Greenview means the Municipal District of Greenview Subdivision and Development Authority. Within the boundary of Big Lakes County means the Big Lakes County Subdivision and Development Authority.

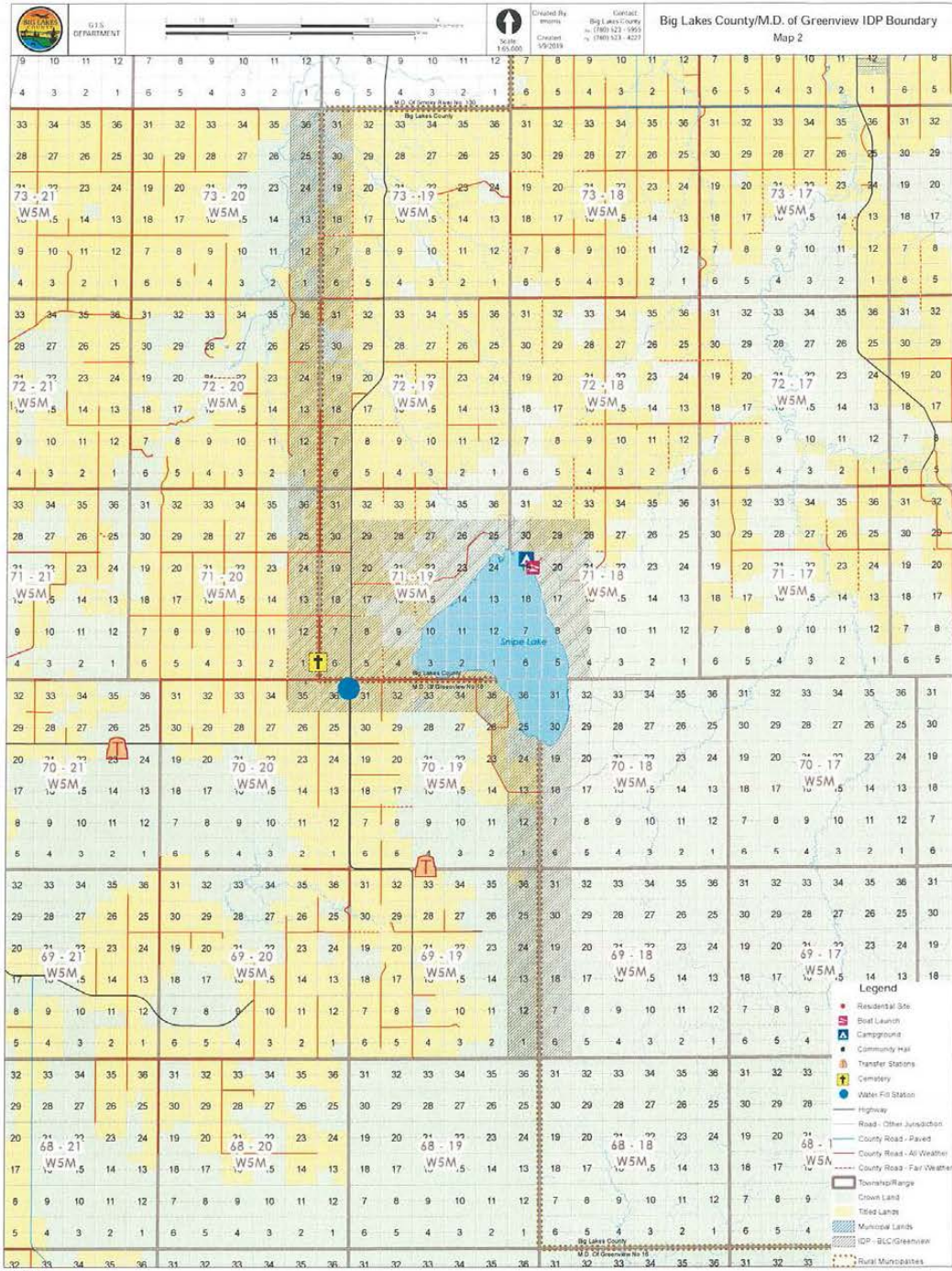
Study Area: The area identified by both municipalities that encompasses areas of importance and concern and has been identified as an area where additional study took place in order to

help define the parameters of the Plan Area.

Upper Peace and Upper Athabasca Regional Plans: The regional plans and regulations established by order of the Lieutenant Governor in Council pursuant to the *Alberta Land Stewardship Act*. (Greenview would be included in the Upper Peace Regional Plan and Big Lakes County is included in the Upper Athabasca Regional Plan).

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May 27, 2019
Bylaw No. 19-815 Public Hearing
Tri-Municipal Industrial Partnership Area Structure Plan
Background Information

PROPOSAL

The first reading of the original Area Structure Plan was adopted and amended to exclude Grazing Leases on April 23, 2019, by motion 19.04.315.

BACKGROUND AND DISCUSSION

An Area Structure Plan (ASP) provides a framework for the subsequent subdivision and development of an area of land within a municipality. An ASP further describes the sequence of development anticipated for the lands, the land uses proposed for the area and addresses the general location of transportation routes and public utilities. An ASP contains land use and development guidance for the general public, developers, landowners, Municipal Planning commission members and Council.

The proposed Area Structure Plan area is located entirely on Crown land within the MD of Greenview, approximately 40 km south of the City of Grande Prairie.

STAKEHOLDER COMMUNICATIONS AND ENGAGEMENT

During the development of the Area Structure Plan three phases of stakeholder engagement took place and two phases of public consultation.

There were no concerns brought forward from the advertisement of the Public Hearing.



REQUEST FOR DECISION

SUBJECT: **Bylaw No. 19-822 Re-designate from Agricultural One (A-1) District to Agricultural Two (A-2) District**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: SAR
DEPARTMENT: PLANNING & DEVELOPMENT GM: RA PRESENTER: LD
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 2000

Council Bylaw/Policy (cite) – Municipal Development Plan No. 15-742, Grovedale Area Structure Plan 17-785 and Land Use Bylaw No. 18-800.

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 19-822, to re-designate an 8.10-hectare (20.02-acre) ± area from Agricultural One (A-1) District to Agricultural Two (A-2) District within SW-28-69-07-W6.

MOTION: That Council give Third Reading to Bylaw No. 19-822, to re-designate an 8.10-hectare (20.02-acre) ± area from Agricultural One (A-1) District to Agricultural Two (A-2) District within SW-28-69-07-W6..

BACKGROUND/PROPOSAL:

The application for land use amendment A19-002 has been submitted by William Akers and Roxane Akers to re-designate an 8.10-hectare ± (20.02-acre) area from Agricultural One (A-1) District to Agricultural Two (A-2) District area within SW-28-69-07-W6 in the Grovedale area, Ward 8. This would be the second parcel to be subdivided from the quarter.

The proposed rezoning would allow for the subsequent subdivision of the existing farmstead. Upon retiring, the landowner intends to operate a small goat breeding operation. The proposed parcel is treed to the south and aside from the existing yard site in the centre, the area to the north would be utilized as pasture and includes an existing barn, fencing and livestock waterers. The balance of the quarter would be purchased by the applicant's daughter who will raise and pasture cattle in the future. Access is in place to the proposal but will have to be constructed to the balance of the quarter at the subdivision stage.

ATCO Gas and Greenview Environmental Services responded they have no concerns with the application. Road widening of 5.03 metres was registered the full length of the quarter adjacent to Range Road 74 at the time the first parcel subdivision registered. An acquisition of land caveat was registered on title to purchase 5.03 meters adjacent to the undeveloped road allowance in the future. This would be addressed at the subdivision stage and either purchased and a road plan registered, or discharged if no longer required.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Agricultural Two (A-2) District. The application meets the requirements of the Municipal Government Act, the Municipal Development Plan and the Grovedale Area Structure Plan. Administration does not anticipate any negative development or land use impacts from the proposal as the proposed amendment will be compatible with existing surrounding operations. Administration is recommending that Council give Second and Third Reading to Bylaw No. 19-822.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw No. 19-822 for further discussion or information.

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

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

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

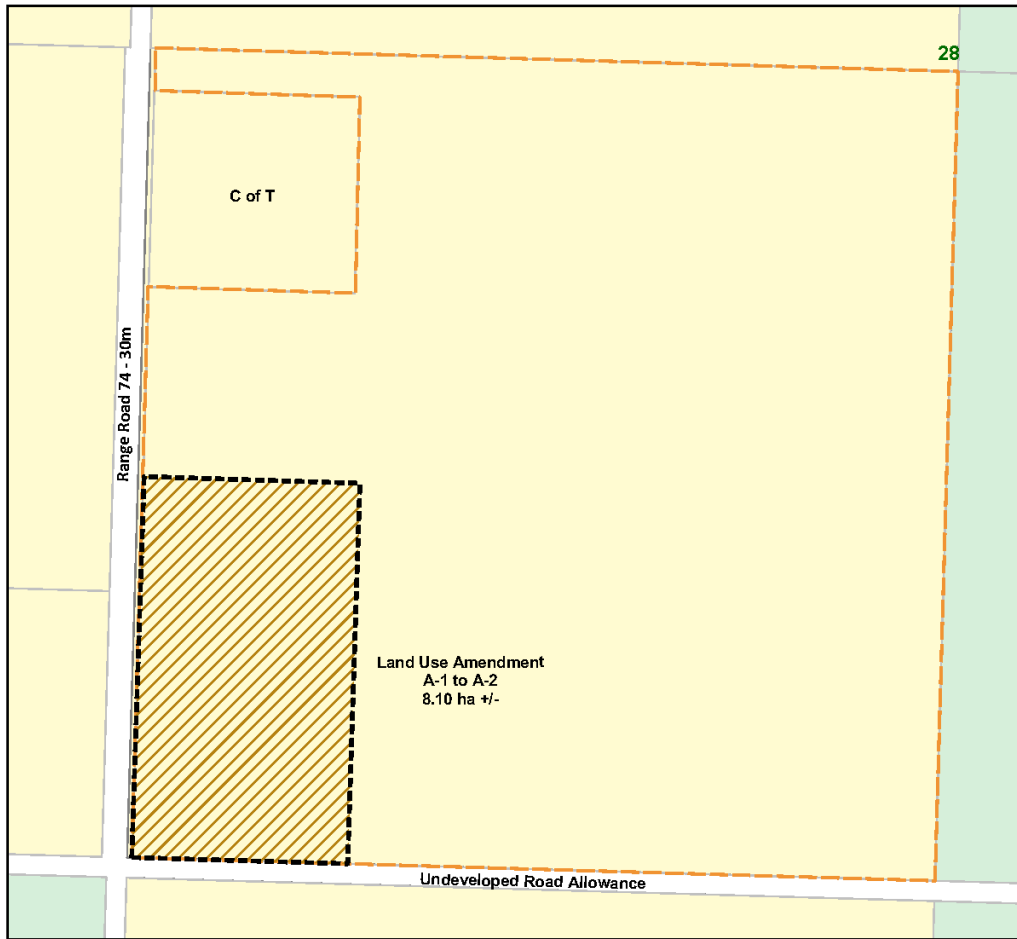
FOLLOW UP ACTIONS:



















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

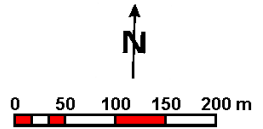
ATTACHMENT(S):

- Schedule 'A' – Proposed Land Use Amendment
- Schedule 'B' – Bylaw No. 19-822

Proposed Land Use Amendment SW-28-69-07-W6



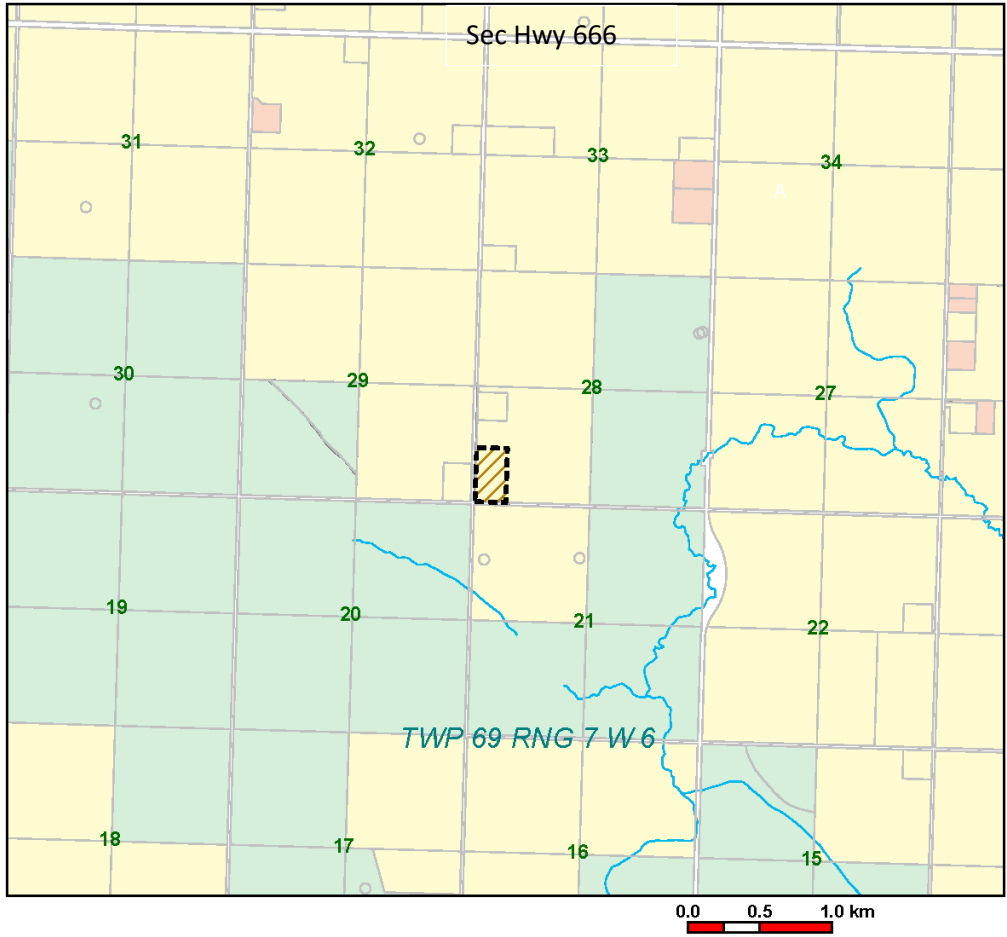
-  Proposed Amendment
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-  Industrial General (M-2)
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-  Rural Commercial (RC)
-  Recreational (REC)
-  Rural Settlement (RS)





















Proposed Land Use Amendment SW-28-69-07-W6



Proposed Land Use Amendment SW-28-69-07-W6 Overview



-  Proposed Amendment
-  Agricultural One (A-1)
-  Agricultural Two (A-2)
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BYLAW No. 19-822

OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16

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

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

1. That Map No. 17 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to reclassify the following area:

All that Portion of the
Southwest (SW) Quarter of Section Twenty-Eight (28)
Within Township Sixty-Nine (69)
Range Seven (7) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this 27 day of May, A.D., 2019.

Read a second time this ___ day of _____, A.D., _____.

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

REEVE

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

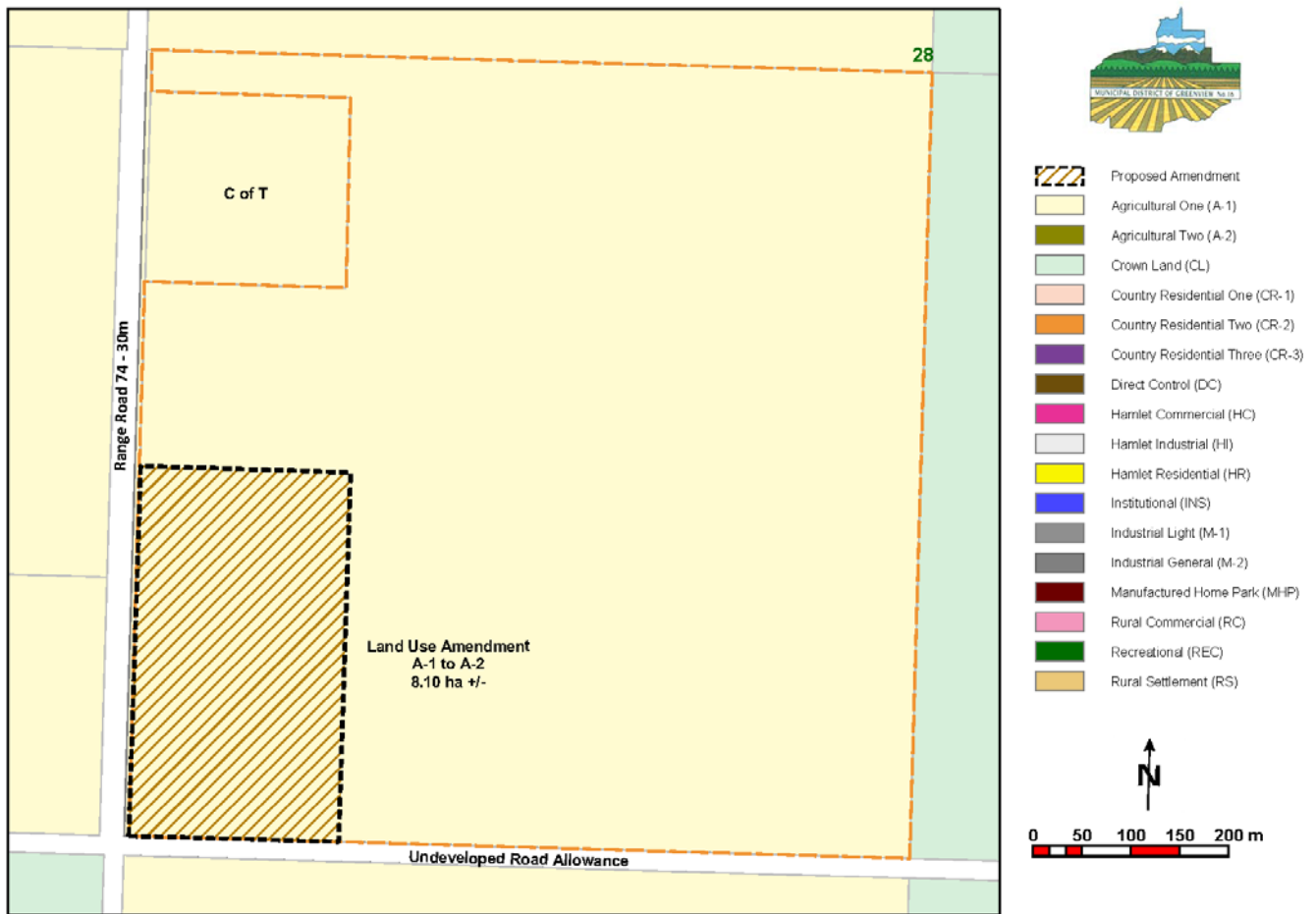
To Bylaw No. 19-822

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
Southwest (SW) Quarter of Section Twenty-Eight (28)
Within Township Sixty-Nine (69)
Range Seven (7) West of the Sixth Meridian (W6M)

Is reclassified from Agricultural One (A-1) District to Agricultural Two (A-2) District as identified below:

Proposed Land Use Amendment SW-28-69-07-W6





June 24, 2019
Bylaw No. 18-822 Public Hearing
Background Information

PROPOSAL

The application for land use amendment A19-002 has been submitted by William Akers and Roxane Akers to re-designate an 8.10-hectare ± (20.02-acre) area from Agricultural One (A-1) District to Agricultural Two (A-2) District area within SW-28-69-07-W6 in the Grovedale area, Ward 8. This would be the second parcel to be subdivided from the quarter.

BACKGROUND AND DISCUSSION

The proposed rezoning would allow for the subsequent subdivision of the existing farmstead. Upon retiring, the landowner intends to operate a small agricultural operation involving breeding of goats. The proposed parcel is treed to the south and aside from the existing yard site in the centre, the area to the north would be utilized as pasture and includes a small barn, fencing and livestock waterers. The balance of the quarter would be purchased by the applicant's daughter who will raise and pasture cattle. Access is in place to the proposal but will have to be constructed to the balance of the quarter at the subdivision stage.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Agricultural Two (A-2) District. The application meets the requirements of the Municipal Government Act, the Municipal Development Plan and the Grovedale Area Structure Plan. Administration does not anticipate any negative development or land use impacts from the proposal as the proposed amendment will be compatible with existing surrounding operations. Administration is recommending that Council give Second and Third Reading to Bylaw No. 19-822.

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

April 16, 2019, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

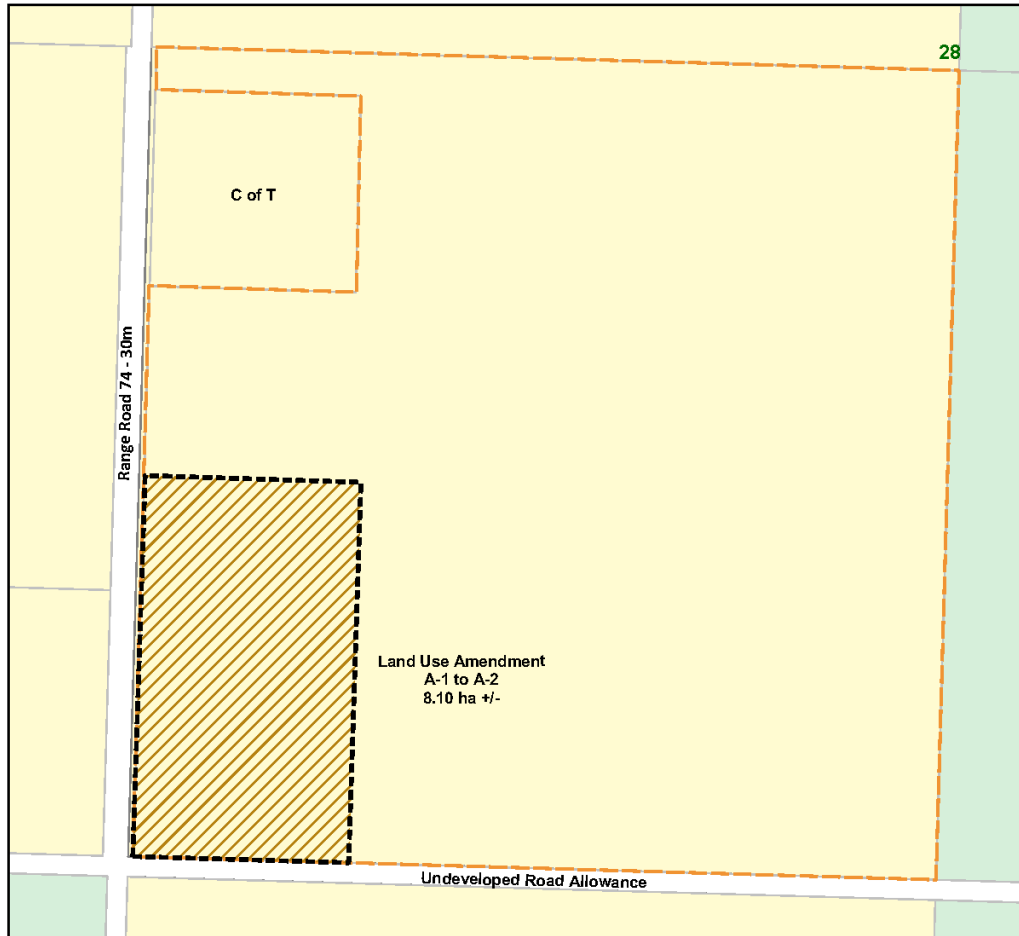
On April 16, 2019, a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Energy Regulator, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McNaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Environment and Parks – Nils Anderson, Alberta Municipal Affairs – David Dobson, ATCO Electric, ATCO Gas, ATCO Pipeline, CNRL and Peace Wapiti School Division. No concerns were received.



















On May 28, 2019, a copy of the application and notice of the Public Hearing was circulated to adjacent landowners within 804 metres of the property. No concerns were received. Referral agencies were also

notified of the public hearing, as well as advertising published in the Daily Herald Tribune on June 7 and June 14, 2019, with no concerns received.

SCHEDULE 'A'

Proposed Land Use Amendment SW-28-69-07-W6



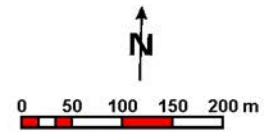
-  Proposed Amendment
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Proposed Land Use Amendment SW-28-69-07-W6

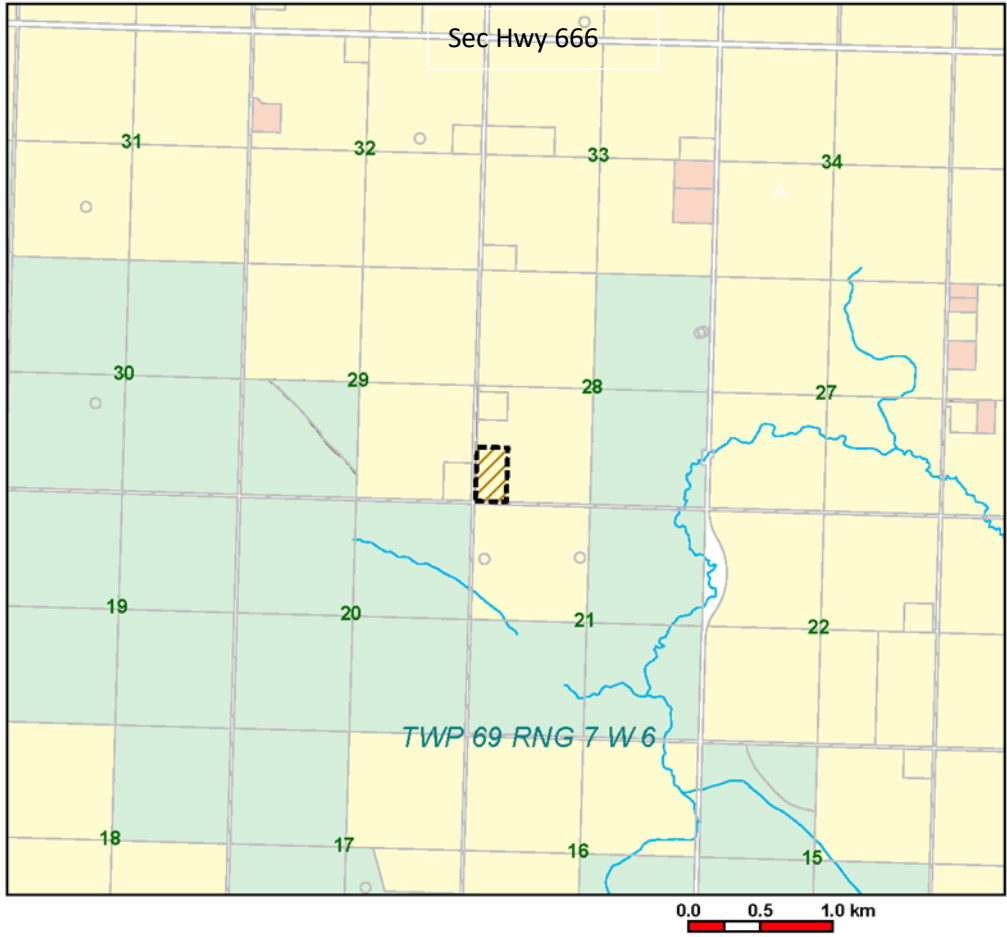




















 Proposed Amendment



Sec Hwy 666

Proposed Land Use Amendment SW-28-69-07-W6 Overview



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REQUEST FOR DECISION

SUBJECT: **Bylaw No. 19-823 Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan, Second & Third Reading**

SUBMISSION TO: REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019	CAO: DT MANAGER: SAR
DEPARTMENT: PLANNING & DEVELOPMENT	GM: RA PRESENTER: SAR
STRATEGIC PLAN: Development	

RELEVANT LEGISLATION:

Provincial (cite) – *Municipal Government Act, RSA 2000, M-26 Sections 631 and 692*

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 19-823, Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan.

MOTION: That Council give Third Reading to Bylaw No. 19-823, Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan.

BACKGROUND/PROPOSAL:

At the Council meeting of June 10, 2019, Council gave Bylaw No. 19-823 First Reading and scheduled a Public Hearing for 10:00 am June 24, 2019 to be held in Greenview’s Council Chambers, Valleyview Administration Office.

Big Lakes County and Greenview had initiated a project to develop an Intermunicipal Development Plan (IDP) between the two municipalities. The project was driven by the new Municipal Government Act legislation that requires IDPs to be developed between neighbouring municipalities to ensure cooperation and communication when considering servicing, land use, environmental protection and future development.

An IDP is a broad-based plan that is created by two or more municipalities. In this instance, it is Big Lakes County and Greenview who share a common border to address growth; referral circulation requirements for subdivision, development and amendment (redesignation) applications; servicing issues that respect the interests of the municipalities and includes a dispute resolution process.

There are specific requirements identified in the MGA that a municipality must provide in the Plan. In accordance with s. 631 of the MGA, the Intermunicipal Development Plan must address:

- 1) *“The future land use within the area;*
- 2) *The manner of and the proposals for future development in the area;*
- 3) *The provision of transportation systems for the area, either generally or specifically;*

- 4) *The co-ordination of intermunicipal programs relating to the physical, social and economic development of the area;*
- 5) *Environmental matters within the area, either generally or specifically, and*
- 6) *Any other matter related to the physical, social or economic development of the area that the councils consider necessary; and must include*
- 7) *A procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan;*
- 8) *A procedure to be used, by one or more municipalities, to amend or repeal the plan; and*
- 9) *Provisions relating to the administration of the plan.”*

Public engagement entailed hosting a joint Open House on February 20, 2019, from 4:00 p.m. to 7:00 p.m. at the Sunset House Community Hall, at which there were approximately 25 residents in attendance. Notifications were mailed to all affected residents prior to hosting the Open House. A follow-up survey was initiated and completed by seven residents.

Summary of the key issues received from these residents include:

- notify residents on development plans in the future;
- certain extreme environmental issues; and
- water diversion/drainage.

Other issues mentioned by the residents not related to the Plan include:

- improve access to Snipe Lake Campground and continue as a public facility;
- lake level;
- bounty on coyotes and beavers; and
- follow up to ensure the specific recommended rules are in compliance.

On May 16, 2019, referral notifications were circulated to the following agencies: Alberta Culture; Alberta Energy Regulator, Alberta Environment and Parks; Alberta Municipal Affairs – Safety Services; Alberta Transportation; ATCO Electric; East Smoky Gas Co-op; Northern Gateway Public Schools; Greenview Infrastructure, Environmental Services, Agricultural Services and Operations departments; and Telus Communications. To date there have been no concerns expressed from any of the referral agencies.

On June 10, 2019, notification was mailed to 60 landowners who are located within the defined plan boundary. Public notices were placed in the local newspapers including Town & Country and Daily Herald Tribune. Also, notification has been placed on the Greenview’s Website along with a copy of the draft plan.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motions is to finalize the intermunicipal development plan process and meet the legislative requirements.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct Administration to make additional amendments and table the Plan before giving Second and Third/Final Readings to the Bylaw.

Alternative #2: Council has the alternative to deny the request and not make any changes to the Bylaw.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

Once Council gives Third and Final reading to the Bylaw, Administration will then make the Plan available on Greenview's website.

ATTACHMENT(S):

- Bylaw No. 19-823 and final Big Lakes and Municipal District of Greenview No. 16 Intermunicipal Development Plan



BYLAW No. 19-823

OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for adopting Bylaw No. 19-823, being the Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan for the Municipal District of Greenview No. 16

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

1. This Bylaw may be cited as the “Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan, Bylaw No. 19-823”.
2. The following schedules attached hereto are hereby made part of this Bylaw and adopted as the Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan for the Municipal District of Greenview No. 16:
 - a) Schedule “A” (Intermunicipal Development Plan Text and Maps)
3. The “Big Lakes County and Municipal District of Greenview No. 16 Intermunicipal Development Plan, Bylaw No. 19-823”. This Bylaw shall come into force and effect upon the date of final passing.

Read a first time this 10 day of June , A.D., 2019 .

Read a second time this 24 day of June , A.D., 2019 .

Read a third time and passed this 24 day of June , A.D., 2019 .

REEVE

CHIEF ADMINISTRATIVE OFFICER

Schedule "A"

*Big Lakes County and Municipal District of Greenview
Intermunicipal Development Plan*



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1.0 INTRODUCTION

1.1 Purpose of the Plan

The purpose of the Municipal District of Greenview and Big Lakes County's Intermunicipal Development Plan (also known as the IDP or the Plan) is to foster an inter-jurisdictional approach to address planning issues on lands that connect these municipalities. This Plan has been developed in accordance with the *Municipal Government Act* and both municipalities agree that the Intermunicipal Development Plan will continue our cooperative working relationship and address intermunicipal issues that may arise in the Plan area.

The purpose of the IDP is to:

- promote consultation, coordination and cooperation regarding planning matters of joint interest within a defined planning area;
- provide a framework for addressing land use concerns with regard to joint planning matters;
- establish procedure for dealing with development proposals within a defined planning area; and
- address any other matters relating to development considered necessary within a joint planning area.

An IDP is a planning tool that can provide numerous benefits to participating municipalities, which may include, but are not limited to the following:

- municipal cost-savings, as a result of infrastructure and service sharing, which also provides residents with a higher quality of life;
- reinforcing and protecting both municipalities' development philosophies and goals while mitigating the potential for future intermunicipal conflict; and
- ensuring development for both municipalities occurs in an orderly, economic, efficient and harmonious manner that is sustainable by considering existing development conditions and future municipal goals.

By adopting of Plan, both municipal councils solidify a commitment to using a collaborative approach within the Plan area, by establishing a framework for ongoing collaboration and communication.

2.0 MUNICIPAL PROFILES

Municipal District of Greenview

Located in Alberta's northwest, Greenview is a vast and diverse area of fertile farmland, winding rivers, mixed wood forests, and spectacular peaks of the Rockies.

The Municipal District of Greenview covers 32,915 square kilometres, making it the third largest municipality in Alberta. Its boundaries encompass six hamlets, DeBolt, Grovedale, Landry Heights, Ridgevalley, Little Smoky and Grande Cache. The recent amalgamation of Grande Cache into its corporate boundaries increased Greenview's population to 9,615. Neighbouring communities include the Towns of Valleyview and Fox Creek along with the indigenous communities of Sturgeon Lake and the Alexander Cree First Nations.

Greenview offers an array of rivers, lakes, mountain peaks of the majestic Rocky Mountains, and prairie meadows. Untamed wilderness promises an abundance of outdoor activities. Modern, indoor recreation facilities provide sport and recreation activities year-round. Major water bodies include portion of Snipe, Sturgeon, Musreau and Swan Lakes as well as the Athabasca, Wapiti, Simonette, Smoky, and Little Smoky River valleys.

Greenview's location is strategic as major highway corridors north will pass through Greenview and bound beyond our borders. There is a wide diversity of resources from oil and gas to lumber and mining and agriculture. Rapid development in these resource sectors has resulted in Greenview's being host to a strong and diverse economic base.

Big Lakes County

Big Lakes County is a welcoming and thriving community. Situated just a few hours north of Alberta's major cities, county residents enjoy the freedom of the great outdoors. With a service area population of 17,440, Big Lakes expands over 13,942 square kilometers and neighbours the Town of High Prairie, Town of Swan Hills, East Prairie Métis Settlement, Gift Lake Métis Settlement, Peavine Métis Settlement, Driftpile Cree Nation, Kapawe'no First Nation, Pakashan First Nation, Sucker Creek First Nation and Swan River First Nation. The county contains five hamlets (Kinuso, Jousard, Enilda, Faust, and Grouard) and its official population is presently 4,103.

Residents are proud of the county's beautiful lakes, forests and rolling countryside. The natural landscape of the region includes boreal forest and open plains. A large portion of land within county boundaries is Crown land (1,011,750 hectares), with the majority of developed urban areas located around the perimeter of Lesser Slave Lake. Lesser Slave Lake is the largest lake in the county and serves as the focal point for settlement and tourism activity. Other major lakes include Winagami, Utikuma and Snipe Lake. Major rivers include West Prairie River, East Prairie River, Driftpile River, Swan River and Heart River. Agricultural land cover includes 66,775.5 hectares with some being provincial and/or protected lands.

The county has an abundance of natural resources – agriculture, forestry and oil and gas that continues to expand and strengthen its economy, and a diverse and talented workforce that has helped to expand opportunities in Big Lakes.

3.0 LEGISLATIVE REQUIREMENTS

The *Municipal Government Act* identifies the following as matters to be addressed for lands within the boundary of the IDP:

- Future land use;
- Proposals for and the manner of future development;
- Conflict resolution procedures;
- Procedures to amend or repeal the Plan; and
- Provisions relating to the administration of the Plan.

4.0 PLAN AREA

4.1 Plan Area

This Plan includes the lands around Snipe Lake, as well as 1.6 kilometers on either side of the municipal boundaries. The Plan is prepared in accordance with the *Municipal Government Act* to identify an area of mutual interest due to having a shared border and to ensure the adjacent municipalities work together to enhance mutual cooperation and collaboration. The IDP is prepared to provide context on how to promote cooperation between Big Lakes County and Municipal District of Greenview within a specific area. The IDP boundary is illustrated on Maps 1 and 2 (refer to maps on pages 17 and 18). The selected IDP boundary encompasses the entire area surrounding Snipe Lake.

It is necessary to ensure that development around Snipe Lake is carried out in a sensitive manner to protect the area for future generations. Input from other stakeholders and from the neighbouring municipality is important when considering future development activity.

The following key features in the plan area and identified on Map 3 were identified as follows:

- Agricultural
- Residential
- Recreational
- Public Facilities
- Transportation Infrastructure
- Watersheds

4.2 Existing Characteristics of the Plan Area

Key existing characteristics of the Plan Area include:

a) Agricultural Development:

- i. There is a mix of agricultural operations including grazing and dry land farming.
- ii. The majority of the land within the Plan Area is designated for agricultural use.

b) Residential Development:

- i. The majority of residential development within the Plan Area is comprised of residential farm housing serviced by individual septic and household water supply via on-site water wells, dugouts or a possible cisterns.

c) Recreational Development:

- i. Snipe Lake attracts a number of anglers from far and wide.
- ii. The campground located on the north shore of Snipe Lake attracts recreational users by providing unserviced stalls for summer camping.

d) Public Facilities:

- i. The Sunset House Water Fill Station is located in close proximity to the Community Hall located on NE 36-70-20-W5.
- ii. The Sunset House Cemetery is located on NE 1-71-20-W5.
- III. The Sweathouse Transfer Station is located on SW 4-70-19-W5 and the Sunset House Transfer Station is located on NE 23-70-21-W5.

e) Transportation Infrastructure:

- a. Provincial highways 49 and 2A accessing onto provincial highways 669 and 747, provide the main connectors between the two municipalities, with the majority of the traffic between the two municipalities travelling on these highways. There are numerous township roads that connect the two municipalities and several range roads along the boundary, with Township Road 710 as the major connector.

f) Watersheds:

- i. The County of Big Lakes is located within Upper Athabasca Watershed, while Greenview is located within the Upper Peace Region Watershed.

5.0 PLAN ADMINISTRATION AND IMPLEMENTATION

5.1 Intermunicipal Referral Process

The purpose of this section of the Plan is to establish a clear and consistent referral process whereby each municipality is able to provide comments on proposed changes to statutory and non-statutory plans as well as proposed subdivision and development applications within the Plan Area.

POLICIES

General

- 5.1.1 The municipalities, as per this Plan, shall strive to engage in effective dialogue when considering land use within the Plan Area, while still maintaining complete jurisdiction on lands within their own boundaries.
- 5.1.2 The municipalities may collaborate and investigate methods of giving support to projects that may mutually benefit or enhance the quality of life of residents from both municipalities. This could be in the form of in-kind donations, materials, municipal letters of support, unified government lobbying, application for grants, or other more permanent arrangements if both municipalities agree and enter into discussions and make specific agreements for such.
- 5.1.3 Both municipalities agree to jointly discuss ways to cooperate with provincial and federal agencies and utility providers to help facilitate the efficient delivery of infrastructure and services that are of mutual benefit.
- 5.1.4 Greenview and Big Lakes County shall endeavor to the best of their ability and knowledge, to refer all notices of government projects within the Plan Area to the adjacent municipality.
- 5.1.5 Both municipalities are encouraged to share with the adjacent municipality, the results of all publicly available technical analyses required by a Subdivision and Development Authority as part of an application, where there is the potential for impacts on land, water and air within the adjacent municipality.
- 5.1.6 Where an intermunicipal referral is required by the *MGA* or the policies contained in this Plan, both municipalities agree to share mailing addresses and property ownership information for circulation purposes with the adjacent municipality, and where applicable, the municipality's processing agency.
- 5.1.7 Administrative staff or representatives for Greenview and Big Lakes County are encouraged to circulate a formal referral and discuss, with one another, forthcoming Statutory Plans and Land Use Bylaws, including amendments, which may impact the Plan Area.

- 5.1.8 Administrative staff or representatives for Greenview and Big Lakes County are encouraged to discuss, with one another, forthcoming subdivision and development applications that may impact lands within the Plan Area.
- 5.1.9 If either municipality is in receipt of a referral, prior to the holding of a mandatory public hearing, the receiving municipality may present their comments and concerns at or prior to the other municipality's public hearing.

Municipal Development Plans

- 5.1.10 A newly proposed Greenview Municipal Development Plan or amendment shall be referred to Big Lakes County for comment prior to a public hearing.
- 5.1.11 A newly proposed Big Lakes County Municipal Development Plan or amendment shall be referred to Greenview for comment prior to a public hearing.

Other Statutory Plans and Non-Statutory Plans

- 5.1.12 A newly proposed Greenview statutory plan or non-statutory plan (excluding a Municipal Development Plan) or amendment that will have an impact on the Plan Area shall be referred to Big Lakes County for comment prior to a public hearing.
- 5.1.13 A newly proposed Big Lakes County statutory plan or non-statutory plan (excluding a Municipal Development Plan) or amendment that will have an impact on the Plan Area shall be referred to Greenview for comment prior to a public hearing.

Land Use Bylaws

- 5.1.14 All Land Use Bylaw amendments in Greenview that affect lands in the Plan Area shall be referred to Big Lakes County for comment prior to a public hearing.
- 5.1.15 All Land Use Bylaw amendments in Big Lakes County that affect lands in the Plan Area shall be referred to Greenview for comment prior to a public hearing.
- 5.1.16 All re-designation applications within the Plan Area shall be referred to the other for comment prior to a public hearing.
- 5.1.17 A newly proposed Land Use Bylaw from either municipality shall be referred to the other for comment prior to a public hearing.

Subdivision and Development

- 5.1.18 All subdivision applications for lands within the Plan Area shall be referred to the other municipality for comment prior to a decision being rendered.
- 5.1.19 Greenview shall refer all discretionary use applications within the Plan Area to Big Lakes County for comment prior to a decision being rendered.

- 5.1.20 Big Lakes County shall refer all discretionary use applications within the Plan Area to Greenview for comment prior to a decision being rendered.

Response Timelines

- 5.1.21 The responding municipality shall, from the date of notification, either by postal mail or electronic mail, have the following timelines to review and provide comment on intermunicipal referrals:

- a) 15 calendar days for all development applications;
- b) 19 calendar days for subdivision applications; and
- c) 30 calendar days for all other intermunicipal referrals.

- 5.1.22 In the event that either municipality does not reply within, or request an extension by the response time for intermunicipal referrals stipulated in this Section, it is presumed that the responding municipality has no comment or objection to the referred planning application or matter.

Consideration of Responses

- 5.1.23 Comments from the responding municipality regarding proposed Municipal Development Plans, other statutory plans, and Land Use Bylaws, or amendments to any of those documents, shall be considered by the municipality in which the application is being proposed prior to a decision being rendered.

- 5.1.24 Comments from the responding municipality regarding subdivision and development applications shall be considered by the municipality in which the application is being proposed prior to a decision being rendered on the application.

5.2 Plan Amendment

This Plan may require amendments from time to time to accommodate unforeseen situations and to keep the Plan relevant. This Plan does not contain a “sunset” clause, but rather, a method of continual updating.

POLICIES

Addressing Municipal Amendments and Plan Validity

- 5.2.1 This Plan comes into effect on the date it is adopted by Greenview and Big Lakes County and remains in effect until:
- a) either Council rescinds the Plan by bylaw after giving six (6) months’ notice to the other municipality; or
 - b) mutual agreement of both municipalities to rescind the bylaw.

- 5.2.2 Amendments shall be adopted by both councils using the procedures outlined in the *MGA*. No amendment shall come into force until such time as both municipalities adopt separate amending bylaws.
- 5.2.3 Amendments to this Plan by parties other than Greenview or Big Lakes County shall be accompanied by an application for amendment submitted to the municipality in which the application originates, along with the applicable fee for processing amendments to a statutory document.
- 5.2.4 Both Greenview and Big Lakes County agree to share the amendment fee to assist in costs associated with processing amendments to a statutory document.
- 5.2.5 Administrative staff should annually review the policies of the Plan and discuss land use matters, issues and concerns on an on-going basis. Administrative staff may make recommendations to their respective councils for amendment to the Plan to ensure the policies remain relevant and continue to meet the needs of both municipalities.
- 5.2.6 A formal review of the Plan should occur within 10 years from the date the IDP is adopted by both municipalities.

6.0 DISPUTE RESOLUTION

6.1 General Dispute Process

The policies of this Plan are designed to be general in nature, ensuring that both Greenview and Big Lakes County maintain jurisdiction over the decisions made within their borders. It is anticipated that by following the process below, any disputes or conflicts that may arise can first be avoided, and where necessary, settled at the local level. Only in those circumstances where a resolution cannot be achieved locally would the dispute be referred to outside parties.

POLICIES

General Agreement

The municipalities agree that:

- 6.1.1 It is important to avoid dispute by ensuring that the Plan is adhered to as adopted, including full circulation of any permit or application that may affect the municipality or as required in the Plan and prompt enforcement of the Plan policies.
- 6.1.2 Prior to meeting, each municipality through its administration, will ensure the facts of the issue have been investigated and clarified and information is made available to both parties. Staff meetings are encouraged to discuss possible solutions.
- 6.1.3 The municipalities' administration should discuss the issue or dispute with the intent to seek resolution on the issue.

Dispute Resolution

In the case of a dispute, the following process will be followed to arrive at a solution:

- 6.1.4 When a potential intermunicipal issue comes to the attention of either municipality relating to a technical or procedural matter, such as inadequate notification or prescribed timelines, misinterpretation of Plan policies or a clerical error regarding the policies of this Plan, either municipality's Land Use Bylaw, or any other plan affecting lands within the Plan area, will be directed to the administrators of each municipality. The administrators will review the technical or procedural matter and if both administrators are in agreement, take action to rectify the matter.
- 6.1.5 Should either municipality identify an issue related to this Plan that may result in a dispute that cannot be administratively resolved or any other issue that may result in a dispute, the municipality should contact the other and request that a meeting be scheduled with equal representation of councillors or staff in addition to the administration staff chosen in policy 6.1.4 to discuss the issue. The representatives will review the issue and attempt to resolve the matter by seeking resolution on the issue.
- 6.1.6 Should the council members and administrative staff be unable to resolve the matter, facilitated mediation shall be initiated if agreed to by both municipalities.

Filing an Intermunicipal Dispute under the Municipal Government Act

- 6.1.7 In the case of a dispute involving the adoption of a statutory plan, land use bylaw or amendment to such, within 30 days of adoption, the municipality initiating the dispute may, without prejudice, file an appeal to the Municipal Government Board under section 690(1) of the *MGA* so that the provincial statutory right and timeframe to file an appeal is not lost.

6.1.8 The appeal may then be withdrawn, without prejudice, if a solution or agreement is reached between the two municipalities prior to the Municipal Government Board meeting. This is to acknowledge and respect that the time required to seek resolution or mediation may not be able to occur within the 30-day appeal filing process as outlined in the *MGA*.

Note: Using section 690(1) of the *MGA* is the final stage of dispute settlement, where the municipalities request the Municipal Government Board to intercede and resolve the issue.

7.0 DEFINITIONS

Adjacent Land(s): Land that abuts or is contiguous to the parcel of land that is being described and includes land that would be contiguous if not for a highway, road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway or similar feature and any other land identified in a land use bylaw as adjacent for the purpose of notifications under the *Municipal Government Act, Revised Statutes of Alberta 2000, M-26* with amendments.

Alberta Land Stewardship Act (ALSA): The *Alberta Land Stewardship Act, Statutes of Alberta 2009, Chapter A-26.8*, as amended.

Area Structure Plan (ASP): A statutory plan in accordance with the *MGA* for the purpose of providing a framework for subsequent subdivision and development of an area of land within a municipality. The Plan typically provides a design that integrates land uses with the requirements for suitable parcel densities, transportation patterns (roads), stormwater drainage, fire protection and other utilities across the entire Plan Area.

Council: The Council of Municipal District of Greenview and the Council of Big Lakes County in the Province of Alberta.

County: Big Lakes County.

Development: As defined by the *Municipal Government Act* in Part 17, section 616:

- a) an excavation or stockpile and the creation of either of them;
- b) 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;
- c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or
- d) a change in the intensity of the 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.

Discretionary Use: The use of land or a building in a land use district for which a development permit may be approved at the discretion of the Development Authority with or without conditions.

Greenview: Municipal District of Greenview.

Intermunicipal Border: The shared border between the Municipal District of Greenview and Big Lakes County.

Intermunicipal Development Plan (IDP): A statutory document, adopted by bylaw in accordance with section 631 of the *Municipal Government Act*, which is used by municipalities as a long-

range planning tool.

May: An operative word that means that there is a choice, with no particular direction or guidance intended.

Mediation: The non-adversarial intervention between conflicting parties to promote settlement, compromise and understanding. It is an informal, confidential and structured process to resolve disputes before they escalate to heightened hostilities such as litigation.

Municipalities (the Municipalities): The municipalities of the Municipal District of Greenview and Big Lakes County.

Municipal Government Act (MGA): The *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended.

Municipal Development Plan (MDP): A statutory plan, adopted by bylaw in accordance with section 632 of the *Municipal Government Act* and used by municipalities as a long-range planning tool.

Non-Statutory Plan: A municipal planning document, conceptual design scheme or conceptual plan that is endorsed or approved by resolution of council, typically to guide future land use, development or subdivision of a specified area within a municipality, but does not include a municipal development plan, area structure plan or area re-development plan adopted under the *Municipal Government Act*.

Plan: The Municipal District of Greenview and Big Lakes County Intermunicipal Development Plan.

Plan Area: The lands defined in this document to which the policies of this document pertain.

Shall: An operative word that means the action is mandatory.

Should: An operative word that means that in order to achieve the Plan's objectives, it is strongly advised that the action be taken.

Stakeholder: A person with an interest or concern in matters pertaining to this Plan.

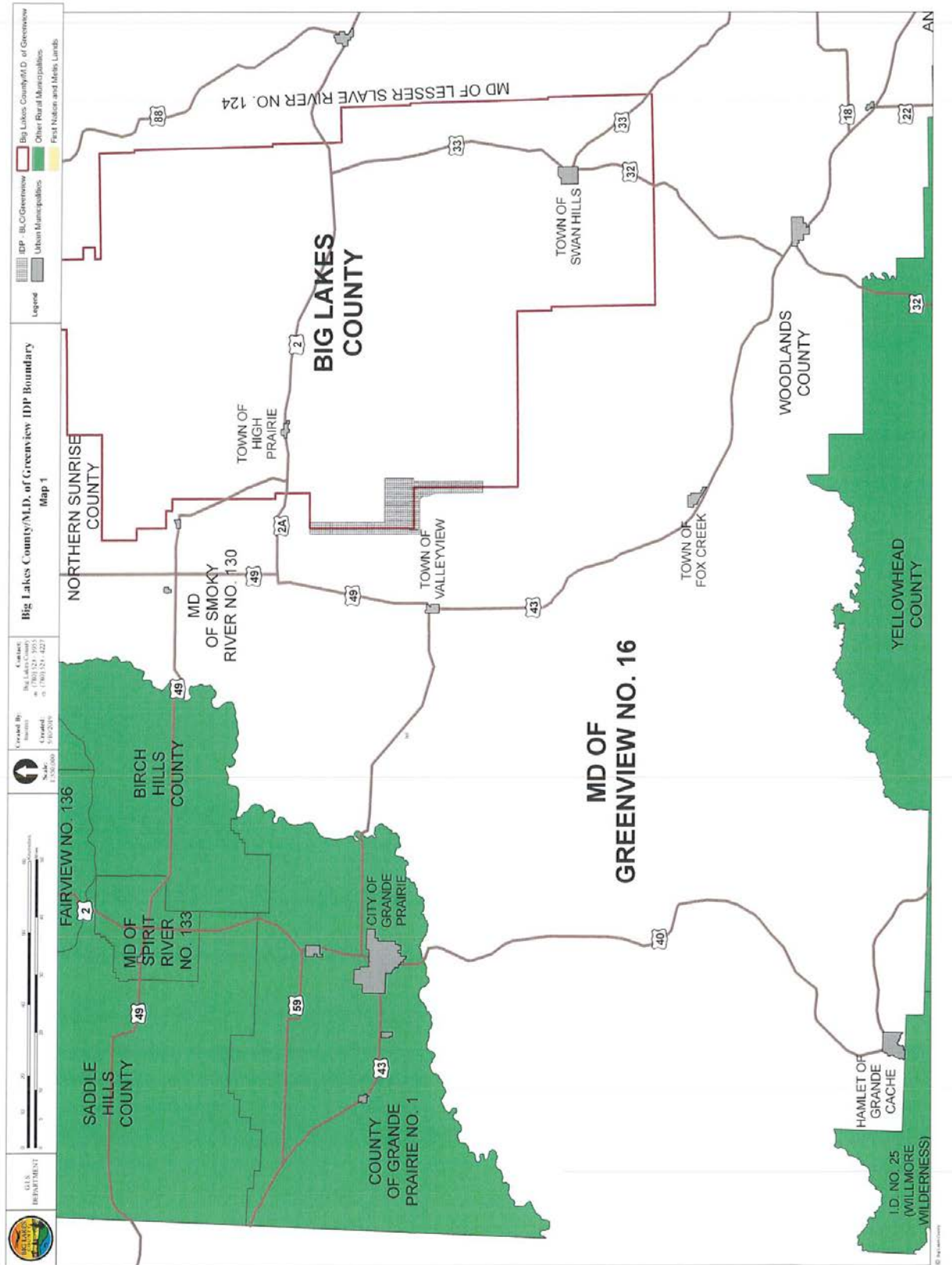
Statutory Plan: As per Part 17 of the *Municipal Government Act*, an intermunicipal development plan, a municipal development plan, an area structure plan or an area re-development plan adopted by a municipality under Division 4 of the *Municipal Government Act*.

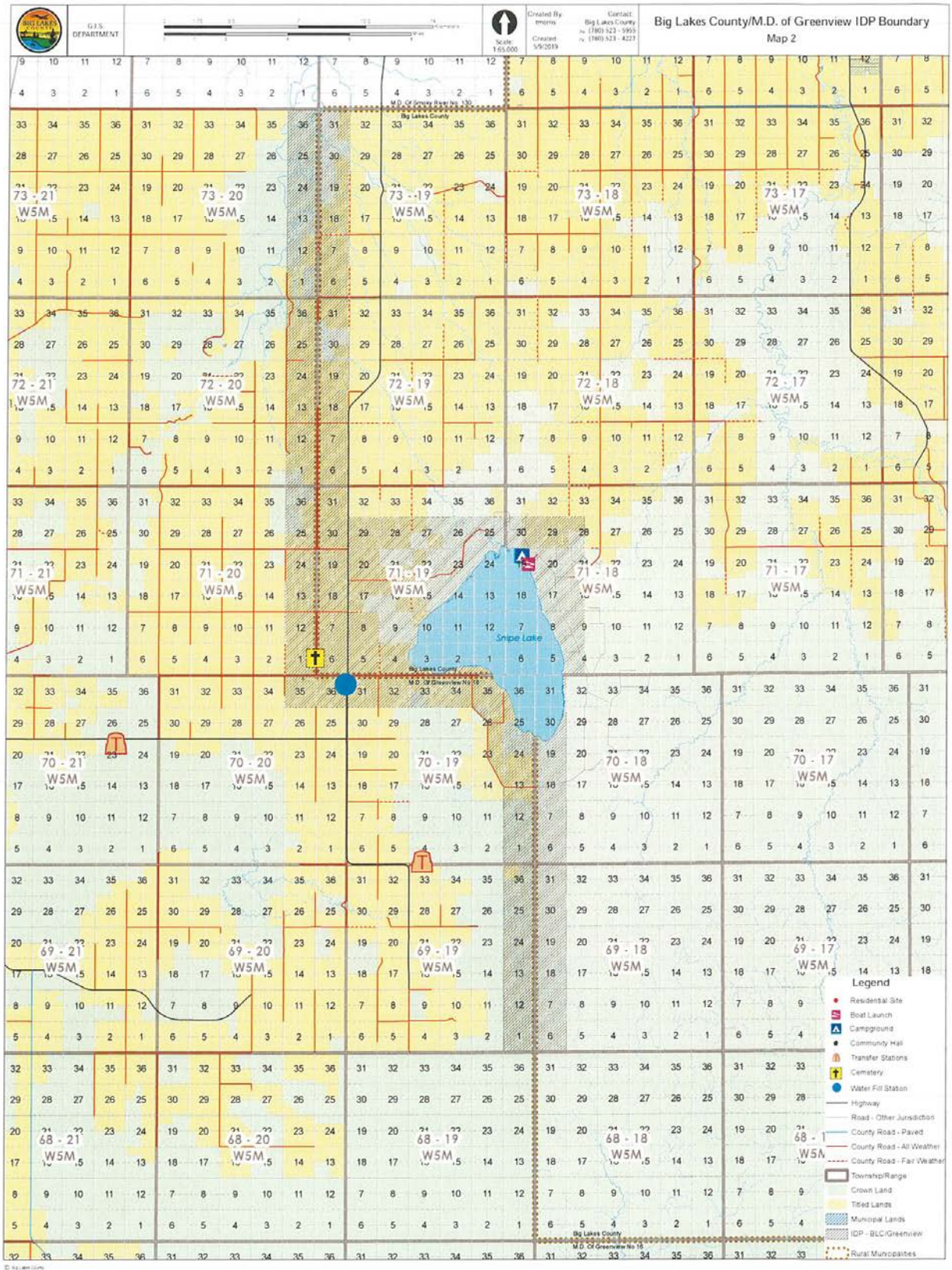
Subdivision and Development Authority: Within the boundary of the Municipal District of Greenview means the Municipal District of Greenview Subdivision and Development Authority. Within the boundary of Big Lakes County means the Big Lakes County Subdivision and Development Authority.

Study Area: The area identified by both municipalities that encompasses areas of importance and concern and has been identified as an area where additional study took place in order to

help define the parameters of the Plan Area.

Upper Peace and Upper Athabasca Regional Plans: The regional plans and regulations established by order of the Lieutenant Governor in Council pursuant to the *Alberta Land Stewardship Act*. (Greenview would be included in the Upper Peace Regional Plan and Big Lakes County is included in the Upper Athabasca Regional Plan).







REQUEST FOR DECISION

SUBJECT: Bylaw 19-815 Tri-Municipal Industrial Partnership Area Structure Plan
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: KK
DEPARTMENT: ECONOMIC DEVELOPMENT GM: SW PRESENTER: KK
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 2000, c M s.

Council Bylaw/Policy (cite) – Municipal Development Plan Bylaw No. 03-397 and Land Use Bylaw 03-396.

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw 19-815 for the Tri-Municipal Industrial Partnership Area Structure Plan.

MOTION: That Council give Third Reading to Bylaw 19-815 for the Tri-Municipal Industrial Partnership Area Structure Plan.

BACKGROUND/PROPOSAL:

The Second Reading to Bylaw 19-815, for the Tri-Municipal Industrial Partnership was deferred as per the following motion made on May 27, 2019:

MOTION: 19.05.404.

That Council defer Second Reading to Bylaw 19-815, for the Tri-Municipal Industrial Partnership Area Structure Plan until the June 24, 2019.

Administration has received an amended Area Structure Plan for the proposed Tri-Municipal Industrial Partnership Area Structure Plan which has been amended to exclude the Grazing lease and to adjust the policy.

An Area Structure Plan (ASP) provides a framework for the subsequent subdivision and development of an area of land within a municipality. An ASP further describes the sequence of development anticipated for the lands, the proposed land uses for the area and addresses the general location of transportation routes and public utilities. An ASP contains land use and development guidance for the general public, developers, landowners, Municipal Planning commission members and Council.

The proposed ASP area is located entirely on crown land within the MD of Greenview, approximately 40 km south of the City of Grande Prairie.

During the development of the Area Structure Plan three phases of stakeholder engagement took place and two phases of public consultation.

Administration has reviewed the Tri-Municipal Industrial Partnership Area Structure Plan and the Plan meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration is satisfied that the plan addresses policies for utilities and servicing, internal transportation networks and the development of industrial lots.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefits of the recommended motions are that an Area Structure Plan will ensure that development proceeds in an orderly and economical manner and that proposed developments will not have negative implications for the municipality, the environment, adjacent landowners or future residents.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantages of the recommended motions are that industrial development may conflict with adjacent land uses.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to pass a motion to table Bylaw No. 19-815 for further discussion or information.

Alternative #2: Council has the alternative to defeat Second or Third Reading of Bylaw No. 19-815.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

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 advise the Tri-Municipal Industrial Partnership committee of Council's decision and will update Greenview's website with the amended Tri-Municipal Industrial Partnership Area Structure Plan.

ATTACHMENT(S):

- TMIP ASP Final Draft
- Bylaw 19-815

MEMO

Subject: Project Changes

Project Name: TMIP Area Structure Plan

Date Prepared: May 17, 2019

Prepared By: Cyril Tomlinson

The following memorandum outlines the changes that have been made to the TMIP Area Structure Plan. These changes address the comments received from the Technical Advisory Committee, as well as comments raised by Council at first reading.

Map edits:

Added **Highway 40 right-of-way** to the legend of Figure 4 – Transportation and Infrastructure Plan.

Revised the Plan Area boundary to avoid the grazing lease area adjacent to the Smoky River.

Policy edits:

- * **New** 4.2.1 Maintain a setback of 130 metres from the centre line of the existing Highway 40 right-of-way, as indicated in Figure 4 – Transportation and Infrastructure Plan. This is to accommodate future twinning of Highway 40 and to provide a visual buffer.
- * **Revised** 4.2.5.a Construction of the road network shall be in accordance with the road classifications and standards established by -the MD and Alberta Transportation.
- * **New** 9.7.1.3.a The MD recognizes existing FMA licenses and will work existing license holders to remove timber according to future staging.
- * **New** 9.7.1.3.b The MD will engage with forestry disposition holders towards the sequencing of removal and liquidation of timber affected by the Plan area.
- * **New** 9.7.1.3.c The MD will allow continued access to RFMA license holders.
- * **Revised** 10.4 changed to **Transportation Master Plan**
- * **Revised** 10.4.1.1 The **TMP** will address road requirements based on development staging and service levels

* **Revised** 10.4.1.2 The **TMP** will provide the basis for estimating the cost of transportation related infrastructure for the Capital Plan.

* **New** 10.4.1.3 The TMP will identify required adjustments to intersection improvements.

* **New** 10.4.1.4 Industry is required to prepare Traffic Impact Assessments.

Grazing Lease Area

The ASP that was presented to Council at first reading included a boundary that captures approximately 178 ha of grazing lease FGL32 (total 899 ha). Approximately 53 ha of overlap was within the ASP's **Utility Area**, while approximately 125 ha was within the **Heavy Industrial – Rail Oriented** designation (see **Figure 1**). The **Utility Area** designation refers to lands that are not intended for industrial use. Rather, this area will provide access to the river and associated infrastructure. The **Heavy Industrial – Rail Oriented** designation applies to lands that are best suited to heavy industrial development that requires rail access. Maximizing rail access is paramount to the viability of the proposed industrial district.

The affected grazing lease holders were consulted in October 2018. A summary of the discussion is provided below.

Public Open House #1 – October 25, 2018 - Grovedale Public Services Building

Grazing lease holders in attendance at the first public open house held in Grovedale in October 2018 initially expressed concerns related to the proposed development, specifically:

- Safety concerns associated with an increase in people in the area
- Potential interference with cattle and other livestock
- Impacts from water and related infrastructure being routed through lease areas
- Potential impacts from increasing traffic near grazing lease areas
- Potential for increased vandalism and theft
- Potential for additional industrial development to further encroach on their lease areas in the future

Upon learning more about the proposed plan for the area, including the general location of a river intake and pumphouse, reservoirs, and related infrastructure, lease holders in attendance expressed support for the Plan, specifically:

- Future roads and infrastructure routes may help improve access to grazing areas, provided traffic is intermittent and light
- Pipeline rights-of-way can be beneficial to lease holders as they generate more grass growth
- Environmental constraints (steep slopes, historical resources, biodiversity zone) reduce/eliminate the potential for industry to further expand into lease areas.

Following the Open House, an e-mail invitation was sent to affected lease holders to participate in the Stakeholder Working Group (SWG). Lease holders did not to participate in the SWG, nor did they attend the second public open house in January 2019.

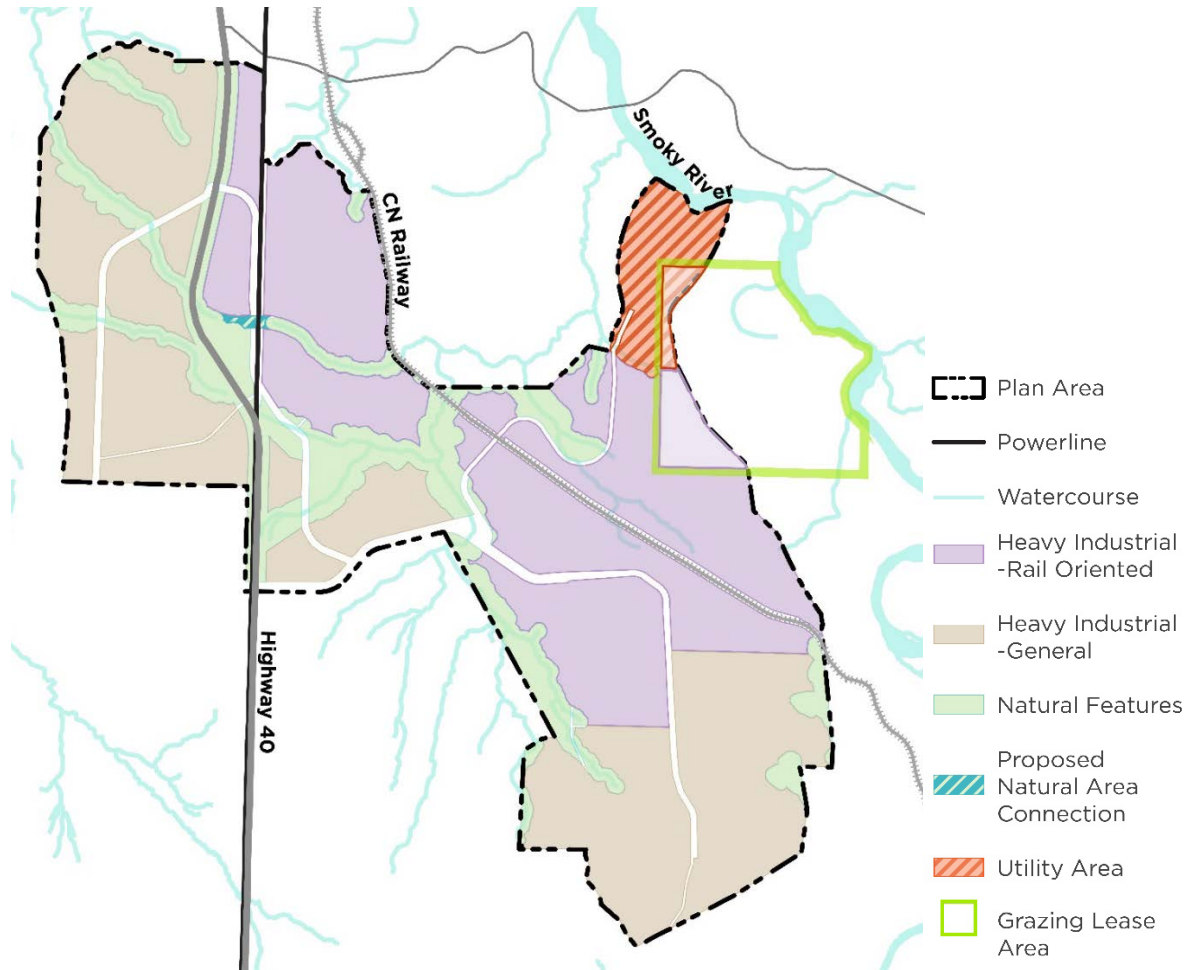
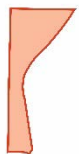
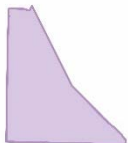


Figure 1 – Grazing Lease Overlap



Utility Area Overlap = 53 hectares (5.9% of total)



Heavy Industrial – Rail Oriented Overlap = 125 hectares (13.9% of total)

However, following first reading at Council, the project team was instructed to revise the Plan area boundary to avoid the grazing lease area. **Figure 2**, below, illustrates this change.

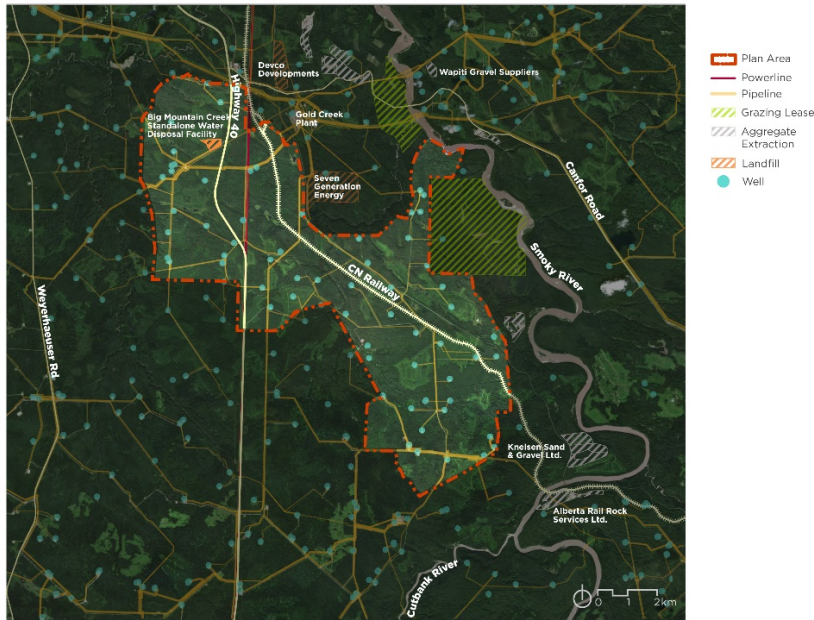


Figure 2 – Revised Boundary

Additionally, the previous iteration of the plan included conceptual road and rail alignments that partially bisected the grazing lease area. These too have been amended, as illustrated in **Figure 3**.

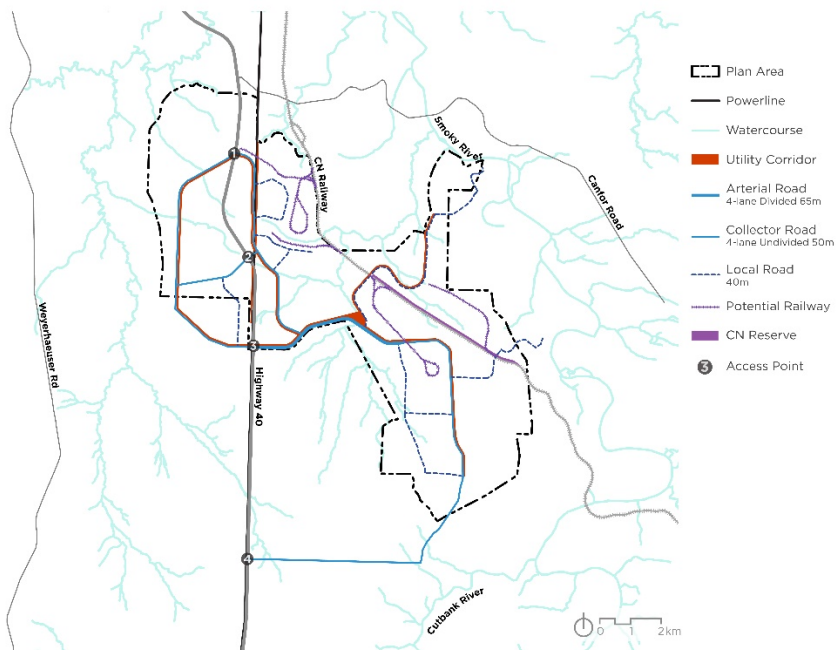
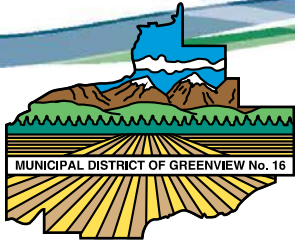


Figure 3 – Revised road and rail alignments



**BYLAW NO. 19-815
of the Municipal District of Greenview No. 16**

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

Whereas, Section 633 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, allows a municipality to adopt an Area Structure Plan

Therefore, the Council for the M.D. of Greenview No. 16, duly assembled, hereby enacts as follows:

1. That this bylaw may be cited as the Tri-Municipal Industrial Partnership Area Structure Plan.
2. That the Tri-Municipal Industrial Partnership Area Structure Plan attached hereto forms part of this bylaw.
3. This Bylaw shall come into force and effect upon the day of final passing.

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

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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: Bylaw 19-816 Schedules of Fees

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: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – *Municipal Government Act* R.S.A 2000, Chapter M-26, Section 7 and 8.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give Third Reading to Bylaw 19-816 “Schedules of Fees Bylaw.”

BACKGROUND/PROPOSAL:

With the addition of Grande Cache to Greenview, Administration thought it expedient to combine all the rates and fees for services provided by Greenview into one bylaw.

Overall bylaw changes:

- Instead of one single schedule, each department was given a separate schedule. This way when changes need to be made, they can be made to a single schedule without having to open the whole document.
- Minor formatting changes.
- Expanded bylaw. Additional provisions were adopted from the former Town of Grande Cache bylaw, such as “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.” This provision was added, because as we go through the bylaw review and alignment, there are certain bylaws that have fines and fees attached that are not necessarily captured in the schedule of fees. This is a security provision of sorts while we are transitioning all the bylaws and policies so that nothing is duplicated (with multiple rates) or overlooked.
- This Bylaw repeals Bylaw 18-790 and former Town of Grande Cache Bylaw No. 849.

Highlights Agricultural Services Changes:

- Horse Health Guides were removed
- Locations of Rental Equipment were amended to reflect locations of additional rental equipment
- 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.
- Eagles Nest Hall rate was added. Previously, there was a separate rate for Town of Grande residents versus Greenview residents at the Co-ops. Administration is recommending that all Greenview residents pay the same rate.

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 Fee	\$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
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)	\$50.00 fee per	\$150.00
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)	\$100,000.00 of completed project cost	\$75.00 per unit
iii.	All other Commercial/Industrial/ 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-December 31		\$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 '1': Land Acquisition by Greenview for Right of Way as some of the values were incorrect.

Changes from First Reading:

Recreation Changes:

- “Grande Cache” Added to Arena rentals title to ensure clarity that this does not apply to other arenas within Greenview.
- Pre-school fees removed as that is no longer a service that will be provided.
- Correct annual pass formatting

I&P Changes:

- Fees for Borrow Pit acquisition were changed back to \$1.00/m³.

Environmental Services:

- Landfill capital levy should be removed. No fees of this sort are charged to Greenview residents at the other facilities.
- Environmental fee was renamed recycle fee for clarity.

It was requested that a water rate comparison was done to see what other municipalities similar to Greenview are charging for water:

Town	Size (Population)	Water Rate
Town of Hinton	9,882	Residential bi-monthly Flat rate: \$79.66 Commercial bi-monthly flat rate: \$79.66 plus \$1.058 per metre cubed used over 50 cubic metres.
Town of Edson	8,414	Residential/Commercial: Service fee of \$6.63 and \$1.09 per cubic metre.
County of Grande Prairie: LaGlace, Bezanson, Valhalla, Teepee creek	total under 300	Residential bi-monthly flat rate: \$118.00 (applies to all) Commercial : \$294.00 (only available to Bezanson)
Aquatera: Service to County of Grande Prairie (Hamlet of Clairmont), Town of Sexsmith, Town of Wembley)	Clairmont: 1,922 Sexsmith: 2,620 Wembley: 1,516	Residential: \$1.576 per cubic metre Commercial: \$1.733 per cubic metre
Big Lakes County	4,103	\$4.85 per cubic metre
Lacombe County	10,343	Flat rate of \$65.54 and consumption rate of \$3.38 per cubic metre
Panoka County	9,806	\$19.35 service rate and consumption charge of \$2.69 per cubic metre

Wheatland County	8,788	Flat rate of \$21.40 and a consumption charge of \$1.93 per cubic metre
Yellowhead County	10,995	\$2.35 per metre cubed (monthly minimum of \$28.20)

Operations Changes:

- As recommended by Administration from the audit, road bonds should not be tax exempt. This was amended to be taxable.

Planning and Development Changes

- “Annual” added to Business License and Business License Temporary/Special Event
- Dates changed under business license commercial/industrial titled land from January 1-July 31 to January 1-December 31 to clarify that it is for the year, and those applying for permits after July 1 are only paying a portion of the fee.

Animal Control Grande Cache

- The Current charges for dog licensing and fees from Grande Cache were added to the Schedule. These fees will only apply to Grande Cache until Council determines otherwise.

Changes from Second Reading:

Agriculture Services

- Add provision 16.v. Repair of Damaged Rental Equipment due to negligent use. At cost.

Environmental Services

- Remove Animal Carcass Disposal (to be examined by Agriculture Service Board for recommendations to deal with the disposal of large animals, particularly livestock).

Animal Control

- That “Hamlet of” be added to the title.

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.

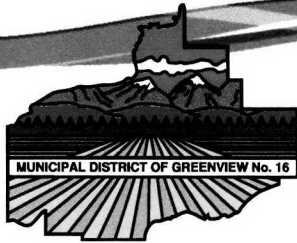
FOLLOW UP ACTIONS:

Administration will prepare Bylaw for signatures.

ATTACHMENT(S):

- Bylaw 18-790
- Former Town of Grande Cache Bylaw 849

- Schedule 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>		<i>1.5% penalty/month</i>	
<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

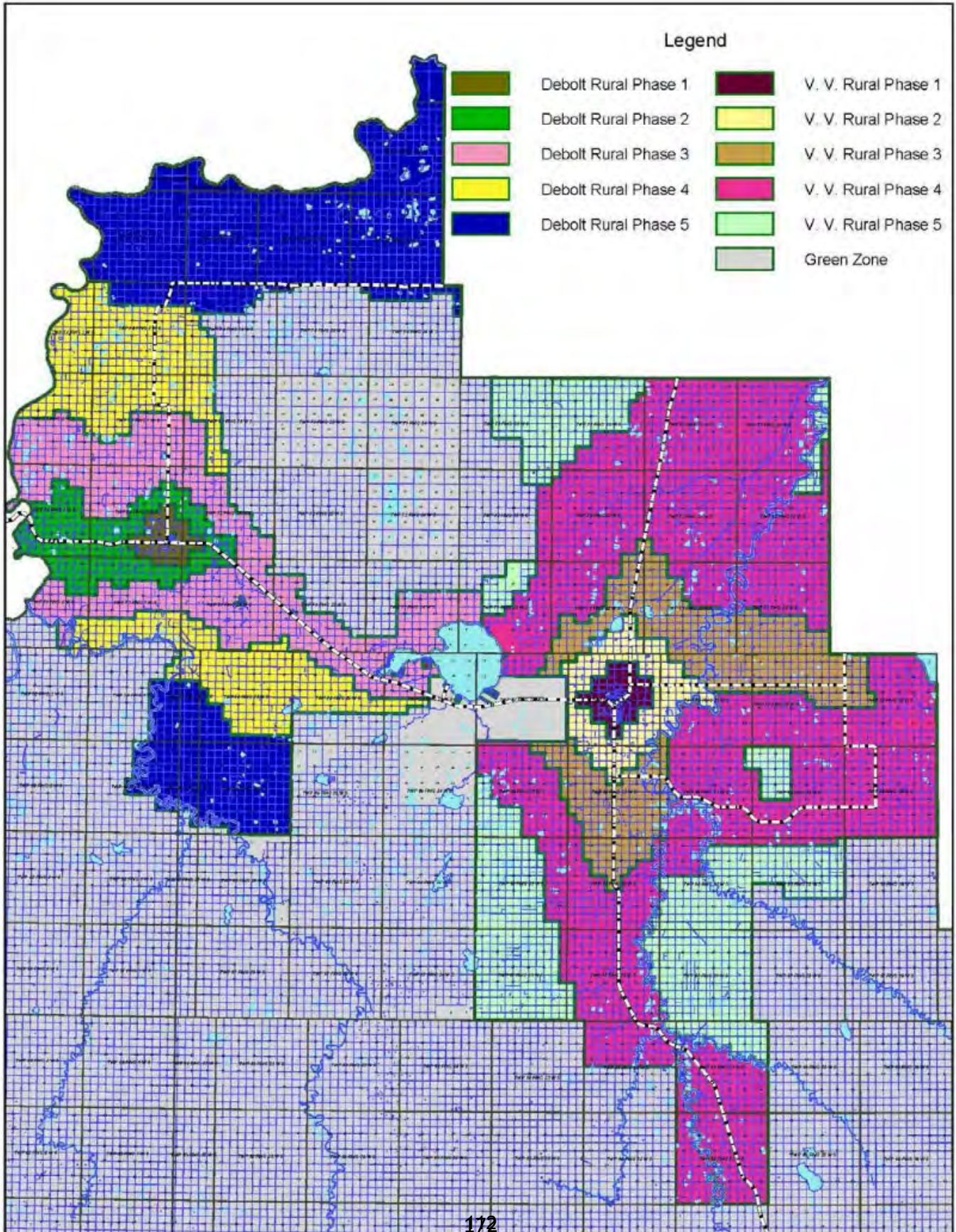
Owner Parcel	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200
5-10	\$ 9,900	\$ 8,900	\$ 7,850	\$ 6,150	\$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

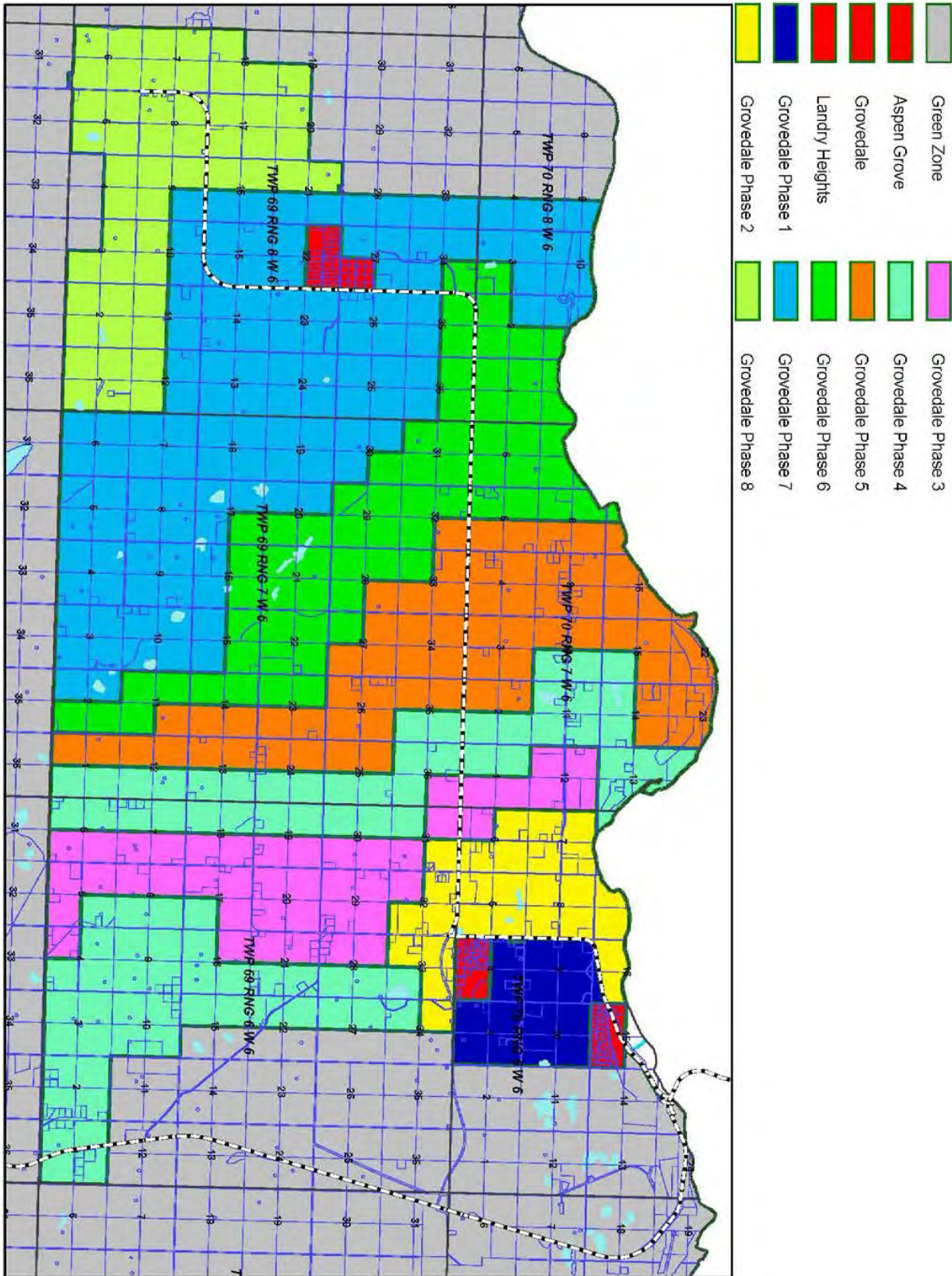


Schedule 'A'
Schedule of Fees
Bylaw 18-790

















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.)	\$50.00 + cost of advertising if Discretionary Use
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

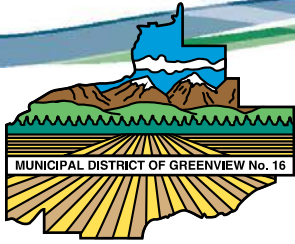
CAMPSITE RATES (season is from opening day to closing day)	2018	2019
Full service, per night, includes power, water, and sewer	\$34.75	\$38.10
Partial service, per night, includes power and water	\$28.75	\$33.33
Open tent area, per night	\$23.00	\$23.81
Monthly site rate (30 days), full service	\$960.00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



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)
8. Earth Moving Equipment			



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
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)
11. Cattle Equipment			
i.	Cattle Squeeze <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
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)
v.	No Till Drill <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
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)
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



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
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
v.	Repair of Damaged Rental Equipment due to Negligent Use	E	Full cost of repair
17.	Adult Wolf Carcass	E	\$300.00



Schedules of Fees
Bylaw 19-816

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 \$	
			June 1, 2018-May 31, 2019	June 1, 2019-May 31, 2020
1.	Grande Cache Arena Rentals (With Ice/ per hour)			
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	June 1, 2018-May 31, 2020
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	June 1, 2018-May 31, 2020
i.	Annual (Private Locker)	T	\$100.00	\$100.00
ii.	Lost or Damaged Key Replacement	T	\$35.00	\$35.00
5. 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
	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



Schedules of Fees Bylaw 19-816

	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
	Adult (18+)	T	\$437.00
	Youth (5-17)	T	\$304.25
	Senior (60-69)	T	\$342.25
	Senior (70+) and Children (Under 5)	T	Free
6. 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
7. Equipment Rental			
i.	Portable Sound System	T	\$100.00 per event



Schedules of Fees Bylaw 19-816

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
8. 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
9. 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
10. Ball Diamonds			
i.	Rental Rate	T	\$40.50 per Game
ii.	Tournament Rate (Maximum Day Rate per Ball Diamond)	T	\$121.50
11. Grande Cache Campground			
i.	Full Service (Includes Power, Water and Sewer)	T	\$38.10 per night



Schedules of Fees Bylaw 19-816

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
12. 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
	Per Day with Chamber Room	T	250.00
13. Eagles Nest Hall (Capacity up to 65 people with tables and chairs)			
	Per Hour	T	\$12.50
	Per Day	T	\$62.50



Schedules of Fees Bylaw 19-816

14.	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' Hamlet of Grande Cache Animal Control

Hamlet of Grande Cache Animal Control			
1.	Licensing Fees for Dogs		
i.	Female (Unaltered) Before February 1	E	\$30.00
ii.	Male (Unaltered) Before February 1	E	\$30.00
iii.	Altered Dog (Spayed or Neutered) Before February 1	E	\$20.00
iv.	License after February 1 (In addition to the relevant fee above)	E	\$10.00
v.	Replacement Tag	E	\$5.00
2.	Dog Team/Kennel License		



Schedules of Fees Bylaw 19-816

i.	Kennel (Requires a Development Permit and Business License for Commercial Kennel)	E	Cost of Development Permit/business license where applicable
ii.	Per Dog Fee as listed above	E	As per Section 1
3.	Licensed Dog Impoundment		
i.	First Impoundment	E	\$50.00
ii.	Second Impoundment	E	\$100.00
iii.	Third Impoundment	E	\$150.00
iv.	All Subsequent Impoundments	E	\$200.00
4.	Unlicensed Dog Impoundment		
i.	First Impoundment	E	\$100.00
ii.	Second Impoundment	E	\$165.00
iii.	Third Impoundment	E	\$215.00
iv.	All Subsequent Impoundments	E	\$290.00
5.	Viscous Dog Impoundment		
i.	First Impoundment	E	\$200.00
ii.	Second Impoundment	E	\$500.00
iii.	Third and All Subsequent Impoundments	E	\$1,000.00
6.	Other Domestic Animals Impoundment		
i.	First Impoundment	E	\$35.00
ii.	Second Impoundment	E	\$50.00
iii.	Third and All Subsequent Impoundments	E	\$75.00
7.	Livestock Impoundment		
i.	First Impoundment	E	\$150.00
ii.	Second Impoundment	E	\$250.00
iii.	Third and All Subsequent Impoundments	E	\$750.00
8.	Custodial Fees		
i.	Dog per Day (Plus Actual Cost to Board)	E	\$9.50
ii.	Other Domestic Animal per Day (Plus Actual Cost to Board)	E	\$2.00
iii.	Livestock (Plus \$10.00, Care and Sustenance per day and Veterinary Services)	E	\$25.00



Schedules of Fees Bylaw 19-816

	iv Disposal Charge for Pathological Waste	E	\$0.30 per Pound, minimum of \$7.00 per disposal
	v. Euthanasia (In Addition to the Above Charges)	E	\$35.00
9.	Animal Attractants		
	i. Improper Storage of Animal Attractant	E	\$500.00
	ii. Attempt/Feed Wild Life Purposely	E	\$500.00
	iii Disposal of Animal Attractant	E	\$1,000.00

Schedule 'E' 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		
	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



Schedules of Fees Bylaw 19-816

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 'F'

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
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



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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 "I"
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	\$1.00 per m ³
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
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 'G' Environmental Services



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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.)
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



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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
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)			



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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)
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)



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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
	Recycle Fee	T	\$10.00 per month
i. Commercial Rates			
	Commercial Waste Collection	T	\$50.00 per month
	Recycle Fee	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



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
	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		No Fees
	Mixed Load Disposal Fee (Residents and Commercial)	T	\$210.00 per tonne
ii.	Commercial Waste	T	\$105.00 per tonne
	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 'H' 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



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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
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)	T	\$1,125.00 per km
ii.	Plus: Security Deposit (Refundable Subject to Final Inspections)		\$6,375.00 per km



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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

Schedule 'I' 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



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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
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. Annual 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



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
7.	Annual 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.	Annual Business License Commercial/Industrial Titled Land		
i.	January 1-December 31	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
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



Schedules of Fees Bylaw 19-816

*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 'J'
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

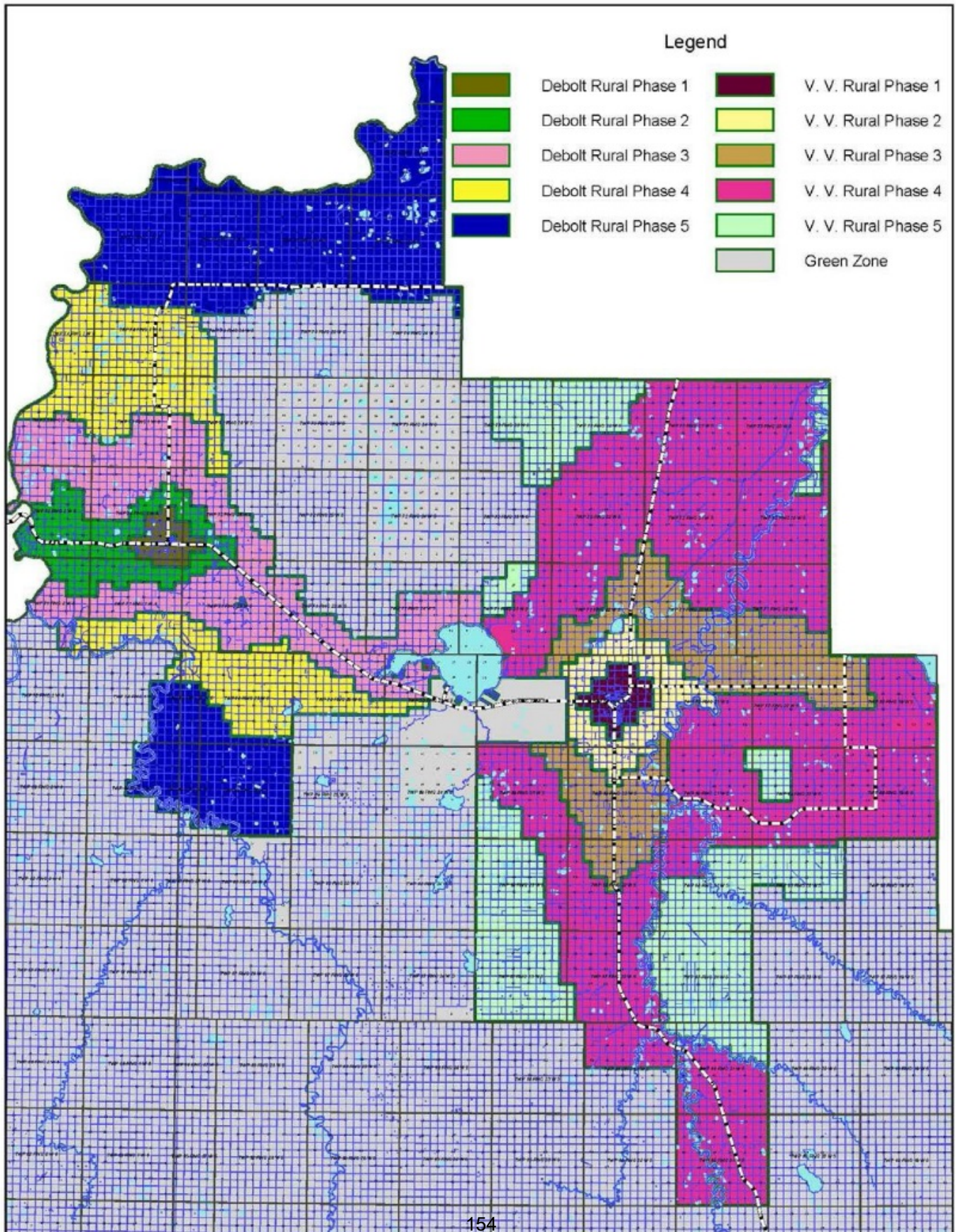
Titled Parcel Size in Acres	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200
5-10	\$ 9,900	\$ 8,900	\$ 7,850	\$ 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

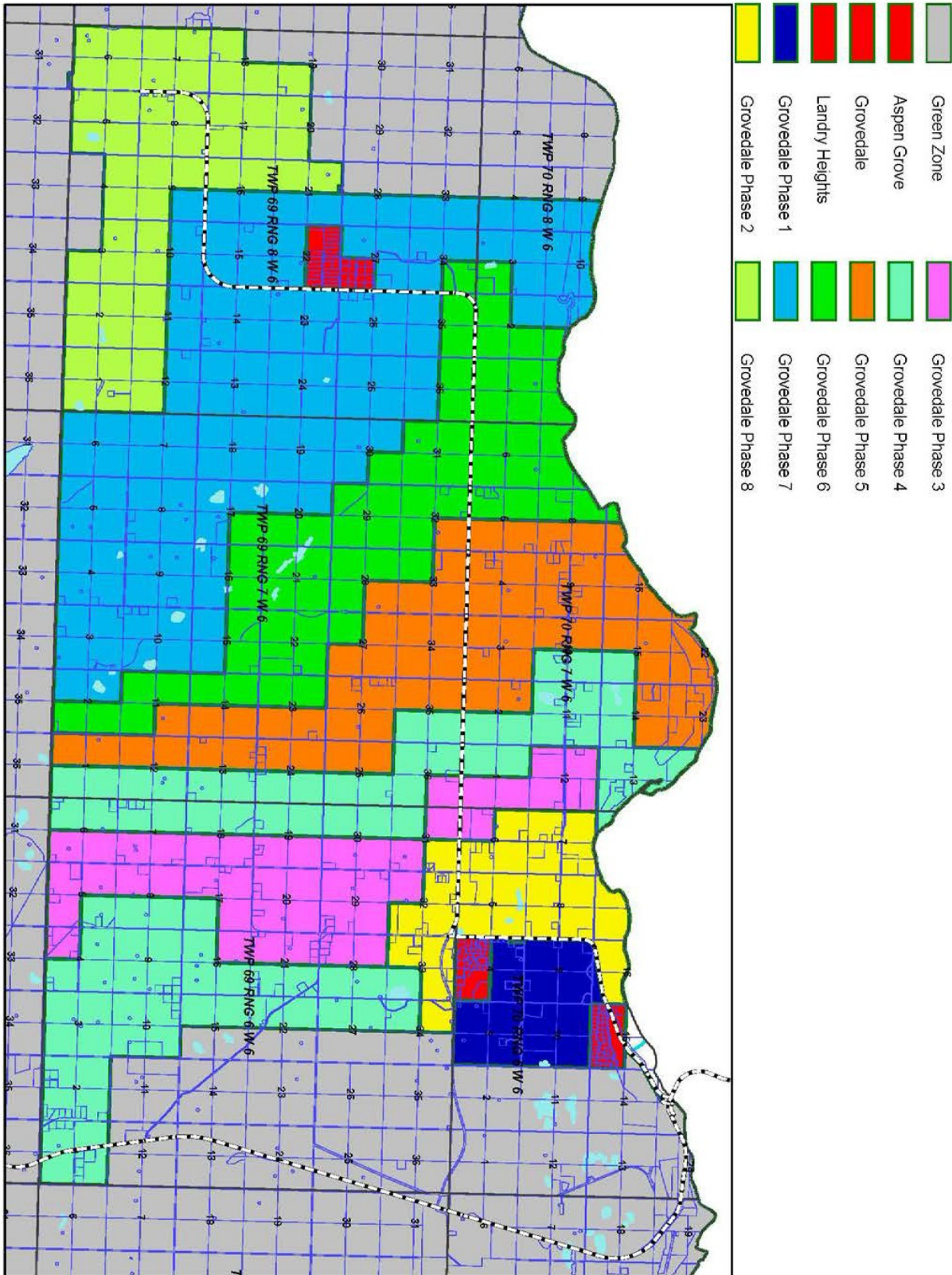


Schedules of Fees Bylaw 19-816





Schedules of Fees Bylaw 19-816





REQUEST FOR DECISION

SUBJECT: 2019 Wheel Loader
SUBMISSION TO: REGULAR COUNCIL MEETING **REVIEWED AND APPROVED FOR SUBMISSION**
MEETING DATE: June 24, 2019 **CAO: DT** **MANAGER: DB**
DEPARTMENT: OPERATIONS **GM: RA** **PRESENTER: DB**
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4006 – Equipment and Vehicle Replacement

RECOMMENDED ACTION:

MOTION 1: That Council award Strongco Grande Prairie, AB the 2019 Wheel Loader Tender in the amount of \$324,250.00. Funds to come from the approved Grande Cache Capital budget.

MOTION 2: That Council transfer additional funding in the amount of \$44,250.00 for the purchase of the Wheel Loader, from Equipment and Fleet Reserves, to the 2019 Grande Cache Capital budget.

BACKGROUND/PROPOSAL:

On Jan. 28, 2019 the Grande Cache Capital budget was approved by Council. At that time Operations was asked to identify and prioritize their Equipment and Fleet requirements for 2019, 2020 and 2021. On the 2019 list a Wheel Loader was budgeted for at \$280,000.00. The tender was submitted on the APC, Greenview had 7 bids submitted as below.

Summary of Tender results:

Company	Make	Model	Year	Price	Delivery Date	Comments
SMS Equipment	Komatsu	WD 320	2019	\$291,320.00	30 Days	Not to spec
Rocky Mountain Equipment	Case	621G	2019	\$312,000.00	Aug. 2019	Not to spec
Finning	CAT	924K	2019	\$324,250.00	14 weeks	Not to spec
Bobcat of the Peace	Doosan	DL250-5-us11	2019	\$329,539.00	30 days	Not to spec
Strongco	Volvo	L70H	2019	\$331,500.00	120 days	Award upon Council approval
Finning	CAT	930M	2019	\$348,050.00	14 weeks	Not to spec
Brandt	John Deer	624L	2019	\$364,900.00	75-90 Days	Meets Spec

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 Greenview residents. This loader can be utilized as required anywhere in 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 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: \$324,250.00 and will come from the approved Grande Cache Capital Budget and 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:

Administration will send a letter of award will be sent to the successful bidder.

ATTACHMENT(S):

- Policy 4006- Equipment & Vehicle Replacement

Title: EQUIPMENT AND VEHICLE REPLACEMENT

Policy No: 4006

Effective Date: January 26, 2016

Motion Number: 16.01.26

Supersedes Policy No: 4006



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) requires equipment and vehicles to operate the services provided, and shall ensure funds are available in the future to replace the equipment and vehicles by establishing an exclusive capital reserve fund.

Purpose: The purpose of the policy is to establish a capital reserve fund for the purpose of replacing capital equipment and vehicles for the Municipality's operations.

Principles:

1. Administration will recommend the type of equipment and vehicle(s) that will be required to be replaced on a regular basis, to ensure the services of the Municipality are provided as directed by Council.
2. Administration will establish a Capital Reserve Replacement rate, taking into consideration the life span of the equipment and vehicle(s) and the estimated replacement cost.
3. Equipment and Vehicle Reserve Replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
4. Interest earned from the vehicle and equipment reserve will be allocated to the reserve at year end.
5. Council shall authorize the transfer of funds to and from the reserve.

6. Vehicle and/or equipment will be evaluated for replacement based on the date of delivery to Greenview and the following criteria:

VEHICLE/EQUIPMENT TYPE	TIME IN SERVICE (years/kms/engine hours/condition)
Light/Medium Duty Vehicles	7 years / 150,000 kms
Medium Duty Diesel Vehicles	5 years / 300,000 kms
Heavy Duty Vehicles	10 years / 300,000 kms
Graders	5 years / 7,500 hours
Loaders	8 years / 7,500 hours
Backhoes	5 years / 5,000 hours
Track Excavators	6,000 hours
ATV's	10 years
Tractors	6,000 hours
Mowers	Condition
Fire Trucks	15 years
Rescue Vans	10 years
Water Tankers	15 years
Self-Contained Breathing Apparatus	15 years
Breathing Air Compressors	20 years
Thermal Imaging Cameras	10 years
Lift Stations	Condition
Water Pumps	Condition
UTV's	15 years



REQUEST FOR DECISION

SUBJECT: Service Truck Body and Tools

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: June 24, 2019

DEPARTMENT: OPERATIONS

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM: RA

MANAGER: DB

PRESENTER: DB

RELEVANT LEGISLATION:

Provincial (cite) – N/A

**Council Bylaw/Policy (cite) – Policy 4006 – Equipment and Vehicle Replacement
Policy 1018 – Expenditure and Disbursement**

RECOMMENDED ACTION:

MOTION 1: That Council award Dematco of Acheson, AB the Service Truck Body purchase for the amount of \$69,990.00. Funds to come from the Equipment and Fleet Reserve.

MOTION 2: That Council approve \$23,000 for the purchase of Tools for the Service Truck with funds to come from the Equipment and Fleet Reserve.

BACKGROUND/PROPOSAL:

On Jan. 28, 2019 the Grande Cache Capital budget was approved by Council. At that time Council approved funds for the purchase of a 2 ton Service Truck for the Operations Department in Grande Cache but the amount put forward to Council did not include the Service Body or tools. The Operations Manager at that time informed Council that he would come back for approval of the required tools after the truck was purchased. Greenview’s Chief mechanic called for 3 quotes for the service body as per purchasing policy and recommended the amount \$23,000.00 to Tool the truck.

Summary of Quote Results:

Company	Make	Model	Price	Delivery Date	Comments
Dematco	9’	Aluminum	\$69,990.00	N/A	Award upon Council approval
Truck Master	9’	Aluminum	\$74,773.00	N/A	Not to spec
General Body	GBE	Aluminum	\$81,775.00	N/A	Not to spec

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of Council accepting the recommended motion is to maintain and/or upgrade the level of service in 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 delay or reject the recommended motion. The Truck and chassis has already been purchased through the 2019 budget, without the service body and tools this unit will sit idle until a budget can be approved to make this a useable service truck.

FINANCIAL IMPLICATION:

Direct Costs: \$92,990.00 and will come from the Equipment and Fleet Reserve

Ongoing / Future Costs: Regular maintenance. Staff training/certification

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will send a letter of award will be sent to the successful bidder.

ATTACHMENT(S):

- Policy 4006- Equipment & Vehicle Replacement
- Policy 1018- Expenditure & Disbursement

Title: EQUIPMENT AND VEHICLE REPLACEMENT

Policy No: 4006

Effective Date: January 26, 2016

Motion Number: 16.01.26

Supersedes Policy No: 4006



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) requires equipment and vehicles to operate the services provided, and shall ensure funds are available in the future to replace the equipment and vehicles by establishing an exclusive capital reserve fund.

Purpose: The purpose of the policy is to establish a capital reserve fund for the purpose of replacing capital equipment and vehicles for the Municipality's operations.

Principles:

1. Administration will recommend the type of equipment and vehicle(s) that will be required to be replaced on a regular basis, to ensure the services of the Municipality are provided as directed by Council.
2. Administration will establish a Capital Reserve Replacement rate, taking into consideration the life span of the equipment and vehicle(s) and the estimated replacement cost.
3. Equipment and Vehicle Reserve Replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
4. Interest earned from the vehicle and equipment reserve will be allocated to the reserve at year end.
5. Council shall authorize the transfer of funds to and from the reserve.

6. Vehicle and/or equipment will be evaluated for replacement based on the date of delivery to Greenview and the following criteria:

VEHICLE/EQUIPMENT TYPE	TIME IN SERVICE (years/kms/engine hours/condition)
Light/Medium Duty Vehicles	7 years / 150,000 kms
Medium Duty Diesel Vehicles	5 years / 300,000 kms
Heavy Duty Vehicles	10 years / 300,000 kms
Graders	5 years / 7,500 hours
Loaders	8 years / 7,500 hours
Backhoes	5 years / 5,000 hours
Track Excavators	6,000 hours
ATV's	10 years
Tractors	6,000 hours
Mowers	Condition
Fire Trucks	15 years
Rescue Vans	10 years
Water Tankers	15 years
Self-Contained Breathing Apparatus	15 years
Breathing Air Compressors	20 years
Thermal Imaging Cameras	10 years
Lift Stations	Condition
Water Pumps	Condition
UTV's	15 years



REQUEST FOR DECISION

SUBJECT: 2019 Water Truck / Street Flusher
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: DB
DEPARTMENT: OPERATIONS GM: RA PRESENTER: DB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4006 – Equipment and Vehicle Replacement

RECOMMENDED ACTION:

MOTION 1: That Council award Western Star and Freightliner Trucks of Grande Prairie, AB the 2019 Water Truck/Street Flusher Tender for the amount of \$269,592.30. Funds to come from the approved Grande Cache Capital budget.

MOTION 2: That Council transfer additional funding in the amount of \$69,592.30 for the purchase of a Water Truck/Street Flusher, from Equipment and Fleet Reserve, to the 2019 Capital budget.

BACKGROUND/PROPOSAL:

On Jan. 28, 2019 the Grande Cache Capital budget was approved by Council. At that time Operations was asked to identify and prioritize their Equipment and Fleet requirements for 2019, 2020 and 2021. On the 2019 list a Water Truck/Street Flusher was budgeted for in the amount \$200,000.00. The Tender was advertised on the APC, Greenview had 7 bids submitted as below.

Summary of Tender Results:

Company	Make	Model	Year	Price	Delivery Date	Comments
Western Star	Freightliner	114 SD	2020	\$256,992.30	240 days	Not to spec 13L engine
Western Star	Western Star	4700 SB	2020	\$267,092.30	180 days	Not to spec 13L engine
Western Star	Freightliner	SD	2020	\$269,592.30	240 days	Award upon Council approval
Western Star	Western Star	4900 SB	2020	\$282,092.30	180 days	Meet spec
Nortrax	MACK		2020	\$274,883.00	Nov. 2019	Not to spec 13L engine
Great West Kenworth	Kenworth	T800	2020	\$307,691.25	Oct. 2019	Meet spec
Diamond International	Wabush	HX620	2020	\$334,310.00	8 – 10 weeks	Meet spec

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 residents of Greenview. This equipment can be utilized in Greenview for washing streets and parking lots and watering of local roads including the Coop's, Enterprises and FTR.

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: \$269,592.30 and will come from the approved Grande Cache Capital budget and 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:

Administration will send a letter of award will be sent to the successful bidder.

ATTACHMENT(S):

- Policy 4006

Title: EQUIPMENT AND VEHICLE REPLACEMENT

Policy No: 4006

Effective Date: January 26, 2016

Motion Number: 16.01.26

Supersedes Policy No: 4006



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) requires equipment and vehicles to operate the services provided, and shall ensure funds are available in the future to replace the equipment and vehicles by establishing an exclusive capital reserve fund.

Purpose: The purpose of the policy is to establish a capital reserve fund for the purpose of replacing capital equipment and vehicles for the Municipality's operations.

Principles:

1. Administration will recommend the type of equipment and vehicle(s) that will be required to be replaced on a regular basis, to ensure the services of the Municipality are provided as directed by Council.
2. Administration will establish a Capital Reserve Replacement rate, taking into consideration the life span of the equipment and vehicle(s) and the estimated replacement cost.
3. Equipment and Vehicle Reserve Replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
4. Interest earned from the vehicle and equipment reserve will be allocated to the reserve at year end.
5. Council shall authorize the transfer of funds to and from the reserve.

6. Vehicle and/or equipment will be evaluated for replacement based on the date of delivery to Greenview and the following criteria:

VEHICLE/EQUIPMENT TYPE	TIME IN SERVICE (years/kms/engine hours/condition)
Light/Medium Duty Vehicles	7 years / 150,000 kms
Medium Duty Diesel Vehicles	5 years / 300,000 kms
Heavy Duty Vehicles	10 years / 300,000 kms
Graders	5 years / 7,500 hours
Loaders	8 years / 7,500 hours
Backhoes	5 years / 5,000 hours
Track Excavators	6,000 hours
ATV's	10 years
Tractors	6,000 hours
Mowers	Condition
Fire Trucks	15 years
Rescue Vans	10 years
Water Tankers	15 years
Self-Contained Breathing Apparatus	15 years
Breathing Air Compressors	20 years
Thermal Imaging Cameras	10 years
Lift Stations	Condition
Water Pumps	Condition
UTV's	15 years



REQUEST FOR DECISION

SUBJECT: 2019 Telescopic Articulating Bucket Truck
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: DB
DEPARTMENT: OPERATIONS GM: RA PRESENTER: DB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4006 – Equipment and Vehicle Replacement

RECOMMENDED ACTION:

MOTION: That Council award CALCO Equipment Inc. of Edmonton, AB the 2019 Telescopic Articulating Bucket Truck Tender for the amount of \$158,675.00. Funds to come from the approved 2019 Capital budget for Grande Cache.

BACKGROUND/PROPOSAL:

On Jan. 28, 2019 the Grande Cache budget was approved by Council. At that time Operations was asked to identify and prioritize their Equipment and Fleet requirements for 2019, 2020 and 2021. On the 2019 list a Telescopic Articulating Bucket Truck was budgeted for at \$165,000.00. The Tender was advertised on the APC, Greenview had 4 bids submitted as below.

Summary of Tender results:

Company	Make	Model	Year	Price	Delivery Date	Comments
CALCO Equipment Inc.	VersaLift	Ford F-550	2019	\$158,675.00	32-36 weeks	Award upon Council approval
Commercial Truck Equip. Co	Tenex	F5H Ford	2019	\$173,795.00	April 2020	Meet Spec
Altec Industries Ltd.	Altec	F-550	2019	\$174,775.00	38 weeks	Meet Spec
Diamond International Trucks	International	CV 515	2019	\$194,790.25	32-36 weeks	Meet Spec

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 Greenview. This bucket truck can be utilized anywhere in Greenview with trained staff.

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: \$158,675.00 and will come from the Equipment and Fleet Reserve

Ongoing / Future Costs: Regular maintenance. Staff Training/ certification.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will send a letter of award will be sent to the successful bidder.

ATTACHMENT(S):

- Policy 4006- Equipment & Vehicle Replacement

Title: EQUIPMENT AND VEHICLE REPLACEMENT

Policy No: 4006

Effective Date: January 26, 2016

Motion Number: 16.01.26

Supersedes Policy No: 4006



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) requires equipment and vehicles to operate the services provided, and shall ensure funds are available in the future to replace the equipment and vehicles by establishing an exclusive capital reserve fund.

Purpose: The purpose of the policy is to establish a capital reserve fund for the purpose of replacing capital equipment and vehicles for the Municipality's operations.

Principles:

1. Administration will recommend the type of equipment and vehicle(s) that will be required to be replaced on a regular basis, to ensure the services of the Municipality are provided as directed by Council.
2. Administration will establish a Capital Reserve Replacement rate, taking into consideration the life span of the equipment and vehicle(s) and the estimated replacement cost.
3. Equipment and Vehicle Reserve Replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
4. Interest earned from the vehicle and equipment reserve will be allocated to the reserve at year end.
5. Council shall authorize the transfer of funds to and from the reserve.

6. Vehicle and/or equipment will be evaluated for replacement based on the date of delivery to Greenview and the following criteria:

VEHICLE/EQUIPMENT TYPE	TIME IN SERVICE (years/kms/engine hours/condition)
Light/Medium Duty Vehicles	7 years / 150,000 kms
Medium Duty Diesel Vehicles	5 years / 300,000 kms
Heavy Duty Vehicles	10 years / 300,000 kms
Graders	5 years / 7,500 hours
Loaders	8 years / 7,500 hours
Backhoes	5 years / 5,000 hours
Track Excavators	6,000 hours
ATV's	10 years
Tractors	6,000 hours
Mowers	Condition
Fire Trucks	15 years
Rescue Vans	10 years
Water Tankers	15 years
Self-Contained Breathing Apparatus	15 years
Breathing Air Compressors	20 years
Thermal Imaging Cameras	10 years
Lift Stations	Condition
Water Pumps	Condition
UTV's	15 years



REQUEST FOR DECISION

SUBJECT:	Dedication of Funds Clay Shoot 2019	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: DT	MANAGER:
MEETING DATE:	June 24, 2019	GM:	PRESENTER: JF
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Intergovernmental Relations		

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council choose a charity to dedicate the funds raised from the 2019 Clay Shoot Tournament.

BACKGROUND/PROPOSAL:

In 2018 nearly \$20,000 was raised for charity purposes through the Clay Shoot event for Lila's Angels. The event planning committee for 2019 is requesting direction from Council in choosing which charitable organization will receive funds from this year's event. Sponsorships, and raffle donations will be accepted with funds going directly to the selected non-profit organization.

The 2019 committee would like to provide three charitable organizations for consideration by Council.

- **Food Banks** located throughout Greenview which would include those in Valleyview, Fox Creek, and Grande Cache.
- **Angel Flight** is a volunteer organization that provides medical transportation assistance to rural Albertans. Angel Flight is active in Greenview and is interested in being part of this year's fundraising event. They are a CRA registered charitable organization and serve communities throughout Northern Alberta. As stated on their website "We are an organization of volunteer pilots, aircraft owners and ground support. We are unified to help Albertans get to and from their medical appointments efficiently, reducing stress and at NO COST to the patient or family. Medical appointments are already stressful without worrying about travel, time off work, family logistics, and most common; expenses. By transporting patients to and from their appointments, often the same day, we enable patients to receive vital non-emergent medical care that might otherwise be inaccessible due to financial, geographic, or medical limitations." (www.angelflight.ab.ca)
- As stated on their website "**The Neurosurgery Kids Fund (NKF)** is made up of various professionals who are dedicated to serving babies, children, and adolescents with neurosurgical conditions who have been treated at the Stollery Children's Hospital in Edmonton. The goal of the NKF is to enhance the lives of children, support their families and provide world-class neurosurgical care. All funds raised

by the NKF go directly to programs and initiatives that improve the quality of life of those affected by pediatric neurosurgery. The Neurosurgery Kids Fund facilitates a new kind of community building based on shared values between patients, parents, and healthcare professionals. There is currently no active community that fills this niche and the Neurosurgery Kids Fund plans to remedy this.” (<http://www.neurosurgerykids.com/index.asp>)

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Council will provide support and raise awareness for charitable organizations that provide key resources and aid for individuals living within Greenview.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to provide administration with a different charitable organization to dedicate the funds to.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision, the 2019 Planning Committee will reach out to the chosen organization to confirm their involvement. Invitations containing the charitable organizations information will be designed and sent out by the end of August.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: Grande Cache Golf & Country Club – Grant Request
SUBMISSION TO: REGULAR COUNCIL MEETING **REVIEWED AND APPROVED FOR SUBMISSION**
MEETING DATE: June 24, 2019 **CAO: DT** **MANAGER:**
DEPARTMENT: COMMUNITY SERVICES **GM: SW** **PRESENTER: LM**
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy #8002 – Community Grants

RECOMMENDED ACTION:

MOTION: That Council approve a Capital Grant in the amount of \$25,000.00 and an Operating Grant in the amount of \$12,500.00 to the Grande Cache Golf and Country Club, with funds to come from Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

The Grande Cache Golf and Country Club is requesting a \$25,000.00 operating grant and \$50,000.00 capital grant for the 2019 season. The capital funds will be utilized to purchase hole to hole course signage which indicates yardages and layouts, clubhouse improvements including stairs, new chairs, interior flooring and access into the facility for handicap and delivery purposes.

The Grande Cache Golf and Country Club was awarded \$45,000.00 in grant funding for the 2018 season in which they replaced windows in the clubhouse and maintenance shop, purchased a new and improved point of sale computer system and a security system.

In keeping with the grant provided to the Valleyview Riverside Golf Course in 2019, Administration is recommending that half of the operating and half of the capital grant request be approved.

The Community Service Miscellaneous Grant Budget has a balance of \$607,571.04 as of June 23, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the funds will assist in sustaining a recreation source for the community.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve the recommended grant funding, provide an alternate amount or deny the grant application.

FINANCIAL IMPLICATION:

Direct Costs: \$37,500.00

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 correspond with the grant applicant to inform them of Council's decision.

ATTACHMENT(S):

- Grande Cache Golf & Country Club Funding Request Letter
- Grande Cache Golf & Country Club Grant Application
- Grande Cache Golf & Country Club Income Statement 2018

Grande Cache Golf & Country Club

Box 28, Grande Cache, AB, T0E 0Y0 780/827-5151

Board: GCGolfBoard@telus.net, Manager: GCGolfandCountryClub@telus.net



The Grande Cache Golf & Country Club aims to create an extraordinary guest and member experience by delivering superior service, amenities and playing surfaces.

May 9, 2019

Reeve, Council & CAO of the MD of Greenview
4806 – 36 Avenue
Valleyview, Alberta
T0H 3N0

Operational Funding request for the Grande Cache Golf & Country Club

The Grande Cache Golf & Country Club respectfully asks that the Reeve and Council of the MD of Greenview give consideration to our request for operational and capital funding for the Grande Cache Golf & Country Club for the 2019 season.

The Board of Directors had lengthy discussions in the fall of 2018 regarding approaching the MD Council for funding for our 2019 season. We had, as always, approached the Town of Grande Cache for their annual funding partnership which was approved during their budget deliberations. Given the uncertainty of the community merging into the MD, we made the decision not to forward the same request to the MD – as it was felt that it may be viewed that we were “double-dipping.” In reflection, we feel that we may have been too cautious in our decision and want to provide this letter for discussion and consideration. We apologize that this was not presented in the fall during annual grant submissions.

The Golf Course has been in operation over forty years in our community. It provides summer recreation to residents and tourists alike, it also provides part time and full time seasonal employment opportunities in the Grande Cache community. The course has weathered many storms through the ups and downs of Grande Cache, the sport of golf itself has also gone through waves of popularity. We continue to strive to be affordable for members, for green fee players and for those wishing to enjoy our facilities.

For the past three seasons we have tackled numerous upgrades and priorities. We removed unsafe retaining walls on a creek that crossed hole number one and groomed the area to a more playable surface, we have upgraded some of our décor within the clubhouse, we have purchased an internet based point-of-sale system, we had all of the windows replaced in the clubhouse, we have installed a security system and we continue to repair/replace our turf equipment. Some of these initiatives were completed through volunteer efforts, some paid for by operational funding and some were purchased through the capital grant received from the MD in 2018. These are some of the highlights of achievements, however our list of priorities and projects continue to mount each season. Items such as replacing the floor coverings inside the clubhouse, replacing the aging deck surface on the front of the clubhouse, purchasing signage for the on-course requirements, upgrading failing equipment, reviewing needs for such as handicap access and washrooms are just a few of the items that have been identified as needs versus wants. The struggle of being able to manage costly projects with limited funds and an uncertain future continues to be the detriment for progression for the Golf Club.

We are submitting this letter to ask for financial assistance in our operational cash flow for the 2019 season and to identify the current status of our 2018 grant proceeds. We are requesting operational funding of \$25,000 to assist with our day to day needs throughout the season. We had a significant shortfall at the end of last season as we had three tournaments booked that would have bolstered our end of season numbers, however they were all cancelled due to the early snowfall and our course closed almost one month earlier.

Of the \$45,000 received in grant funding, we were able to replace windows in the clubhouse and maintenance shop (\$21,250.00), we were able to purchase a new and improved point of sale computer system (\$7,671.77) and we were able to order our security system (\$7,500.00). This depleted our grant funds to approximately \$8,600. Due to the fact that we were unable to complete all identified projects in 2018 and because we were being conservative in our spending with a poor year for overall operational funding, we held those funds over.

We have identified some key projects to use the remainder of the funding on and from that project list we are working on a full capital project business plan that can address immediate and long term needs. We are also doing a survey of our members and visitors this season to capture their views. Once our data is gathered these items will be a part of our phased out capital plan that we will present to your Council and Administration at a future date.

One item needed at this time is on-course signage. The course is without any hole to hole signage that indicate yardages and layouts, this item is discussed heavily amongst locals and visitors as it creates on-course confusion. We have worked out a quote with Forestar Golf, a western Canadian distributor of golf supplies. To order 25 signs; as we have staggered tee boxes on multiple locations, the cost is approximately \$30,000 and this does not include hardware. We have attended Grande Cache community wayfinding meetings as organized by Ms. Krista Morrow and it would be our desire to mix the functional golf signs with hardware that matches what signage in the entire community will look like, creating a community concept that also addresses our own internal wayfinding issues. Once the hardware is decided upon at the community level, the golf course would like to incorporate that same material – therefore the cost for sign hardware is unknown at the time of our submission.

We are encouraged by the community support that the MD has generously committed to in Grande Cache already in 2019 and we hope that we have impressed the need for operational and capital funding for the 2019 season for the golf course. We are requesting \$25,000 to assist in offsetting our operational needs and we are requesting \$50,000 in capital funding to purchase signs, chairs, deck seating and interior flooring. If you require any further information ~ please do not hesitate to contact myself at 780-827-6320.

Thank you in advance for your time.

Pam Brown
President
Grande Cache Golf & Country Club

Cc: Board of Executives



Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600

GRANT APPLICATION

Organization Information:

Name of Organization: Grande Cache Golf & Country Club

Address of Organization: Box 28, Grande Cache, Alberta, T0E 0Y0

Contact Name and Phone Number: Pam Brown, 7808276320

Position of Contact Person: President

Purpose of organization:
Provide golf & facility rental in Grande cache

What act are you registered under? Societies Registration No. 500107230

Grant Information:

Total Amount Requested	<u>\$25,000</u>	<u>\$50,000</u>
	<u>Operating</u>	<u>Capital</u>

Proposed Project: _____

Capital projects include: course signage & clubhouse improvements such as stairs, new chairs, access into facility for handicap & delivery purposes.

Operating costs are the costs of day-to-day operations.

Capital costs are costs more than \$2,500, which is not consumed in one year and/or those costs, which add value to property owned and operated by the organization.

FORM A **must** be filled out with **all** grant applications. Fill out FORM B for any capital requests.



Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600

Additional Information:

Have you previously applied for grant from the M. D. of Greenview?

Yes No

List the last two grants your organization has received from the M.D. of Greenview

1. Amount \$ 45000 Year 2018

Purpose: New windows, new point of sale system, new security

2. Amount \$ _____ Year _____

Purpose: _____

Have you provided the M.D. of Greenview with a final completion report for grant funds received?

Yes No

If no, why has the report not been filed?

We used a large portion of the funding in 2018 & completed our final project in May 2019 which used the remaining balance. A final completion report for the 2018 funding will be sent

Have you applied for grant funds from sources **other** than the M.D. of Greenview?

Yes No

Have you received grant funds from sources **other** than the M.D. of Greenview?

If yes; who, purpose and amount?

Yes. Former Town of Grande Cache.
\$15,000.00 operating grant.

Have you performed any **other** fund raising projects? If yes; what and how much was raised?

We network within our community to use in-kind services, we reach out annually for corporate sponsorship.



Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600

By signing this application, I/we concur with the following statements:

- The organization applying for the grants is registered with Corporate Registries or under the Societies Act;
- The grant application is complete and includes all supporting documentation, including most recent financial statement (based on legislative requirements of our organization), balance sheet, current bank balances and current year detailed operating budget or completed Form "A".
- The grant shall be used for only those purposes for which the application was made;
- If the original grant application or purposes for which the grant requested have been varied by the M.D. of Greenview Council, the grant will be used for those varied purposes only;
- The organization will provide a written report to the M.D. of Greenview within 90 days of completion of the grant expenditure providing details of expenses, success of project and significance to the ratepayers of the municipality; failure to provide such a report will result in no further grant funding being considered until the final report is filed and grant expenditure verified;
- The organization agrees to submit to an evaluation of the project related to the grant, and;
- The organization will return any unused portion of the grant funds to the Municipal District of Greenview #16 or to request approval from the Municipality to use the funds for an optional project.

Applicant Information:

Name:

Jam Brown

Signature:

Jam Brown

Address:

Box 1938, Grande Cache, AB

Telephone Number:

780 827 6320

Date:

June 6/2019.



Municipal District of Greenview #16
 Box 1079 Valleyview, AB T0H 3N0
 Phone: (780) 524-7600

APPLICATION FOR GRANT
 FORM A - OPERATING

REVENUE		Previous Year Actual 20	Current Year Estimates 20	Next Year Proposal 20
1.	Fees			
2.	Memberships			
3.	Other income (please list)			
4.	Grants (please list)			
5.	Donations (please list)			
6.	Interest Earned			
7.	Miscellaneous Income			
	TOTAL REVENUE			
	(add up items 1-7)			
	EXPENSES			
8.	Honourariums/Wages/Benefits			
9.	Travel Expenses			
10.	Professional Development			
11.	Conferences			
12.	Cleaning & Maintenance			
13.	Licensing Fees			
14.	Office Supplies			
15.	Utilities (phone, power, etc.)			
16.	Rent			
17.	Bank/Accounting Charges			
18.	Advertising			
19.	Miscellaneous			
20.	Capital Purchases (please list)			
	TOTAL EXPENSES			
	(add up lines 8-20)			
	NET BALANCE			
	(subtract Total Expenses from Total Revenue)			

*See provided
 2018
 Statement
 of income
 & expenses.*

Cash on Hand	\$ _____	Operating Loans	\$ _____
Current Account Balance	\$ _____	Other Loans	\$ _____
Savings Account Balance	\$ _____	Accounts Payable	\$ _____
Accounts Receivable	\$ _____		
Inventory to Dec 31, 20__	\$ _____		
Buildings	\$ _____		
Furniture/Fixtures	\$ _____		
Land	\$ _____		
Equipment	\$ _____		

*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.



Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600

APPLICATION FOR GRANT
FORM B - CAPITAL

Purpose for Grant (please provide full description and detailed project budget);

On course signage.
* we have reached out to three vendors. We have only received one final quote - but are willing to submit all 3 as a follow up.

New chairs for inside facility (one quote attached)

New access into facility to meet insurance concerns; includes stairway + ramp. (See attached insurance documentation.)

Estimated Completion Date: _____

Quotes for Project (minimum of three quotes if available. Attach additional quotes if required):

1. _____

Amount \$ _____

2. _____

Amount \$ _____

3. _____

Amount \$ _____

*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.

Home Address Book Calendar Tasks Preferences PAMELA BROWN

Close Reply Reply to All Forward Delete Spam Actions

remove all attachments

External images are not displayed. [Display Images](#)
Always display images sent from hotmail.com or universalchairs@hotmail.com

Due to the size of the message, email addresses, URLs and other action text have not been changed into hyperlinks. [Highlight objects.](#)



Stacking Chairs Expert

Quote: 4184
May 10, 2019

PAMELA BROWN
780 827-5151

Mrs Palela Brown

Thank you for your request:

*quote for chairs.
for Golf Course.*

Puma Series

Stackable chair, silver vein square frame, seat and back in dark blue fabric.
Available in burgundy fabric, black fabric and in black vinyl

Price:
Quantity: 150 chairs
Price per unit: \$33.95 (reg.\$44.95)

150 chairs X \$33.95 = \$5 092.50
Delivery = \$698.00
Tax 5% = \$289.52

Total \$ CAD = \$6 080.02

Conditions:

- Payment before delivery: Cheque, Visa or MasterCard, Bank Draft, bank transfer.
- This quote is valid for 30 days.
- Delivery: Delivered with hydraulic tailgate, outside delivery only.

Description:




- Stackable chair
- Commercial grade upholstery fabric or vinyl, double stitched, rated at 250 000 double rubs
- 1 1/2 inch thick high-density foam seat
- Seamless back panels
- 18 Gauge steel frame, with powder-coated paint finish
- Plywood base used for the seat and back panels
- 12 Plastic bumper guards; facilitate stacking and prevent scratches on frame
- 2 Stacking/reinforcement bars: 1 under the seat and 1 between the back legs
- 4 Plastic chair feet glides
- Stack up to 15 chairs
- Weight 1 chair: 15 pounds
- Can support 400 pounds
- Chair delivered fully assembled
- 5 Years warranty



Do not hesitate to contact us for further assistance.

AMSC Recommendations

RECOMMENDATIONS

Insured Name GRANCE CACHE GOLF AND COUNTRY CLUB
 - CLUBHOUSE W COOKING FACILITIES &
 LOUNGE
Location REC LEASED 780012, 34 NE8 W6TH, 56
 GRANDE CACHE, AB
 T0E 0Y0
Policy AUMA2018
Contact at Risk Pam, President of Association
Date of Survey 08-AUG-2018

PICTURE	CAUSE AND EFFECT	RECOMMENDATION	REFERENCE
2018-01 MODERATE 	The stairs from the parking lot up are deteriorated with some soft spots and a ramp which has gaps and deterioration. The site contact was aware of the defect and they would like to replace the stairs to match the other set which are metal and well suited for durability.	In accordance with the club's plans the deteriorated stairs at this location should be replaced to prevent possible injury.	Good loss control practice.
2018-02 MODERATE 	The eavestrough is damaged and will not function as designed. There is a potential for falling ice as well.	The eavestrough should be repaired in order to facilitate the drainage plan. Consideration should be given to installing ice guards if that is the cause of the damage to the eavestroughs.	Good loss control practice.
2018-03 MODERATE 	The K class extinguisher was found to be condemned and had not yet been replaced. <i>Fixed.</i>	The K class extinguisher should be replaced to provide an adequate back up for the fixed fire suppression system.	NFPA 10 "Standard for Portable Fire Extinguishers" 2.3.2

<p>2018-04 MODERATE</p>  <p><i>Fixed</i></p>	<p>At the time of inspection, combustible materials were being stored in the service room which constitutes a fire hazard. Service rooms have an increased fire risk. This is due to the increased temperatures in the rooms and the equipment can be a source of ignition. For this reason it is important to keep all potential fuels out of such spaces. As per the National Fire Code of Canada, combustible materials shall not be allowed to accumulate in any part of the means of egress, service rooms, or service spaces.</p>	<p>To limit the amount of combustibles and in accordance with National Fire and Electrical Code requirements, all combustible storage items presently situated within the service rooms should be: (a) Removed and re-located to alternate storage locations. (b) Safely stored in ULC or equivalently listed metal storage cabinets provided the cabinets do not impede egress to the mechanical or electrical equipment. Further, signage that indicates "NO COMBUSTIBLE STORAGE PERMITTED IN THIS ROOM" should be clearly posted on a permanently marked corrosion-resistant sign. The sign should be clearly visible and properly wall-mounted within the rooms.</p>	<p>National Fire Code of Canada, Division B, Article 2.4.1.1 (2)</p>
<p>2018-05 MODERATE</p>  <p><i>New Security May 2019</i></p>	<p>There does not appear to be an adequate security system at this location. To further improve protection against possible crime or vandalism loss, consideration should be given to the installation of a ULC or equivalently listed security alarm system.</p>	<p>Consideration should be made for the installation of a full security system installed at this location which incorporates: (a) Magnetic contacts at entry and exit doors (including bay doors where provided). (b) Infrared sensors near main entry points to the premises. (c) A local audible alarm. (d) Off-premises monitoring provided by a ULC listed central station or monitoring service. Additionally, the installation of a dedicated telephone line (via DVACS line, radio or cellular system) may significantly enhance security protection by serving to alert the monitoring station immediately in the event of telephone line tampering or impairment.</p>	<p>Good loss control practice</p>

Have Recommendations Been Made?

YES

Have The Recommendations Been Discussed With The Insured?

YES

Grande Cache Golf & Country Club					
January - December 2018					
Membership Sales		\$	40,880.00	Capital Revenue	\$ 45,000.00
Event Revenue		\$	24,933.76	Windows	\$ (21,224.20)
Cart Rentals		\$	20,950.00	Computer System	\$ (7,671.77)
Cart Annual Passes		\$	1,400.00	Security	\$ (7,500.00)
Cart Storage Revenue		\$	1,805.00	Capital Total	
Driving Range		\$	2,394.00		\$ (36,395.97)
Green Fees		\$	37,315.85	Remaining Capital	\$ 8,604.03
Trail Fees		\$	8,270.00		
Club Rentals		\$	1,621.00		
Clubhouse Rental		\$	250.00		
Sponsorships		\$	1,500.00		
Gift Certificates		\$	480.00		
Pro Shop Revenue		\$	3,358.30		
Executive & Punch Passes		\$	4,935.00		
Concession Revenue		\$	22,946.45	*	
Alcohol Sales		\$	42,307.84	*	
Other Income		\$	-		
Bottle Returns		\$	787.00		
Junior Program		\$	1,140.00		
Operating Grant - Town		\$	15,000.00		
Operating Grant - Other		\$	12,500.00		
Insurance Settlements		\$	-		
		\$	244,774.20		
Accounting & Legal		\$	-		
Advertising & Promotion		\$	195.30		
Bank Charges & Interest		\$	652.00		
Merchant Fees		\$	663.80		
RBC Card Fees		\$	3,987.59		
Licenses, Dues & Fees		\$	1,173.04		
Insurance		\$	7,234.39		
Stove Lease		\$	3,834.84		
Oak Creek Lease(s)		\$	15,389.85		
Utilities		\$	16,931.05		
Telephone		\$	3,755.84		
Satellite		\$	637.98		
Security		\$	-		
Clubhouse Improvement		\$	-		
Course Improvement		\$	892.62		
Office Expenses		\$	688.46		
Postage & Freight		\$	104.94		
Clubhouse Wages	\$	52,333.23			
Greens Wages	\$	37,611.09			
CRA	\$	23,602.70			
Total Cost of Wages		\$	113,547.02		
GST Payable		\$	3,204.09		
WCB		\$	823.13		
Junior Program		\$	-		
Course Expenses					
Shop Supplies	\$	1,828.90			
Fertilizer/Herbicides	\$	5,180.47			
Fuel & Oil	\$	5,772.76			
Repairs & Maintenance	\$	2,249.73			
Safety Supplies	\$	-			
Course Subtotal		\$	15,031.86		
Clubhouse Expenses					
Concession	\$	31,417.00			
Alcohol	\$	25,698.82			
Pro Shop	\$	3,095.90			
Janitorial Expenses	\$	1,135.92			
Clubhouse Maintenance	\$	658.70			
Safety Supplies	\$	1,623.35			
Clubhouse Subtotal		\$	63,629.69		
Net Expenses		\$	252,377.49		
Net Income/Loss		\$	(7,603.29)		
**some concession/alcohol revenue is also captured in event revenue					



REQUEST FOR DECISION

SUBJECT: RMA Resolution Utility Distribution Rates in Rural and Northern Communities and Public Facilities

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 24, 2019 CAO: DT MANAGER:

DEPARTMENT: CAO SERVICES GM: PRESENTER: DL

STRATEGIC PLAN: Regional Cooperation

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council endorse the proposed RMA Resolution: “Utility Distribution Rates in Rural and Northern Communities and Commercial Rates for Public Facilities”

BACKGROUND/PROPOSAL:

Distribution rates are charged by distribution companies based on the costs of building and maintaining infrastructure to deliver electricity. This charge is significantly larger for consumers in rural and northern areas because the low population density and longer distances between consumers. Transmission rates are also higher for rural and northern consumers. The AUC regulates transmission charges in the province, as well as for FORTIS Alberta and ATCO which provide the majority of service to Rural and Northern areas in the province.

A second area for concern is that public facilities such as community halls are charged at commercial rates for electricity. This includes peak demand billing where the rate determined is based on the highest use for a period. This creates an unnecessary additional cost for facilities that provide services to the public that are usually funded through public bodies or not-for-profits.

The goal of this resolution is to provide pressure from the RMA for the Government of Alberta to review the regulatory regime for distribution rates, to relieve the cost of energy for consumers in rural and northern areas of the province. Additionally, RMA should provide pressure on the Government of Alberta to review the classification of public facilities under commercial utility rates for billing.

BENEFITS OF THE RECOMMENDED ACTION:

1. RMA may provide pressure on the Government of Alberta to review the regulation of utilities to find a way to reduce financial pressure on rural and northern consumers.
2. RMA may provide pressure on the Government of Alberta to review the regulation of utilities and the classification of public facilities under commercial utility rates for billing.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may provide additional recommendations.

Alternative #2: Council may choose not to endorse the resolution.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision Administration will prepare the resolution to be submitted at the Zone 4 meeting.

ATTACHMENT(S):

- Proposed Resolution

Resolution

Utility Distribution Rates in Rural and Northern Communities and Public Facilities

Municipal District of Greenview

WHEREAS the Alberta Utilities Commission (AUC) regulates Alberta's investor owned utilities (electric, gas, water) and certain municipally owned electric utilities to ensure that customers receive safe and reliable service at just and reasonable rates; and

WHEREAS the AUC also regulates the routes, tolls and tariffs of energy transmission through utility pipelines and electric transmission and distribution lines. Companies who propose to construct or rebuild electric generation, transmission or distribution facilities in Alberta, must apply to the Commission for siting approval. When reviewing the utility's application, the Commission considers the social and environmental impacts, as well as any economic implications for the ratepayers; and

WHEREAS distribution charges for the average home in Alberta range from 24-52% of the customer's bill. In rural and northern areas distribution charges can exceed that 52%. In rural and northern areas, this leads to a significantly higher utility bills overall. Transmission charges on average range from 13-23% of the customer's bill. In rural and northern areas these transmission charges can exceed that 23%, again leading to higher utility bills; and

WHEREAS distribution charges cover the cost of delivering electricity from transmission system to its destination. Due to lower population density and greater distance between consumers, distribution charges are significantly higher in rural and northern areas; and

WHEREAS public facilities are charged based on commercial rates based on peak demand consumption, which significantly increases the cost to operate such facilities;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) requests the Government of Alberta review and examine regulatory requirements specifically relating to transmission and distribution rates of utility companies, as rural Northern Alberta residents are required to pay significantly higher rates than other areas of the Province.

THEREFORE, BE IT FURTHER RESOLVED that the Rural Municipalities of Alberta (RMA) requests the Government of Alberta review and examine the requirement that public facilities are charged commercial rates and bills are based on peak demand, as these commercial rates are significantly higher than residential rates, and is a significant cost to public bodies.

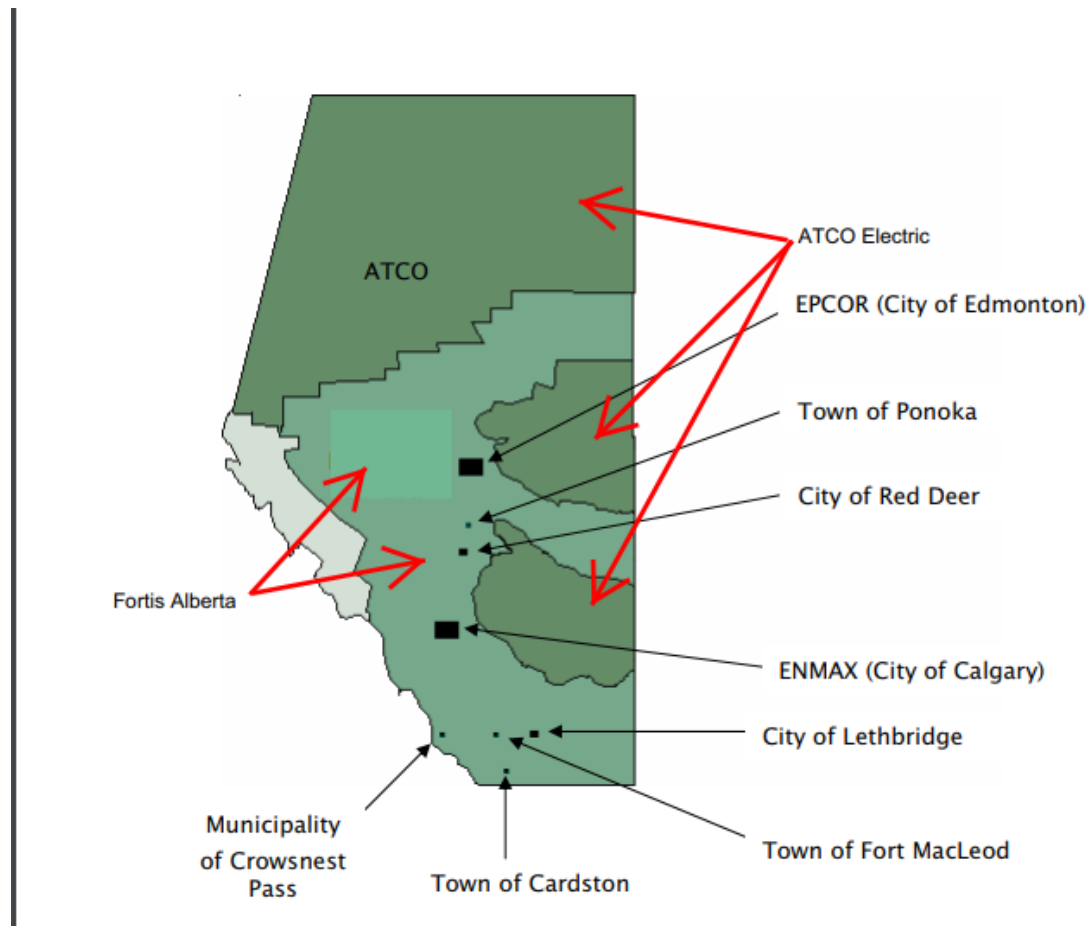
Member Background

Transmission and Distribution Charges

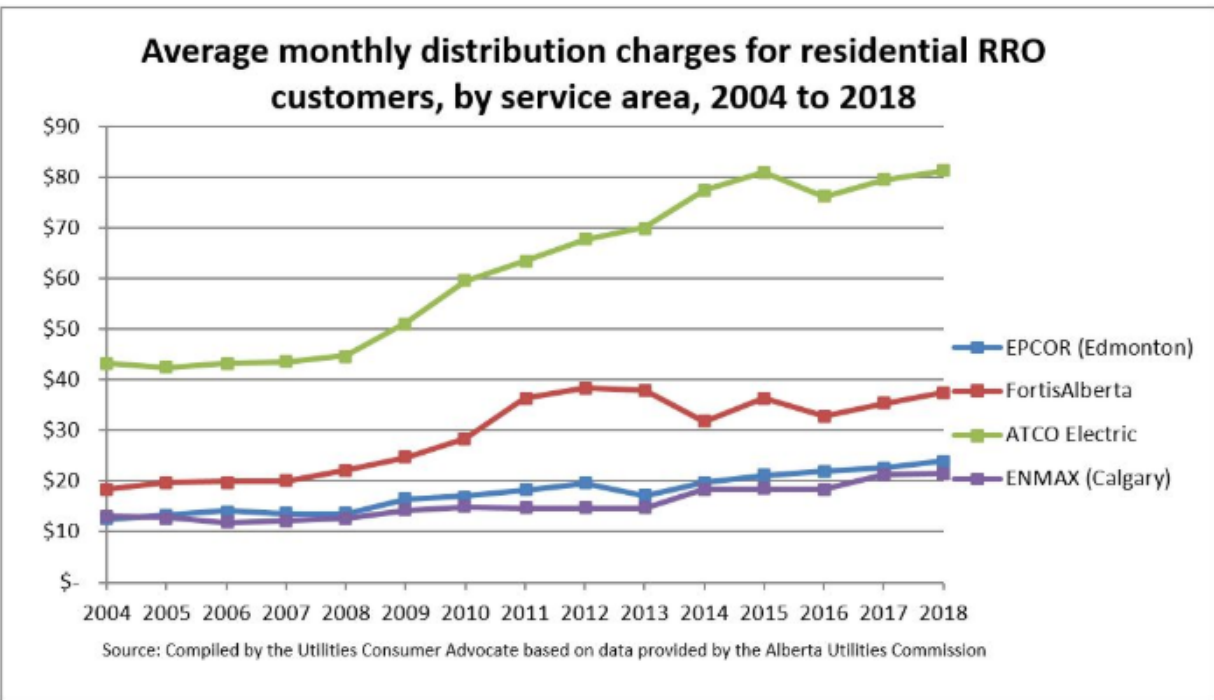
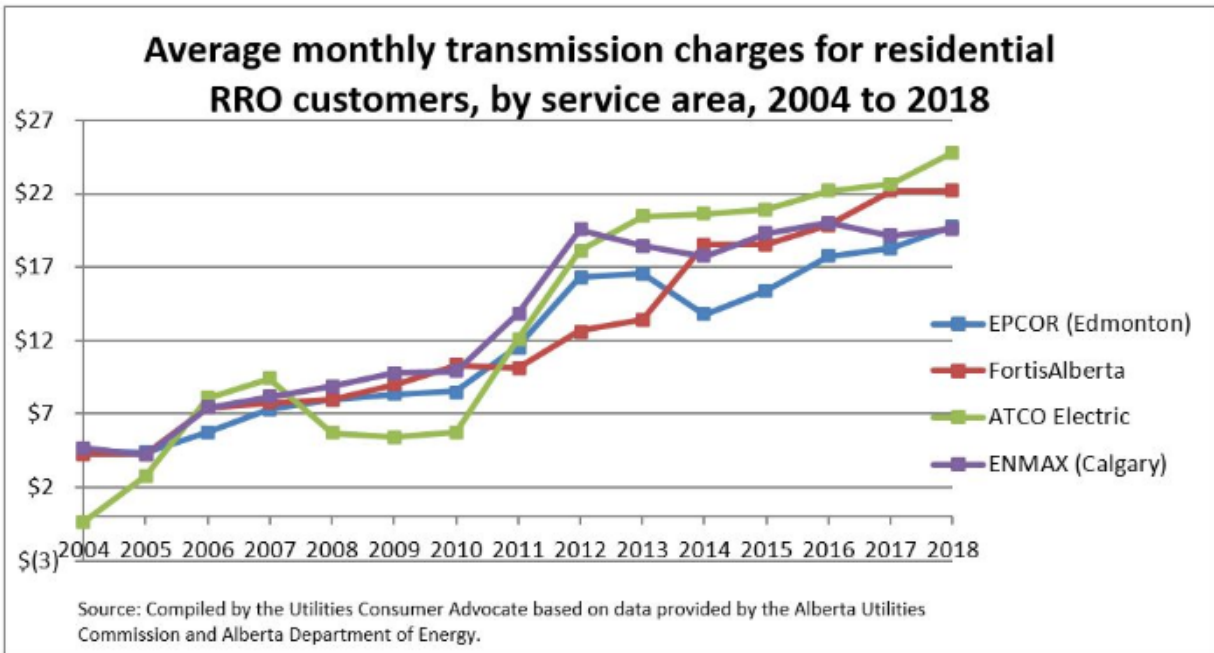
The transmission charge recovers the costs incurred to safely and reliably plan Alberta's transmission grid and transport electricity via the transmission grid from where it is generated to the distribution system. Transmission charges for residential customers are based on their energy consumption during

the billing period. Transmission charges are approved and regulated by the Alberta Utilities Commission. Monthly transmission charges paid by the average residential customer with 600kWh of consumption ranged from \$19.75 (in EPCORs service area) and \$24.82 (ATCOs service area). Transmission charges are highest in ATCOs area followed by FORTIS ALBERTA.

The distribution charges cover the costs incurred from distribution companies (which is often different from the retail provider) to bring electricity from the transmission system to its destination. It includes the cost for building, operating and maintaining the distribution system (poles, wires, etc.) The charges are composed of a fixed fee based on the number of days in the billing period and a variable component based on usage. Distribution charges are regulated by the AUC for Calgary (ENMAX) Edmonton (EPCOR) and for FORTIS Alberta and ATCO Electric. Distribution rates for Lethbridge, Red Deer, Cardston, Fort McLeod, Ponoka and Crowsnest Pass are approved by the municipal governments. This cost is higher in rural and northern areas because of the low population density and longer distances between consumer sites. For example, according to the Alberta Utilities Consumer Advocate, in 2018 monthly distribution charges paid by the average residential consumer with 600kWh consumption ranged from \$21.58 (in ENMAXs service area) to \$81.24 (in ATCOs service area).



Electrical company service areas in Alberta. ATCO services primarily Northern Alberta, and parts of Eastern Alberta. FORTIS ALBERTA services Southern and Western Alberta. These areas see both the highest transmission charges and distribution charges in the Province.



Commercial Rates for Public Facilities

Public facilities such as community halls are billed at the commercial rate, which is higher than that of the residential rate. Additionally, the rates are based on peak demand, where the accounts are billed for the highest rate of electricity usage for a period of time. These factors increase the costs of electricity for public facilities.

There have been no RMA resolutions directly related to these concerns for utility distribution rates or the rates for public facilities.



REQUEST FOR DECISION

SUBJECT: **RMA Resolution AER Setback Referrals for Development near Sour Gas Facilities**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Regional Cooperation

RELEVANT LEGISLATION:

Provincial (cite) – *Municipal Government Act*, R.S.A 2000, Chapter M-26, Subdivision and Development Regulation AR 43/2002.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council endorse the proposed RMA Resolution “AER Setback Referrals for Development near Sour Gas Facilities” to be presented at the RMA Zone 4 Meeting.

BACKGROUND/PROPOSAL:

Greenview Administration is facing frustration over the AER referral process. Greenview’s development authority is required to submit to the AER any proposed development or subdivision that is within 1.5 km of a sour gas facility. The AER states in their responses to referred applications that they will provide a response within 30 days of receiving the application. This is an approximate deadline that the AER consistently does not meet.

Greenview’s development authority is required in the MGA to meet certain timelines in issuing decisions on proposed developments. When the AER takes longer than 30 days to issue their decision on setback referrals, Greenview administration has a very difficult time meeting the legislated deadlines without asking for an extension from the applicant. This prolongs the process and creates additional work for administration as well as frustration over delays from the applicants. This is especially problematic for industry seeking renewals or new development in crown land areas.

It is likely that other municipalities that deal with development in crown land areas would share in these frustrations. Administration is recommending council endorse this resolution to the RMA Zone 4 meeting in order to increase pressure on the Government of Alberta to review the processes in the AER to help promote orderly and efficient development in these areas.

BENEFITS OF THE RECOMMENDED ACTION:

1. RMA pressure may help the AER to adhere to a strict 30 day timeline rather than the current approximate timeline, which would promote more orderly and efficient development in Crown Land areas.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Greenview Council may choose not to endorse the resolution.

Alternative #2: Greenview Council may make additional recommendations or amendments to the resolution.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision Greenview Administration will forward the proposed resolution to Zone 4 for to add to the agenda at their district meeting.

ATTACHMENT(S):

- Draft Resolution

Resolution

Setback Referrals for Development near Sour Gas Facilities in Crown Land areas

Municipal District of Greenview

WHEREAS section 684(1) of the Municipal Government Act R.S.A 2000, Chapter M-26 (herein after referred to as the Act) states that the development authority must make a decision on the application for a development permit within 40 days after the receipt by the applicant of an acknowledgement of their application being deemed complete;

WHEREAS section 6 of the Subdivision and Development Regulation AR 43/2002 (herein after referred to as the Regulation) requires a subdivision authority to make a decision on an application for subdivision within 21 days of the date of the application being deemed complete if no referrals were made and within 60 days from the date of an application under section 4(1) of the Regulation being deemed complete in accordance with section 653.1 of the Act;

WHEREAS section 10(1) of the Regulation requires that the subdivision or development authority provide a copy of the application for a development that results in a permanent dwelling, public facility or unrestricted country residential development, as defined by the Alberta Energy Regulator (AER), to the AER if any of the land pertaining to the application is located within 1.5 kilometres of a sour gas facility, or a lesser distance agreed to, in writing, by the AER and the subdivision or development authority;

WHEREAS the Alberta Energy Regulator states that they will provide a response to setback referrals within 30 days of receiving a referral from a subdivision or development authority;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) request the Government of Alberta review the AER timelines for responding to setback referrals for development near sour gas facilities, particularly in crown land areas, as the AERs 30 day timeline acts as an approximate deadline and late responses from the AER prevents municipalities from meeting their legislated timelines without requesting extensions from applicants, thereby obstructing an orderly development process.

Member Background

Municipalities are legislatively required to meet certain deadlines for approving or denying applications for development and subdivisions. Municipalities are also required to send referrals to the AER of any development within 1.5 kilometres of sour gas facilities. In order to meet the legislated timelines, municipalities require timely responses on referrals from the AER.

The AERs approximate 30 day timeline for responses to referrals creates delays in the development process for municipalities and applicants, as the AER consistently provides responses after this 30 days. Municipalities are forced to request extensions from the applicants for developments near sour gas facilities in order to meet the legislated requirements.

In order to facilitate orderly development, the AER must review its timelines and ensure that they are providing responses to referrals within 30 days as indicated in the automated response upon their

receipt of a referred application. The present delays cause significant frustration to municipalities and the applicants, which in the Crown Land areas where these generally apply, is the industrial drivers of our local and provincial economy.



REQUEST FOR DECISION

SUBJECT: Policy 6318 Private Land Herbicide Applications Policy Revision
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: PRESENTER: QFB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Greenview Policy AG 14

RECOMMENDED ACTION:

MOTION: That Council for approve Policy 6318 “Private Land Herbicide Applications” as presented.

MOTION: That Council repeal Policy AG 14 “Private Land Herbicide Application”.

BACKGROUND/PROPOSAL:

This policy was last updated in 2012. This policy recognizes that fence lines and property lines frequently present an obstacle to landowners and municipal staff for full herbicide spray coverage. Leaving a narrow strip of land at the property line and municipal road right-of-way (ROW), upon which weed control is not usually conducted, providing a host area for invasive species (weeds) infestations. Greenview further recognizes that it is in the best interest of all, to provide invasive species control on small infestations on private property to pro-actively prevent the spread of Noxious and Prohibited Noxious weeds.

PRC recommended the policy for approval April 24, 2019.

PRC recommended that references to Greenview Agriculture Services be referred to as such consistently throughout the document.

BENEFITS OF THE RECOMMENDED ACTION:

1. The revision of the policy allows Greenview to continue to enter into agreements with landowners to have herbicide applications applied onto private property.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may not accept the revised version of the Private Land Herbicide Applications policy, and maintain the current 2012 version.

FINANCIAL IMPLICATION:

There is no financial implication in accepting the revised policy.

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the public.

ATTACHMENT(S):

- Current Policy AG 14
- Revised Policy 6318



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

Section:
AGRICULTURE

POLICY NUMBER: AG 14

POLICY TITLE: PRIVATE LAND HERBICIDE APPLICATIONS

Page 1 of 1

Date Adopted by Council / Motion Number:

12.06.357

PURPOSE:

The Municipal District of Greenview recognizes that fence lines and property lines frequently present an obstacle to landowners and municipal roadside spray operators for full herbicide spray coverage, leaving a narrow strip of land at the property line and adjacent to the road right-of-way upon which no weed control is conducted, providing a host area for weed infestations. The Municipal District further recognizes that it is in the best interest of all, to provide weed control on small weed infestations on private property to pro-actively prevent the spread of Noxious and Prohibited Noxious weeds.

POLICY:

1. Roadside vegetation management spray operators will reduce the width of spray applications to avoid the potential for inadvertent harm to a growing crop, which may be susceptible or sensitive to the herbicide(s) used for weed control in municipal road ditches.
2. To prevent Noxious and/or Prohibited Noxious weed infestations in fence line/headland areas and to prevent the spread of weeds into adjacent lands, the Municipal District of Greenview Agricultural Services will offer a Fence Line Spray Program and a Private Land Spray Program.
3. Agricultural Services is hereby authorized to enter into agreements with landowners, under which the Municipal District may provide herbicide applications to control designated weeds on private lands, at no charge to the landowner.
4. The maximum application area is two (2) acres per quarter section in the current calendar year.
5. Such arrangements under Section 3 of this Policy will only be permitted if the registered landowner requests the herbicide application for weed control, signs a waiver permitting entry onto private land, *and* the landowner agrees to save harmless and indemnify the Municipal District of Greenview, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said herbicide application.
6. Such arrangements under Section 3 of this Policy will only be permitted if the provision of said service does not negatively impact the roadside vegetation management programs of the Municipal District, and will be conducted at the discretion of the Manager of Agricultural Services.
7. Attached “Schedule A” and “Schedule B” contain the Spray Request application and Herbicide Release Form and these documents will be considered part of this policy.

(Original signed copy on file)
REEVE

CHIEF ADMINISTRATIVE OFFICER



**MUNICIPAL DISTRICT OF GREENVIEW
AGRICULTURAL SERVICES**

FENCE LINE SPRAY REQUEST

Schedule A

Date: _____

RELEASE FOR HERBICIDE APPLICATION

I hereby grant permission for the M.D. of Greenview Agricultural Services to apply residual herbicide within the property listed below, for the control of noxious weeds and/or brush along the perimeter of the property, including the fence line and headlands, and into adjacent road right-of-way. I understand that herbicide applications will be conducted during late summer and early fall, only if time and weather conditions permit. This signed request will include permission for the M.D. of Greenview to enter my property for the purpose of performing such related weed control work.

I understand that:

_____ *Lontrel 360*® is a slightly residual herbicide with low toxicity, which may persist in the soil for up to two years and may affect the growth of crops such as peas, beans, potatoes, all legumes, and other broadleaf crops. I hereby declare that I understand the residual effects of *Lontrel 360**. I agree to save harmless and indemnify the M.D. of Greenview, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said herbicide application.

_____ *Milestone*® is a residual herbicide with low toxicity, which may persist in the soil for up to three years and may affect the growth of crops such as canola, peas, beans, potatoes, all legumes, and other broadleaf crops. I hereby declare that I understand the residual effects of *Milestone**. I agree to save harmless and indemnify the M.D. of Greenview, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said herbicide application.

_____ *Tordon 101*® is a residual herbicide with low toxicity, which may persist in the soil for up to five years and may affect the growth of crops such as canola, peas, beans, potatoes, all legumes, and other broadleaf crops. I hereby declare that I understand the residual effects of *Tordon** 101. I agree to save harmless and indemnify the M.D. of Greenview, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said herbicide application.

The Area(s) I wish to have sprayed is/are on: _____
Quarter Section Township Range Meridan

Property access from: _____, _____ Adjacent Crops: _____
Range Road Township Road i.e. pasture, hayland, cereals, oilseeds, etc.

Problem weed(s): _____

Additional notes: _____

Landowner Name (Print)

Date

Signature of Landowner

Mailing Address

M.D. of Greenview Approval

Telephone # Postal Code

Note: Registered landowners will be contacted by telephone in advance of planned application. It is expected that landowners will be available to assist spray application personnel in locating weed concerns and accessing entrance to the property.



**MUNICIPAL DISTRICT OF GREENVIEW
AGRICULTURAL SERVICES**

**PRIVATE LAND SPRAY REQUEST
SCHEDULE B**

Date: _____

RELEASE FOR HERBICIDE APPLICATION

I hereby grant permission for the M.D. of Greenview Agricultural Services to apply residual herbicide within the listed property below, for the control of noxious weeds to a maximum area of two acres. Herbicide applications will be conducted as time permits, with the knowledge that priority is always given to the municipal road right-of-way program. This signed request will include permission for the M.D. of Greenview to enter my property for the purpose of performing such related weed control work.

I understand that:

_____ *Lontrel 360*® is a slightly residual herbicide with low toxicity, which may persist in the soil for up to two years and may affect the growth of crops such as peas, beans, potatoes, all legumes, and other broadleaf crops. I hereby declare that I understand the residual effects of *Lontrel 360*®. I agree to save harmless and indemnify the M.D. of Greenview, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said herbicide application.

_____ *Milestone*® is a residual herbicide with low toxicity, which may persist in the soil for up to three years and may affect the growth of crops such as canola, peas, beans, potatoes, all legumes, and other broadleaf crops. I hereby declare that I understand the residual effects of *Milestone*®. I agree to save harmless and indemnify the M.D. of Greenview, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said herbicide application.

_____ *Tordon 101*® is a residual herbicide with low toxicity, which may persist in the soil for up to five years and may affect the growth of crops such as canola, peas, beans, potatoes, all legumes, and other broadleaf crops. I hereby declare that I understand the residual effects of *Tordon 101*®. I agree to save harmless and indemnify the M.D. of Greenview, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said herbicide application.

The Area(s) I wish to have sprayed is/are on: _____
Quarter Section Township Range Meridan

Property access from: _____, _____ Adjacent Crops: _____
Range Road Township Road i.e. pasture, hayland, cereals, oilseeds, etc.

Problem weed(s): _____

Additional notes: _____

Landowner Name (Print)

Date

Signature of Landowner

Mailing Address

M.D. of Greenview Approval

Telephone #

Note: Registered landowners will be contacted by telephone in advance of planned application. It is expected that landowners will be available to assist spray application personnel in locating weed concerns and accessing entrance to the property.

Title: Private Land Herbicide Applications

Policy No: 6318

Effective Date:

Motion Number:

Supersedes Policy No: AG 14

Review Date



Purpose: Greenview recognizes that fence lines and property lines frequently present an obstacle to landowners and municipal staff for full herbicide spray coverage. Leaving a narrow strip of land at the property line and municipal road right-of-way (ROW), upon which weed control is not usually conducted, providing a host area for invasive species (weeds) infestations. Greenview further recognizes that it is in the best interest of all, to provide invasive species control on small infestations on private property to pro-actively prevent the spread of Noxious and Prohibited Noxious weeds.

DEFINITIONS

Registered Land Owner means the Person or Persons to whom the land title is registered to.

Authorized Agent means the person or persons to whom the registered land owner has authorized to act on their behalf through a contractual agreement.

Greenview Agriculture Services means the Department of Agriculture services for the M.D of Greenview No. 16 responsible for pest control under the Agricultural Pests Act.

Noxious Weeds means a plant designated in accordance with the regulations as a noxious weed and includes the plant’s seeds; Control to inhibit the growth or spread.

Prohibited Noxious Weeds means a plant designated in accordance with the regulations as a prohibited noxious weed and includes the plant’s seeds; destroy to kill all growing parts or to render reproductive mechanisms non-viable.

POLICY

1. To prevent noxious or prohibited noxious invasive species in fence line/headland areas and to prevent the spread of invasive species into adjacent lands Greenview Agriculture Services will offer a Fence Line/Private Land spray program.
2. Greenview Agriculture Services is authorized to enter into agreements with registered landowners (or their authorized agent) which may provide herbicide applications to control designated weeds (invasive species) on private land at no charge to the landowner.
3. If, at any time it is determined by Agriculture Services personnel that roadsides under a Spray Exemption Agreement require remedial vegetation control measures due to the proliferation of Noxious Weeds, Prohibited Noxious Weeds, or Brush, the terms of the agreement will be deemed

Policy No:

to have been breached and the agreement will become null and void for that calendar year. Greenview Agriculture Services will take immediate action to rectify the situation, which may include herbicide applications. In the event of a default of the Spray Exemption Agreement. No exemption will be granted for that property in the subsequent calendar year.

PROCEDURE

1. Arrangements under section 2 of the policy will only be permitted if the registered landowner requests the herbicide application for weed (invasive species) control, signs a waiver permitting entry onto private land, and the land owner agrees to save harmless and indemnify Greenview, its employees, and agents from and against all actions, suits, claims, and demands arising in any manner whatsoever from activities associated with said herbicide application.
2. The maximum application area is 2 acres per quarter section in the current calendar year.
3. Arrangements made under section 2 of the policy will only be permitted if the provision of said service does not negatively impact the roadside vegetation management programs of Greenview, and will be conducted at the discretion of the Manager of Agriculture Services.

APPENDIX

List of Designated Prohibited Noxious and Noxious Weeds in Alberta (AR 19/2010)

List of Designated Prohibited Noxious Weeds in Alberta (AR 19/2010)

1 The following plants are designated as prohibited noxious weeds in Alberta:

autumn olive — *Elaeagnus umbellata* Thunb.
 balsam, Himalayan — *Impatiens glandulifera* Royle
 barberry, common — *Berberis vulgaris* L.
 bartsia, red — *Odontites vernus* (Bellardi) Dumort
 buckthorn, common — *Rhamnus cathartica* L.
 cinquefoil, sulphur — *Potentilla recta* L.
 crupina, common — *Crupina vulgaris* Pers. ex Cass.
 dyer's woad — *Isatis tinctoria* L.
 Eurasian water milfoil — *Myriophyllum spicatum* L.
 flowering rush — *Butomus umbellatus* L.
 garlic mustard — *Alliaria petiolata* (M. Bieb.) Cavara & Grande
 goatgrass, jointed — *Aegilops cylindrica* Host
 hawkweed, meadow — *Pilosella caespitosa* Dumort.
 hawkweed, mouse-ear — *Pilosella officinarum* L.
 hawkweed, orange — *Pilosella aurantiaca* L.
 hoary alyssum — *Berteroa incana* (L.) DC.
 hogweed, giant — *Heracleum mantegazzianum* Sommier & Levier
 iris, pale yellow — *Iris pseudacorus* L.
 knapweed, bighead — *Centaurea macrocephala* Puschk. ex Willd.
 knapweed, black — *Centaurea nigra* L.
 knapweed, brown — *Centaurea jacea* L.
 knapweed, diffuse — *Centaurea diffusa* Lam.
 knapweed, hybrid — *Centaurea × psammogena* Gáyer
 knapweed, meadow — *Centaurea × moncktonii* C. E. Britton
 knapweed, Russian — *Rhaponticum repens* (L.) Hidalgo
 knapweed, spotted — *Centaurea stoebe* L. ssp. *micranthos* (Gugler) Hayek
 knapweed, squarrose — *Centaurea virgata* Lam. ssp. *squarrosa* (Willd.) Gugler
 knapweed, Tyrol — *Centaurea nigrescens* Willd.
 knotweed, giant — *Fallopia sachalinensis* (F. Schmidt Petrop.)
 Ronse Decr.
 knotweed, hybrid Japanese — *Fallopia × bohémica* (Chrték & Chrtková) J. P. Bailey
 knotweed, Japanese — *Fallopia japonica* (Houtt.) Ronse Decr.
 loosestrife, purple — *Lythrum salicaria* L.
 medusahead — *Taeniatherum caput-medusae* (L.) Nevski
 nutsedge, yellow — *Cyperus esculentus* L.
 puncturevine — *Tribulus terrestris* L.
 ragwort, tansy — *Jacobaea vulgaris* Gaertn.
 rush skeletonweed — *Chondrilla juncea* L.
 saltcedar — *Tamarix ramosissima* Ledeb.
 saltlover — *Halogeton glomeratus* (M. Bieb.) C.A. Mey.
 St John's-wort, common — *Hypericum perforatum* L.
 starthistle, yellow — *Centaurea solstitialis* L.
 tamarisk, Chinese — *Tamarix chinensis* Lour.
 tamarisk, smallflower — *Tamarix parviflora* DC.
 thistle, marsh — *Cirsium palustre* (L.) Scop.
 thistle, nodding — *Carduus nutans* L.
 thistle, plumeless — *Carduus acanthoides* L.



REQUEST FOR DECISION

SUBJECT: Policy 6316 Pest Control Policy Revision
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: PRESENTER: QFB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Greenview Policy AG 04

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6316 “Pest Control” as presented.

MOTION: That Council repeal Policy AG 04 “Pest Control”.

BACKGROUND/PROPOSAL:

This policy was last updated in 2012. This policy serves to recognize that a number of organisms including but not limited to insects, mammals, birds, diseases, viruses, bacterium, fungi, and nematodes have been declared as pests and/or nuisances under the Agricultural Pests Act of Alberta (RSA 2000 A-8 s2) and these organisms represent a potential threat to agricultural operations within the municipality. Greenview further recognizes that it is beneficial to the municipality to implement measures to prevent the establishment of and/or to control agricultural pests, and to encourage the control of problematic nuisance species.

PRC recommended the policy for approval April 24, 2019.

PRC recommended the addition of a definition of the Agricultural Pest Act and briefly the powers for inspectors therein.

PRC recommended a definition of inspectors.

BENEFITS OF THE RECOMMENDED ACTION:

1. The revision of the policy allows Greenview to implement measures to prevent the establishment of and/or to control agricultural pests, and to encourage the control of problematic nuisance species.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may not accept the revised version of the Pest Control policy, and maintain the current 2012 version.

FINANCIAL IMPLICATION:

There is no financial implication in accepting the revised policy.

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

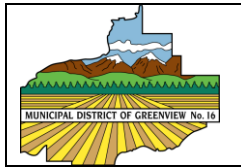
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the public.

ATTACHMENT(S):

- Current Policy AG 04
- Revised Policy 6316



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

Section:
AGRICULTURE

POLICY NUMBER: AG 04

POLICY TITLE: PEST CONTROL

Page 1 of 2

Date Adopted by Council / Motion Number:

12.06.357

PURPOSE:

The Municipal District of Greenview recognizes that a number of organisms, including but not limited to insects, mammals, birds, diseases, viruses, bacterium, fungi, and nematodes, have been declared as pests and/or nuisances under the Agricultural Pests Act of Alberta (RSA 2000 A-8 s2) and these organisms represent a potential threat to agricultural operations within the Municipality. The Municipal District further recognizes that it is beneficial to the Municipality to implement measures to prevent the establishment of and/or to control agricultural pests, and to encourage the control of problematic nuisance species.

POLICY:

1. Agricultural Services personnel will provide information to residents, ratepayers, and stakeholders in appropriate pest prevention and management practices, and will conduct activities to limit the spread of established pest organisms.
2. The Municipal Council will appoint an independent appeal committee at the beginning of each year, to review and render decisions upon appeals submitted.
3. The Municipal Council will appoint the Assistant Manager of Agricultural Services, and other staff recommended by the Agricultural Service Board, as Inspector(s) under the *Agricultural Pests Act*. (The Manager of Agricultural Services is, by virtue of title under the *Agricultural Service Board Act*, automatically appointed as an Inspector under the *Agricultural Pests Act*).
4. The Municipal District will provide appropriate identification to duly appointed Pest Inspectors.
5. The Manager of Agricultural Services and others duly appointed, will serve as Inspectors under the *Agricultural Pests Act*, and will, as authorized by the *Act*, conduct pest inspections and surveillance and will monitor and accurately record pest outbreaks.
6. Inspectors appointed under the *Agricultural Pests Act* will encourage voluntary compliance with the requirements of the *Act* and will, as a last resort, take action and/or impose penalties as required by the *Act*, upon the landowner in the event that declared pests infest public or private lands unabated.
7. An appointed Inspector will issue and enforce such Notices as required by the *Agricultural Pests Act*, when the Inspector is of the opinion that the land, property, or livestock contains, or is likely to contain a pest, or should be protected against a declared pest.
8. The attached "Schedule A" contains a list of organisms declared as pests and/or nuisances under the *Agricultural Pests Act* of Alberta (RSA 2000 A-8 s2) and will be considered part of this Policy.

(Original signed copy on file)
REEVE

CHIEF ADMINISTRATIVE OFFICER

Agricultural Pests Act**Pests****2 (1) The following continue to be declared pests throughout Alberta:**

- a) Bacterial ring rot (*Clavibacter michiganensis subs. sepedonicus*);
- b) Black leg of canola (the virulent strain) (*Leptosphaeria maculans*);
- c) Columbia River root knot nematode (*Meloidogyne chitwoodi*);
- d) Dutch elm disease (*Ophiostoma ulmi* and *Ophiostoma nova-ulmi*);
- e) Native elm bark beetle (*Hylurgopinus rufipes*);
- f) European elm bark beetle (*Scolytus multistriatus*);
- g) Dwarf bunt (*Tilletia controversa*);
- h) Fireblight and the causal bacterium (*Erwinia amylovora*);
- i) Flag smut of cereals (*Urocystis agropyri*);
- j) Golden nematode (*Globodera rostochiensis*);
- k) Grasshopper (*Locustidae*);
- l) Head smut of corn (*Spacelothecia reiliana*);
- m) Karnal bunt (*Tilletia indica* Mitra);
- n) Norway rat and any other rat species or strain derived from the genus *Rattus*;
- o) Potato wart (*Synchytrium endobioticum*);
- p) Stem and bulb nematode (*Ditylenchus dipsaci*);
- q) Warble fly (*Hypoderma species*);
- r) White rot of onions (*Sclerotium cepivorum* Berk);
- s) Gypsy moth (*Porthetria dispar* L.);
- t) Africanized bee (*Apis mellifera adansonii*)
- u) Lesser grain borer (*Rhyzopertha dominica*)
- v) Rabies (*Rhabdoviruses*)
- w) Fusarium Head Blight (*Fusarium graminearum*)
- x) Chalkbrood (*Ascosphaera aggregate*)
- y) Clubroot of canola (*Plasmodiophora brassicae*)

(2) Wild boar (*Sus scrofa*) is declared to be a pest where it is at large in Alberta.

AR 184/2001 s2;150/2003;56/2007;64/2008

Nuisances**3 (1) The following continue to be declared nuisances throughout Alberta:**

- a) Coyote (*Canis latrans*);
- b) Skunk (*Mephitis mephitis*);
- c) Richardson's ground squirrel (*Spermophilus richardsonii*);
- d) Franklin's ground squirrel (*Spermophilus franklinii*);
- e) Thirteen-lined ground squirrel (*Spermophilus tridecemlineatus*);
- f) Columbian ground squirrel (*Spermophilus columbianus*);
- g) Northern pocket gopher (*Thomomys talpoides*);
- h) Deer mouse (*Peromyscus maniculatus*);
- i) Meadow vole (*Microtus pennsylvanicus*);
- j) House mouse (*Mus musculus*);
- k) Bushy-tailed wood rat (*Neotoma cinerea*);
- l) English sparrow (*Passer domesticus*);
- m) Rock dove (*Columba livia*);
- n) European starling (*Sturnus vulgaris*);
- o) Magpie (*Pica pica*).

(2) A horse (*Equus caballus*) is declared to be a nuisance where it is at large in any of the following wildlife management units, as described in

Schedule 9 to the *Wildlife Regulation* (AR 143/97):

- Wolf River Wildlife Management Unit (340);
- McLeod River Wildlife Management Unit (342);
- Wildhay Wildlife Management Unit (344);
- Shiningbank Wildlife Management Unit (346);
- Coalspur Wildlife Management Unit (438);
- Solomon Wildlife Management Unit (439);
- Adams Creek Wildlife Management Unit (440)

AR 184/2001 s3;325/2009

Title: Pest Control

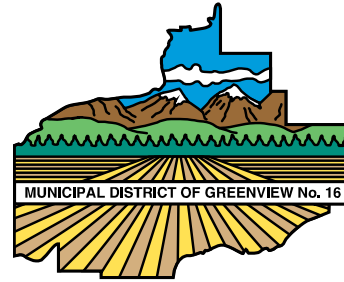
Policy No: 6316

Effective Date:

Motion Number:

Supersedes Policy No: AG 04

Review Date:



Purpose: Greenview recognizes that a number of organisms including but not limited to insects, mammals, birds, diseases, viruses, bacterium, fungi, and nematodes have been declared as pests and/or nuisances under the Agricultural Pests Act of Alberta (RSA 2000 A-8 s2) and these organisms represent a potential threat to agricultural operations within the municipality. Greenview further recognizes that it is beneficial to the municipality to implement measures to prevent the establishment of and/or to control agricultural pests, and to encourage the control of problematic nuisance species.

DEFINITIONS

Agricultural Appeals Committee means an independent committee made of Council appointed public members to hear appeals for both the Weed Control Act and Agricultural Pests Act.

Agricultural Pests Act R.S.A 2000, Chapter A-8 means the Act which enables the Minister’s authority to declare an animal, bird, insect, plant, or disease as a pest or nuisance if it is destroying, harming, or is likely to destroy or harm any land, livestock, or property in all or part of Alberta. The Act outlines the duties of individuals and local authorities related to the prevention and destruction of pests and the appointment and powers of inspectors to enforce the Act, including their authority to enter and conduct inspections on private property. Offences related to, and penalties for, contravention of the Act are described. The appeal process for issued notices and the recovery of inspector’s expenses are also described.

Inspector means a person appointed as an inspector, including an inspector by virtue of office under section 9 of the Agricultural Pests Act.

POLICY

1. Greenview Council will ensure that appropriate resources and personnel will be utilized to fulfill obligations that are a part of the Agricultural Pests Act of Alberta (RSA 2000 A-8 s2).
2. Agriculture Services personnel will provide information to residents, ratepayers, and stakeholders in appropriate pest prevention and management practices, and will conduct activities to limit the spread of established pest organisms.

PROCEDURE

1. Greenview Council will appoint an independent Agricultural Appeal Committee at the fall organizational meeting, to review and render decisions upon appeals submitted.

Policy 6316

2. Greenview Council will appoint the Assistant Manager of Agriculture Services, and other staff, as Inspectors under the Agricultural Pests Act. The Manager of Agriculture Services is, by virtue of title under the Agricultural Service Board Act, automatically appointed as an Inspector under the Agricultural Pests Act (APA).
3. Greenview will provide appropriate identification to appointed Pest Inspectors.
4. The Manager of Agriculture Services and others appointed, will serve as Inspectors under the APA, and will, as authorized by the Act, conduct pest inspections and surveillance and will monitor and accurately record pest outbreaks.
5. Inspectors appointed under the APA will encourage voluntary compliance with the requirements of the Act and will, as a last resort, take action and/or impose penalties as required by the Act, upon the landowner in the event that declared pests infest public or private lands unabated.
6. An appointed Inspector will issue and enforce such notices as required by the APA when the Inspector is of the opinion that the land, property, or livestock contains, or is likely to contain a pest, or should be protected against a declared pest.

APPENDIX

1. Schedule "A" Declared Pests under the Pest and Nuisance Regulation AR 184/2001
2. Schedule "B" Declared Nuisances under the Pest and Nuisance Regulation AR 184/2001

Revised

Schedule A:

Schedule 1 AR 184/2001

Part 1

**Animals, birds, insects, plants and diseases
declared to be pests throughout Alberta**

Africanized bee — *Apis mellifera adansonii*
 Bacterial ring rot — *Clavibacter michiganensis* subsp. *sepedonicus*
 Blackleg of canola — *Leptosphaeria maculans*
 Chalkbrood — *Ascosphaera aggregata*
 Clubroot — *Plasmodiophora brassicae*
 Columbia River root knot nematode — *Meloidogyne chitwoodi*
 Dutch elm disease — *Ophiostoma ulmi* and *Ophiostoma nova-ulmi*
 Dwarf bunt — *Tilletia controversa*
 European elm bark beetle — *Scolytus multistriatus*
 Fireblight and the causal bacterium — *Erwinia amylovora*
 Flag smut of cereals — *Urocystis agropyri*
 Fusarium head blight — *Fusarium graminearum*
 Golden nematode — *Globodera rostochiensis*
 Grasshopper (Locustidae)
 Gypsy moth — *Lymantria dispar*
 Head smut of corn — *Spacelothecia reiliana*
 Karnal bunt — *Tilletia indica*
 Lesser grain borer — *Rhyzopertha dominica*
 Native elm bark beetle — *Hylurgopinus rufipes*
 Norway rat and any other rat species or strain derived from the genus *Rattus*
 Potato wart — *Synchytrium endobioticum*
 Rabies — *Rhabdoviruses*
 Stem and bulb nematode — *Ditylenchus dipsaci*
 Warble fly — *Hypoderma*
 White rot of onions — *Sclerotium cepivorum*

Pests

2(1) The animals, birds, insects, plants and diseases set out in Part 1 of Schedule 1 are declared to be pests throughout Alberta.

(2) Wild boar (*Sus scrofa*) is declared to be a pest where it is at large in Alberta.

Schedule B:

Schedule 1 AR 184/2001

Part 2

**Animals, birds, insects, plants and diseases
declared to be nuisances throughout Alberta**

Bushy-tailed wood rat — *Neotoma cinerea*
 Columbian ground squirrel — *Spermophilus columbianus*
 Coyote — *Canis latrans*
 Deer mouse — *Peromyscus maniculatus*
 English sparrow — *Passer domesticus*
 European starling — *Sturnus vulgaris*
 Franklin's ground squirrel — *Spermophilus franklinii*
 House mouse — *Mus musculus*
 Magpie — *Pica pica*
 Meadow vole — *Microtus pennsylvanicus*
 Northern pocket gopher — *Thomomys talpoides*
 Richardson's ground squirrel — *Spermophilus richardsonii*
 Rock dove — *Columba livia*
 Skunk — *Mephitis mephitis*
 Thirteen-lined ground squirrel — *Spermophilus tridecemlineatus*

Nuisances

3(1) The animals, birds, insects, plants and diseases set out in Part 2 of Schedule 1 are declared to be nuisances throughout Alberta.

(2) A horse (*Equus caballus*) is declared to be a nuisance where it is at large in any of the following wildlife management units, as described in Schedule 9 to the *Wildlife Regulation* (AR 143/97):

Wolf River Wildlife Management Unit (340);
 McLeod River Wildlife Management Unit (342);
 Wildhay Wildlife Management Unit (344);
 Shiningbank Wildlife Management Unit (346);
 Coalspur Wildlife Management Unit (438);
 Solomon Wildlife Management Unit (439);
 Adams Creek Wildlife Management Unit (440).



REQUEST FOR DECISION

SUBJECT: Policy 6319 Pest Surveillance and Reporting Policy Revision
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: PRESENTER: QFB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Greenview Policy AG 15

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6319 “Pest Surveillance and Reporting” as presented.

MOTION: That Council repeal Policy AG 15 “Pest Surveillance and Reporting”.

BACKGROUND/PROPOSAL:

This policy was last updated in 2012. This policy recognizes that through funding provided under the Agricultural Service Board Legislative Stream Grant, Alberta Agriculture and Forestry (AAF) imposes certain obligations upon Greenview to conduct surveillance activities (surveys) as may be requested by AAF Ministry specialists; for the purpose of monitoring pest and weed (invasive species) infestations throughout the province, and to assist their efforts in providing the most current, accurate information to producers and members of the public.

PRC recommended the policy for approval April 24, 2019. PRC recommended the addition of a definition of Inspector.

BENEFITS OF THE RECOMMENDED ACTION:

1. The revision of the policy allows Greenview to continue to fulfill obligations for funding received and to provide monitoring of pest and weed infestations to the Province of Alberta.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may not accept the revised version of the Pest Surveillance and Reporting policy, and maintain the current 2012 version.

FINANCIAL IMPLICATION:

There is no financial implication in accepting the revised policy.

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

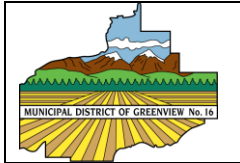
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the public.

ATTACHMENT(S):

- Current Policy AG 15
- Revised Policy 6319



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

Section:
AGRICULTURE

POLICY NUMBER: AG 15

POLICY TITLE: PEST SURVEILLANCE AND REPORTING

Page 1 of 1

Date Adopted by Council / Motion Number:

12.06.357

PURPOSE:

The Municipal District of Greenview recognizes that through funding provided under the Agricultural Service Board Grant Structure, Alberta Agriculture and Rural Development imposes certain obligations upon the Municipality to conduct surveillance activities (surveys) as may be requested by their specialists, for the purpose of monitoring pest and weed infestations throughout the province, and to assist their efforts in providing the most current, accurate information to producers and members of the public.

POLICY:

1. Agricultural Services will, when reasonably practicable, conduct regulated weed surveys as requested by Alberta Agriculture and Rural Development specialists, and submit survey results in a timely manner.
2. Agricultural Services will, when reasonably practicable, conduct pest surveys as requested by Alberta Agriculture and Rural Development specialists, and submit survey results in a timely manner.
3. Agricultural Services will further assist Alberta Agriculture and Rural Development by disseminating applicable information and survey summarizations to local agricultural producers and members of the public.
4. The Manager of Agricultural Services will make recommendations to the Agricultural Service Board and Municipal Council for the appointment of sufficient Inspectors to conduct surveillance and reporting activities.

(Original Signed Copy on File)
REEVE

CHIEF ADMINISTRATIVE OFFICER

Title: Pest Surveillance and Reporting

Policy No: 6319

Effective Date:

Motion Number:

Supersedes Policy No: AG 15

Review Date:



Purpose: Greenview recognizes that through funding provided under the Agricultural Service Board Legislative Stream Grant, Alberta Agriculture and Forestry (AAF) imposes certain obligations upon Greenview to conduct surveillance activities (surveys) as may be requested by AAF Ministry specialists; for the purpose of monitoring pest and weed (invasive species) infestations throughout the province, and to assist their efforts in providing the most current, accurate information to producers and members of the public.

DEFINITIONS

Alberta Agriculture and Forestry (AAF) means the Government Ministry responsible for agriculture and forestry in Alberta.

Agricultural Service Board (ASB) means a group of two (2) Councillors and five (5) Members at Large, whose role is to advise Greenview Council on matters and concerns facing the agricultural community.

Inspector means a person appointed as an inspector, including an inspector by virtue of office, under the Agricultural Pests Act, R.S.A 2000, Chapter A-8.

POLICY

1. The Manager of Agriculture Services shall make recommendations to the Greenview ASB and Council for the appointment of sufficient inspectors to conduct surveillance and reporting activities.

PROCEDURE

1. Agriculture Services shall when reasonably practicable, conduct regulated weed (invasive species) surveys as requested by AAF specialists and submit results in a timely manner.
2. Agriculture Services shall when reasonably practicable, conduct pest surveys as requested by AAF specialists and submit results in a timely manner.
3. Agriculture Services shall further assist AAF by disseminating applicable information and survey summarizations to local agricultural producers and members of the public.



REQUEST FOR DECISION

SUBJECT: Policy 6317 Spray Exemptions Policy Revision
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: PRESENTER: QFB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Greenview Policy AG 13

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6317 “Spray Exemptions” as presented.

MOTION: That Council repeal Policy AG 13 “Spray Exemptions”.

BACKGROUND/PROPOSAL:

This policy was last updated in 2012. This policy recognizes that there may be valid reasons for landowners and rural residents to request that herbicide applications not be performed on or adjacent to their property. As a service to landowners, the spray exemption program allows concerned landowners an opportunity to request that roadsides adjacent to their property be exempt from herbicide applications, while ensuring invasive species control along municipal road rights-of-way (ROW), as required by the Weed Control Act of Alberta (RSA 2008 W5.1) and the Weed Control Regulation (AR 19/2010) is maintained.

PRC recommended the policy for approval April 24, 2019. PRC recommended minor editing changes.

BENEFITS OF THE RECOMMENDED ACTION:

1. The revision of the policy allows Greenview to continue to enter into agreements with landowners to be exempt from herbicide applications adjacent to their property.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: PRC could choose to not accept the revised version of the Spray Exemptions policy, and maintain the current 2012 version.

FINANCIAL IMPLICATION:

There is no financial implication in accepting the revised policy.

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

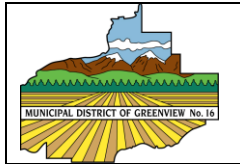
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the public.

ATTACHMENT(S):

- Current Policy AG 13
- Revised Policy 6317



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

Section:
AGRICULTURE

POLICY NUMBER: AG 13

POLICY TITLE: SPRAY EXEMPTIONS

Page 1 of 2

Date Adopted by Council / Motion Number:

12.06.357

PURPOSE:

The Municipal District of Greenview recognizes that there may be valid reasons for landowners and rural residents to request that herbicide applications not be performed on or adjacent to their property. As a service to landowners, the Spray Exemption program allows concerned landowners an opportunity to request that roadsides adjacent to their property be exempt from herbicide applications, while ensuring weed control along municipal road rights-of-way, as required by the *Weed Control Act* of Alberta (R.S.A. 2008 /W-5.1) and the *Weed Control Regulation* (19/2010) is maintained.

POLICY:

1. Annually, prior to the commencement of spray season, the Municipal District newsletter will advertise the Municipality's intention to conduct weed control activities on Municipal properties and along all Municipal road rights-of-way, using measures that may include mechanical, cultural or herbicide application.
2. The registered landowner may, prior to advertised application deadlines, request exemption from herbicide applications along road rights-of-way adjacent to their property; however, eligibility for a Spray Exemption Agreement will be at the discretion of the Manager of Agricultural Services.
3. Consideration for exemption will be provided to only those landowners who annually enter into a Spray Exemption Agreement whereby the landowner commits to adequately perform acceptable measures to control Noxious and Prohibited Noxious weeds and/or brush on the entire roadside area for which the spray exemption is requested.
4. Only the registered landowner of a property will qualify for a Spray Exemption Agreement and accept responsibility for maintenance of the roadside adjacent to the property under exemption.
5. The registered landowner will enter into a separate Spray Exemption Agreement for each parcel of land for which adjacent spray exemption is requested.
6. Eligible agreement holders will be responsible for ensuring that signage, which will be supplied by the MD, is posted in accordance with directions on the Spray Exemption Agreement and remains clearly visible from the roadway at all times.
7. If, at any time, it is determined by Agricultural Services personnel that roadsides under a Spray Exemption Agreement require remedial vegetation control measures due to the proliferation of Noxious or Prohibited Noxious weeds, the terms of the agreement will be deemed to have been breached and the agreement will become null and void for that calendar year. MD Agricultural Services will take immediate action to rectify the situation, which may include herbicide applications. In the event of default of the Spray Exemption Agreement, no exemption will be granted for that property in the subsequent calendar year.

(Original signed copy on file)

REEVE

CHIEF ADMINISTRATIVE OFFICER

Title: Spray Exemptions

Policy No: 6317

Effective Date:

Motion Number:

Supersedes Policy No: AG 13

Review Date:



Purpose: Greenview recognizes that there may be valid reasons for landowners and rural residents to request that herbicide applications not be performed on or adjacent to their property. As a service to landowners, the spray exemption program allows concerned landowners an opportunity to request that roadsides adjacent to their property be exempt from herbicide applications, while ensuring invasive species control along municipal road rights-of-way (ROW), as required by the Weed Control Act of Alberta (RSA 2008 W5.1) and the Weed Control Regulation (AR 19/2010) is maintained.

DEFINITIONS

Registered Land Owner means the Person or Persons to whom the land title is registered to.

Authorized Agent means the person or persons to whom the registered land owner has authorized to act on their behalf through a contractual agreement.

Noxious Weeds means a plant designated in accordance with the regulations as a noxious weed and includes the plant’s seeds; Control to inhibit the growth or spread.

Prohibited Noxious Weeds means a plant designated in accordance with the regulations as a prohibited noxious weed and includes the plant’s seeds; destroy to kill all growing parts or to render reproductive mechanisms non-viable.

POLICY

1. Annually, prior to the commencement of spray season, Greenview will advertise the municipality’s intention to conduct invasive species (weeds) control activities on municipal properties and along municipal road right-of-way’s (ROWs), using measures that may include: mechanical, cultural, or herbicide applications.
2. The registered landowner (or authorized agent) may, prior to the advertised application deadlines, request an exemption from herbicide applications to the road ROW that is adjacent to their property. Eligibility for an Exemption Agreement will be at the discretion of the Manager of Agriculture Services.
3. Consideration for an exemption will be provided to only those landowners who annually enter into a Spray Exemption Agreement whereby the landowner commits to adequately perform acceptable measures to control Noxious and Prohibited Noxious weeds, and/or brush on the entire roadside area for which the spray exemption is requested.

Policy No: 6317

4. Only the registered landowner of the property will qualify for a Spray Exemption Agreement and accept responsibility for maintenance of the roadside ROW adjacent to the property listed in the Agreement.
5. If, at any time it is determined by Agriculture Services personnel that roadsides under a Spray Exemption Agreement require remedial vegetation control measures due to the proliferation of Noxious Weeds, Prohibited Noxious Weeds, or Brush, the terms of the agreement will be deemed to have been breached and the agreement will become null and void for that calendar year. Greenview Agriculture Services will take immediate action to rectify the situation, which may include herbicide applications. In the event of a default of the Spray Exemption Agreement. No exemption will be granted for that property in the subsequent calendar year.

PROCEDURE

1. The registered landowner will enter into a separate Spray Exemption Agreement for each parcel of land for which a Spray Exemption is requested.
2. Eligible Agreement holders will be responsible for ensuring that signage, which will be supplied by Greenview is posted in accordance with the directions on the Spray Exemption Agreement and remains clearly visible from the roadway at all times (first pair of signs is free).
3. Replacement signs (for lost, damaged or destroyed signs) have a charge per signs as per the Schedule of Fees and Charges.

APPENDIX

List of Designated Prohibited Noxious and Noxious Weeds in Alberta (AR 19/2010)

List of Designated Prohibited Noxious Weeds in Alberta (AR 19/2010)

1 The following plants are designated as prohibited noxious weeds in Alberta:

- autumn olive — *Elaeagnus umbellata* Thunb.
 balsam, Himalayan — *Impatiens glandulifera* Royle
 barberry, common — *Berberis vulgaris* L.
 bartsia, red — *Odontites vernus* (Bellardi) Dumort
 buckthorn, common — *Rhamnus cathartica* L.
 cinquefoil, sulphur — *Potentilla recta* L.
 crupina, common — *Crupina vulgaris* Pers. ex Cass.
 dyer's woad — *Isatis tinctoria* L.
 Eurasian water milfoil — *Myriophyllum spicatum* L.
 flowering rush — *Butomus umbellatus* L.
 garlic mustard — *Alliaria petiolata* (M. Bieb.) Cavara & Grande
 goatgrass, jointed — *Aegilops cylindrica* Host
 hawkweed, meadow — *Pilosella caespitosa* Dumort.
 hawkweed, mouse-ear — *Pilosella officinarum* L.
 hawkweed, orange — *Pilosella aurantiaca* L.
 hoary alyssum — *Berteroa incana* (L.) DC.
 hogweed, giant — *Heracleum mantegazzianum* Sommier & Levier
 iris, pale yellow — *Iris pseudacorus* L.
 knapweed, bighead — *Centaurea macrocephala* Puschk. ex Willd.
 knapweed, black — *Centaurea nigra* L.
 knapweed, brown — *Centaurea jacea* L.
 knapweed, diffuse — *Centaurea diffusa* Lam.
 knapweed, hybrid — *Centaurea × psammogena* Gáyér
 knapweed, meadow — *Centaurea × moncktonii* C. E. Britton
 knapweed, Russian — *Rhaponticum repens* (L.) Hidalgo
 knapweed, spotted — *Centaurea stoebe* L. ssp. *micranthos* (Gugler) Hayek
 knapweed, squarrose — *Centaurea virgata* Lam. ssp. *squarrosa* (Willd.) Gugler
 knapweed, Tyrol — *Centaurea nigrescens* Willd.
 knotweed, giant — *Fallopia sachalinensis* (F. Schmidt Petrop.)
 Ronse Decr.
 knotweed, hybrid Japanese — *Fallopia × bohémica* (Chrték & Chrtková) J. P. Bailey
 knotweed, Japanese — *Fallopia japonica* (Houtt.) Ronse Decr.
 loosestrife, purple — *Lythrum salicaria* L.
 medusahead — *Taeniatherum caput-medusae* (L.) Nevski
 nutsedge, yellow — *Cyperus esculentus* L.
 puncturevine — *Tribulus terrestris* L.
 ragwort, tansy — *Jacobaea vulgaris* Gaertn.
 rush skeletonweed — *Chondrilla juncea* L.
 saltcedar — *Tamarix ramosissima* Ledeb.
 saltlover — *Halogeton glomeratus* (M. Bieb.) C.A. Mey.
 St John's-wort, common — *Hypericum perforatum* L.
 starthistle, yellow — *Centaurea solstitialis* L.
 tamarisk, Chinese — *Tamarix chinensis* Lour.
 tamarisk, smallflower — *Tamarix parviflora* DC.
 thistle, marsh — *Cirsium palustre* (L.) Scop.
 thistle, nodding — *Carduus nutans* L.
 thistle, plumeless — *Carduus acanthoides* L.



REQUEST FOR DECISION

SUBJECT: Policy 6315 Farm Family Awards Policy Revision
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: PRESENTER: QFB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Greenview Policy AG 03

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6315 “Farm Family Awards” as presented.

MOTION: That Council repeal Policy AG 03 “Farm Family Awards”.

BACKGROUND/PROPOSAL:

This policy was last updated in 2012. This policy serves to support agricultural families in Greenview through recognition with Farm Family Awards.

PRC recommended the policy for approval April 24, 2019. The only change recommended was to replace “community” with “communities in provision 1”.

PRC recommended the policy for approval April 24, 2019 with no changes.

BENEFITS OF THE RECOMMENDED ACTION:

1. The revision of the policy allows Greenview to continue to support the recognition of Greenview Farm Families.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may not accept the revised version of the Farm Family Award policy, and maintain the current 2012 version.

FINANCIAL IMPLICATION:

There is no financial implication in accepting the revised policy.

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

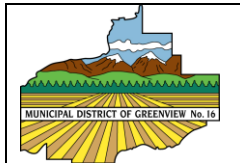
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the public.

ATTACHMENT(S):

- Current Policy AG 03
- Revised Policy 6315



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

Section:
AGRICULTURE

POLICY NUMBER: AG 03

POLICY TITLE: FARM FAMILY AWARDS

Page 1 of 1

Date Adopted by Council / Motion Number:

12.06.357

PURPOSE:

To support agricultural families in the Municipal District of Greenview through recognition with Farm Family Awards.

POLICY:

The MD supports the agricultural sector of the municipality and recognizes the contribution our farm families make in the community in the following ways.

- a) Council will sponsor an annual trophy to the farm family that receives the most overall points at the agricultural fairs in Valleyview, DeBolt & Grovedale.
 - b) The M.D. of Greenview A.S.B. may nominate a worthy farm family to represent the M.D. of Greenview for the Northlands Farm Family Award every two years (2005, 2007, 2009 etc.). The family nominated by the A.S.B. will be recognized as the M.D. of Greenview Farm Family at the Northlands Canadian Finals Rodeo, (i.e. November 2005) and at the Peace Country Agricultural Classic, (i.e. March 2006).
1. The M.D. will obtain names of award recipients from each of the Agricultural Societies annually.
 2. Council may send a representative to the awards event to present the trophy.
 3. The MD will provide a cheque in the amount of \$1,500 to help cover expenses to allow the Farm Family Award recipients attend the Awards ceremony at the Canadian Finals Rodeo.
 4. The Peace Country Agricultural Classic recognizes the Farm Families at an evening banquet each year. The MD will purchase banquet tickets on behalf of the Farm Family Award recipients, cost not to exceed \$200.

(Original signed copy on file)
REEVE

C.A.O.

Title: Farm Family Awards

Policy No: 6315

Effective Date:

Motion Number:

Supersedes Policy No: AG 03

Review Date:



Purpose: To support agricultural families in Greenview through recognition with Farm Family Awards.

DEFINITIONS

Agricultural Service Board (ASB) means a group of two (2) Councillors and five (5) Members at Large, whose role is to advise Greenview Council on matters and concerns facing the agricultural community.

POLICY

1. Greenview supports the agricultural sector of the municipality and recognizes the contributions our farm families make in the communities.
2. Greenview will sponsor an annual trophy to the farm family that receives the most overall points at each of the agricultural fairs in Valleyview, Debolt, and Grovedale. The value for the trophies shall be for \$100.00 each.
3. Greenview ASB may nominate a worthy farm family to represent Greenview for the BMO Farm Family Award (Formerly the Northlands Farm Family Award) every two years (2017, 2019, 2021, etc.). The family nominated by Greenview’s ASB will be recognized as the Greenview Farm Family at the BMO Farm Family Awards ceremony at Farm Fair International.

PROCEDURE

1. Greenview ASB will submit the name of a farm family to Northlands as the Greenview nominee for the BMO Farm Family Award.
2. Greenview may send a representative and guest to the awards to accompany the winning family.
3. Greenview will provide a cheque in the amount of \$1500.00 to help cover expenses to allow the Farm Family Award recipients to attend the award ceremony at Farm Fair International.



REQUEST FOR DECISION

SUBJECT: Tax Recovery – Public Sale of Land
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: June 24, 2019
DEPARTMENT: CORPORATE SERVICES
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM:

MANAGER:
PRESENTER: LM

RELEVANT LEGISLATION:

Provincial (cite) – In accordance with Section 418 and 419 of *Municipal Government Act*

Council Bylaw/Policy (cite) – AD 27

RECOMMENDED ACTION:

MOTION: That Council set the terms and conditions that apply to the public sale of land as per the attached advertisement and adopt the “Opinion of Value” prepared by Powers & Associates with reserve bid prices as follows:

Roll #520001	Plan 0925042 Unit 1	Opinion \$30,000.00
Roll #520002	Plan 0925042 Unit 2	Opinion \$40,000.00
Roll #520003	Plan 0925042 Unit 3	Opinion \$55,000.00
Roll #520005	Plan 0925042 Unit 5	Opinion \$40,000.00
Roll #520006	Plan 0925042 Unit 6	Opinion \$40,000.00
Roll #520008	Plan 0925042 Unit 8	Opinion \$50,000.00
Roll #520009	Plan 0925042 Unit 9	Opinion \$50,000.00
Roll #520010	Plan 0925042 Unit 10	Opinion \$80,000.00
Roll #392111	Plan 0425096 Block 38 Lot 12	Opinion \$245,000.00
Roll #26163012	Plan 0728033 Unit 12	Opinion \$5,000.00

MOTION: That Council set September 18, 2019 at 1:15 p. m. Mountain Standard Time as the Public Auction Date for the sale of the following properties:

Roll #520001	Plan 0925042 Unit 1	Opinion \$30,000.00
Roll #520002	Plan 0925042 Unit 2	Opinion \$40,000.00
Roll #520003	Plan 0925042 Unit 3	Opinion \$55,000.00
Roll #520005	Plan 0925042 Unit 5	Opinion \$40,000.00
Roll #520006	Plan 0925042 Unit 6	Opinion \$40,000.00
Roll #520008	Plan 0925042 Unit 8	Opinion \$50,000.00
Roll #520009	Plan 0925042 Unit 9	Opinion \$50,000.00
Roll #520010	Plan 0925042 Unit 10	Opinion \$80,000.00
Roll #392111	Plan 0425096 Block 38 Lot 12	Opinion \$245,000.00

Roll #26163012	Plan 0728033 Unit 12	Opinion \$5,000.00
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BACKGROUND/PROPOSAL:

The Tax Recovery process is the mechanism Municipalities use to ensure property owners pay their property taxes in a timely manner. Once a property owner has failed to pay their property taxes for two consecutive years, causing the property taxes to be two years in arrears, a Tax Notification Caveat is placed on the Land Title and notification is sent to the land owner advising them of the Caveat. If the property tax arrears remain unpaid by March 31st of the following year, the Municipality may sell the property by Public Auction.

After Council has made the decision to proceed with selling the property by Public Auction, a notice is sent to the property owner(s) advising them of the Public Auction date and the amount of outstanding property taxes that must be paid prior to the start of the auction, to stop the sale of their property by Public Auction. If the outstanding arrears are not paid, the Public Auction proceeds.

If any property is sold by Public Auction, the municipality is permitted to withhold an administration fee of 5% of the sale price, plus the tax arrears and advertising costs. The remaining balance may be paid to the previous land owner if the Municipality is satisfied there are no debts secured by an encumbrance on the Title. If the Municipality is not satisfied that there are no other debts that are secured by an encumbrance on Title, the municipality must notify the previous owner that an application may be made under section 428(1) to recover all or part of the money.

As Council is required to set a reserve bit that is as close as reasonably possible to the market value of the parcel Administration requested an "Opinion of Value", from Powers & Associates. A copy of the "Opinion of Value" is attached for Council's information.

BENEFITS OF THE RECOMMENDED ACTION:

1. A benefit of the recommended action is that the required advertising deadline will be met and the Public Auction will go ahead as planned.
2. The benefit of the recommended action is that Administration will have received Council's direction on how to proceed regarding the value to be placed on the properties.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to accept the recommendation from Administration. Administration does not recommend this option as the process will be delayed, another Opinion of Value would be requested from Powers & Associates which would likely have the same results and the advertising deadline will not be met.

FINANCIAL IMPLICATION:

There are no future or direct costs resulting from the recommended motion, as all cost will be added to the property tax rolls for the affected properties.

STAFFING IMPLICATION:

There are no staffing implications associated with the recommended action, since tax recovery sales are considered in the annual work plan.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

The required advertisements will be placed

ATTACHMENT(S):

- Advertisement
- Opinion of Value
- Assessment Summary Report for each property
- Council Policy AD 27
- MGA Sections 418, 419 & 428(1)

PUBLIC SALE OF LAND
MUNICIPAL GOVERNMENT ACT
DIVISION 8
RECOVERY OF TAXES RELATED TO LAND

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Notice is hereby given that under the provisions of the *Municipal Government Act* the Municipal District of Greenview No. 16 will offer for sale, by public auction, in the Council Chambers of the Municipal District of Greenview No. 16 Administration Building, 4806 – 36 Avenue, Valleyview, Alberta, on Wednesday, September 18, 2019 at 1:15 p.m. Mountain Standard Time, the following lands:

LEGAL	PLAN	BLOCK/UNIT	LOT	C OF T	RESERVE BID
NW-34-56-8-6	0925042	1		092149498	\$30,000.00
NW-34-56-8-6	0925042	2		092149498 +1	\$40,000.00
NW-34-56-8-6	0925042	3		092149498 +2	\$55,000.00
NW-34-56-8-6	0925042	5		092149498 +4	\$40,000.00
NW-34-56-8-6	0925042	6		092149498 +5	\$40,000.00
NW-34-56-8-6	0925042	8		092149498 +7	\$50,000.00
NW-34-56-8-6	0925042	9		092149498 +8	\$50,000.00
NW-34-56-8-6	0925042	10		092149498 +9	\$80,000.00
NW-34-56-8-6	0425096	38	12	042439124	245,000.00
SE-32-56-8-6	0728033	12		112081815	5,000.00

Each parcel will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing Certificate of Title.

These properties are being offered for sale on an “as is, where is” basis, and the Municipal District of Greenview No. 16 makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the Purchaser. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms or conditions of sale will be considered other than those specified by the Municipal District of Greenview No. 16. No further information is available at the public auction regarding the lands to be sold.

The Municipal District of Greenview No. 16 may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.

TERMS: 10% down payment at public auction; balance within 30 days of the date of the Public Auction. All payments must be made by Cash or Certified Cheque.

Redemption may be effected by payment of all arrears of taxes and costs at any time prior to the sale.

Dated at Valleyview, Alberta July 31st, 2019

DENISE THOMPSON, CHIEF ADMINISTRATIVE OFFICER



POWERS & ASSOCIATES

Valuation • Assessment • Advisory

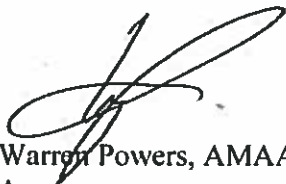
Town of Grande Cache
RE: Public Auction for Tax Recovery
Ministerial Order No: MSL:036/19

Date: June 14, 2019

The following represents my current estimate of market value for public auction reserve bids located within the MD of Greenview in the Hamlet of Grande Cache as of June 14, 2019.

ROLL	PLAN	Block/Unit	Lot	ASSESSMENT	RESERVE BID AMOUNT
520001	0925042	1		\$41,000	\$30,000
520002	0925042	2		\$56,000	\$40,000
520003	0925042	3		\$80,000	\$55,000
520005	0925042	5		\$57,000	\$40,000
520006	0925042	6		\$57,000	\$40,000
520008	0925042	8		\$72,000	\$50,000
520009	0925042	9		\$71,000	\$50,000
520010	0925042	10		\$113,000	\$80,000
392111	0425096	38	12	\$353,000	\$245,000
26163012	0728033	26	12	\$8,000	\$5,000

The above has not been prepared in accordance with CUSPAP or USPAP and should not be relied upon by any person or persons other than the intended user noted in the letterhead. The estimates of value contained herein have been discounted to reflect the nature of auction sales where properties are generally sold site-unseen and as-is, where-is for the purpose of establishing an estimate of value for reserve bid purposes only. Use for any other purpose or by any other entity is expressly denied.



Warren Powers, AMAA
Assessor
MD of Greenview (Hamlet of Grande Cache)

PO Box 3096 • Beaumont, Alberta • T4X 1K8
Phone: 780.439.7227 • Fax: 780.439.7221 • Toll Free: 1.877.867.9079
Email: admin@powersandassociates.ca



POWERS & ASSOCIATES

Valuation • Assessment • Advisory

Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

Roll: 520001 Legal: 0925042 1 NW-34-56-8-8 Address: 101, 4 Mountain Trail Land Area: 1,201 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise	
---	--

Income Valuation

IncomeID	Location	Property Type	Year Built	Asmt Code	Value
250003908	Industrial	Reta/Office/Wise	2009	32 100%	41,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32	Commercial Impr	41,000
Grand Totals For 2018			41,000

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POWERS & ASSOCIATES

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Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

Roll: 520002 Legal: 0925042 2 NW-34-66-8-6 Address: 102, 4 Mountain Trail Land Area: 1,623 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise	
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Income Valuation

IncomeID	Location	Property Type	Year Built	Asmt Code	Value
250003914	Industrial	Reta/Office/Whse	2009	32 100%	56,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32	Commercial Impr	56,000
Grand Totals For 2018			56,000

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Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

Roll: 520003 Legal: 0925042 3 NW-34-56-8-6 Address: 103, 4 Mountain Trail Land Area: 2,302 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise	
--	--

Income Valuation

Income ID	Location	Property Type	Year Built	Asmt Code	Value
250003918	Industrial	Reta/Office/Whse	2009	32 100%	80,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32 *	Commercial Impr	80,000
Grand Totals For 2018			80,000

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POWERS & ASSOCIATES

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Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

<p>Roll: 520005 Legal: 0925042 5 NW-34-66-8-6 Address: 105.4 Mountain Trail</p> <p>Land Area: 1,647 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise</p>	
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Income Valuation

IncomeID	Location	Property Type	Year Built	Asmt Code	Value
250003918	Industrial	Reta/Office/Office	2009	32 100%	57,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32	Commercial Impr	57,000
Grand Totals For 2018			57,000

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Email: admin@powersandassociates.ca



POWERS & ASSOCIATES

Valuation • Assessment • Advisory

Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

Roll: 520008 Legal: 0925042 6 NW-34-56-8-6 Address: 106, 4 Mountain Trail Land Area: 1,659 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise	
--	--

Income Valuation

IncomeID	Location	Property Type	Year Built	Asmt Code	Value
250003920	Industrial	Retail/Office/Warehouse	2009	32 100%	57,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32 *	Commercial Impr	57,000
Grand Totals For 2018			57,000

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POWERS & ASSOCIATES

Valuation • Assessment • Advisory

Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

<p>Roll: 520008 Legal: 0925042 8 NW-34-56-8-6 Address: 106, 4 Mountah Trail</p> <p>Land Area: 2,072 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise</p>	
---	--

Income Valuation

IncoorID	Location	Property Type	Year Built	Asmt Code	Value
250003922	Industrial	Retail/Office/Whse	2009	32 100%	72,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32	Commercial Impr	72,000
Grand Totals For 2018			72,000

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POWERS & ASSOCIATES

Valuation • Assessment • Advisory

Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

<p>Roll: 520009 Legal: 0925042 9 NW-34-56-8-6 Address: 109, 4 Mountain Trail</p> <p>Land Area: 2,042 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise</p>	
--	--

Income Valuation

IncomeID	Location	Property Type	Year Built	Asmt Code	Value
250003924	Industrial	Reta/Office/Wrse	2009	32 100%	71,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32 *	Commercial Impr	71,000
Grand Totals For 2018			71,000

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POWERS & ASSOCIATES

Valuation • Assessment • Advisory

Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

Roll: 520010 Legal: 0925042 10 NW-34-66-8-6 Address: 110, 4 Mountain Trail Land Area: 3,257 Sq. Feet Subdivision: Zoning: DC Direct Control Actual Use: Improved Commercial / Office / Low Rise	
---	--

Income Valuation

IncomeID	Location	Property Type	Year Built	Asmt Code	Value
250003926	Industrial	Reta/Office/Whse	2009	32 100%	113,000

Assessment Totals

Tax Status	Code	Description	Assessment
T	32	* Commercial Impr	113,000
Grand Totals For 2018			113,000

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POWERS & ASSOCIATES

Valuation • Assessment • Advisory

Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

<p>Roll: 392111 Legal: 0425096 38 12 NW-34-56-8-6 Address: 9807 Hoppe Avenue</p> <p>Land Area: 0.41 Acres Subdivision: Zoning: C/M-1 Comm/Indust Actual Use: Improved Industrial / Warehousing / Light Industrial</p>	
---	--

Market Land Valuation	Site Area: 0.15 Acres	Asmt Code	Value
		42 100%	29,000

Income Valuation	IncomeID	Location	Property Type	Year Built	Asmt Code	Value
	250006801	Industrial	Warehouse/Shop	2004	42 100%	324,000

Assessment Totals			
Tax Status	Code	Description	Assessment
T	42 *	Industrial Impr	353,000
Grand Totals For 2018			353,000

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POWERS & ASSOCIATES

Valuation • Assessment • Advisory

Town of Grande Cache

Assessment Summary

Year of General Assessment: 2018

<p>Roll: 26163012 Legal: 0728033 12 SE-32-56-8-6 Address: 180 Moberly Road 15 Units</p> <p>Land Area: 0 Sq. Feet Subdivision: Eagle Rock Condominiums Zoning: DC-R(VI) DC Res VI Actual Use: Improved Residential / Residential Condominium / Parking Stall</p>	
---	--

Direct Sales Valuation

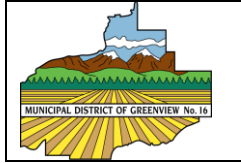
Project	Type	Area	Year Bult	Asmt Code	Value
Cdm: 0728033	Parking Unit (Basement)	206.7 Sq Feet	2007	20 100%	8,000

Assessment Totals

Tax Status	Code	Description	Assessment
T		20 Residential Condominiums	8,000
Grand Totals For 2018			8,000

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

Section:
ADMINISTRATION

POLICY NUMBER: AD 27

POLICY TITLE: TAX RECOVERY	Page 1 of 2
Date Adopted by Council / Motion Number:	11.10.561

PURPOSE:

To establish guidelines on how tax forfeited lands will be sold or made available for taxation again.

POLICY:

The M.D. has established a method in which Council can introduce tax forfeited land to the marketplace.

1. No parcel will be removed from the Tax Sale List unless all taxes, penalties and costs incurred by the M.D. in the Tax Recovery Process are paid prior to the sale.
2. In accordance with the provisions of the Municipal Government Act, Chapter M-26.1, the M.D. may become the owner of any land that is offered, but not sold, at the Tax Recovery Sale.
3. If the M.D. exercises its option to become the owner of the land, the M.D. will not sell the property until one year after the date of the Tax Recovery Auction unless the prospective buyer meets the reserve bid price set at the original sale.
4. If, in the opinion of Council, the sale of tax forfeited land will cause hardship to an existing occupant, the Council may lease all or a portion of the parcel to the occupant so long as the revenue generated exceeds what would be generated by taxation, so as to make partial payment on arrears.
5. The amount of lease fees will be set by Council, and the occupant is not permitted to assign or sublet his/her interest in the parcel.
6. Council will adopt a reserve price for all lands which are to be offered for sale at the Tax Recovery Auction. This reserve price will be advertised in a local newspaper. The reserve bid adopted by Council for the Tax Recovery Auction will also apply to properties unsold at the Tax Recovery Auction, whether they are to be sold by private sale or by public tender.
7. Council will determine the method in which the reserve price, letter of opinion, or opinion of value will be set and whether it is to be performed by an appraiser, realtor, or assessor.

POLICY TITLE: TAX RECOVERY

Page 2 of 2

Date Adopted by Council / Motion Number:

11.10.561

- 8. In the event a parcel is sold and there remains excess revenue after taxes, an administration charge will be applied. The administration charge will include, but is not limited to, the following:
 - a) Costs of advertising, both in the local papers and the Alberta Gazette;
 - b) Costs to prepare a reserve bid;
 - c) Costs paid to the Registrar of Land Titles for tax arrears notifications and preparation of a Tax Arrears List; and
 - d) An administration fee of 5% of the amount paid for the parcel.

9. In all respects, Council will conduct Tax Recovery Auctions in accordance with Division 8, Recovery of Taxes Related to Land, of the Municipal Government Act, Chapter M-26.1.

10. Tax Recovery property sold will adhere to the following terms:

Public Auction:

- For agricultural land - 10% down at public auction; balance at finalization.
- For subdivided lots - 10% down at public auction; balance at finalization.

Public Tenders: - 10% of bid to accompany tender.

The MD will consider time sale not to exceed one year at 8% interest on outstanding balance with 12% charged on arrears.

Direct Sales: - 10% of bid to accompany tender.

The MD will consider time sale not to exceed one year at 8% interest on outstanding balance with 12% charged on arrears.

LAND TITLE FEES: The M.D. will collect Land Title Office fees over and above the purchase price from purchasers at final payment, at a rate charged for Land Title fees, plus one dollar (\$1) for each \$1,000 market value or portion thereof.

11. If a Tax Recovery property remains unsold after one year from the Tax Recover sale, Council may allow for further appraisals or offers to be considered in accordance with the M.G.A.

(Original signed copy on file)
REEVE

C.A.O.

advising the person of the municipality's intention to proceed under subsection (2.1).

(2.3) Where a parcel of land described in section 304(1)(c) is held under a lease, licence or permit from the Crown in right of Alberta,

- (a) the Crown must, on a quarterly basis, notify the municipality in which the parcel is located of any changes in the status of the lease, licence or permit, as the case may be, and
- (b) the municipality must send to the Crown that portion of the tax arrears list showing the parcels of land described in section 304(1)(c) that are held by the Crown.

(3) This section does not prevent the municipality from exercising any other right it has to collect the tax arrears.

RSA 2000 cM-26 s416;2015 c8 s52

Warning of sale

417(1) Not later than the August 1 following receipt of a copy of the tax arrears list, the Registrar must, in respect of each parcel of land shown on the tax arrears list, send a notice to

- (a) the owner of the parcel of land,
- (b) any person who has an interest in the parcel that is evidenced by a caveat registered by the Registrar, and
- (c) each encumbrancee shown on the certificate of title for the parcel.

(2) The notice must state

- (a) that if the tax arrears in respect of the parcel of land are not paid before March 31 in the next year, the municipality will offer the parcel for sale at a public auction, and
- (b) that the municipality may become the owner of the parcel after the public auction if the parcel is not sold at the public auction.

(3) The notice must be sent to the address shown on the records of the Land Titles Office for each person referred to in subsection (1).

1994 cM-26.1 s417;1995 c24 s61

Offer of parcel for sale

418(1) Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

(2) Unless subsection (4) applies, the public auction must be held in the period beginning on the date referred to in section 417(2)(a) and ending on March 31 of the year immediately following that date.

(3) Subsection (1) does not apply to a parcel in respect of which the municipality has started an action under section 411(2) to recover the tax arrears before the date of the public auction.

(4) The municipality may enter into an agreement with the owner of a parcel of land shown on its tax arrears list providing for the payment of the tax arrears over a period not exceeding 3 years, and in that event the parcel need not be offered for sale under subsection (1) until

- (a) the agreement has expired, or
- (b) the owner of the parcel breaches the agreement,

whichever occurs first.

1994 cM-26.1 s418;1995 c24 s62;1996 c30 s35

Reserve bid and conditions of sale

419 The council must set

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (b) any conditions that apply to the sale.

1994 cM-26.1 s419

Right to possession

420(1) From the date on which a parcel of land is offered for sale at a public auction, the municipality is entitled to possession of the parcel.

(2) For the purposes of obtaining possession of a parcel of land, a designated officer may enter the parcel and take possession of it for and in the name of the municipality and, if in so doing resistance is encountered, the municipality may apply to the Court of Queen's Bench for an order for the possession of the parcel.

RSA 2000 cM-26 s420;2009 c53 s119

Advertisement of public auction

421(1) The municipality must advertise the public auction

- (a) in one issue of The Alberta Gazette, not less than 40 days and not more than 90 days before the date on which the public auction is to be held, and

(3.1) Subject to subsection (3.3), if the municipality is satisfied that there are no debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality may pay the money remaining to the previous owner.

(3.2) If the municipality is not satisfied that there are no debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality must notify the previous owner that an application may be made under section 428(1) to recover all or part of the money.

(3.3) For the purposes of this Division, “previous owner” includes the Crown in right of Alberta if the municipality has been notified by the Minister responsible for the *Unclaimed Personal Property and Vested Property Act* that the land has vested in the Crown, and any money remaining after payment of the tax arrears and costs set out in subsection (2) must be paid to the Minister responsible for the *Unclaimed Personal Property and Vested Property Act*.

(4) Money paid to a municipality under a lease, licence or permit granted under section 425(2) must be placed in the account referred to in subsection (1) and distributed in accordance with this section and section 428.

RSA 2000 cM-26 s427;2007 cU-1.5 s73

Distribution of surplus sale proceeds

428(1) A person may apply to the Court of Queen’s Bench for an order declaring that the person is entitled to a part of the money in the account referred to in section 427(1).

(2) An application under this section must be made within 10 years after

- (a) the date of the public auction, if the parcel was sold at a public auction, or
- (b) the date of a sale under section 425, if the parcel was sold at a sale under that section.

(3) The Court must decide if notice must be given to any person other than the applicant and in that event the hearing must be adjourned to allow notice to be given.

(4) In making an order, the Court must have regard to the priorities in which sale proceeds are distributed in a foreclosure action.

RSA 2000 cM-26 s428;2009 c53 s119

Payment of undistributed money to municipality

428.1 If no application is made under section 428 within the 10-year period referred to in section 428(2), the municipality may,



REQUEST FOR DECISION

SUBJECT: Tax Recovery – Public Sale of Land
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: June 24, 2019
DEPARTMENT: CORPORATE SERVICES
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM:

MANAGER:
PRESENTER: MJ

RELEVANT LEGISLATION:

Provincial (cite) – In accordance with Section 418 and 419 of *Municipal Government Act*

Council Bylaw/Policy (cite) – AD 27

RECOMMENDED ACTION:

MOTION: That Council set the terms and conditions that apply to the public sale of land as per the attached advertisement and adopt the “Opinion of Value” prepared by Accurate Assessment Group with reserve bid prices as follows:

Roll #178997	NW-16-71-22-W5	Opinion \$165,000
Roll #178998	SW-16-71-22-W5	Opinion \$120,000
Roll #309426	SW-6-69-6-W6, Plan 0322694, Block 1, Lot 2	Opinion \$315,000
Roll #309587	SW-3-69-7-W6, Plan 0525878 Block 1, Lot 1	Opinion \$435,000
Roll #311066	SW-26-65-21-W5, Plan 9820795, Lot 1	Opinion \$60,000
Roll #311097	SE-14-69-8-W6, Plan 9825458, Lot 1	Opinion \$325,000
Roll #317447	SW-5-70-6-W6, Plan 1124095, Block 1, Lot 5	Opinion \$495,000
Roll #37908	NE-16-71-22-W5	Opinion \$120,000

MOTION: That Council set September 18, 2019 at 1:15 p. m. Mountain Standard Time as the Public Auction Date for the sale of the following properties:

Roll #178997	NW-16-71-22-W5	Opinion \$165,000
Roll #178998	SW-16-71-22-W5	Opinion \$120,000
Roll #309426	SW-6-69-6-W6, Plan 0322694, Block 1, Lot 2	Opinion \$315,000
Roll #309587	SW-3-69-7-W6, Plan 0525878 Block 1, Lot 1	Opinion \$435,000

Roll #311066	SW-26-65-21-W5, Plan 9820795, Lot 1	Opinion \$60,000
Roll #311097	SE-14-69-8-W6, Plan 9825458, Lot 1	Opinion \$325,000
Roll #317447	SW-5-70-6-W6, Plan 1124095, Block 1, Lot 5	Opinion \$495,000
Roll #37908	NE-16-71-22-W5	Opinion \$120,000

BACKGROUND/PROPOSAL:

The Tax Recovery process is the mechanism Municipalities use to ensure property owners pay their property taxes in a timely manner. Once a property owner has failed to pay their property taxes for two consecutive years, causing the property taxes to be two years in arrears, a Tax Notification Caveat is placed on the Land Title and notification is sent to the land owner advising them of the Caveat. If the property tax arrears remain unpaid by March 31st of the following year, the Municipality may sell the property by Public Auction.

After Council has made the decision to proceed with selling the property by Public Auction, a notice is sent to the property owner(s) advising them of the Public Auction date and the amount of outstanding property taxes that must be paid prior to the start of the auction, to stop the sale of their property by Public Auction. If the outstanding arrears are not paid, the Public Auction proceeds.

If any property is sold by Public Auction, the municipality is permitted to withhold an administration fee of 5% of the sale price, plus the tax arrears and advertising costs. The remaining balance may be paid to the previous land owner if the Municipality is satisfied there are no debts secured by an encumbrance on the Title. If the Municipality is not satisfied that there are no other debts that are secured by an encumbrance on Title, the municipality must notify the previous owner that an application may be made under section 428(1) to recover all or part of the money.

As Council is required to set a reserve bid that is as close as reasonably possible to the market value of the parcel Administration requested an “Opinion of Value”, from Accurate Assessment. A copy of the “Opinion of Value” is attached for Council’s information.

BENEFITS OF THE RECOMMENDED ACTION:

1. A benefit of the recommended action is that the required advertising deadline will be met and the Public Auction will go ahead as planned.
2. Another benefit of the recommended action is that Administration will have received Council’s direction on how to proceed regarding the value to be placed on the properties.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to accept the recommendation from Administration. Administration does not recommend this option as the process will be delayed, another Opinion of Value

would be requested from Accurate Assessment which would likely have the same results and the advertising deadline will not be met.

FINANCIAL IMPLICATION:

There are no future or direct costs resulting from the recommended motion, as all cost will be added to the property tax rolls for the affected properties.

STAFFING IMPLICATION:

There are no staffing implications associated with the recommended action, since tax recovery sales are considered in the annual work plan.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

The required advertisements will be placed

ATTACHMENT(S):

- Advertisement
- Opinion of Value
- Assessment Summary Report for each property
- Council Policy AD 27
- MGA Sections 418, 419 & 428(1)

PUBLIC SALE OF LAND
MUNICIPAL GOVERNMENT ACT
DIVISION 8
RECOVERY OF TAXES RELATED TO LAND

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Notice is hereby given that under the provisions of the *Municipal Government Act* the Municipal District of Greenview No. 16 will offer for sale, by public auction, in the Council Chambers of the Municipal District of Greenview No. 16 Administration Building, 4806 – 36 Avenue, Valleyview, Alberta, on Wednesday, September 18, 2019 at 1:15 p.m. Mountain Standard Time, the following lands:

LEGAL	PLAN	BLOCK	LOT	C OF T	RESERVE BID
NW-16-71-22-W5				902172754001	\$165,000
SW-16-71-22-W5				902172754001	\$120,000
SW-6-69-6-W6	0322694	1	2	112168603	\$315,000
SW-3-69-7-W6	0525878	1	1	152305492	\$435,000
SW-26-65-21-W5	9820795		1	982076202	\$60,000
SE-14-69-8-W6	9825458		1	112124871	\$325,000
SW-5-70-6-W6	1124095	1	5	142285233	\$495,000
NE-16-71-22-W5				902172754	\$120,000

Each parcel will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing Certificate of Title.

These properties are being offered for sale on an “as is, where is” basis, and the Municipal District of Greenview No. 16 makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the Purchaser. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms or conditions of sale will be considered other than those specified by the Municipal District of Greenview No. 16. No further information is available at the public auction regarding the lands to be sold.

The Municipal District of Greenview No. 16 may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.

TERMS: 10% down payment at public auction; balance within 30 days of the date of the Public Auction. All payments must be made by Cash or Certified Cheque.

Redemption may be effected by payment of all arrears of taxes and costs at any time prior to the sale.

Dated at Valleyview, Alberta July 31st, 2019

DENISE THOMPSON, CHIEF ADMINISTRATIVE OFFICER

June 6, 2019

Attention: Marilyn Jensen

As per your request of May 28, 2018 regarding tax recovery properties, I have prepared an *opinion of value* on the subject properties. A visual drive by inspection was conducted in the past on these properties as part of the regularly scheduled assessment re-inspection Cycle. Assuming the condition of the property reflects normal condition and assuming there are not any problems or abnormalities, structural, physical, or otherwise, the following figures represent an *opinion of value* as of May 28, 2018. Any timber, mineral, riparian or commodity value(s) or easement revenue(s) that may exist on the subject properties have not been factored into their specific valuation.

Roll 178997 – NW-16-71-22-W5		Opinion = \$165,000
Roll 178998 – SW-16-71-22W5		Opinion = \$120,000
Roll 309426 – SW-6-69-6-W6	(0322694, 1, 2)	Opinion = \$315,000
Roll 309587 – SW-3-69-7-W6	(0525878, 1, 1)	Opinion = \$435,000
Roll 311066 – SW-26-65-21-W5	(9820795, 1)	Opinion = \$60,000
Roll 311097 – SE-14-69-8-W6	(9825458, 1)	Opinion = \$325,000
Roll 317447 – SW-5-70-6-W6	(1124095, 1, 5)	Opinion = \$495,000
Roll 37908 – NE-16-71-22-W5		Opinion = \$120,000

Details regarding the valuation process and criteria/comparables used are available upon request.

Sincerely,



Troy Birtles, AMAA
Assessment Coordinator
Accurate Assessment Group



Assessment Summary

Year of General Assessment: 2018

Roll: 178997
 Legal: NW-16-71-22-5
 Address:

Land Area: 160.00 Acres
 Subdivision:
 Zoning: Agriculture One
 Actual Use: Improved Residential / Single Family Unit- fee simple / One Farm Residence



<u>Market Land Valuation</u>	Site Area: 3.00 Acres	Asmt Code	Value
		110 100%	54,600
<u>Farmland Valuation</u>	Agroclimatic Zone: 21 2H-PR	Asmt Code	Value
Soil Group	Area	Rating	
80 Pasture	111.00 Acres	29.0%	10,870
80 Pasture	46.00 Acres	5.0%	
Total Area: 157.00 Acres			

<u>Improvement Valuation</u>		Floor Area	Built	Asmt Code	Value
1 Storey Basementless	SFD - All Ages	677 Sq Feet	1978	110 100%	20,860

<u>Assessment Totals</u>			Assessment
Tax Status	Code	Description	
T	110	FARM RES IMPR/SITE	54,600
	300	FARMLAND	10,870
		Totals For 2018 Taxable	65,470
E	900	RURAL RES EXEMPTION	20,860
		Grand Totals For 2018	86,330



Assessment Summary

Year of General Assessment: 2018

Roll: 178998	Land Area: 160.00 Acres
Legal: SW-16-71-22-5	Subdivision:
Address:	Zoning: Agriculture One

<u>Farmland Valuation</u>		Agroclimatic Zone: 21 2H-PR	Asmt Code	Value
Soil Group	Area	Rating		
80 Pasture	98.00 Acres	29.0%	300 100%	9,340
80 Pasture	62.00 Acres	2.0%		
Total Area: 160.00 Acres				

<u>Assessment Totals</u>			
Tax Status	Code	Description	Assessment
T	300	FARMLAND	9,340
Grand Totals For 2018			9,340



Assessment Summary

Year of General Assessment: 2018

Roll: 309426
 Legal: 0322694 1 2 SW-6-69-6-6
 Address:

Land Area: 7.00 Acres
 Subdivision:
 Zoning: Country Residential One
 Actual Use: Improved Residential / Designated Manufactured Home / Manufactured Home out MHC



Market Land Valuation

Site Area: 7.00 Acres

Asmt	Code	Value
100	100%	83,590

Improvement Valuation

	Floor Area	Built	Asmt	Code	Value
Foundation - Basementless	Manufactured Home - Single	1,217 Sq Feet	2003	100 100%	182,430
Detached	Garage	864 Sq Feet	1998	100 100%	12,720

Marshall & Swift

	Area (Ft2)	Built	Asmt	Code	Value
Main Level & Conc. Slab	40x40 Warehouse (Metal Clad)	1,600 Sq Feet	2017	100 100%	35,990

Assessment Totals

Tax Status	Code	Description	Assessment
T	100	RES IMPR/SITE	314,730
Grand Totals For 2018			314,730



Assessment Summary

Year of General Assessment: 2018

Roll: 309587
 Legal: 0525878 1 1 SW-3-69-7-6
 Address:

Land Area: 16.14 Acres
 Subdivision:
 Zoning: Agriculture One
 Actual Use: Improved Residential / Single Family Unit- fee simple



Market Land Valuation

Site Area: 16.14 Acres

Asmt	Code	Value
100	100%	99,700

Improvement Valuation

		Floor Area	Built	Asmt	Code	Value
Split Entry	SFD - After 1940	1,135 Sq Feet	1978	100	100%	266,310
Detached	Carport	1,716 Sq Feet	1999	100	100%	19,170
Detached	Archrib	1,536 Sq Feet	1990	100	100%	25,800

Marshall & Swift

		Area (Ft2)	Built	Asmt	Code	Value
Main Level & Conc. Slab	30x40 Warehouse (Metal Clad)	1,200 Sq Feet	2000	100	100%	24,430

Assessment Totals

Tax Status	Code	Description	Assessment
T	100	RES IMPR/SITE	435,410
Grand Totals For 2018			435,410



Assessment Summary

Year of General Assessment: 2018

Roll: 311066
Legal: 9820795 1 SW-26-65-21-5
Address:

Land Area: 9.98 Acres
Subdivision:
Zoning: Agriculture One

Actual Use: Improved Residential / Designated Manufactured Home / Manufactured Home out MHC



Market Land Valuation

Site Area: 9.98 Acres

Asmt Code	Value
100 100%	63,660

Improvement Valuation

Foundationless	Manufactured Home - Single	Floor Area	Built	Asmt Code	Value
		624 Sq Feet	1973	100 100%	0

Assessment Totals

Tax Status	Code	Description	Assessment
T		100 RES IMPR/SITE	63,660
Grand Totals For 2018			63,660



Assessment Summary

Year of General Assessment: 2018

Roll: 311097
 Legal: 9825458 1 SE-14-69-8-6
 Address:

Land Area: 10.00 Acres
 Subdivision:
 Zoning: Agriculture One
 Actual Use: Improved Residential / Designated Manufactured Home / Manufactured Home out MHC



Market Land Valuation

Site Area: 10.00 Acres

Asmt	Code	Value
100	100%	88,500

Improvement Valuation

		Floor Area	Built	Asmt	Code	Value
Foundation - Basementless	Manufactured Home - Single	1,217 Sq Feet	1998	100	100%	171,800
Detached	Carport	1,799 Sq Feet	1999	100	100%	18,680
Detached	OFFICE	256 Sq Feet	1999	100	100%	10,060
Detached	Work Shop	1,020 Sq Feet	2007	100	100%	36,380

Assessment Totals

Tax Status	Code	Description	Assessment
T	100	RES IMPR/SITE	325,420
Grand Totals For 2018			325,420



Assessment Summary

Year of General Assessment: 2018

Roll: 317447
 Legal: 1124095 1 5 SW-5-70-6-6
 Address:

Land Area: 9.81 Acres
 Subdivision:
 Zoning: Country Residential One
 Actual Use: Improved Residential / Single Family Unit- fee simple



Market Land Valuation

Site Area: 3.00 Acres

Asmt	Code	Value
110	100%	68,310

Farmland Valuation

Agroclimatic Zone: 21 2H-PR

Asmt	Code	Value
300	100%	570

Soil Group	Area	Rating
80 Pasture	6.81 Acres	25.0%

Total Area: 6.81 Acres

Improvement Valuation

		Floor Area	Built	Asmt	Code	Value
1 Storey Basementless	SFD - After 1970	1,536 Sq Feet	2015	110	100%	346,510

Marshall & Swift

		Area (Ft2)	Built	Asmt	Code	Value
Main Level & Conc. Slab	40x44 Warehouse (Metal Clad)	1,760 Sq Feet	2015	110	50%	29,030
				310	50%	29,020

Assessment Totals

Tax Status	Code	Description	Assessment
T	110	FARM RES IMPR/SITE	443,280
	300	FARMLAND	570
		Totals For 2018 Taxable	443,850
E	310	FARM BLDG EXEMPTION	29,020
	900	RURAL RES EXEMPTION	570
		Totals For 2018 Exempt	29,590
		Grand Totals For 2018	473,440



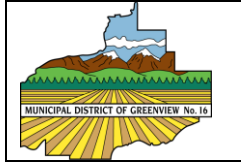
Assessment Summary

Year of General Assessment: 2018

<p>Roll: 37908 Legal: NE-16-71-22-5 Address:</p>	<p>Land Area: 160.00 Acres Subdivision: Zoning: Agriculture One</p>
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Farmland Valuation	Agroclimatic Zone: 21 2H-PR	Asmt Code	Value
Soil Group	Area	Rating	
80 Pasture	102.00 Acres	29.0%	10,000
80 Pasture	58.00 Acres	5.0%	
Total Area: 160.00 Acres			

Assessment Totals			Assessment
Tax Status	Code	Description	
T	300	FARMLAND	10,000
Grand Totals For 2018			10,000



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

Section:
ADMINISTRATION

POLICY NUMBER: AD 27

POLICY TITLE: TAX RECOVERY	Page 1 of 2
Date Adopted by Council / Motion Number:	11.10.561

PURPOSE:

To establish guidelines on how tax forfeited lands will be sold or made available for taxation again.

POLICY:

The M.D. has established a method in which Council can introduce tax forfeited land to the marketplace.

1. No parcel will be removed from the Tax Sale List unless all taxes, penalties and costs incurred by the M.D. in the Tax Recovery Process are paid prior to the sale.
2. In accordance with the provisions of the Municipal Government Act, Chapter M-26.1, the M.D. may become the owner of any land that is offered, but not sold, at the Tax Recovery Sale.
3. If the M.D. exercises its option to become the owner of the land, the M.D. will not sell the property until one year after the date of the Tax Recovery Auction unless the prospective buyer meets the reserve bid price set at the original sale.
4. If, in the opinion of Council, the sale of tax forfeited land will cause hardship to an existing occupant, the Council may lease all or a portion of the parcel to the occupant so long as the revenue generated exceeds what would be generated by taxation, so as to make partial payment on arrears.
5. The amount of lease fees will be set by Council, and the occupant is not permitted to assign or sublet his/her interest in the parcel.
6. Council will adopt a reserve price for all lands which are to be offered for sale at the Tax Recovery Auction. This reserve price will be advertised in a local newspaper. The reserve bid adopted by Council for the Tax Recovery Auction will also apply to properties unsold at the Tax Recovery Auction, whether they are to be sold by private sale or by public tender.
7. Council will determine the method in which the reserve price, letter of opinion, or opinion of value will be set and whether it is to be performed by an appraiser, realtor, or assessor.

POLICY TITLE: TAX RECOVERY

Page 2 of 2

Date Adopted by Council / Motion Number:

11.10.561

- 8. In the event a parcel is sold and there remains excess revenue after taxes, an administration charge will be applied. The administration charge will include, but is not limited to, the following:
 - a) Costs of advertising, both in the local papers and the Alberta Gazette;
 - b) Costs to prepare a reserve bid;
 - c) Costs paid to the Registrar of Land Titles for tax arrears notifications and preparation of a Tax Arrears List; and
 - d) An administration fee of 5% of the amount paid for the parcel.

9. In all respects, Council will conduct Tax Recovery Auctions in accordance with Division 8, Recovery of Taxes Related to Land, of the Municipal Government Act, Chapter M-26.1.

10. Tax Recovery property sold will adhere to the following terms:

Public Auction:

- For agricultural land - 10% down at public auction; balance at finalization.
- For subdivided lots - 10% down at public auction; balance at finalization.

Public Tenders: - 10% of bid to accompany tender.

The MD will consider time sale not to exceed one year at 8% interest on outstanding balance with 12% charged on arrears.

Direct Sales: - 10% of bid to accompany tender.

The MD will consider time sale not to exceed one year at 8% interest on outstanding balance with 12% charged on arrears.

LAND TITLE FEES: The M.D. will collect Land Title Office fees over and above the purchase price from purchasers at final payment, at a rate charged for Land Title fees, plus one dollar (\$1) for each \$1,000 market value or portion thereof.

11. If a Tax Recovery property remains unsold after one year from the Tax Recover sale, Council may allow for further appraisals or offers to be considered in accordance with the M.G.A.

(Original signed copy on file)
REEVE

C.A.O.

advising the person of the municipality's intention to proceed under subsection (2.1).

(2.3) Where a parcel of land described in section 304(1)(c) is held under a lease, licence or permit from the Crown in right of Alberta,

- (a) the Crown must, on a quarterly basis, notify the municipality in which the parcel is located of any changes in the status of the lease, licence or permit, as the case may be, and
- (b) the municipality must send to the Crown that portion of the tax arrears list showing the parcels of land described in section 304(1)(c) that are held by the Crown.

(3) This section does not prevent the municipality from exercising any other right it has to collect the tax arrears.

RSA 2000 cM-26 s416;2015 c8 s52

Warning of sale

417(1) Not later than the August 1 following receipt of a copy of the tax arrears list, the Registrar must, in respect of each parcel of land shown on the tax arrears list, send a notice to

- (a) the owner of the parcel of land,
- (b) any person who has an interest in the parcel that is evidenced by a caveat registered by the Registrar, and
- (c) each encumbrancee shown on the certificate of title for the parcel.

(2) The notice must state

- (a) that if the tax arrears in respect of the parcel of land are not paid before March 31 in the next year, the municipality will offer the parcel for sale at a public auction, and
- (b) that the municipality may become the owner of the parcel after the public auction if the parcel is not sold at the public auction.

(3) The notice must be sent to the address shown on the records of the Land Titles Office for each person referred to in subsection (1).

1994 cM-26.1 s417;1995 c24 s61

Offer of parcel for sale

418(1) Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

(2) Unless subsection (4) applies, the public auction must be held in the period beginning on the date referred to in section 417(2)(a) and ending on March 31 of the year immediately following that date.

(3) Subsection (1) does not apply to a parcel in respect of which the municipality has started an action under section 411(2) to recover the tax arrears before the date of the public auction.

(4) The municipality may enter into an agreement with the owner of a parcel of land shown on its tax arrears list providing for the payment of the tax arrears over a period not exceeding 3 years, and in that event the parcel need not be offered for sale under subsection (1) until

- (a) the agreement has expired, or
- (b) the owner of the parcel breaches the agreement,

whichever occurs first.

1994 cM-26.1 s418;1995 c24 s62;1996 c30 s35

Reserve bid and conditions of sale

419 The council must set

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (b) any conditions that apply to the sale.

1994 cM-26.1 s419

Right to possession

420(1) From the date on which a parcel of land is offered for sale at a public auction, the municipality is entitled to possession of the parcel.

(2) For the purposes of obtaining possession of a parcel of land, a designated officer may enter the parcel and take possession of it for and in the name of the municipality and, if in so doing resistance is encountered, the municipality may apply to the Court of Queen's Bench for an order for the possession of the parcel.

RSA 2000 cM-26 s420;2009 c53 s119

Advertisement of public auction

421(1) The municipality must advertise the public auction

- (a) in one issue of The Alberta Gazette, not less than 40 days and not more than 90 days before the date on which the public auction is to be held, and

(3.1) Subject to subsection (3.3), if the municipality is satisfied that there are no debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality may pay the money remaining to the previous owner.

(3.2) If the municipality is not satisfied that there are no debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality must notify the previous owner that an application may be made under section 428(1) to recover all or part of the money.

(3.3) For the purposes of this Division, “previous owner” includes the Crown in right of Alberta if the municipality has been notified by the Minister responsible for the *Unclaimed Personal Property and Vested Property Act* that the land has vested in the Crown, and any money remaining after payment of the tax arrears and costs set out in subsection (2) must be paid to the Minister responsible for the *Unclaimed Personal Property and Vested Property Act*.

(4) Money paid to a municipality under a lease, licence or permit granted under section 425(2) must be placed in the account referred to in subsection (1) and distributed in accordance with this section and section 428.

RSA 2000 cM-26 s427;2007 cU-1.5 s73

Distribution of surplus sale proceeds

428(1) A person may apply to the Court of Queen’s Bench for an order declaring that the person is entitled to a part of the money in the account referred to in section 427(1).

(2) An application under this section must be made within 10 years after

- (a) the date of the public auction, if the parcel was sold at a public auction, or
- (b) the date of a sale under section 425, if the parcel was sold at a sale under that section.

(3) The Court must decide if notice must be given to any person other than the applicant and in that event the hearing must be adjourned to allow notice to be given.

(4) In making an order, the Court must have regard to the priorities in which sale proceeds are distributed in a foreclosure action.

RSA 2000 cM-26 s428;2009 c53 s119

Payment of undistributed money to municipality

428.1 If no application is made under section 428 within the 10-year period referred to in section 428(2), the municipality may,



REQUEST FOR DECISION

SUBJECT: **QEII Hospital Foundation - Grant Request**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy #8002 – Community Grants

RECOMMENDED ACTION:

MOTION: That Council approve a capital grant in the amount of \$100,000.00 to the Grande Prairie Regional Hospital Foundation, Key to Care Capital Campaign, Bedside Engagement System, with funds to come from Community Service Miscellaneous Grant.

BACKGROUND/PROPOSAL:

The Grande Prairie Regional Hospital Foundation is a charitable organization whose primary goal is to enhance patient care for residents in Grande Prairie and the surrounding region.

At the July 23, 2018 Council Meeting the Foundation’s “Key to Care Capital Campaign” was presented with a funding request of \$800,000.00 from Greenview, to be considered in the 2019 Budget. The Foundation’s total goal from this campaign was \$20,000,000.00 at the time of the meeting, \$10,000,000.00 had been secured for the Key to Care Capital Campaign. Upon deliberations at the July 23, 2018 Council Meeting the report was accepted for information with no further direction stated to Administration. Councillor Dale Gervais, an appointed member on the Grande Prairie Hospital Foundation, contacted Administration in December requesting that the funding request be revisited.

At the February 19, 2019 Committee of the Whole meeting a presentation was made to provide detail on the Bedside Engagement System. The presentation introduced the interactive patient care system, planned to be included in every room within the new Grande Prairie Regional Hospital. It is proposed that the care system will provide better outcome for patients by offering informational videos, educational tutorials for both patients and family members, opportunity for family and patients to work online, watch TV, skype with family at home and help to communicate with healthcare professionals. The bedside system will be available through either a smart TV, tablet or bedside TV system.

The Grande Prairie Regional Hospital Foundation is requesting a capital grant in the amount of \$100,000.00 to aid in helping to fund the Key to Care Capital Campaign, Bedside engagement system.

Greenview has contributed \$200,000.00 to the Queen Elizabeth II Hospital Foundation to-date for the Capital Campaign.

The Community Service Miscellaneous Grant Budget has a balance of \$607,571.04 as of June 23, 2019.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will assist in providing the Peace Region with the leading edge of innovation to aid in a better outcome for patients and allow patients to be more involved in their care.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve the recommended grant funding, provide an alternate amount or deny the grant application.

FINANCIAL IMPLICATION:

Direct Costs: \$100,000.00

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 correspond with the grant applicant to inform them of Council's decision.

ATTACHMENT(S):

- Grande Prairie Regional Hospital Foundation Grant Request
- Grande Prairie Regional Hospital Foundation Bedside engagement System Facts
- Bedside Engagement System PowerPoint
- 2017-2018 Annual Report



Municipal District of Greenview #16
 Box 1079 Valleyview, AB T0H 3N0
 Phone: (780) 524-7600

GRANT APPLICATION

Organization Information:

Name of Organization: Grande Prairie Regional Hospital Foundation

Address of Organization: 10409 - 98th Street Grande Prairie, AB T8V-2E8

Contact Name and Phone Number: Dawn Miller (780)-832-6471

Position of Contact Person: Senior Development Officer

Purpose of organization:
The Foundation works with the community and region to enhance patient care and education at the QE II Hospital and the new Grande Prairie Regional Hospital.

What act are you registered under? Charitable Registration No. 119107175

Grant Information:

Total Amount Requested	Operating	100,000.00
	Capital	

Proposed Project: Funds requested are to be used for our Key to Care Capital Campaign, Bedside Engagement System. This system will be in every room at the new Grande Prairie Regional Hospital. This system will provide a better outcome for patients. There are informational videos, educational tutorials for both the patient and family, provide the opportunity for family and patients to work online, watch TV and to Skype with their family at home. AHS has moved to the patient & family centered care model with the emphasis on patient engagement. The Bedside Engagement System will allow the patient to be more involved in their care.

*Operating costs are the costs of day-to-day operations.
 Capital costs are costs more than \$2,500, which is not consumed in one year and/or those costs, which add value to property owned and operated by the organization.*

FORM A **must** be filled out with **all** grant applications. Fill out FORM B for any capital requests.



Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600

Additional Information:

Have you previously applied for grant from the M. D. of Greenview?

Yes No

List the last two grants your organization has received from the M.D. of Greenview

1. Amount \$ _____ Year _____

Purpose: _____

2. Amount \$ _____ Year _____

Purpose: _____

Have you provided the M.D. of Greenview with a final completion report for grant funds received?

Yes No

If no, why has the report not been filed?

Have you applied for grant funds from sources **other** than the M.D. of Greenview?

Yes No

Have you received grant funds from sources **other** than the M.D. of Greenview?

If yes; who, purpose and amount?

Have you performed any **other** fund raising projects? If yes; what and how much was raised?

The Grande Prairie Regional Hospital Foundation was formed 30 years ago. Currently the foundation is in the 4th year of a 20 million dollar Capital Campaign which will end in 2020. We have currently raised 12 million dollars.



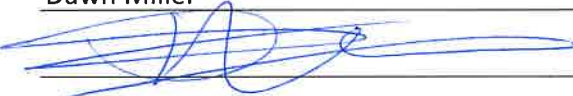
Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600

By signing this application, I/we concur with the following statements:

- The organization applying for the grants is registered with Corporate Registries or under the Societies Act;
- The grant application is complete and includes all supporting documentation, including most recent financial statement (based on legislative requirements of our organization), balance sheet, current bank balances and current year detailed operating budget or completed Form "A".
- The grant shall be used for only those purposes for which the application was made;
- If the original grant application or purposes for which the grant requested have been varied by the M.D. of Greenview Council, the grant will be used for those varied purposes only;
- The organization will provide a written report to the M.D. of Greenview within 90 days of completion of the grant expenditure providing details of expenses, success of project and significance to the ratepayers of the municipality; failure to provide such a report will result in no further grant funding being considered until the final report is filed and grant expenditure verified;
- The organization agrees to submit to an evaluation of the project related to the grant, and;
- The organization will return any unused portion of the grant funds to the Municipal District of Greenview #16 or to request approval from the Municipality to use the funds for an optional project.

Applicant Information:

Name: Dawn Miller

Signature: 

Address: 10409 - 98th Street, Grande Prairie, AB T8V 2E8

Telephone Number: 1-780-538-7583

Date: January 11th, 2019



Grande Prairie Regional Hospital Foundation
10409 98 Street
Grande Prairie, AB T8V 2E8

January 11, 2019

Municipal District of Greenview #16
Box 1079
Valleyview, AB
T0H 3N0

To Whom it May Concern:

Purpose for the Grant request.

The Grande Prairie Regional Hospital Foundation currently has a 20 million dollar Key to Care, Capital Campaign that we are fundraising for. The Key to Care Capital Campaign has 4 components, Key to Care Equipment fund, Key for Life Legacy fund, Key to the Arts and Key to Education component.

The funds applied for will be used in the Key to Education component and further to purchase the Bedside engagement system. I have included some information the application package. The Foundation would like to see one of these units per patient room and will be fundraising for this system which will be 2.5 million to ensure every patient has access to this system. We have secured funds for this system already from Stollery Childrens Hospital Foundation in the amount of \$500,000.00, the County of Grande Prairie in the amount of 1 million dollars and \$200,000.00 from the MD of Greenview #16. Approval of the grant request will bring us one step closer to reaching our goal for the purchase of this system.

No costs will be attached to the granting funds received. All costs for the foundation to operate are covered by our other fundraising initiatives. The Key to Care Capital Campaign has no adminstrations fee's attached to the 20 Million dollar Capital Camapign. Every dollar raised for this campaign goes 100% to the area of choosing by the donor.



PH: 780-538-7583 FAX: 780-538-7597 TOLL FREE: 866-373-2601
www.supportyourhospital.ca





Grande Prairie Regional Hospital Foundation
10409 98 Street
Grande Prairie, AB T8V 2E8

The Bedside Engagement System will be installed in 2020 or early 2021, once the new hospital is in operation. There is currently only one provider of this system that AHS will consider and negotiations are ongoing as we near completion of the Grande Prairie Regional Hospital.

Thank you for your consideration.

Sincerely;

Dawn Miller
Senior Development Officer

Grande Prairie Regional Hospital Capital Project Submission Prepared for GPRH Foundation November 2015

1. Patient Bedside Engagement System (total)

Approx. price 2,500,000

Quantity Required: 250 patient rooms

- Point of care patient bedside interactive engagement system
- Patients can read books, watch movies, play games, phone home, Skype. Additionally, system -can provide patient teaching videos and information, surveys, etc.
- Health care professionals can review patient charts, scans, test results, share information and educate patients on their care plan without ever leaving the hospital room
- Utilizes the most current technologies available to enhance all aspects of quality care delivery, improving efficiency, accuracy, reliability, and safety.
- Can be wall mounted or at the bedside



BEDSIDE ENGAGEMENT SYSTEM

What is a bedside engagement system? An interactive patient care system to provide patient and families with information, training, entertainment and to communicate.

The Foundation is looking at providing a system for the new Grande Prairie Regional Hospital. The new model of care currently being put into practise at the QE II Regional Hospital is patient and family centered care. This model of care was the design inspiration for the Grande Prairie Regional Hospital.

The bedside engagement systems will help healthcare providers to deliver the patient and family centered care model. AHS has taken several steps as they work towards the patient and family centered care model across Alberta. They recently rolled out Connect Care that will provide patient information to healthcare providers across the province. This was not always the case. Connect Care also provides healthcare information to patients upon their return home which results in better patient outcomes and fewer returns to the hospital.

This is how the Bedside Engagement System will help in those efforts. We are currently looking at a system that is in over 600 hospitals worldwide and is in 7 or the 10 top hospitals in the US. With care that can extend to home.

The bedside system will be available through either a smart TV, tablet or bedside TV system. Patients can access the system through a keyboard, tablet, mobile device or pillow speaker which is voice activated. The system is designed to encourage patient and family interaction for the best outcome for the patient.

Patient pathways engage patients to complete prescribed interventions to drive greater care plan compliance. Personalized workflows help patients understand their condition, learn about medications, assess pain, prepare for discharge and more. Pathways trigger, automate and standardize clinical processes to improve workflow efficiency and drive quality, safety and services outcomes.

Patient satisfaction pathwyas
Discharge planning, hospial environment
Quality and Safety pathways
Advanced directives, fall prevention, heart failure, pediatic asthma

Video library

Have access to over 11,000 video titles covering virtually every condition, supplied by leading content providers (not doctor google) These videos can be bundles based on all of the patients conditions.

Video conferencing

Keeps patients, families and helathcare providers connected from the patients room. This is supported through the AHS telehelath system. Patients can invite family and friends to communicate via videoconference and hospital staff can connect with patients as well.

Staff –

Real-time insights every intervention impacts an outcome.

Via tablet, realtime reporting and dashboards give nurses, managers and frontline staff key insights about patients as they engage in Patient pathways, interact with education content and prepare to discharge. Capturing in the moment patient feedback empowers staff to take quick and decisive action to correct patient issues before they leave the hospital.



REQUEST FOR DECISION

SUBJECT: Grande Cache Fitness Centre- Project Manager Tender Results
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 2019 CAO: DT MANAGER: KG
DEPARTMENT: RECREATION GM: SW PRESENTER: SW
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council award the Grande Cache Fitness Centre – Project Manager Contract to Colliers International in the amount of \$77,500.00, with funds to come from the 2019 Recreation Capital Budget.

BACKGROUND/PROPOSAL:

In 2019, the MD of Greenview Council allocated capital funds for Administration to pursue a Project Manager to oversee the new construction of a Fitness Centre for the Grande Cache Recreation Centre. Construction for the Fitness Centre is set to commence in the summer of 2019 and conclude March 2020. The Grande Cache Fitness Centre is located in the Grande Cache Recreation Centre in the Hamlet of Grande Cache. The Recreation Centre currently features an Aquatic Facility, 25 metre pool, dry and steam sauna, 4 lane Curling Rink, NHL size arena, Fitness Centre and multipurpose rental rooms.

As outlined in the long term plans for the Grande Cache Fitness Centre, Administration has been focused on the revision of the site to include keyless entry, 24 hour access, energy efficient lighting and tie in to existing electrical and mechanical systems. During the request for proposal process, Administration received a total of three (3) submitted bids. Once opened, Greenview Administration examined all of the submitted tenders according to their completeness and price.

The Tender closed on May 31st, 2019, with a total of 3 bidders submitting proposals for the Grande Cache-Fitness Centre Project Manager position. The results are as follows;

Colliers International	Rate
Fixed Cost	\$77,500.00
Additional Fees	
Principal Fee	\$190.00
Project Manager Fee	\$150.00
Assistant Project Manager Fee	\$115.00
Total Project Team Cost (hourly)	\$455.00
Administrative Fee	5 %

Tango Management	Rate
Fixed Cost	Not provided
Additional Fees	
Senior Project Manager	\$130.00
Project Coordinator	\$110.00
Total Project Team Cost (hourly)	\$240.00
Administrative Fee	10 %

Altus Group	Rate
Fixed Cost	Not provided
Additional Fees	
Senior Director	\$300.00
Director	\$260.00
Associate Director	\$230.00
Associate	\$220.00
Senior Cost Consultant	\$175.00 - \$190.00
Cost Consultant	\$150.00
Analyst	\$120.00 - \$140.00
Administrative Support	\$100.00
Project Team Cost (hourly)	\$1,555.00 - \$1,590.00
Administrative Fee	10 %

Given the information, the lowest bid is hard to determine at this time, due to a variety of variables presented in the three bid packages. The final cost for Colliers International is \$77,500.00 plus GST. All contractors were compliant with their submissions, including signed addendum pages and expressions of interest.

The following table is a breakdown of the budget to-date for the Grande Cache Fitness Centre Project Manager.

Table 1: Overall Budget Update

Description	Cost
Project Management	\$77, 500.00
Approved 2019 Capital Budget	\$725,000.00

Greenview administration has reviewed the tender submitted by Colliers International and have found they have met the contractual requirements at the bid stage.

Administration recommends awarding the Grande Cache Fitness Centre Project Manager bid to Colliers International in the amount of \$77, 500.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The advantage of Council accepting the recommended motion is that the Grande Cache Fitness Centre project can be completed promptly as planned.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to re-tender the Grande Cache Fitness Centre Project Manager bid, however this is not recommended as the bids could come in higher, require more additional funding and could delay the project.

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

FINANCIAL IMPLICATION:

Direct Costs: \$77,500.00 to come from Community Services, 2019 Recreation Capital Budget.
Ongoing / Future Costs: Future operating costs associated with the recommended motion include site furnishings and installation of mechanical, electrical and plumbing requirements, which have been accounted for in the approved 2019 budget.

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 awards the contract as recommended, a Notice of Award will be sent to Colliers International, alternatively, Administration will set forth with follow up actions in accordance with Council's direction.

ATTACHMENT(S):

- Bid Analysis of all three bids
- Pictures of the existing Grande Cache Future Fitness Space
- Colliers International Bid

PROPOSALS SUMMARY
GRANDE CACHE FITNESS CENTRE – PROJECT MANAGER

MD of Greenview, Grande Cache– Department of Community Services
Grande Cache Recreation Fitness Centre Project Manager

Prepared by:

Kevin Gramm

Manager, Facilities, Maintenance & Recreation
MD of Greenview

June 6, 2019



MUNICIPAL DISTRICT OF GREENVIEW No. 16

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June 6, 2019

Municipal District of Greenview
Box 1079
Valleyview, AB. T0H 3N0

Attention: Stacey Wabick, General Manager, Community Services

Re: Fitness Centre Project Manager Decision

Greetings Stacey,

Attached you will find an assessment of the 3 proponents who submitted their proposals to our RFP for a Project Manager to oversee the Grande Cache Recreation - Fitness Centre Project.

Of the 3 proponents, Colliers International, Tango Management and Altus Group it is our recommendation that we engage the services of Colliers International. Within this document you will find breakdowns and analysis of the service proposals, costing and weighting of each proponents respective proposals.

Council has approved for the 2019 budget, \$725,000 for the construction and completion of a New Fitness Centre in the Future Development space at the Grande Cache Recreation Centre. Colliers was the only proposal to give the MD a realistic and complete cost analysis to work with for the project.

There is a possibility that the total construction cost may be higher than the approved budget and with the help of a project management team we should be able to ensure a realistic and accurate cost breakdown and analysis of the entire project. Colliers fees would represent approximately 11% of the total approved budget plus any additional fees that may be incurred over their proposal.

Please review what has been completed and provide me with your opinion and approval to proceed. Please contact me further if you require additional information or have questions about specific proposals.

Sincerely,

Kevin Gramm

Kevin Gramm,
Manager, Maintenance, Facilities and Recreation
MD of Greenview, Grande Cache

CC. Teresa Marin, Community Services Executive Assistant

1.0 INTRODUCTION

The Fitness Centre Project Manager project will consist of undertaking a review of existing documents, additional research and the development and administration of a public consultation process. Services covered within the scope of this study will include indoor a Fitness Centre. Upon posting the Request for Quotation on the Construction Contractor page, we received 3 bids on Friday, May 31, 2019. Included in this report are comparisons as they pertain to the information presented for Greenview administration team to deliberate on a decision to move forward with the Fitness Centre Project Manager proposal.

1.0 QUOTES

The quotes provided vary in length and information provided. Overall, there were a couple of items stood out to me with regards to the information provided. The below is a list of items that stood out either about the company or the company's services as it relates to the proposed project.

2.1 Altus Group Quote:

- I appreciated the additional fee notes included in the quote upfront to inform us and ensure that there are no hidden costs.
- The acceptance of proposal page was a great addition to include for review, should the MD decide to go this route.

2.2 Colliers Project Quote:

- The detailed previous projects completed gave a comprehensive look into the scope of the work previously completed. This gave a comprehensive look into the organizations capacity for a project of this nature. In addition to their previous experience working with the MD of Greenview, in Grande Cache displays their commitment to Grande Cache and surrounding area.
- The inclusion of additional resources requested including the City of Edmonton approved business licence, Workers Compensation information, insurance and project teams resumes, displayed their commitment to transparency and professionalism.
- The organizational structure is composed of a variety of individuals with a variety of skills and expertise that I feel would be a great asset to the project.
- The breakdown of the project in terms of phases displays attention to detail and commitment to the project, with the inclusion of Greenview in the scope of work outlined.

2.3 Tango Management Group Quote:

- The honestly displayed regarding the organizations recommendation as it relates to mitigating the risks of the project was worthwhile to note.
- The other noteworthy item to mention would be the detailed summary of the standardized services that is typically provided to project with similar scope and magnitude.
- I appreciate that they made mention of the timeline and committed to being done in keeping with the allotted timeline.

2.0 TEAM EXPERIENCE

Each quote has assembled a team to support the project. The teams are comprised of the following:

3.1 Altus Group Quote:

- David Crane, MRICS, PQS, Senior Director/ Corporate Oversight
- Curtis Cameron, PQS, MRICS, C.E.T., Associate Director/Team Lead
- Kiran Patel, P. Eng., PMP, MRICS, PQS, LEED AP, Associate Director/senior Mechanical Cost Consultant
- Rene La Perie, CEC, Senior Electrical Cost Consultant
- Technical and administrative support staff available

3.2 Colliers Project Quote:

- David Jackson, Principal
- Chris Timmons, Project Manager
- Megan Wesley, Assistant Project Manager

3.3 Tango Management Group Quote:

- Gillan Carruthers, Senior Project Manager
- Lewis Reilly, Senior Project Manager

3.0 SERVICES RENDERED

While all of the Organizations that submitted quotes provided adequate information, for fair comparisons, the following chart has been created.

4.1

Comparable Elements	Bid Company's		
	Altus Group	Colliers International	Tango Management
Planning	✓	✓	✓
New Construction Experience	✓	✓	✓
Renewal/ Expansion	✓	✓	✓
Previous Fitness Facility Experience		✓	✓
Previous Recreation Facility Experience		✓	✓
Project Manager Experience	✓	✓	✓
Stakeholder Management	✓	✓	✓
Communication Management	✓	✓	✓
Scope Management (Reviewing of drawings)	✓	✓	✓
Risk Management	✓	✓	✓
Cost Management	✓	✓	✓
Schedule Management	✓	✓	✓
Design Management (furniture & fixtures)		✓	✓
Procurement Management	✓	✓	✓
Municipal Project Experience	✓	✓	✓
Change Management		✓	
Close Out (Managing Deficiencies)		✓	✓
Warranty Period		✓	
Weighting Merit Comparisons	55%	100%	88%

4.0 COSTS

The cost proposed for the project vary in scope, given the scope of the Organization. To accurately compare costs, the below chart has been created.

5.1

Comparable Pricing	Bid Company's		
	Altus Group	Colliers International	Tango Management
Deliverable and lump sum fees (excluding taxes)		\$77,500.00	
Meetings	\$400.00 (Maximum 2)	1 Kick off 1 program Requirement 1 Conceptual design 7 Construction 1 Deficiency walk through	Not specified
Pre-tender Estimate	\$3,800.00	Included	Included
Revise and/or update estimate for client revisions	\$600.00	Included	Included
Minor Disbursements	Inc. above	Included	Included
Total:	\$4,800.00	\$77,500.00	
Additional Services (available hourly) listed below			
Senior Director	\$300.00	\$190.00	\$130.00
Director	\$260.00	\$150.00	\$110.00
Associate Director	\$230.00	\$115.00	
Associate	\$220.00		
Senior Cost Consultant	\$175.00 - \$190.00		
Analyst	\$120.00 - \$140.00		
Administrative Support	\$100.00		
Additional Fees	Travel, meals, parking, airfare, etc.	5% admin. fee on lump sum	Travel expense, courier chargers, printing etc. Disbursements will be charged at cost plus 10%

5.0 EVALUATION OF SUBMISSION SERVICES

Below are some additional questions to compare the three bids regarding the Grande Cache Fitness Centre-Project Manager quote with supporting information for reference purposes.

6.1

Question:	Additional Information		
	Altus Group	Colliers International	Tango Management
Capacity to conduct onsite meetings?	Via WebEx, or onsite for additional fee	Yes, in person client meetings with bi-weekly construction site meeting.	When required. Monthly status reports provided.
Administration support available?	Yes	Yes	Not specified.
Community Engagement acknowledged?	No	Yes	No
Architecture / Design support capacities?	Yes	Yes, Included in project team	Design coordination
Assume project lead responsibilities?	Not recommended	Yes	Engage PM Firm in fixed fee basis.
Experience working with Municipal Districts?	Municipal development	Yes, including Greenview	Yes
Experience designing/ creating Fitness Centres?	No	Yes	Yes
Requested document provided in proposal?	No *missing info.*	Yes, including a project timeline.	No *missing info.*
Project ready?	Require all design documentation.	Yes, upon design review completion.	Provide a full review & assessment of documentation, plan, and scope on an hourly rate.
Scope of work reflective of RFP?	Limited information provided.	Yes, including a detailed plan outlining the various phases and components of the project.	Generic information provided. Missing some Greenview elements.
Recommendations?	Recommend a pre-tender estimate & hire locally to oversee the project.	All the anticipated recommendation regarding the project are listed to mitigate the risks.	

6.0 EVALUATION CRITERIA

7.1 Weighting of the Evaluation criteria will be as follows:

- Capability to Perform work (project experience) -----30%
- Experience of the Personnel Assigned to the Project -----30%
- Capacity to perform work to meet schedule (availability of required resources) -----20%
- Demonstrated understanding of the Scope of work-----20%





GRANDE CACHE RECREATION CENTRE - FITNESS CENTRE



Presented by:
Colliers Project Leaders

TD Tower, Suite 1703
10088 102 Ave NW
Edmonton, AB T5J 2Z1

Prepared for:
MD of Greenview

Box 300
Grande Cache, AB T0E 0Y0



600+
PROFESSIONALS



27 OFFICES
ACROSS CANADA



12,000+
PROJECTS



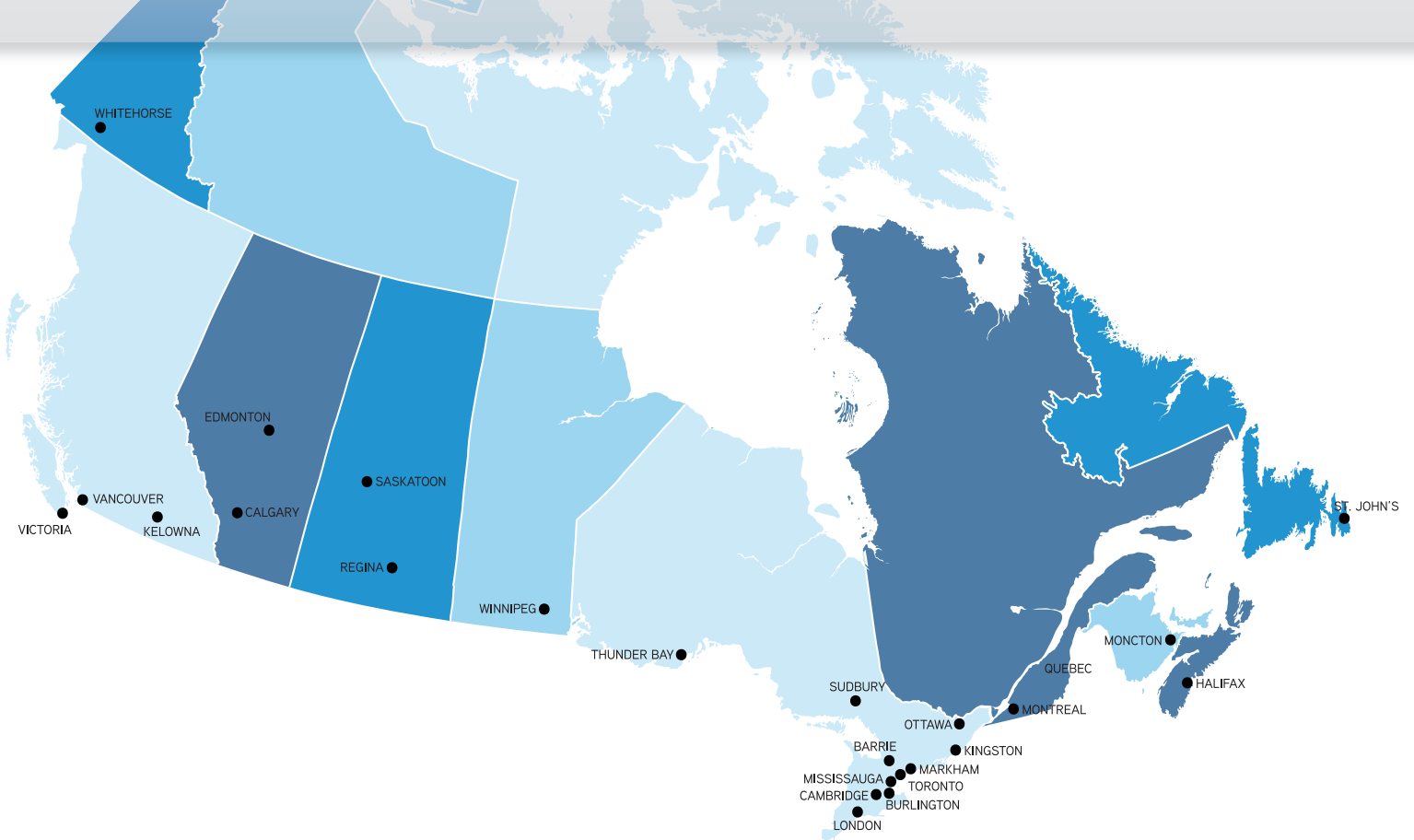
ISO
ISO 9001: 2015
ACCREDITED



185
PMP-ACCREDITED
STAFF



143
LEED AP-ACCREDITED
STAFF



Box 300
Grande Cache, Alberta ToE oYo

May 31, 2019

Dear Mr. Kevin Gramm,

Re: MD of Greenview – Grande Cache Recreation Centre – Fitness Centre, 830875

Colliers Project Leaders is pleased to submit this proposal to the MD of Greenview (Greenview) in response to the Request for Proposal for Project Management Services for the addition and renovation of the Recreation Centre – Fitness Centre, located in Grande Cache, Alberta.

We look forward to the opportunity to partner with Greenview and provide our project management expertise to lead, plan, oversee, communicate, and monitor the successful delivery of your project. We will work resolutely with your operations and stakeholders to deliver your project on time and on budget, without compromising quality outcomes.

We understand from the RFP that Greenview wishes to engage a Project Manager to develop the project further through stakeholder and community engagement. Bringing a Project Manager at these early stages is a significant advantage for the Owner as the Project Manager can guide the project through each stage ensuring that Greenview receives the highest quality and most effective solution for its investment.

Our commitment to your project success goes beyond project management leadership and the scope of work defined in the RFP. We are committed to working collaboratively with you and apply our experience and lessons learned as we have done on thousands of projects. We are confident that we are the right partner, with the right designated resources, to help you enhance your current facility and maximize its potential for the residents of Grande Cache.

We welcome the opportunity to demonstrate the true value and depth of our project management expertise on your important project.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Jackson', with a stylized flourish extending from the end.

David Jackson

Principal | Edmonton

Colliers Project Leaders

Tel. 780-862-4057

David.Jackson@colliersprojectleaders.com

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CAPABILITY TO PERFORM WORK (PROJECT EXPERIENCE)

Colliers Project Leaders has developed a great relationship with the Grande Cache community and we are currently up in the area every two weeks as we finish the firehall. We know Greenview's requirements and we have an in-depth knowledge of the local area.

In addition, the table below is a summary list of our project experience similar to Grande Cache's Recreation Centre.

Project Name / Municipal Client	Project Value	Year Completed	LEED	Scope			Comparable Elements			Role	
				Planning	New Construction	Renewal / Expansion	Public and Leisure Pools	Fitness Facility	Community Centre / Multipurpose Space	Project Manager	Owner's Representative
Mackenzie Recreation and Community Centre District of Mackenzie, BC	\$11 M	2018		•	•	•	•	•	•	•	•
Goodlife Fitness Shell, Brewery District, Edmonton, AB	Confidential	2017	Silver	•	•			•		•	•
Cardel Rec Centre South Fish Creek Recreation Association, AB	\$22.1 M	2011	Certified			•		•	•	•	•
Pason Centennial Arena, Town of Okotoks, AB	\$12 M	2017		•		•		•	•	•	•
Canalta Centre, City of Medicine Hat, AB	\$70 M	2016	Silver	•	•			•	•	•	•
Family Leisure Centre, City of Medicine Hat, AB	\$36 M	2016	Certified	•	•	•		•	•	•	•
Fifth & Fifth Fitness Centre, Calgary, AB	\$2.4 M	2019		•		•		•	•	•	•
East Markham Community Centre Town of Markham, ON	\$74 M	2013	Silver	•	•	•	•	•	•	•	•

Project Name / Municipal Client	Project Value	Year Completed	LEED	Scope			Comparable Elements			Role	
				Planning	New Construction	Renewal / Expansion	Public and Leisure Pools	Fitness Facility	Community Centre / Multipurpose Space	Project Manager	Owner's Representative
Wayne Gretzky Sport Centre City of Brantford, ON	\$64.5 M	2013			•	•	•	•	•	•	•
Westmount Recreation Centre City of Hamilton, ON	\$21 M	2012		•		•	•	•	•	•	•
Stoney Creek Recreation Centre City of Hamilton, ON	\$13 M	2012		•	•		•	•	•	•	•
Cote-Saint-Luc Aquatic and Community Centre City of Cote-Saint-Luc, QC	\$18.4 M	2011		•	•	•	•	•	•	•	•
Welland Community Wellness Complex City of Welland, ON	\$9 M	2011		•		•	•	•	•	•	•
Fergus Recreation Facility Township of Centre Wellington, ON	\$13.5 M	2006		•		•	•	•	•	•	•
Glen Abbey Community Centre Town of Oakville, ON	\$11.8 M	2006		•		•		•	•	•	•

MD of Greenview

MD of Greenview Grande Cache Firehall



DETAILS

Project Value: \$7.5 million

Project Duration: October 2018 – September 2019

Client Reference: Brian Lott,
Manager, Protective Services
780.827.3362 ext. 34

DESCRIPTION

The community of Grande Cache has embarked on a new Fire Hall to provide an enhanced level of community safety, faster emergency response time, and increased efficiency in operations. The project consists of the construction of a 10 bay, 2 storey, 2260m² firehall and the facility also doubles as a new community public services training building.

Colliers Project Leaders was brought in two months into construction and provided project management support services on the construction, close out, and the warranty portion for the project. We provided value engineering exercises to complete the design for the project and advocated for the client to coordinate the site sewer servicing for additional savings. This allowed the project to tie into the sewer system on the adjacent AHS property and resulted in less roadway disruption to the municipality. Colliers also facilitated meetings between AHS and the MD Greenview managers to find solutions beneficial to both parties. During the project the Town of Grande Cache was absorbed by the MD of Greenview. This resulted in challenges in communication and decision making. To date we have successfully steered through these issues and maintained the project schedule/budget and client expectations.

The Evergreens Foundation

Hinton - Pine Valley Seniors Lodge

DETAILS

Project Value: \$32.7 million

Project Duration: June 2018 – March 2021

Client Reference: Kristen Chambers,
CAO
780.865.5444 ext. 6
cao@theegf.com

DESCRIPTION

To better serve the area and surrounding region of Hinton, a new senior’s lodge will be constructed providing a true Age in Place experience for the residents. The project consists of the design and construction of a 100 bed, 8500m² facility with a wide range of services.

Colliers Project Leaders is engaged to provide business advisory services including market assessment, functional programming, budgeting, and business case development. In addition, we also delivered project management services including development of Statement of Requirements, procurement of design builder, construction project management, and project close out for the project.

The project had been at a standstill for 8 years. When we first came onto the project, we completed an initial assessment of their existing plan and quickly moved into a system wide strategic plan and subsequent capital plan. This took the current project from \$19 million to \$32.7 but addressed a 20-year demand for the community. As such we have been able to partner with the client to scope out and plan for future demands within their portfolio.

The Evergreens Foundation

Jasper - New Kitchen, Alpine Summit Seniors Lodge

DETAILS

Project Value: \$650,000

Project Duration: June 2018 – May 2019

Client Reference: Kristen Chambers,
CAO
780.865.5444 ext. 6
cao@theegf.com

DESCRIPTION

The Alpine Summit Seniors Lodge had been without in-house food services for the last 10 years. In partnering with The Evergreens Foundations, we were able to provide a concept that satisfied this need and provided a path forward.

Colliers Project Leaders provided project management services including development of Statement of Requirements, procurement of design builder, construction project management, and project close out of the project. Despite the project being relatively small, we exceeded expectations by assigning a high-level team.

The goal of this project was to provide fresh meals to the residents of the lodge with the capacity to serve up to 100 residents and potentially take on additional services, such as Meals on Wheels. In addition, we worked with the team to provide an eight-person family dining space with a residential style kitchen to accommodate visiting families.

The community of Jasper has resource and accommodation challenges. We worked with the community and with our contacts to ensure the needs of the client were met and that quality product was in place.

EXPERIENCE OF THE PERSONNEL ASSIGNED TO THE PROJECT

PRINCIPAL

DAVID JACKSON

C.E.T, DIP. ARCH. TECH

WHY DAVID?

With over 27 years of experience in project management, David has led multidisciplinary teams on many renovation and renewal projects. He is experienced in finding the most effective approach to achieve the required results. With a reputation for leadership, David is a team builder, encouraging stakeholders to seek solutions, put forward ideas, and find consensus. He is a strong communicator with an emphasis on developing relationships that enable project teams to quickly become productive. His strong focus on the vision for the project keeps the team on task, bringing a steady hand to difficult situations, often anticipating problems before they happen, and mitigating issues that do arise.

David 's recent experience in the Grande Cache area includes the new Firehall currently under construction and a Building Condition Assessment of Main Street Lofts. He is very familiar with Grande Cache having previously been a resident there.

PROJECT MANAGER

CHRIS TIMMONS,

PMP

WHY CHRIS?

With over 8 years as a professional project leader, Chris has been part of several renovation and renewal projects. He demonstrates a commitment to the team by collaborating with all members of the project and draws on his extensive construction management experience for constructive problem solving and stakeholder management. Through his professional approach, Chris is naturally comfortable interacting with people throughout all ranks to help realize maximum client value while proactively working to minimize risks.

Chris' recent involvement as the Designated Project Manager of the Lakeland College Laboratories, Student Services and IT Revitalization lends very well to the challenges and demands to be expected of upgrading the Grande Cache Recreation Centre. His project leadership extends beyond scope, schedule and cost management by fostering warm and effective relationships that can deliver on the implied needs of the client.

ASSISTANT PROJECT MANAGER

MEGAN WESLEY,

E.I.T., PMP

WHY MEGAN?

With relevant professional experience, Megan has worked on several renovation and renewal projects. Megan provides value to her clients by creating close relationships with stakeholders and working with them to either prevent or to find acceptable solutions to project problems. Using these close relationships and problem-solving techniques allows Megan to help clients achieve successful outcomes and realize their vision for the project.

Megan has delivered several municipal facilities in the past and is familiar with the Grande Cache region, as she is currently delivering the town's new fire hall. Megan's other experience includes the Expansion of Pine Valley Seniors Lodge and the City of Fort Saskatchewan Rehabilitation projects where as an Assistant Project Manager, she provided support by attending and participating in meetings, taking minutes and providing monthly status updates.

CAPACITY TO PERFORM WORK TO MEET SCHEDULE (AVAILABILITY OF REQUIRED RESOURCES)

We hereby confirm the availability of the team and the commitment of appropriate resources to provide the project manager services necessary to meet these requirements for project delivery of the Grande Cache Recreation Centre – Fitness Centre project. All proposed project management team members are full-time employees of Colliers Project Leaders and are based in our Edmonton office.

Furthermore, at Colliers Project Leaders, we firmly believe in maintaining the assigned resources throughout the life of a project. This approach fosters cohesion between team members and instills confidence that we are committed to meeting the needs of our clients. As such, Chris Timmons, the assigned Lead Project Manager will be committed to the project, for the entire duration of the project.

Person	Phase 1 Availability	Phase 2 Availability
David Jackson, Principal	100%	100%
Chris Timmons, Project Manager	100%	100%
Megan Wesley, Assistant Project Manager	100%	100%

DEMONSTRATED UNDERSTANDING OF THE SCOPE OF WORK

We have reviewed the project intent, responsibilities and goals of Greenview and plan to work with the Greenview leadership, stakeholders, consultants and constructors to develop a Project Plan and Schedule that demonstrates our alignment with your desired milestones and project objectives. Reporting to Kevin Gramm, Manager, Facilities, Maintenance & Recreation, Colliers Project Leaders will collaborate with and support Greenview through all stages of your project with our **Get It Right Solution™**, from project planning and design (**Get It Ready**) through the construction phase (**Get It Built**), to occupancy and substantial performance (**Get It Performing**).

OUR SERVICES

Get It Right Solution™



Colliers
Project Leaders

GET IT READY

- Pre-Capital Submission Advisory
- Site Selection Advisory
- Development Options Advisory
- Master Planning and Programming
- Stage 1 & 2 Capital Submission Advisory
- Operational Review
- Project Delivery Methodology Selection
- Construction Costing Analysis
- Constructability Review
- FF&E Inventory, Analysis and Budgeting
- Bid Document Review™

GET IT BUILT

- Comprehensive Project Management
- Project Oversight and Monitoring
- Integration, Scope, Time, Cost, Quality, Human Resources, Communications, Risk & Procurement Management
- Sustainability Objectives
- Construction Scheduling/Analysis
- Value Engineering Review
- Furniture, Fixtures, and Equipment Planning
- Transition Planning and Move Management
- Operational Readiness
- Dispute and Claims Resolution

GET IT PERFORMING

- Post-Occupancy Program
- Building Performance Verification and Metrics
- Warranty Period Oversight
- Asset Management
- Critical Systems Review
- Project Management Office and Training

colliersprojectleaders.com

After reviewing the RFP, we understand that Greenview wishes to engage a Project Manager and since the project is in its early stages, it needs to be developed further through stakeholder and

community engagement. Bringing a Project Manager onto the project at these early stages is a significant advantage for the Owner. With Colliers Project Leaders as the Project Manager, we can guide the project through each stage ensuring that Greenview receives the highest quality and most effective solution for its investment.

Having an independent Project Manager that is not bound to design and engineering services will provide impartiality and a nonpartisan approach to the work needed to deliver a successful project for the Grande Cache community. The Project Manager will be able to bring in the right team members at the right time to ensure the Owner receives the best value at each stage of the project. Colliers Project Leaders as a national company can also provide access to a broader range of talent from the industry through our contacts across Western Canada.

Our approach integrates the leadership, project management, and subject matter expertise needed to support Greenview's Manager, Facilities, Maintenance & Recreation of Facilities, the project team, and stakeholders for all project activities — effectually removing the burden of project administration and performance from Greenview while instilling confidence in project certainty. Our methodologies are tailored to align with and achieve the project objectives and services required identified in the RFP, within the prescribed time frame and funding parameters. The following sections will outline our services through the varying project phases.

PHASE 1 – DESIGN AND PROCUREMENT

As part of our **Get It Ready** approach, Phase 1 of the project sees Colliers Project Leaders working with Greenview as the Owner's Representative to help select the best suited Design Team from the submissions already received from this RFP, effectively capitalizing on the work that has already been done. Once we've helped secure the correct Design Team, have agreed the correct scope of work and agreed a contract that best protects Greenview, we will continue to help marry Greenview's Program of Requirements to the overall project design through to Design Drawings that are ready to tender for construction.

Successful project planning involves obtaining a common understanding of project objectives. We firmly believe each project has unique requirements, risks, constraints and success criteria. As experts in this domain, we regard the following guiding principles as critical to every project's success:

- Effective communication between Greenview, its committees and boards, stakeholders, consultants and constructors;
- Construction of inspiring and functional quality space that reflects Greenview's values and culture;
- Low tolerance for risk.

Upon confirmation of the above assumptions and addition of others, we will develop a Project Charter that documents a comprehensive understanding of the redevelopment, its alignment with Greenview's strategy, and the framework for successful project delivery. The Project Charter will describe the roles and responsibilities of all stakeholders.

The following sections outline the 5 additional key aspects of the Planning Phase which must be completed and reviewed against work completed to date with Greenview and its stakeholders.

These steps include; Stakeholder Management; Communications Management; Risk Management; Cost Management and Schedule Management, and are identified below:

Stakeholder Management

We have found it extremely helpful to clearly define the project governance structure by identifying decision makers and the decision-making processes. Given the multitude of stakeholders for this project, we propose the development of a formal roles and responsibilities matrix (RACI Matrix) based on the four key responsibilities most typically used; Responsible, Accountable, Consulted, and Informed. This will enable stakeholders to understand their role on the project. Through a dedicated workshop, our team will develop the necessary framework to identify and engage stakeholders throughout the project lifecycle.

Building on what has already been achieved through Greenview's commendable member and community outreach, we will continue to engage and listen to the stakeholders and guide the project to meet the needs both now and in the future.

Communications Management

Chris, Project Manager, will assume responsibility for project communications and will develop a comprehensive communications strategy working closely with Greenview's Manager, Facilities, Maintenance & Recreation of Facilities. Project governance, staff and member communication will emerge as three of the most important communications aspects for the Grande Cache Recreation Centre – Fitness Centre.

We will keep in constant contact via onsite presence, email, written reports and presentations to all stakeholders as appropriate. At critical stages of the project, snapshot reports will be provided, which will inform key stakeholders of the status of the project. Our Project Manager will attend bi-weekly Client meetings via teleconference during design and monthly in-person Client meetings during construction that coincide with bi-weekly Construction Site Meetings. We will record meeting minutes on the client meetings. The Consultant and Contractor will be responsible to record meeting minutes for the meetings they lead.

Scope Management

Scope Management takes on a number of key activities and is closely integrated with the communications aspects of the project in order to clearly define the scope accurately and execute it effectively. The following four steps outline our Scope Management methodologies:

We understand much of the scope has been defined through the various studies, design alternatives and cost evaluations which have been completed thus far. We also appreciate the need for flexibility in our approach as the scope is not yet complete and needs to be clearly defined with all parties at the table. Chris and the Colliers Project Leaders Team will lead the scope definition process through a series of workshops, meetings, individual interviews, and self-awareness from our experience. Clearly defined scope statements provide process efficiencies, both for user expectation control as well as consultant production.

We will provide one Requirements Programming Workshop, one Conceptual Design Workshop, one teleconference review of the 90% drawings and one Cost Estimate Review for the project in order to ensure all parties understand where the project's present status with regards to scope lies while keeping a clear vision of the project's key drivers and desired outcomes. This is crucial as new parties are onboarded to the project.

Risk Management

We understand that we cannot manage what has already happened. Projects fail in the beginning; unfortunately, you often don't find out about it until it is far too late. Effective risk management is as much about identifying potential risks as it is about having a plan to address them. This is why, at Colliers Project Leaders, we focus on an approach to identify both known risk and unknown risks.

We understand that a project of this size and complexity is not a small undertaking for Greenview. The project carries significant health and safety, financial and reputational risk. We de-risk projects from the outset, and tailor our approach to the project with risk at the forefront of our decision making.

Using a collaborative workshop approach, we will discuss risks during our regular client meetings. The initial project planning workshop will lead to the development of a Risk Register and Risk Management Plan and decanting and construction advancement analysis. We analyze all projected risks and develop a plan for avoidance and comprehensive mitigation strategies.

Throughout the project lifecycle, we continue to monitor, document, develop and implement risk mitigation strategies. Risk management will consider the lessons learned from previous projects and will feed into the project budget and schedule. Means of risk transfer and mitigation will be discussed, and Chris and the Colliers Project Leaders Team will provide guidance and recommendations. These recommendations will cover procurement strategies, budget contingencies and market conditions/impacts on design decisions.

Cost Management

The project budget is the principal tool for identifying, monitoring and controlling project costs. Cost Management begins when the project budget is confirmed and ends when the project is delivered within budget. This budget must include every cost associated with the project's delivery, including all soft costs and any internal costs that are to be incurred by the project.

With the project budget and funding approval in place prior to the General Contractor being selected, the construction management protocols and agreement must ensure the price ceiling and process is not exceeded. As such, the next stage of the planning process needs to allow for flexibility while completing design and defining the construction advancement strategy.

Once the project's initial budget is confirmed, Chris will manage, in close coordination with the consultants and constructors, the preparation of comprehensive elemental cost estimates as design, pre-construction and construction advancement stages. This will ensure that the project team has immediate access to cost information as the project evolves.

Schedule Management

The Colliers Project Leaders Team will develop a Master Project Schedule which encompasses all key dates and milestones to achieve project delivery within the optimum timeframe. The draft Master Project Schedule will be used to facilitate discussion and analysis at the Project Planning workshop. After the Master Project Schedule is refined to optimize the design, permitting construction and operational objectives, it will be presented for review and acceptance.

In addition to a Master Project Schedule, we will also complete Earned Value Management (EVM) assessments working closely with the Contractor. EVM assesses the actual value of work completed at a reporting point measured against the planned value of work completed at that point. This allows our team to constantly assess schedule trends and anticipated setbacks long before they occur.

Design Management

It is critical to select the appropriate design team with the right architect to this project and value added first step in realizing a successful project outcome. We see our scope with regards to design management starting immediately after contract award with review of the Prime Consultant Agreement, presumably RAIC 6 or similar standard industry agreement. With a working knowledge of the agreement we will meet with the architecture and engineering (A/E) team to review where the design documents stand and determine where detailed submissions and reviews should be instituted.

Design reviews are an important part of the project manager's role. These reviews are where lessons learned, and experiences are applied to the design. This review ensures best practices and consultant coordination are taking place and that the owner receives the quality they expect.

David has participated and lead design processes and practices for 27 years. He and his team have extensive experience engaging in regular design meetings and collaborating with design consultants to confirm designs are properly coordinated, cost estimates are validated, and appropriate sign-offs by designated parties are secured. At each key milestone in the design, we compare the current design against the original success criteria to make sure any deviations are understood, actioned, and adopted into the revised design and/or criteria.

Procurement Management

Our Project Plans and our standard services include working with clients on procurement strategies that outline the methods in which required services and materials might be procured. Our approach implements procurement/tendering strategies that clients can be confident the agreements in which they enter are comprehensive in scope, fair in market value, and stand up to the scrutiny of due process.

As noted earlier, Colliers Project Leaders will assist Greenview with the selection of a qualified Design Team from the submissions to this RFP and continue to work collaboratively to help develop tender-ready documents that are consistent with the Program of Requirements to be used for acquiring a Contractor who can deliver the work. Phase 2 of the project is our **Get it Built** approach where Colliers Project Leaders' next order of business is to drive the procurement process for a qualified Contractor to get the project off the ground. The process starts with the preparation of an articulate RFP, followed by a review of the submissions with the intent to shortlist 2 or 3 proponents and then consider interviews, and negotiations to lead to the selection of a Preferred Proponent. It will be imperative through this process that we have a clear understanding of the evaluation criteria that will be utilized to develop the shortlist. The RFP process will be clearly defined and transparent from beginning to end to ensure fairness and that Greenview partners with the right construction team to realize the redevelopment.

PHASE 2 - CONSTRUCTION

Construction Phase

Progress Monitoring | Chris and the supporting Colliers Project Leaders Team will closely monitor project progress while confirming whether the prime consultant and constructors have completed all related construction requirements and obtained all necessary permitting for the project site. We check for compliance, including rigorous quality management, schedule conformance, and cost control. We escalate potential risks affecting deliverable timelines and costs to the stakeholders and provide advice and guidance in a timely manner to assure achievement of schedule conformity and that the project progresses as planned.

Construction Site Visits and Reporting | Throughout the construction phase, we will have “boots on the ground”, to monitor progress and diligently assess scope, schedule, cost, and quality against project objectives, key success factors, and compliance with the contract documents on a regular basis.

Colliers Project Leaders will attend regularly scheduled site meetings with the contractor to confirm that work is progressing on schedule and that issues are cost-effectively and efficiently resolved.

We will confirm that the service providers implement shop drawing reviews, material reviews, inspections, testing, and records-keeping according to their contractual obligations. We will ensure these are detailed and regularly prepared to identify quality concerns, deficiencies and any non-conformances are actioned by the consultants and constructors.

Change Management

On any project, change is inevitable. Changes arise from stakeholder requests, technology or equipment changes, regulatory changes, site conditions, market conditions, and coordination issues. Chris and our Colliers Project Leaders Team will establish a procedure for processing change requests that includes an analysis of cost, schedule, and operational/functional requirements. This will allow Greenview to accept or reject changes based on fully analyzed reference material.

Change Orders | Construction contracts reflect tender documents and information known at the time of bidding. They cannot, however, fully define the scope of work based on site conditions and changes during construction. We will review and scrutinize any and all change requests. We will make recommendations based on our critical assessment and always with your interests in mind. Rigorous change management has proven to be the most effective way of controlling both pre and post-tender cost variances and our team will institute these in our services working closely with your Executive Team in order to ensure Greenview completes while meeting quality and cost goals.

Owner Request for Change Process | Colliers Project Leaders has developed a proprietary Owner Request for Change process that is based on hundreds of projects from across Canada. The process parallels the more standard Change Order process, which motivates a business case approach to potential change. This process requires the originator to build a brief case as to what the change would be, how it would better the result, and clearly identify the reasons for the

change since the approval of the Scope Statement document. This is then presented to the appropriate approving authority, complete with our own assessment on the impact to budget, scope, schedule, quality and sustainability. This provides Greenview with a complete and documented assessment to make the most informed decision prior to consultant investigation or implementation.

Close-Out

After months of hard work and dedication from the team, attending to the final requirements to officially close-out a project can be a challenging task. With our **Get It Performing** approach, Collier Project Leaders actively drives the final push to wrap-up the unglamorous items that are often neglected but still necessary to put the building to its intended use.

Managing Deficiencies | Chris and the Colliers Project Leaders Team is committed to closing out a project completely by managing deficiencies and coordinating all close-out documentation and final inspections. We understand that a project is not complete until the Owner has confirmed final acceptance.

In collaboration with Greenview and the A/E consultants, we will prioritize a list of deficiencies with schedule rigor and agreed-to values for the remaining work. As the deficiencies are completed, Greenview will have the ability to accept the completed work and contractor payment will be released accordingly. The project is only considered complete when all final documentation is approved, and deficiencies, errors, and omissions are verified as corrected.

Close-out Documentation | We will coordinate the close-out of all documents with the Greenview Team, Consultants and Constructors. Once verified, we will follow up with the Contractor to provide a complete close-out package to Greenview, including all documents, warranty information and other documentation as required.

Additionally, Chris will assist in managing the financial and contract close-out process. In collaboration with the design consultant team we will review and approve the contractor's final application for payment and all change orders upon fulfillment of contract.

Final Inspections and Turnover | Chris and the Colliers Project Leaders Team will coordinate with the Contractor, to secure final inspections and certificate of occupancy. Before turning over any completed areas of the work to Greenview, we will engage in one final walk-through of the space to review operation of systems at substantial completion.

Warranty Period | In collaboration with the consultants, we will generate a list of warranty items and a schedule for completion. The warranty period starts on the date of the certificate of substantial performance and typically ends after one calendar year. As such, a warranty review would typically be completed 10 months after substantial completion to allow warranty items to be addressed prior the period ending.

COST

We believe in making a valued contribution to every project we lead. To provide the scope of services specified above, we offer a fixed fee of **\$77,500.00** excluding disbursements, and GST.

HOURLY RATES

Should Greenview seek additional services not defined within this proposal, hourly rates will apply for that work. The table below is a summary of our hourly rate.

RESOURCE	HOURLY RATE
David Jackson, Principal	\$190.00
Chris Timmons, Project Manager	\$150.00
Megan Wesley, Assistant Project Manager	\$115.00

TERMS AND CONDITIONS

- The proposed Fixed Fee excludes reimbursable expenses and applicable taxes. Reimbursable expenses will be invoiced at cost plus a 5% administration fee.
- This proposal is valid for 60 days.
- This proposal is based on the following assumptions:
 - Colliers Project Leaders' will assist Greenview in the selection of a Designer from the submissions to this RFP
 - This is a Design-Bid-Build project
 - Colliers Project Leaders' presence in Grande Cache is limited to the following meetings and to save costs for the client will look to join with trips to other nearby projects:
 - One Project Kick-off Meeting and one Program Requirements meeting (done in the same trip)
 - One Conceptual Design meeting
 - One site-walk for bidding contractors
 - A total of seven (7) construction site meetings
 - One deficiency walkthrough upon substantial completion
 - Design Drawings will be limited to one pre-IFC set of drawings (e.g. 90% Design Drawings) and the IFC's
 - Procuring Specialist Consultants will be part of the Prime Consultant's scope of work
 - The Prime Consultant will be responsible for the Development Permit application
 - The Contractor will be responsible for the Building Permit application
 - Colliers Project Leaders has only included for oversight to that these activities happen, but not direct time to undertake the following items. As we gain a better understanding of the scope required we can discuss who and how these activities will be undertaken:

- FF&E procurement
 - Move planning & coordination
 - IT, AV, & Security coordination
- This proposal is based on the scope of services described above from June 21, 2019 through March 31, 2020, as per the Client's Project schedule and may be subject to alteration if additional services are required or if the project extends beyond March 31, 2020.
- Invoices will be submitted monthly, with payment due Net 30 days from date of invoice.
- Interest is payable at 2% per month on overdue accounts.

This proposal contains information, which is proprietary and confidential to Colliers Project Leaders. This information is submitted in confidence for the sole purpose of permitting the recipient to evaluate the proposal. In consideration of receipt of this Document, the recipient agrees to treat information as confidential and to not reproduce or otherwise disclose this information to any persons outside the group directly responsible for the evaluation of its contents, without the prior written consent of Colliers Project Leaders. Disclosure of any information contained in this proposal would result in undue loss to Colliers Project Leaders Inc.

ADDITIONAL SERVICES

In addition, to the scope described, Colliers Project Leaders can provide the following relevant services upon request, for an additional fee to be determined.

Furniture Planning, Design and Procurement

We create planning and design documents that reflect optimal furniture layouts and solutions and present you with a full spectrum of available options in the market to assist your team in selecting furniture ideas that enhance spaces and outcomes. Our technical specifications are developed to ensure that you'll get the best solution at the best possible price, through our open competitive procurement process.

Equipment Planning and Procurement

From assessing new technologies and trends, to evaluating the condition of your current equipment, our team of experts will provide you with a tailored strategy to ensure cost-effectiveness and project success. From inventory through to GAP analysis, budgeting, space planning, tendering and installation, our process takes into full account the impact that equipment planning has on your organization.

Operational Readiness

Operational readiness planning includes the management and oversight of changes to services, changes to staffing and client volumes, the introduction of new equipment and technology, updates to policies and procedures, to name a few examples. We provide detailed and knowledgeable planning to ensure all systems are "go" on Day One.

Move Management

Our project leaders manage moves from planning to completion. We meet with project stakeholders well in advance to determine what support is needed; work closely to ensure that both managers and staff are fully engaged and informed; and, manage every detail, from tendering to elevator bookings to claims resolution.

Bid Document Review

Colliers Bid Document Review™ (BDR) is a unique offering. It is a structured review of tender documents by an independent team of construction professionals for the purpose of identifying ambiguities, inconsistencies, conflicts, missing information, and constructability problems. The final report generated allows the design team to modify their documents prior to tendering to ensure these issues are addressed in an effort to reduce claims, change orders and their resulting effects on schedule and budget.



GRANDE CACHE RECREATION CENTRE - FITNESS CENTRE
PROJECT MANAGER SERVICES

RESUMES





DAVID J. JACKSON

C.E.T, Dip. Arch. Tech

Senior Project Manager

EXPERTISE

Airport Infrastructure; Healthcare; Program Management; Managing complex, large-scale projects

QUALIFICATIONS

- Architectural Technologist 1987 Northern Alberta Institute of Technology
- Certified Engineering Technologist 1990 Alberta Society of Engineering Technologists
- CHES Certificate in Infection Prevention Control
- Safety Codes Officer Alberta Construction Association

PROFILE

With over 27 years of experience in Project Management, David has led multidisciplinary teams on many large-scale projects and multiyear programs. From life cycle planning, large renovations, to new-builds, he is experienced in finding the most effective approach to achieve the required results. With a reputation for leadership, David is a team builder, encouraging stakeholders to seek solutions, put forward ideas, and find consensus. He is a strong communicator with an emphasis on developing relationships that enable project teams to quickly become productive. His strong focus on the vision for the project keeps the team on task, bringing a steady hand to difficult situations, often anticipating problems before they happen, and mitigating issues that do arise.

David's softer skills include being creative, positive, motivating teams while balancing goals and targets.

PROJECTS

Norwood Redevelopment, CapitalCare, Edmonton, Alberta

January 2015 – January 2018, \$364 million

David represented CapitalCares infrastructure needs from functional program to design development to ensure the project fits with CapitalCares needs. He relayed those outcomes with internal stakeholder groups. David researched and recommended best practices and new technologies. He worked with a large team from across government, and health including new complex care programs.

Dining Room Enhancement, CapitalCare, Edmonton, Alberta

February 2011 – May 2014, \$6 million

This project objective was to improve the quality of life for residents by changing the dining experience for 800 residents at 3 centres. David's role included custom design of 21 dining rooms within a Construction Management team.

JetSet Parking, Edmonton Airports, Edmonton, Alberta

January 2009 – April 2010, \$34 million

Greenfield development of a new parking option at Edmonton International Airport. This included bringing in new services, roads, and a 4,000-stall parking operation with multiple parking buildings, of which the main building operates as a small airport terminal, taking checked baggage. David led the project from design to opening.

Apron Expansion, Edmonton Airports, Edmonton, Alberta

September 2007 – May 2010, \$131 million

Large 150,000 sqm Apron expansion in advance of the main terminal expansion. David strategically secured resources such as aggregates, cement, and copper in advance of a contractor is selected, due to labour shortages and escalating material costs.

Air Terminal Expansion 2012, Edmonton Airports, Edmonton, Alberta

January 2007 – September 2010, \$1.1 billion

David was responsible for writing and developing 10 strategic alliances with major contractors and consulting teams for a large multi-year expansion program. He wrote and tendered all RFPs, led evaluation teams for selection, and initiated and coordinated planning of the terminal expansion program.

Air Terminal Expansion 2000, Edmonton Airports, Edmonton, Alberta

January 1999 – Fall 2005, \$282 million

David was the lead airport systems project manager specializing in baggage systems, bridges, and architectural design for the new terminal. He was seconded to a contracted PMO for the duration of the project.

Airport Merger 1996, Edmonton Airports, Edmonton, Alberta

January 1996 – April 1996, \$14 million

With the consolidation of traffic to EIA, David led the project team that was tasked with making significant physical changes to infrastructure, to accommodate the increased traffic. He successfully addressed significant schedule challenges in high-risk areas.

EMPLOYMENT HISTORY

Senior Project Manager, Colliers Project Leaders Inc.
2018 – Present

Manager Facilities Projects, CapitalCare
2011 – 2017

Manager Sustainable Projects, Edmonton Airports
2008 – 2010

Senior Project Manager, Edmonton Airports
1992 – 2008

Superintendent Technical Data Centre, Transport Canada
1990 – 1992

Architectural Technologist, Schmidt Feldberg Croll Henderson Architects
1987 – 1990



CHRIS TIMMONS

PMP

Project Manager

EXPERTISE

Project Management, CCDC Contracts, Concrete, Steel, and Wood-Frame Condominium Construction, Concrete and Steel Commercial Construction.

QUALIFICATIONS

- Bachelor of Management, (Major: Accounting)
- University of Lethbridge, 2006
- Project Management Professional (PMP)
- Project Management Institute

PROFILE

Chris Timmons is a professional project leader who is passionate about bringing top-quality construction projects to life. He demonstrates a commitment to the team by collaborating with all members of the project and draws on his extensive commercial construction management experience for constructive problem solving and stakeholder management capabilities. Through his professional approach, Chris is naturally comfortable interacting with people throughout all ranks to help realize maximum client value while consciously working to minimize risks. His involvement over the past six and a half years with a Developer/Builder grants him the ability to confidently defend the owners' interest while understanding the challenges and complexities of the general contractor. The importance he places in planning and scheduling is a testament to his desire to be prepared and remain proactive.

PROJECTS

Colliers Project Leaders – Russel Metals Shop Expansion, Nisku, AB

February 2019 – Present, Project Value: Private

As the first of multiple phases, this initial design-build project showcases a 27,500 square foot industrial shop with internal and external trolley style cranes on previously undeveloped land. Chris' roles as the Dedicated Project Manager was to help develop the owner's Statement of Requirements, manage the RFP process and help select an appropriate design-builder to develop the land and manage the construction. Still in the procurement

phase, Chris continues to work with the client to realize the long-term goal of consolidating all steel processing facilities and will later manage the construction and closeout phases of the project. Future expansion very much depends on the work being done today.

Colliers Project Leaders – Lakeland College Revitalization, Vermilion, AB

January 2019 – Present, Project Value: \$9,500,000

To continue to maintain cutting-edge facilities that meet the expectations of students within the highly competitive post-secondary environment, the

CHRIS TIMMONS

Project Manager

Lakeland College Revitalization project is focussed on modernizing its aging Student Services, IT and Laboratory spaces. As the Dedicated Project Manager, Chris is representing the owner through the design development, construction and closeout phases of the project.

Carrington Communities – Vibe Lofts & Professional Centre, Edmonton, AB

October 2014 – July 2018, Project Value: \$60 million

The six-story cast-in-place concrete residential building (Vibe Lofts), sits on a three-storey underground parkade that is shared with the four-storey steel-framed commercial building (Vibe Professional Centre). Chris' role as a Senior Project Coordinator was to help manage the complete construction of two separate buildings. From the onset of construction, he was a crucial member of the project team responsible for liaising with the City of Edmonton to acquire and maintain the necessary permits required for the unique location of the project. Additionally, Chris was responsible for planning and scheduling the building construction and suite finishing schedules for 178 units with 178,000 sq. ft. of living space. Upon completion of the Professional Centre base building, he continued in a project management role to oversee the completion of tenant improvements for a medical clinic, pharmacy, and fast food restaurant.

Carrington Communities – Allure Luxury Condominiums, Edmonton, AB

January 2016 – December 2017, Project Value: \$40 million

The luxury condominium is an award winning, four-story, cast-in-place concrete building situated on a two-story underground concrete parkade. Comprised of 48 suites, it has a total of 105,000 sq. ft. of living space. As a Senior Project Coordinator, Chris was heavily involved with developing and managing the construction schedules, managing and coordinating changes with the consultants and trades, while working regularly with the Senior Project Manager and Site Superintendent for daily construction management. His ability to be proactive and attention to detail was instrumental

for a successful completion given the volume of changes that occurred.

Carrington Communities – Northshore Condominiums, Edmonton, AB

September 2017 – December 2018, Project Value: \$12 million

A classic four-story, wood-framed walk-up condominium building on a concrete parkade consists of 82 units with a total of 97,000 sq. ft. of living space. As a Senior Project Coordinator, Chris' collaborative nature helped deliver an occupancy date for the first homeowners within fourteen months of the bulk excavation start date by working closely with the construction site staff, consultants and designers.

EMPLOYMENT HISTORY

Project Manager, Colliers Project Leaders

January 2019 – Present

Project Coordinator, Carrington Construction

2013 – 2018

Estimator, Carrington Construction

2012 – 2013

General Manager, Twister Developments Ltd.

2011 – 2012



MEGAN WESLEY

E.I.T. PMP

Assistant Project Manager

EXPERTISE

Project Management

Civil Engineering

QUALIFICATIONS

- Bachelor of Science in Civil Engineering, University of Alberta, 2015
- Project Management Professional (PMP), Project Management Institute

PROFILE

Megan is a graduate of Civil Engineering from the University of Alberta and a Project Management Professional with 4 years of experience working in engineering and project management roles. Coming from an underground infrastructure background, Megan has handled projects as a contractor and as an owner. Many of these projects involving close communication with many non-technical stakeholders.

Megan provides value to her clients by creating close relationships with stakeholders and working with them to either prevent or to find acceptable solutions to project problems. Using these close relationships and problem-solving techniques allows Megan to help clients achieve successful outcomes and realize their vision for the project.

PROJECTS

City of Fort Saskatchewan – 97 Ave Neighbourhood Rehabilitation, Fort Saskatchewan, AB

April 2012 – Aug 2012, Project Value: \$2.5 million

The City of Fort Saskatchewan has a yearly neighborhood renewal program. Each year a neighborhood is selected based on asset management data to have the underground and surface infrastructure replaced.

Megan was responsible for coordinating subcontractors on the construction site. She also assisted city engineers with making design changes in the field and informing contractors of any design changes. Being present at the site allowed Megan to engage with residents in the neighborhood and manage any concerns.

Municipal District of Greenview – Grande Cache Firehall, Grande Cache, AB

Feb 2019 – Oct 2019, Project Value: \$7.5 million

Construction of a new firehall to provide an enhanced level of community safety, faster emergency response time, and increased efficiency

MEGAN WESLEY

Assistant Project Manager

in operations service to the Grande Cache area. The new facility will be larger to allow for more training space, office space, and will be able to serve as an emergency control centre in the event of any natural disaster. The project will be delivered through a Design-Bid-Build model.

Megan is responsible for Assisting the Colliers Project Leaders Project Manager in delivery of the project to meet client expectations. Including:

- Attending and participating in onsite meetings with stakeholders
- Solving project problems through collaboration with clients, contractors, and consultants
- Monitoring project budget and reviewing change orders
- Providing monthly status reports to keep client updated on budget and progress

The Evergreens Foundation – Expansion of Pine Valley Seniors Lodge, Hinton, AB

Feb 2019 – Mar 2021, Project Value: \$32.7 million

The Pine Valley Seniors Lodge is a 30-unit retirement complex that offers Level 2 Supportive Living care. The project involves the expansion of the Pine Valley Seniors Lodge to provide the much-needed accommodation space for the aging population in the area and to improve the level of home care support available to its residents. The project will be delivered through a Design-Build model.

Megan is responsible for Assisting the Colliers Project Leaders Project Manager in delivery of the project to meet client expectations. Including:

- Attending and participating in Design Collaboration Meetings
- Amending the Statement of Requirements and Performance Specifications align with client needs
- Monitoring and responding to RFIs to assist designers in design competition and ensure client has input into the final design

EMPLOYMENT HISTORY

Assistant Project Manager, Colliers Project Leaders
2019 – Present

Engineering Technologist, City of Fort Saskatchewan
2017 – 2018

Project Manager, IVIS Inc
2015 – 2016

QA/QC Coordinator, IVIS Inc
2014 – 2015



GRANDE CACHE RECREATION CENTRE - FITNESS CENTRE
PROJECT MANAGER SERVICES

SCHEDULE

B

PROPOSED PROJECT SCHEDULE

Please find below our proposed project schedule for the Grande Cache Recreation Centre – Fitness Centre project.

Task	Date
Colliers Project Leaders Start	June 10, 2019
Project Planning Workshop with Greenview	June 13, 2019
Requirements Programming with Greenview	June 13, 2019
Award Contract for Design Team	June 21, 2019
Conceptual Design Meeting with Greenview and Designer	June 26, 2019
90% Design Drawings	July 12, 2019
100% Design Drawings	July 26, 2019
Solicit RFP for Contractor	August 2, 2019
RFP Closing	August 23, 2019
Interview Shortlisted Proponents	August 28, 2019
Award Contract for Contractor	August 29, 2018
Construction Start	September 16, 2019
Substantial Completion	March 20, 2020
Project Wrap-up	March 31, 2020



GRANDE CACHE RECREATION CENTRE - FITNESS CENTRE
PROJECT MANAGER SERVICES

REQUIREMENTS **C**



THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE LICENSED PREMISES

LICENSE VALID FOR THE SPECIFIED PERIOD
UNLESS SOONER FORFEITED.

VALID TO **JAN 14, 2020**

This is to Certify

LICENSED LOCATION COLLIERS PROJECT LEADERS INC. O/A COLLIERS PROJECT LEADERS INC.
10088 - 102 AVENUE NW
EDMONTON, ALBERTA T5J 2Z1

Licensed subject to the provisions of the By-laws of the City of Edmonton and such Provincial Regulations and Federal Laws as may be applicable thereto as are now or hereafter may be in force during the currency of this license:
Category

General Business	Units	Valid From Date	Valid To Date
	1	Jan 15, 2019	Jan 14, 2020

MAIL TO: COLLIERS PROJECT LEADERS INC.
10088 - 102 AVENUE NW
EDMONTON, ALBERTA T5J2Z1

This licence is issued under City of Edmonton Bylaw 13138.

This licence remains the property of the City of Edmonton and must be surrendered upon request.

LICENSE NUMBER **299653013-002**

In the event of any changes, the Licensee must immediately notify the Inspector of Licenses

20

INSPECTOR OF LICENSES

9912 - 107 Street
PO Box 2415
Edmonton AB T5J 2S5

Email: ebusiness.support@wcb.ab.ca
Tel: (780) 498-3999 (1-866-922-9221)
Fax: (780) 498-7999
WCB website: www.wcb.ab.ca

May 31, 2019

Reference Number:

KEVIN GRAMM
MD OF GREENVIEW
BOX 300
GRANDE CACHE AB T0E 0Y0

Dear Sir or Madam:

Re: COLLIERS PROJECT LEADERS INC.
2720 IRIS ST
OTTAWA ON K2C 1E6

GRANDE CACHE RECREATION CENTRE

The above named subcontractor has an account with WCB-Alberta in the following industry(ies):

account	trade names(s)/industry	effective date	coverage
3240479	PROJECT MANAGEMENT	Dec 17, 1990	worker coverage no personal coverage
	ENGINEERING	Dec 17, 1990	worker coverage no personal coverage

Thank you for checking into the status of this contractor or subcontractor. Under Section 126 of the Workers' Compensation Act, you are responsible for obtaining a clearance on your contractor or subcontractor, in order to release you from any liability for unpaid WCB premiums owed by them. Please ensure clearance has been issued in the correct name and that there is coverage in the industry(ies) for which work was performed.

Please accept this letter as a clearance for work completed between the effective date of the account and the date of this letter. For this account, you are cleared of any liability under Section 126 of the Workers' Compensation Act up to the date of this letter. Any holdback may be released for contracts completed, and/or for work completed to the date of this letter. For an account that shows closed under the effective date, the clearance is only valid for work completed up to the close date. If work has not started, obtain a clearance prior to releasing final payment.

Please note, if any directors of the corporation are injured at work, you are protected from lawsuit if they have personal coverage. If they do not have personal coverage, you may not be protected in the case of a workplace injury.

If your contractor or subcontractor is performing work outside Alberta, contact the WCB in that jurisdiction to determine your clearance and any other WCB requirements.

Any alteration of this document is strictly prohibited.

Yours truly,

eBusiness Support Team (11112384)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/29/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HUB International Insurance Brokers Suite 1460 777 Hornby Street Vancouver, British Columbia V6Z 1S4	1-604-608-6182	CONTACT NAME: Vanessa Chapin PHONE (A/C. No. Ext): 604-608-6255 E-MAIL ADDRESS: vanessa.chapin@hubinternational.com	FAX (A/C. No): 416-352-1627
INSURED Colliers Project Leaders Inc. 2720 Iris Street Ottawa, ON K2C1E6		INSURER(S) AFFORDING COVERAGE INSURER A: Liberty Mutual Insurance Company INSURER B: Chubb Insurance Company of Canada INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 54664190

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GLTOABEC5R018	12/01/18	12/01/19	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			GLTOABEC5R018	12/01/18	12/01/19	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			1000279047-02	12/01/18	12/01/19	EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Crime			8132-4965	12/01/18	12/01/19	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Policies do not exclude, contractual liability, cross liability, employer liability and severability of interest where required.

Insurer will endeavor to provide 30 days written notice of cancellation to certificate hold and 10 days notice in the case of non-payment of premium.

CERTIFICATE HOLDER**CANCELLATION**

To Whom It May Concern	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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REQUEST FOR DECISION

SUBJECT: **2019 Scholarship Requests**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: June 24, 2019
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: SW

MANAGER:
PRESENTER: SW

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy #1028 - Scholarships

RECOMMENDED ACTION:

MOTION: That Council authorize funding to the scholarship recipients in the amounts indicated on the 2019 Scholarship Listing, with funds to come from the Community Service Budget.

BACKGROUND/PROPOSAL:

The Scholarship Policy was created in November of 2018 and superseded CO 18 (Sponsoring for a Veterinary Bursary) and CO 19 (Sponsoring for a Computer Technology Bursary). The new Policy #1028 Scholarships provides an opportunity for many college and university students to apply rather than the opportunity for the select applicants enrolled in the two former specified fields of study. The Scholarships policy defines an eligible student as one who meets the scholarship criteria established in the general principles for selection:

General Principles for selection include the following:

- a. The student is a resident of Greenview;
- b. The student has demonstrated financial need;
- c. The student demonstrates community involvement, volunteering or extra-curricular activities;
- d. The student has demonstrated high academic achievement;
- e. Consideration may be given to scholarship recipients from the previous year.

Administration reviewed the applications to determine the student's eligible scholarship amount, academic achievement, financial need, community involvement and residency. Students enrolled in a four (4) year college or university program are eligible for a \$2,500.00 scholarship. Students enrolled in a two (2) year college program or apprenticeship program are eligible for a \$1,500.00 scholarship. Administration evaluated the student as having a high academic achievement based on an 80 and above percentage average as the indicator. Financial need was based on student loans and whether the student was self-financing, therefore all were checked as having a financial need. Administration did however indicate when the student had parental financial assistance.

Some applicants provided additional reference letters and additional anecdotes regarding why they needed or wanted this scholarship.

The 2019 Greenview Scholarship requests presently total \$47,000.00. The approved Scholarship Budget for the 2019 calendar year is \$25,000.00. One applicant was disqualified because the individual submitted their application after the deadline. The application deadline was May 10th and the application was received June 7th.

A summary of the scholarship requests have been categorized into a spreadsheet for Council's consideration. Notes have been included to indicate Administration's observations.

Administration is requesting Council to review the applicants and collectively create and adopt a 2019 Scholarship Listing during the meeting.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will collectively disperse the 2019 Scholarship fund as it results at the meeting.

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 awarding scholarships to any of the applicants, approve all or some of the applicants with the budget allotted, or increase the Scholarship budget by authorizing Administration to transfer from contingency.

FINANCIAL IMPLICATION:

Direct Costs: \$25,000.00

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 present the approved 2019 scholarships as recommended by Council.

ATTACHMENT(S):

- 2019 Scholarship Request Listing
- Scholarship Policy



**MUNICIPAL DISTRICT OF GREENVIEW 16
2019 SCHOLARSHIP APPLICANTS**

POLICY NO. 1028 SCHOLARSHIP REQUIREMENTS										
INDIVIDUAL	Eligible Amount	DESCRIPTION	PREVIOUS (TWO) GREENVIEW SCHOLARSHIPS	HIGH ACADEMIC ACHIEVEMENT INDICATED	ACADEMIC ACHIEVEMENT DOCUMENTS	DEMONSTRATED FINANCIAL NEED	DEMONSTRATES COMMUNITY INVOLVEMENT	MD RESIDENT	ADMINISTRATIVE NOTES	CATEGORY
1 Ehrenholz, Sydney	\$ 2,500.00	Sydney Ehrenholz is requesting financial assistance for educational pursuits at Grant MacEwan University for a diploma in Acupuncture (four year program). This is Sydney's first year of full time study for Acupuncture and the anticipated completion year will be 2022.	N/A	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	Eligible student: Student meets the scholarship criteria established in the general principles for selection.	Acupuncture
2 Berry, Lacey Luella	\$ 1,500.00	Lacey Luella Berry is requesting financial assistance for her educational pursuits at the Northern Alberta Institute of Technology (College) towards an Animal Health Technology diploma (two year program). This is Lacey's second year of study for Animal Health, attending full time classes with an anticipated completion date of 2019.	N/A	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input type="checkbox"/> es <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	Student indicated high academic achievement, however documentation was not included.	Animal Health
3 Cornelsen, Raina Dorabeth	\$ 2,500.00	Raina Dorabeth Cornelsen is requesting financial assistance for her educational pursuits at The King's University towards an undergraduate degree in Bachelor of Arts (four year program). This is Raina's second year of Associate of Christian Studies, attending full time, with an anticipated completion year of 2022.	N/A	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input type="checkbox"/> es <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input type="checkbox"/> es <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	Student did not demonstrate community involvement.	

INDIVIDUAL	Eligible Amount	DESCRIPTION	PREVIOUS (TWO) GREENVIEW SCHOLARSHIPS	HIGH ACADEMIC ACHIEVEMENT INDICATED	ACADEMIC ACHIEVEMENT DOCUMENTS	DEMONSTRATED FINANCIAL NEED	DEMONSTRATES COMMUNITY INVOLVEMENT	MD RESIDENT	ADMINISTRATIVE NOTES	CATEGORY
4 Dorscheid, Megan Grace	\$ 2,500.00	Megan Dorscheid is requesting financial assistance for her educational pursuits at the University of Alberta towards a Bachelor of Arts Undergraduate Degree with a major in Psychology and a minor in Sociology. This is Megan's fourth year, attending full time studies, with an anticipated completion year of 2020.	N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student did not demonstrate high academic achievement.	Arts
5 Nguyen, Jessica	\$ 2,500.00	Jessica Nguyen is requesting financial assistance for educational pursuits at the University of Lethbridge towards a Bachelor of Fine Arts - Drama Performance (four year program). This is Jessica's first year of study, attending full time, with an anticipated completion year of 2022.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Eligible student: Student meets the scholarship criteria established in the general principles for selection.	Arts
6 Sheppard, Robert	\$ 1,500.00	Robert Sheppard is requesting financial assistance for educational pursuits at the Northern Alberta Institute of Technology (NAIT College) towards a diploma in Chemical Technology (two year program). This is Robert's first year, attending full time, with an anticipated completion year of 2020.	N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student did not demonstrate high academic achievement or community involvement.	Chemical Technology
7 Cornelsen, Lacey Jennifer	\$ 1,500.00	Lacey Jennifer Cornelsen is requesting financial assistance for her educational pursuits at the Peace River Bible Institute towards an undergraduate degree in Associate of Christian Studies (two year program). This is Lacey's first year of study, attending full time, with an anticipated program completion year of 2020.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student indicated high academic achievement, however documentation was not included.	Christian Studies

INDIVIDUAL	Eligible Amount	DESCRIPTION	PREVIOUS (TWO) GREENVIEW SCHOLARSHIPS	HIGH ACADEMIC ACHIEVEMENT INDICATED	ACADEMIC ACHIEVEMENT DOCUMENTS	DEMONSTRATED FINANCIAL NEED	DEMONSTRATES COMMUNITY INVOLVEMENT	MD RESIDENT	ADMINISTRATIVE NOTES	CATEGORY
8 Ferrari, Gustavo	\$ 2,500.00	Gustavo Ferrari is requesting financial assistance for educational pursuits at Indiana University East in Richmond, Indiana towards a graduate degree in Criminal Justice. This is Gustavo's fourth year of study, attending full time, with an anticipated program completion year of 2023.	N/A	<input type="checkbox"/> es <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	Student did not demonstrate high academic achievement as referenced in the documentation. Although Gustavo indicates a high academic achievement, his documents do not support this claim (74%, based on high academic achievement being 80%).	Criminal Justice
9 Hamilton, Jessica Elizabeth	\$ 2,500.00	Jessica Hamilton is requesting financial assistance for educational pursuits at the University of Lethbridge towards a Bachelor of Education undergraduate degree (5 year program). This is Jessica's first year of study, attending full time, with an anticipated program completion year of 2024.	N/A	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	Eligible student: Student meets the scholarship criteria established in the general principles for selection.	Education
10 Targett, Deanne	\$ 2,500.00	Deanne Targett is requesting financial assistance for educational pursuits at Grande Prairie Regional College towards her Bachelor of Education graduate degree (4 year program completing it in 3 years). This is Deanne's first year of study, attending full time, with an anticipated program completion year of 2022.	N/A	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	Eligible student: Student meets the scholarship criteria established in the general principles for selection.	Education
11 Clark, Mitchell Austin	\$ 2,500.00	Mitchell Clark is requesting financial assistance for educational pursuits at the University of Alberta for an undergraduate degree in Engineering (4 year program). This is Mitchell's first year of study, attending full time, with an anticipated program completion year of 2022.	N/A	<input type="checkbox"/> es <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	<input checked="" type="checkbox"/> es <input type="checkbox"/> no	Student does not demonstrate high academic achievement. Student noted for high academic achievement that he did very well in high school and his first year at University has been an adjustment and hopes to do better next year.	Engineering

INDIVIDUAL		Eligible Amount	DESCRIPTION	PREVIOUS (TWO) GREENVIEW SCHOLARSHIPS	HIGH ACADEMIC ACHIEVEMENT INDICATED	ACADEMIC ACHIEVEMENT DOCUMENTS	DEMONSTRATED FINANCIAL NEED	DEMONSTRATES COMMUNITY INVOLVEMENT	MD RESIDENT	ADMINISTRATIVE NOTES	CATEGORY
12	Didow, Mya Jaide	\$ 2,500.00	Mya Didow is requesting financial assistance for educational pursuits at Grant MacEwan University for an undergraduate degree in Biomedical Engineering (4 year program). This is Jaide's fourth year of study, attending full time, with an anticipated program completion year of 2019.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student indicated high academic achievement, however documentation was not provided. Student indicated family assistance and student loans, does not plan on self finance.	Engineering
13	Lalonde, Matthew Joseph	\$ 2,500.00	Matthew Lalonde is requesting financial assistance for educational pursuits at the University of Alberta towards a Bachelor of Science Degree in Engineering, majoring in Mechanical Engineering (four year program). This is Mathew's first year of study, attending full time, with an anticipated program completion year of 2023.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student does not demonstrate community involvement.	Engineering
14	McAmmond, Kaylee Roberta	\$ 2,500.00	Kaylee McAmmond is requesting financial assistance for her educational pursuits at Grande Prairie Regional College towards an undergraduate Degree in Nursing (four year program). This will be Kaylee's first year of study, attending full time, with an anticipated program completion year of 2023.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Eligible student: Student meets the scholarship criteria established in the general principles for selection.	Nursing
15	Mckale, Kaitlyn	\$ 2,500.00	Kaitlyn Mckale is requesting financial assistance for her educational pursuits at Grande Prairie Regional College towards a Bachelor of Science Degree in Nursing (four year program). This is Kaitlyn's first year of study, attending full time, with an anticipated program completion year of 2022.	N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student does not demonstrate high academic achievement.	Nursing

INDIVIDUAL	Eligible Amount	DESCRIPTION	PREVIOUS (TWO) GREENVIEW SCHOLARSHIPS	HIGH ACADEMIC ACHIEVEMENT INDICATED	ACADEMIC ACHIEVEMENT DOCUMENTS	DEMONSTRATED FINANCIAL NEED	DEMONSTRATES COMMUNITY INVOLVEMENT	MD RESIDENT	ADMINISTRATIVE NOTES	CATEGORY
16 Sather, Denise Marie	\$ 2,500.00	Denise Sather is requesting financial assistance for educational pursuits at Grande Prairie Regional College towards an undergraduate major degree in Pharmacy and a minor degree in Optometry (six years until completion). Denise is currently enrolled in a Pre-professional University Transfer, attending full time, first year of study, with an anticipated program completion year of 2025.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Eligible student: Student meets the scholarship criteria established in the general principles for selection. The student is however noted enrollment in a pre-professional University transfer rather than the pharmacy study. This student has some family assistance for finances.	Pharmacy
17 Baranowski, Devon	\$ 2,500.00	Devon Baranowski is requesting financial assistance for educational pursuits at the University of Alberta towards a Bachelor of Science Undergraduate Degree, majoring in Psychology with a minor in Physical Education (four year program). This is Devon's second year, attending full time studies, with an anticipated program completion year of 2021.	N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student does not demonstrate high academic achievement. Student noted parent help with finances when they are able, demonstrated financial need.	Psychology
18 Hodges, Hailey	\$ 2,500.00	Hailey Hodges is requesting financial assistance for educational pursuits at Grant MacEwan University towards a Bachelor of Science undergraduate degree (four year program). This is Hailey's first year, attending full time studies, with an anticipated program completion year of 2023.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Eligible student: Student meets the scholarship criteria established in the general principles for selection. Student noted that she has family assistance and student loans.	Science
19 Wolfe, Courtney Jayne	\$ 2,500.00	Courtney Wolfe is requesting financial assistance for educational pursuits at the University of Saskatchewan towards a Bachelor of Science undergraduate degree with a major in Animal Bioscience and a minor in Biotechnology. This is Courtney's third year, attending full time studies, with an anticipated program completion year of 2021.	N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Student does not demonstrate high academic achievement.	Science

INDIVIDUAL	Eligible Amount	DESCRIPTION	PREVIOUS (TWO) GREENVIEW SCHOLARSHIPS	HIGH ACADEMIC ACHIEVEMENT INDICATED	ACADEMIC ACHIEVEMENT DOCUMENTS	DEMONSTRATED FINANCIAL NEED	DEMONSTRATES COMMUNITY INVOLVEMENT	MD RESIDENT	ADMINISTRATIVE NOTES	CATEGORY
20 Knight, Charlotte Anne	\$ 2,500.00	Charlotte Knight is requesting financial assistance for her educational pursuits at the University of Calgary towards a degree in Bachelor of Social Work (four year program, completing it in five years). This is Charlotte's fourth year, attending full time studies, with an anticipated program completion year of 2020.	N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Eligible student: Student meets the scholarship criteria established in the general principles for selection.	Social Work
\$ 47,000.00										

Title: Scholarships

Policy No: 1028

Effective Date: November 13, 2018

Motion Number: 18.11.635

Supersedes Policy No: CO 18 and CO 19

Review Date: November 13, 2021



Purpose: Greenview Council wishes to recognize community involvement and academic achievement of students to enhance the future of individuals within Greenview and to encourage students from Greenview to pursue further education, thereby making meaningful contributions to their community.

DEFINITIONS

Eligible Student means a student who meets the scholarship criteria established in the general principles for selection.

POLICY

1. Greenview Council will dedicate \$25,000 in the annual operating budget for scholarships and bursaries.
2. Students enrolled in four (4) year college or university programs are eligible for a \$2,500 scholarship. Students enrolled in two (2) year college programs or apprenticeships programs are eligible for a \$1,500 scholarship.
3. The scholarships will be awarded to students who are a resident of Greenview (when not attending post-secondary) and who are enrolled in post-secondary studies at a college, university, or apprenticeship program.
4. Council will review the scholarship applications annually and select scholarship recipients.
5. General Principles for selection:
 - a. The student is a resident of Greenview;
 - b. The student has demonstrated financial need;
 - c. The student demonstrates community involvement, volunteering or extra-curricular activities;
 - d. The student has demonstrated high academic achievement;
 - e. Consideration may be given to scholarship recipients from the previous year.
6. Students may apply, or re-apply, for the scholarship each year that they are enrolled in university, college, or apprenticeship programs.

PROCEDURE

1. Application forms will be available at, and should be returned to, any Greenview Administration office. The deadline for applications will be the second Friday in May of each year.
2. Successful applicants will be notified by Greenview Administration.
3. The successful applicant must provide proof of enrollment through proof of payment of tuition to Greenview Administration in order to receive scholarship funding.



REQUEST FOR DECISION

SUBJECT: Valleyview Enhancement Society Letter of Support
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 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 provide a letter of support for the Valleyview Enhancement Society for the nomination for the A.V. Pettigrew Award through the Alberta Recreation and Parks Association.

BACKGROUND/PROPOSAL:

Administration from the Town of Valleyview is requesting a letter of support from Council regarding the nomination of the Valleyview Enhancement Society for the A.V. Pettigrew Award, administered through the Alberta Recreation and Parks Association. In order to nominate a group or society for this award, two letters of support are required. The Town of Valleyview Council is supplying one of them.

The A.V. Pettigrew Award is presented in honour of Albert (Bert) Victor Pettigrew, a founding and charter member of the Alberta Recreation and Parks Association. Communities or Organizations that have made a significant impact on improving the quality of life of citizens through recreation and parks will be considered.

Greenview Administration received the request for a letter of support, however, the letter did not include a detailed account of the Valleyview Enhancement Societies 2019 activities and therefore Administration cannot comment further on the groups' activities.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Valleyview Enhancement Society that organizes or contributes to services that Greenview residents attend may be formally recognized.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. A potential perceived disadvantage to the recommended motion is that Council may not be fully aware of the services of the Valleyview Enhancement Society.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to take no action on the request for a letter of support for the nomination of the Valleyview Enhancement Society for the A.V. Pettigrew Award.

FINANCIAL IMPLICATION:

Direct Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will follow up with the Town of Valleyview Administration accordingly with Council's decision.

ATTACHMENT(S):

- Letter of support request email

Teresa Marin

To: Stacey Wabick
Subject: RE: Valleyview Enhancement Society

From: Pat Brothers <pbrothers@valleyview.ca>
Date: June 14, 2019 at 11:13:52 AM MDT
To: Stacey Wabick <Stacey.Wabick@MDGreenview.ab.ca>
Subject: Valleyview Enhancement Society

Hi Stacey

Further to our conversation, the Valleyview & District Recreation Board is putting together a nomination for the A.V. Pettigrew award for the Valleyview Enhancement Society through the Alberta Recreation and Parks Association. Part of the nomination is to provide 2 letters of support for the nomination, Town of Valleyview Council is writing one letter of support and I am requesting that the Municipal District of Greenview Council also provide a letter of support for this nomination.

The nomination package needs to be submitted prior to June 30, 2019.

Thank you in advance for your support with this.

Pat Brothers

Director of Parks, Recreation & Facilities

Town of Valleyview

T 780-524-5158

C 780-552-3734

F 780-524-3831

pbrothers@valleyview.ca



REQUEST FOR DECISION

SUBJECT: Valleyview & District Recreation Board Appointment
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: June 24, 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 appoint Sara Nichol to the Valleyview & District Recreation Board.

BACKGROUND/PROPOSAL:

A Council appointed member of the Valleyview & District Recreation Board is unable to fulfill the yearly appointment due to medical reasons.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Valleyview & District Recreation Board will have a full board.

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 recommended motion.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the applicant of Council's decision.

ATTACHMENT(S):

- Application



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Valleyview + District Recreation Board

Are you a resident of Greenview?

Yes

No

Are you currently serving on a Municipal Board or Committee?

Yes

No

Which Board or Committee are you serving on and when does your term expire?

Have you served on a Municipal Board or Committee in the past?

Yes

No

What Municipal Board or Committee have you served on and what year did you last serve?

Personal Resume

Name: Sara Nichol

Home/Mailing Address: Box 33

City: Little Smoky

Postal Code: T0H 3Z0

Phone (home): 780524 9394

Phone (work):

Email: pitchforkvalleyranch@gmail.com

Qualifications: High School Graduate, some college education many years in local 4H clubs as secretary, vice president etc.



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal
Board/Committee

Please Print

Experience: several years on 4H board, regular attendee at Little Smoky Community Centre meetings,

Volunteer Activities you have been involved with: Little Smoky Community Center, organize + coordinate Wild Game Dinner, 4H volunteer as member and after, Lilas Angels Travel Foundation volunteer

How do you feel you could contribute to your chosen Board or Committee?

unique perspective with fresh eyes and ideas.

Liana Nichol

Applicant's Signature

June 18 2019

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Greenview Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 3 Councillor Les Urness

DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
6/10/2019	Regular Council Meeting	
6/10/2019	Other	Valleyview rate payer barbeque
6/17/2019	Committee of the Whole	Also Grovedale rate payer barbeque
6/19/2019	Other	Little Smoky ski hill board meeting



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
06/10/2019	Regular Council Meeting	
06/10/2019	Other	Vv rate payer bbq
06/11/2019	Municipal Planning Commission	
06/11/2019	Valleyview & District Recreation Board	
06/12/2019	Fox Creek Library Board	
06/17/2019	Committee of the Whole	
06/17/2019	Other	Grovedale rate payers bbq
06/18/2019	Other	Capital planning
06/18/2019	Fox Creek Library Board	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 5 Reeve Dale Smith		
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
6/10/2019	Regular Council Meeting	
6/10/2019	Other	Valleyview Ratepayer BBQ
6/11/2019	Municipal Planning Commission	
6/11/2019	Policy Review Committee	
6/17/2019	Committee of the Whole	
6/17/2019	Other	Grovedale Ratepayer BBQ
6/18/2019	Other	5 Year Capital Budget Meeting
6/20/2019	Smoky Applied Research & Demonstration Association (SARDA)	
6/20/2019	Heart River Housing Foundation	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
6/11/2019	Municipal Planning Commission	
6/11/2019	Policy Review Committee	
6/16/2019	Community Planning Association of Alberta	
6/17/2019	Committee of the Whole	
6/22/2019	Fox Creek Public Services Building Grand Opening	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Duane Didow		
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
6/10/2019	Regular Council Meeting	Highlights on MD website
6/10/2019	Other	Valleyview rate payers BBQ
6/11/2019	Municipal Planning Commission	
6/12/2019	Other	Canadian Fiber Optics teleconference call – discussion of a fiber optics strategy for the MD
6/13/2019	Other	MD cheque presentation to Sheldon Coates Playground group
6/13/2019	Other	Recreation/Trails Masterplan meeting
6/13/2019	Other	MD Commissioner of Oaths – Commissioning of Parents signatures for High School trip.
06/17/2019	Committee of the Whole	Grovedale
06/17/2019	Other	Grovedale Rate payers BBQ
06/18/2019	Capital Planning Workshop	
06/19/2019	FCSS	Board meeting: Review of strategic plan, discussion of emergent issues, monthly manager/coordinator reports, overview of programs and budget discussion regarding programs.
06/20/2019	Community Futures West Yellowhead	Meeting in Wildwood, AB