

*"A Great Place to Live, Work and Play"*

## REGULAR COUNCIL MEETING AGENDA

Tuesday February 25, 2014

9:00 AM

Council Chambers  
Administration Building

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#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	3
	3.1 Regular Council Meeting minutes held February 11, 2014 – to be adopted	
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATIONS	
#6	BYLAWS	
	6.1 Bylaw 13-711 NE 13-70-23-W5M	11
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LATE ITEM	8.18 CAO Report	119
#9	COUNCILLORS BUSINESS & REPORTS	
#10	CORRESPONDENCE	<ul style="list-style-type: none"> <li>County of Grande Prairie – Hwy 43 &amp; Hwy 49 Alignment</li> </ul>
#11	IN CAMERA	
#12	ADJOURNMENT	

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
M.D. Administration Building,  
Valleyview, Alberta, on Tuesday, February 11, 2014

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

<b>PRESENT</b>	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton George Delorme Dave Hay Roxie Rutt Bill Smith Dale Smith Les Urness
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<b>ATTENDING</b>	Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services Assistant General Manager, Infrastructure & Planning Legislative Services Officer Communications Officer Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyrkovits Lucien Cloutier Denise Thompson Lianne Kruger
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**ABSENT**

**#2:** MOTION: 14.02.52. Moved by: COUNCILLOR TOM BURTON  
**AGENDA** That the February 11, 2014 agenda be adopted with the following additions:

- 5.1 TechEra
- 8.9 Three Water Treatment Facilities
- 8.10 Little Smoky Accumulated Costs
- 8.11 Water Point Tender Request
- 8.12 Wanyandie Flats West Road Stabilization Project
- 11.1 Personnel
- 11.2 Land

CARRIED

**#3.1** MOTION: 14.02.53. Moved by: COUNCILLOR DALE SMITH  
**Regular Council** That the Minutes of the Regular Council Meeting held on Tuesday, January 28,  
**Meeting** 2014 be adopted with the following change.

- 8.5 Change Pat Cook to Pat Cooke

CARRIED

**#3.2  
BUSINESS ARISING  
FROM MINUTES**

**3.2 BUSINESS ARISING FROM MINUTES:**

- Enhanced Policing Agreement

**#4  
PUBLIC HEARING**

**4.0 PUBLIC HEARING**

**#6  
Bylaws**

**6.0 BYLAWS**

**6.1 BYLAW 13-700 LAND USE BYLAW**

**THIRD READING**

MOTION: 14.02.54. Moved by: COUNCILLOR DALE SMITH  
That Council give Third Reading to Bylaw 13-700 as presented.  
CARRIED

**6.2 BYLAW 13-701 SE 20-70-22-W5M**

**FIRST READING**

MOTION: 14.02.55. Moved by: COUNCILLOR GEORGE DELORME  
That Council give First Reading to Bylaw No. 13-701 for Mar-Rik to re-designate the  
lands from Agriculture to Industrial District on SE 20-70-22-W5M.  
CARRIED

**PUBLIC HEARING**

MOTION: 14.02.56. Moved by: COUNCILLOR DALE SMITH  
That Council schedule a Public Hearing for Bylaw 13-701 to be held on March, 25  
2014 at 10:00 a.m.  
CARRIED

**6.3 BYLAW 13-714 NW 26-71-26-W5M**

**FIRST READING**

MOTION: 14.02.57. Moved by: COUNCILLOR TOM BURTON  
That Council give First Reading to Bylaw No. 13-714 for Cauchie to re-designate the  
lands from Agricultural District to Rural Commercial District on NW 26-71-26-W5M.  
CARRIED

**PUBLIC HEARING**

MOTION: 14.02.58. Moved by: COUNCILLOR ROXIE RUTT  
That Council schedule a Public Hearing for Bylaw No. 13-714 for Cauchie to be held  
on March 25, 2014 at 10:00 a.m.  
CARRIED

**CONCEPT PLAN**

MOTION: 14.02.59. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept the attached Concept Plan submitted for the Land Use  
Amendment on Cauchie NW 26-71-26-W5M for information.  
CARRIED

**6.4 BYLAW 14-719 SW 29-70-24-W5M**

**FIRST READING** MOTION: 14.02.60. Moved by: COUNCILLOR TOM BURTON  
That Council give First Reading to Bylaw No. 14-719 for Clarke to re-designate the lands from Agricultural District to Country Residential Two District on SW 29-70-24-W5M.

CARRIED

**PUBLIC HEARING** MOTION: 14.02.61. Moved by: COUNCILLOR DALE SMITH  
That Council schedule a Public Hearing for Bylaw No. 14-719 for Clarke to be held on March 11, 2014 at 10:00 a.m.

CARRIED

**6.5 BYLAW 14-722 FCSS BOARD CREATION & CORRECTION**

**FIRST READING** MOTION: 14.02.62. Moved by: COUNCILLOR ROXIE RUTT  
That Council gives First Reading to Bylaw 14-722 – Family & Community Support Services Board Creation.

CARRIED

**SECOND READING** MOTION: 14.02.63. Moved by: COUNCILLOR LES URNESS  
That Council gives Second Reading to Bylaw 14-722 – Family & Community Support Services Board Creation.

CARRIED

**THIRD READING  
CONSENT** MOTION: 14.02.64. Moved by: COUNCILLOR TOM BURTON  
That Council consents to giving Third Reading to Bylaw 14-722 at this meeting.

CARRIED

**THIRD READING** MOTION: 14.02.65. Moved by: COUNCILLOR ROXIE RUTT  
That Council gives Third Reading to Bylaw 14-722 – Family & Community Support Services Board Creation.

CARRIED UNANIMOUSLY

**#7  
OLD BUSINESS**

**7.0 OLD BUSINESS**

**#8  
NEW BUSINESS**

**8.0 NEW BUSINESS**

**8.1 VALLEYVIEW SAND & SALT SHED**

**VALLEYVIEW SAND  
& SALT SHED**

MOTION: 14.02.66. Moved by: COUNCILLOR TOM BURTON  
That Council approve the construction of a pole shed on Greenview property located adjacent to the existing equipment repair shop with a total budget of \$568,000.00.

CARRIED

## **8.2 GROVEDALE SAND & SALT SHED COST BREAKDOWN**

### **GROVEDALE SAND & SALT SHED**

MOTION: 14.02.67. Moved by: COUNCILLOR BILL SMITH  
That Council accept the Grovedale Sand and Salt cost breakdown for information.  
CARRIED

### **#5 DELEGATIONS**

## **5.0 DELEGATIONS**

### **5.1 TECHERA**

### **TECHERA PRESENTATIONS**

Glenn Pitt and Roger Higgins gave a verbal presentation on TechEra Consulting.

Mr. Pitt highlighted on the project process, invoice processing and TechEra's Schedule of Fees.

Reeve Gervais called for a recess at 10:16 a.m.

Reeve Gervais reconvened the meeting at 10:36 a.m.

## **8.3 39<sup>TH</sup> AVENUE TRAFFIC IMPACT ASSESSMENT STUDY**

### **TRAFFIC IMPACT ASSESSMENT STUDY**

Councillor Urness declared a pecuniary interest and vacated the Council Chambers at 10:40 a.m.

MOTION: 14.02.68. Moved by: COUNCILLOR ROXIE RUTT  
That Council approve \$10,000.00 towards the Traffic Impact Assessment Study on 39th Avenue as per the Town of Valleyview letter dated January 20th, 2014.  
CARRIED

Councillor Urness re-entered the meeting at 10:46 a.m.

## **8.4 PROJECT STATUS – ENGINEERING REPORT**

### **CAPITAL STATUS ENGINEERING REPORT**

MOTION: 14.02.69. Moved by: COUNCILLOR TOM BURTON  
That Council accept the Capital Status Engineering Report as information.  
CARRIED

## **8.5 AAMDC – TOWN COUNCIL ATTENDANCE**

### **AAMDC**

MOTION: 14.02.70. Moved by: COUNCILLOR TOM BURTON  
That Council invite one elected official from each of Grande Cache, Fox Creek and Valleyview to attend AAMD&C Conventions and to cover the costs of their expenses at Greenview's rate except for honorariums for the invitees.

CARRIED

## **8.6 AAMDC ZONE RESOLUTION**

AAMDC ZONE  
RESOLUTION

MOTION: 14.02.71. Moved by: COUNCILLOR TOM BURTON

To approve the draft resolution regarding proposed amendments to the Determination of Population Regulation as presented, except for the correction of the word "bet" to "be" in the "Now Therefore" clause, and to forward this draft resolution to the February 14, 2014 Alberta Association of Municipal Districts and Counties Zone four meeting for consideration.

CARRIED

## **8.7 GROVEDALE SENIOR'S CLUB ANI**

ADDITIONAL  
NAMED INSURED

MOTION: 14.02.72. Moved by: COUNCILLOR BILL SMITH

That Council approve the addition of the Grovedale Senior's Club as an "Additional Named Insured" under Greenview's insurance policy.

CARRIED

## **8.8 RESCHEDULE FEBRUARY 18 BUDGET MEETING**

BUDGET MEETING

MOTION: 14.02.73. Moved by: COUNCILLOR TOM BURTON

That Council rescind MOTION: 13.10.633-08 which reads as follows:

That Council move to hold a Special Committee of the Whole meeting to review the 2014 Budget for November 19th 2013, December 17th 2013, February 4th 2014, and February 18th 2014.

CARRIED

SPECIAL  
COMMITTEE OF  
THE WHOLE

MOTION: 14.02.74. Moved by: COUNCILLOR TOM BURTON

That Council hold a Special Committee of the Whole meeting on February 24, 2014 immediately following the Wapiti Corridor Plan Presentation.

CARRIED

Reeve Gervais called for a recess at 11:47 a.m.

Reeve Gervais reconvened the meeting at 1:08 p.m.

## **8.9 THREE WATER TREATMENT FACILITIES**

WATER  
TREATMENT  
FACILITIES

MOTION: 14.02.75. Moved by: COUNCILLOR LES URNESS

That Council approve an additional 2013 budget allocation of \$798,444.00 for New Fish Creek, Sweathouse and Sunset House water treatment facilities to come from the Infrastructure Reserve Fund.

CARRIED

#### **8.10 LITTLE SMOKY ACCUMULATED COSTS**

##### **LITTLE SMOKY WATER POINT**

MOTION: 14.02.76. Moved by: COUNCILLOR DALE SMITH  
That Council accept the Statement of accumulated cost overrun to Little Smoky Water Point as information only.

Councillor Bill Smith vacated the meeting at 1:39 p.m.

Councillor Bill Smith re-entered the meeting at 1:40 p.m.

CARRIED

#### **8.11 WATER POINT TENDER REQUEST**

##### **TENDER REQUEST**

MOTION: 14.02.77. Moved by: COUNCILLOR LES URNESS  
That Council approve administration to tender out the completion of works for New Fish Creek, Sweathouse and Sunset House water treatment facilities.

CARRIED

#### **8.12 WANYANDIE FLATS WEST ROAD STABILIZATION PROJECT**

##### **WANYANDIE FLATS STABILIZATION**

MOTION: 14.02.78. Moved by: COUNCILLOR TOM BURTON  
That Council agree to enter into a Three Party Agreement with an upset limit of \$440,000.00 including contingency to help fund the completion of the Wanyandie Flats West Road / Smoky River Bank Stabilization Project.

CARRIED

##### **COST CONTRIBUTIONS**

MOTION: 14.02.79. Moved by: COUNCILLOR DALE SMITH  
That Council direct administration to bring back a report on the cost of the contributions from Milner Power and Grande Cache Coal towards the Wanyandie Flats West Road / Smoky River Bank Stabilization Project.

CARRIED

#### **MANAGERS' REPORT**

##### **MANAGERS' REPORT**

MOTION: 14.02.80. Moved by: COUNCILLOR TOM BURTON  
That Council accept the Managers' Report as information.

CARRIED

##### **#9 COUNCILLORS BUSINESS & REPORTS**

#### **9.0 COUNCILLORS BUSINESS & REPORTS**

**9.2 MEMBERS' REPORT:** Council provided an update on activities and events both attended and upcoming, including the following:



**COUNCILLOR LES URNESS**

Attended the Ag Service Board Conference  
Attended the Special Committee of the Whole  
Attended the Multi-Plex Meeting

**COUNCILLOR DAVE HAY:**

Attended the Special Committee of the Whole  
Attended the Multi-Plex Meeting  
Attended Municipal Government Act Review in Grande Prairie

**DISASTER SERVICES  
FORUM**

MOTION: 14.02.81. Moved by: COUNCILLOR TOM BURTON  
That Council permit any Councillor on the Disaster Services Committee to attend the Disaster Service Forum in Banff.

CARRIED

**COUNCILLOR TOM BURTON**

Attended the Weyerhaeuser Meeting  
Attended the Grande Prairie Chamber Ball 2014  
Attended the Special Committee of the Whole  
Attended AAMDC's for information on Municipal Government Act Review

**COUNCILLOR DALE SMITH**

Attended the Special Committee of the Whole

**COUNCILLOR ROXIE RUTT**

Attended the Grand Spirit Foundation  
Attended the Special Committee of the Whole  
Attended the Municipal Government Act Review

**COUNCILLOR BILL SMITH**

Attended the AGM for Wapiti Corridor Planning Society  
Attended Grande Cache Joint Council Meeting  
Attended Committee of the Whole in Grande Cache  
Attended Wapiti River Management Plan  
Attended Community Futures  
Attended the Agricultural Service Board Conference  
Attended the Community Club meeting  
Attended Special Committee of the Whole  
Attended the Wapiti River Management Plan  
Attended the Agricultural Society Conference

**9.1 REEVE'S REPORT:**

**REEVE DALE GERVAIS:**

Attended the Special Committee of the Whole  
Met with Town of Valleyview Mayor and Chief Administrative Officer Mike Haugen  
and Glenda from STARS regarding Helipad opening  
Attended Municipal Government Act Review  
Attended Multi-Plex Meeting  
Attended the Grande Prairie Chamber Ball 2014

#10  
CORRESPONDENCE

**10.0 CORRESPONDENCE:**

# 11  
IN CAMERA

**11.0 IN CAMERA CONFIDENTIAL ITEMS**

IN CAMERA

MOTION: 14.02.82. Moved by: COUNCILLOR TOM BURTON  
That, in compliance with Section 197(2) of the Municipal Government Act, this  
meeting go in camera at 3:25 p.m.

CARRIED

**11.1 Personnel**

**11.2 Land**

OUT OF CAMERA

MOTION: 14.02.83. Moved by: COUNCILLOR TOM BURTON  
That, in compliance with Section 197(2) of the Municipal Government Act, this  
meeting come out of camera at 4:56 p.m.

CARRIED

#12  
ADJOURNMENT

**12.0 ADJOURNMENT**

MOTION: 14.02.84. Moved by: COUNCILLOR TOM BURTON  
That this meeting adjourn at 4:57 p.m.

CARRIED

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CHIEF ADMINISTRATIVE OFFICER

---

REEVE



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

SUBJECT: **Bylaw No.13-711**

SUBMISSION TO: Regular Council REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: Tuesday, February-25-2014 CAO: MH MANAGER: SAR

DEPARTMENT: Infrastructure & Planning AGM: GG PREPARER: GC

FILE NO./LEGAL: A13-011/ NE-13-70-23-W5 LEGAL/ POLICY REVIEW: LC

FINANCIAL REVIEW:

#### RECOMMENDED ACTION:

**That Council give First Reading to Bylaw No. 13-711 for Huet to re-designate the lands from Agricultural (A) District to Country Residential One (CR-1) District on NE-13-70-23-W5M.**

**That Council schedule a Public Hearing for Bylaw No. 13-711 under Huet to be held on March 25, 2014 at 10:00 a.m. (Mike's Notes: Lucien has reviewed, so this Bylaw number is accurate?)**

#### BACKGROUND / PROPOSAL:

To re-designate 39.91 Acres from Agriculture (A) to Country Residential One (CR-1).

#### APPLICATION OVERVIEW:

Applicant	Maurice & Judith Huet
Property Owner	Maurice & Judith Huet
Existing Parcel Size	39.91 ac +/- or 17.01 ha +/-
Purpose of Re-designation	To create three (3) CR-1 lots for residential use
Ward	3 - Valleyview
Rural Area	Valleyview

#### Applicable Policy and Regulations:

Intermunicipal Development Plan:	N/A
Municipal Development Plan:	Section 4.2 Country Residential
Area Structure Plan:	N/A
Land Use Bylaw:	Country Residential One (CR-1)
Policy and Procedures:	Once a First Reading is given; a Public Hearing will be scheduled.

#### Location & Geography:

Closest Urban Center & Proximity:	4.3 km / 2.8 miles East to: Valleyview
Situated within 800 meters of HWY: 43	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Situated within Growth Centre:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Situated in Urban Referral/Fringe Area	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**Land Use and Development:**

Predominant Land Use on Property:	Agricultural
Predominant Development on Property:	Single Family Dwelling
Oil and Gas Facilities on Property/Adjacent:	N/A
Surrounding Land Uses:	Residential and Industrial
Proximity to Utilities:	Adjacent to: East Smoky Gas Pipeline

**Physical and Natural Features:**

Waterbodies and Wetlands on Property:	Seasonal Drainage
Topographical Constraints on Property:	Mixed
Soil Characteristics:	Clay
Vegetation and Drainage:	Cleared and Mixed Forest
Potential for Flooding:	No potential for flooding noted during site visit.

**Planning & Development History:**

Prior LUB/SD/DP Applications:	D98-114 Residence and Garage D06-257 Addition and Garage D13-083 Residential Accessory Building
Certificate of Title:	032 293 140
Encumbrances on Title Affecting Application:	East Smoky Gas Co-op: Right-of-Way;

**Servicing & Improvements Proposed:**

Water Services:	Cistern <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed
Sewer Services:	Holding Tank <input type="checkbox"/> Existing <input type="checkbox"/> Proposed
Stormwater/Drainage Improvements:	N/A
Solid Waste Disposal:	N/A
Approach/Road Access	RGE RD 230 <input checked="" type="checkbox"/> Existing, to one lot only <input type="checkbox"/>

**Suitability Assessment:**

Land Suitable for Intended Use	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Compatible with Surrounding Land Uses	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Appropriate Legal and Physical Access	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Complies with IDP/MDP/ASP/LUB Requirements	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No


Key Dates, Communications & Other Information:

Application Submitted:	September 13 2013
Application Circulated:	September 17 2013
Supportive Information Requested/Submitted:	
Application Revised from Submission:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Referral Comments:	<p><b>East Smoky Gas Co-op</b>, September 17, 2013: No concerns.</p> <p><b>M.D Public Works</b>, September 20, 2013:  Approach to Lot 2 is in place and meets MD standards. Lots 1 &amp; 3 have no access and require approaches with min 500 mm x 14 meter CSP culvert. Road widening is required on RGE RD 230. T There are no drainage concerns.</p> <p><b>ATCO Gas</b>, September 20, 2013: The Engineering and Design Department of ATCO Gas has reviewed the above named plan and this project is not in ATCO Gas franchise area and we do not have any pipelines in the area.</p> <p><b>Alberta Transportation</b>, November 7, 2013: Alberta transportation has no particular concerns with the Land Use Amendment. However the proposed subdivision may be impacted by Highway 43 and 49 Alberta Transportation Realignment Functional Planning Study currently underway. This study is not expected to be finalized in the near future.</p> <p>Comment on Land Use Amendment should not be construed as the department granting variance to the requirements of Section 14 of the Subdivision and Development Regulation. The department will comment further when we receive the complete subdivision application referral from the Municipality.</p>
Objections Received and Addressed:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No objections received.

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DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES: (Old Format)

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COSTS / SOURCE OF FUNDING:  
N/A

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ATTACHMENT(S):

- Bylaw No. 13-711 and Schedule "A" (Proposed Amendment Map)
- Land Use Amendment Application
- Ownership/Location Map
- Referral Comments



## BYLAW NO. 13-711 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. 03-396, 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. 224 in the Land Use Bylaw, being Bylaw No. 03-396, be added to reclassify the following area:

A Portion of  
the Northeast quarter of Section Thirteen(13)  
Within Township Seventy (70)  
Range Twenty-three (23), West of the Fifth Meridian (W5M)  
Is reclassified from Agriculture "A" District to Country Residential One "CR-1" District,  
As identified on Schedule "A" attached.

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

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

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

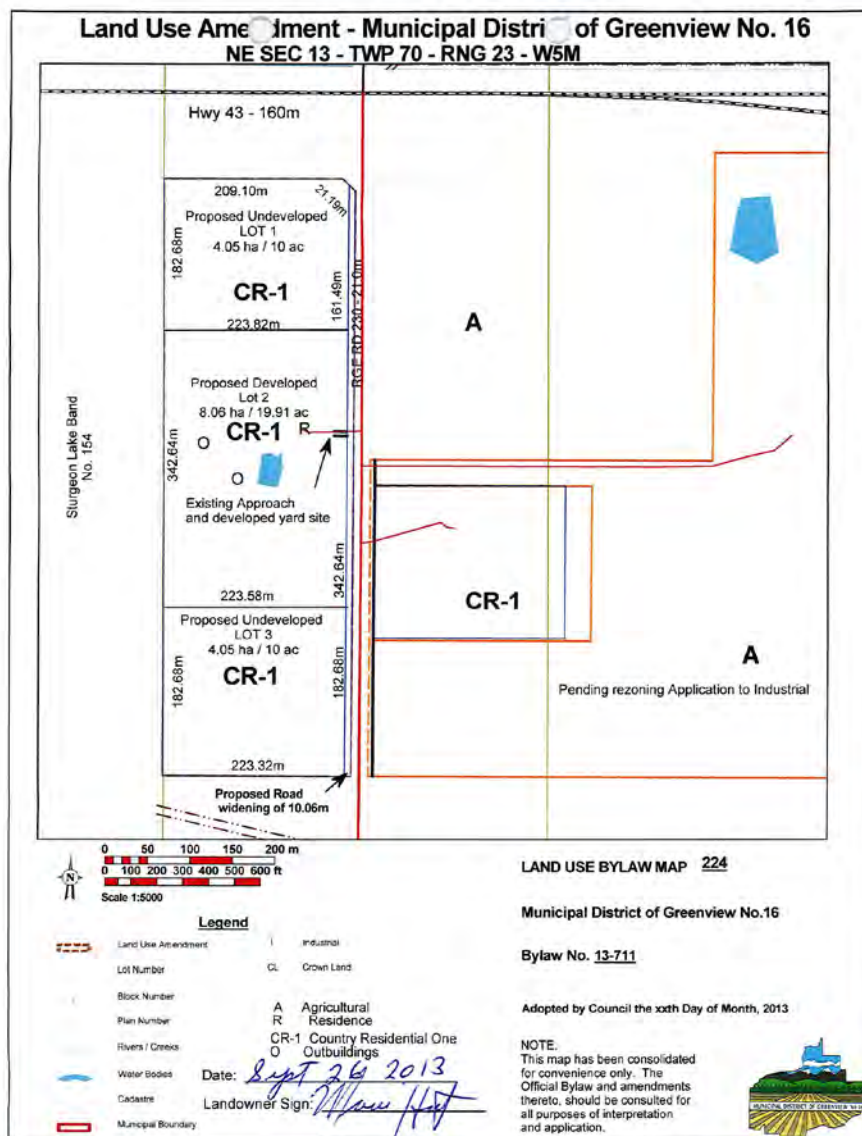
Read a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_\_.

\_\_\_\_\_  
REEVE

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

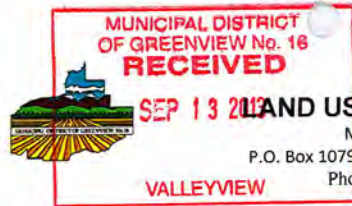
## SCHEDULE "A"

To Bylaw No. 13-711  
MUNICIPAL DISTRICT OF GREENVIEW NO. 16  
A Portion of  
the Northeast quarter of Section Thirteen(13)  
Within Township Seventy (70)  
Range Twenty-three (23), West of the Fifth Meridian (W5M)  
Is reclassified from Agriculture "A" District to Country Residential One "CR-1" District,  
As identified below:





# Land Use Amendment Application



**LAND USE AMENDMENT APPLICATION**  
Municipal District of Greenview No. 16  
P.O. Box 1079, 4806 - 36<sup>th</sup> Avenue, Valleyview, Alberta T0H 3N0  
Phone (780) 524-7600 Fax: (780) 524-4307

## FOR ADMINISTRATIVE USE

LUB MAP NO.	BYLAW NO.
	13-211
APPLICATION NO.	
A13-011	
RECEIPT NO.	
0117205	
ROLL NO.	
38389	

NAME OF APPLICANT(S) MAURICE JUDITH HUET	
ADDRESS Box 1112 VALLEYVIEW AB	
POSTAL CODE T0H-3N0	TELEPHONE (Res.) (Bus.) 780 524 3491 780 524 6788

NAME OF REGISTERED LANDOWNER(S)		
ADDRESS		
POSTAL CODE	TELEPHONE (Res.)	(Bus.)

Complete if Different from Applicant

## Legal description of the land affected by the proposed amendment

QTR./L.S.	SEC	TWP.	RG	M.	OR	REGISTRATION PLAN NO.	BLOCK	LOT
N.E.	13	70	23	500				

## Land Use Classification for Amendment Proposed:

FROM: FARM AGRICULTURE	TO: COUNTRY RESIDENTIAL ONE RESIDENTIAL DISTRICT
------------------------	--

## Reasons Supporting Proposed Amendment:

To SUBDIVIDE INTO THREE LOTS.
-------------------------------

## Physical Characteristics:

Describe Topography:	Vegetation: SOME TREES	Soil: CLAY
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## Water Services:

Existing Source: CISTERN	Proposed Water Source:
--------------------------	------------------------

## Sewage Services:

Existing Disposal: X	Proposed Disposal:
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## Approach(s) Information:

Existing: X to one lot	Proposed:
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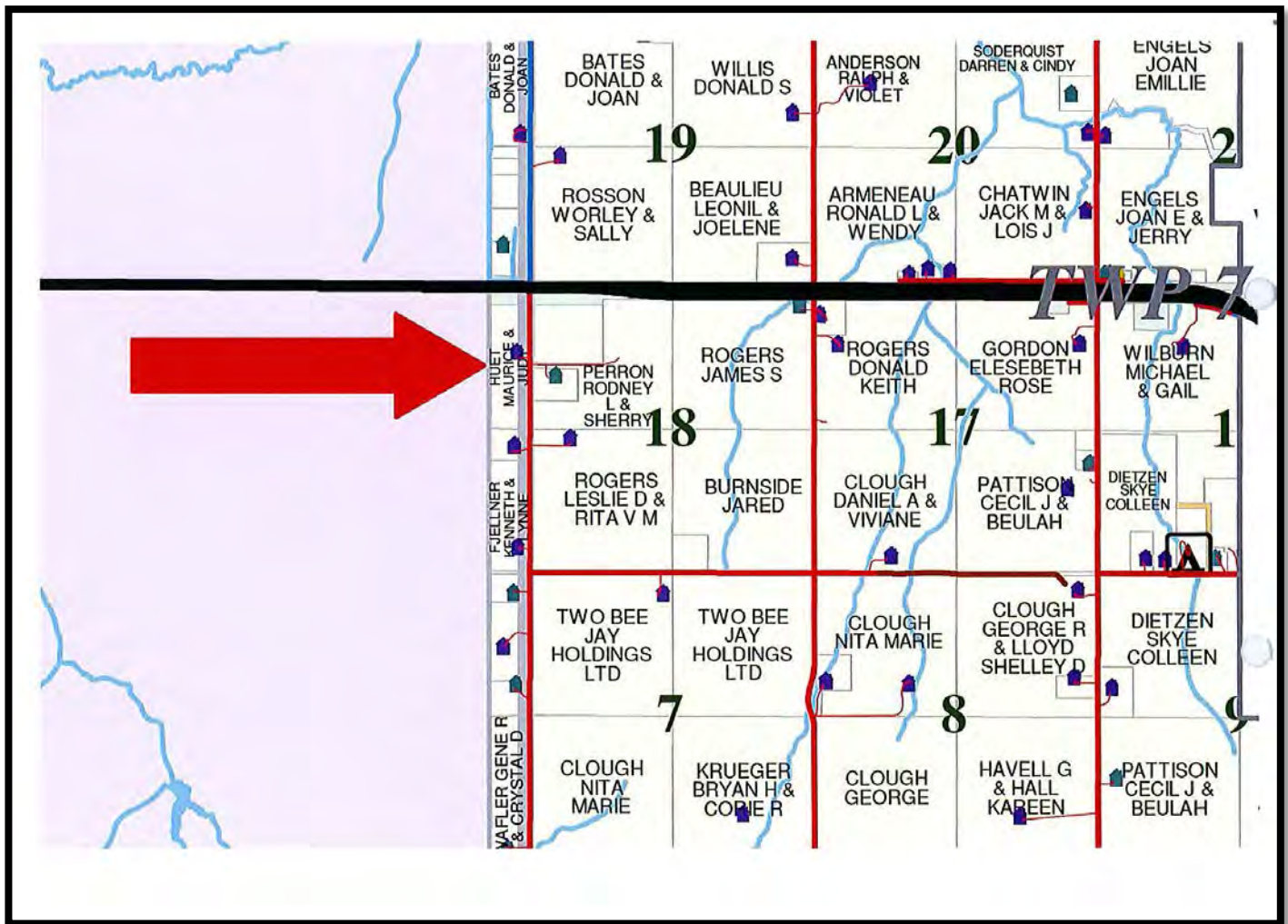
☒ I / We have enclosed the required Application Fee of \$ 200.00.

Date: SEPT 13 2013	Applicant(s): Mauri Huet Judy Huet
Date: SEPT 13 2013	Registered Landowner(s): MAURICE & JUDITH HUET

**NOTE: Registered Landowner(s) Signatures required if different from Applicant.**


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

# Ownership/Location Map



Referral Comments  
East Smoky Gas Co-op

3-10-06 16:29 EASTSMOKYGASCOOP 1780957254 >> 780 524-4307 P 1/1

 **M.D. OF GREENVIEW NO. 16**  
Box 1079 4806 36th Ave, Valleyview, AB T0H 3N0  
Tel: (780) 524-7600, Fax: (780) 524-4307

Oct 7/13  
Entered into  
MuniSight.  
[Signature]

**NOTICE TO REFERRAL AGENCIES**

**Faxed:** September 17, 2013 **File No.:** A13-011  
**Legal Description:** NE-13-70-23-W5  
**Applicant:** HUET MAURICE & JUDITH

**PROPOSED LAND USE AMENDMENT: Agriculture - A to Country Residential One - CR1**

Please provide your comments on the **PROPOSED LAND USE AMENDMENT AND SUBSEQUENT SUBDIVISION** in the space provided below or attach any additional comments on a separate sheet. If you have any questions regarding the attached, please contact our office. Deadline for your written comments: NOON, October 8, 2013 insofar as your agency is concerned. See Sketch attached.

*If no comment is received by the above-specified date, it will be deemed as 'no objection'.*

If you have any questions regarding the attached, please contact Sally Ann Rosson, Development Officer, at the number provided below.

**COMMENTS:** No objection

**NAME (PLEASE PRINT)** Bill Harder **SIGNATURE** [Signature]

**Please check box for corresponding referral agency**


Circulated to:

- ☐ Alberta Culture - Rebecca Traquair - Fax: - Email: historical.lup@gov.ab.ca
- ☐ Alberta Environment and Sustainable Resources Development - Dale Smith - Fax: (780) 524-4316 - Email: dale.smith@gov.ab.ca
- ☐ Alberta Municipal Affairs - Safety Services - Tony Winia - Fax: (780) 833-4326 - Email: Tony.winia@gov.ab.ca
- ☐ Alberta Transportation - Gerry Benoit - Fax: - Email: Gerry.Benoit@gov.ab.ca
- ☐ ATCO Electric - Roger Boyd - Fax: 780-524-2789 - Email: roger.boyd@atcoelectric.com
- ☐ ATCO Gas - Valerie Moldowan - Fax: (780) 420-5649 - Email: valerie.moldowan@atcogas.com
- ☒ East Smoky Gas Co-op - Bill Harder - Fax: (780) 957-2544 - Email: bill@esgas.ca
- ☐ M.D. Engineering Services - Grant Gyurkovits and Roy Lidgren - Fax: - Email: grant.gyurkovits@mdgreenview.ab.ca; Roy.lidgren@mdgreenview.ab.ca
- ☐ M.D. Road Manager - Norm Patterson - Fax: (780) 524-5237 - Email: Norm.Patterson@mdgreenview.ab.ca
- ☐ Telus Communications Inc. - Barry Erhardt - Fax: 780-538-8632 - Email: cell: 780-962-7129

**M.D. OF GREENVIEW NO. 16**  
Box 1079 4806 36th Ave, Valleyview, AB T0H 3N0 Tel: (780) 524-7600, Fax: (780) 524-4307




Referral Comments  
M.D Public Works

	<b>M.D. OF GREENVIEW NO. 16</b> Box 1079 4806 36th Ave, Valleyview, AB T0H 3N0 Tel: (780) 524-7600, Fax: (780) 524-4307
<b>PUBLIC WORKS REFERRAL</b>	
File No.:	A13-011
Applicant:	HUET MAURICE & JUDITH
Legal Description:	NE-13-70-23-W5
<input type="checkbox"/> Approach to Proposal Exists <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Comments: <u>APPROACH TO LOT 2 IS IN PLACE AND</u> <u>MEETS STANDARD</u>	
<input type="checkbox"/> Approach to Balance Exists <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Comments: <u>LOTS 1 AND 3 HAVE NO ACCESS EACH</u> <u>WOULD REQUIRE APPROACHES WITH MIN 500<sup>MM</sup> X 14<sup>MM</sup> CSP CULVERT</u>	
<input type="checkbox"/> Road Widening Required <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Details: <u>5.03 m</u> on TOWNSHIP ROAD _____ and/or RANGE ROAD <u>230</u>	
Comments: _____	
<input type="checkbox"/> Drainage Concerns: <u>No</u>	
Other: _____	
FINAL COMMENTS PRIOR TO ENDORSING PLAN:	
_____	
_____	
Reviewed By:	<u>[Signature]</u>
Public Works Representative Signature	Date <u>Sept 20 2012</u>
Print Name	<u>NORM PATTERSON</u>
M.D. of Greenview No. 16 Application Number: A13-011	Page 1 of 1

Referral Comments  
ATCO Gas

780 420 7364	ATCO GAS	06:51:24	09-24-2013	2 / 2
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*Sept 24/13  
Entered into  
MuniSight.  
SPJ*

September 20, 2013

M.D. of Greenview No. 16  
Box 1079, 4806 – 36 Avenue  
Valleyview, Alberta  
TOH 3N0

Fax Number#: 780-524-4307

Dear: Sir / Madam,

Outside File #: A13-011  
ATCO Gas File # 2920:13-7023

**RE: Proposed Subdivision – NE 13-70-23 W5M**

---

The comments contained in this response deal only in relation to ATCO Gas as a utility provider and/or an occupant of municipal rights of way. These comments do not apply if ATCO Gas and Pipelines Ltd. own any lands affected by this proposal.

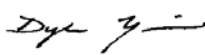
The Engineering Design Department of ATCO Gas has reviewed the above named plan and this project is not in ATCO Gas' franchise area and we do not have any pipelines in the area.

If you have any questions or concerns, please contact me at 780-508-4880.

Yours truly,

**ATCO Gas,  
a division of ATCO Gas and Pipelines Ltd.**




Dylan Nissen, E.I.T  
District Engineering (North)

Q:\Data\Land\Replots\2013 Districts\7302\A13-011.doc

1

Referral Comments  
Alberta Transportation



**MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
RECEIVED**  
NOV 14 2013  
VALLEYVIEW

Nov. 8 -  
Entered in  
Mun. Signt  
OKJ

Room 1401, 10320 - 99 St  
Grande Prairie, AB T8V 6J4  
Phone: (780) 538-5310  
Fax: (780) 538-5384

November 7, 2013

Our Ref: 70-23-5

Municipal District of Greenview No. 16  
Box 1079, 4806 36 Ave  
Valleyview, Alberta T0H 3N0

**Proposed Land Use Amendment Agriculture to Country Residential (A to CR1)  
and Subsequent Subdivision within the NE 13-70-23-W5M Highway 43  
Maurice & Judith Huet  
File: A13-011**


Thank you for referring the proposed land use amendment to Alberta Transportation for review and comment.

Alberta Transportation has no particular concerns with the Land Use Amendment. However the proposed subdivision may be impacted by Highway 43 and 49 Alberta Transportation Realignment Functional Planning Study currently underway. This study is not expected to be finalized in the near future.

Comment on land use amendment should not be construed as the department granting variance to the requirements of Section 14 of the Subdivision and Development Regulation. The department will comment further when we receive a complete subdivision application referral from the municipality.

Should you have any questions and wish to discuss the planning study and the impact it may have on this property please contact Danny Jung, Infrastructure Manager in our Peace River office at (780) 624-6280.

Yours truly,

  
Gerry Benoit  
Development and Planning Technologist

cc: Peter Ngo, Roadside Planning Engineer – Regional Services Division Edmonton  
Danny Jung, Infrastructure Manager – Alberta Transportation Peace River



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

SUBJECT: Bylaw No. 14-718 **SW 6-72-26-W5M**  
 SUBMISSION TO: Regular Council REVIEWED AND APPROVED FOR SUBMISSION  
 MEETING DATE: Tuesday, February-25-2014 CAO: MANAGER:  
 DEPARTMENT: Infrastructure & Planning AGM: GG PRESENTER: GC  
 FILE NO./LEGAL: A13-014 LEGAL/ POLICY REVIEW: LC  
 FINANCIAL REVIEW:

#### RECOMMENDED ACTION:

**That Council give First Reading to Bylaw No. 14-718 for Thorpe to re-designate the lands from Agricultural District to Country Residential One District on SW 6-72-26-W5M.**

**That Council schedule a Public Hearing for Bylaw No. 14-718 under Thorpe to be held on March 25, 2014 at 10:00 a.m.**

#### BACKGROUND / PROPOSAL:

To re-designate 4.12ha or 10.17 Acres +/- from Agriculture (A) to Country Residential One (CR-1).

#### APPLICATION OVERVIEW:

To subdivide the existing yard site out of these the SW and NW 6-72-26-W5M.

Applicant	Della Thorpe as appointed Power of Attorney for Elizabeth Robertson
Property Owner	Elizabeth Robertson
Existing Parcel Size	4.12ha or 10.17ac +/-
Purpose of Re-designation	Subdivision of existing yard site.
Ward	6 - DeBolt / Puskwaskau
Rural Area	DeBolt

#### Applicable Policy and Regulations:

Intermunicipal Development Plan:	N/A
Municipal Development Plan:	Section 4.2 Country Residential
Area Structure Plan:	N/A
Land Use Bylaw:	Country Residential One (CR-1)
Policy and Procedures:	Once a First Reading is given; a Public Hearing will be scheduled.

#### Location & Geography:

Closest Urban Center & Proximity:	2.2 km / 1.4 miles Northwest to: DeBolt
Situated within 800 meters of HWY:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Situated within Growth Centre:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Situated in Urban Referral/Fringe Area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Land Use and Development:

Predominant Land Use on Property:	Agricultural
Predominant Development on Property:	Single Family Dwelling
Oil and Gas Facilities on Property/Adjacent:	N/A
Surrounding Land Uses:	Agricultural
Proximity to Utilities:	Adjacent to: Alberta Power; East Smoky Gas Pipeline; ATCO Electric Power Line;

Physical and Natural Features:

Water bodies and Wetlands on Property:	N/A
Topographical Constraints on Property:	Flat
Soil Characteristics:	Mixed Soils
Vegetation and Drainage:	Hayland
Potential for Flooding:	No potential for flooding noted during site visit.

Planning & Development History:

Prior LUB/SD/DP Applications:	
Certificate of Title:	132 032 638
Encumbrances on Title Affecting Application:	Alberta Power Limited: Right-of-Way; East Smoky Gas Co-op: Right-of-Way; ATCO Electric: Right-of-Way; Alberta Power Limited: Right-of-Way;

Servicing & Improvements Proposed:

Water Services:	Water Well <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed
Sewer Services:	Pump Out System <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed
Storm water/Drainage Improvements:	N/A <input type="checkbox"/> Existing <input type="checkbox"/> Proposed
Solid Waste Disposal:	N/A <input type="checkbox"/> Existing <input type="checkbox"/> Proposed
Approach/Road Access	On the quarter line <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed



Suitability Assessment:

Land Suitable for Intended Use	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Compatible with Surrounding Land Uses	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appropriate Legal and Physical Access	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Complies with IDP/MDP/ASP/LUB Requirements	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Key Dates, Communications & Other Information:

Application Submitted:	December 17 2013
Application Circulated:	January 21 2014
Supportive Information Requested/Submitted:	
Application Revised from Submission:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Referral Comments:	<b>East Smoky Gas Co-op</b> , January 23, 2014: No Objection (circled).
Objections Received and Addressed:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No objections received.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Bylaw No. 14-718 and Schedule "A" (Proposed Amendment Map # 65)
- Land Use Amendment Application
- Ownership/Location Map
- Referral Notice
- Referral Comments



## BYLAW NO. 14-718 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. 03-396, 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. 65 in the Land Use Bylaw, being Bylaw No. 03-396, be added to reclassify the following area:

A Portion of  
the West half of Section Six(6)  
Within Township Seventy Two (72)  
Range Twenty-six (26), West of the Fifth Meridian (W5M)  
Is reclassified from Agriculture "A" District to Country Residential One "CR-1" District,  
As identified on Schedule "A" attached.

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

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

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

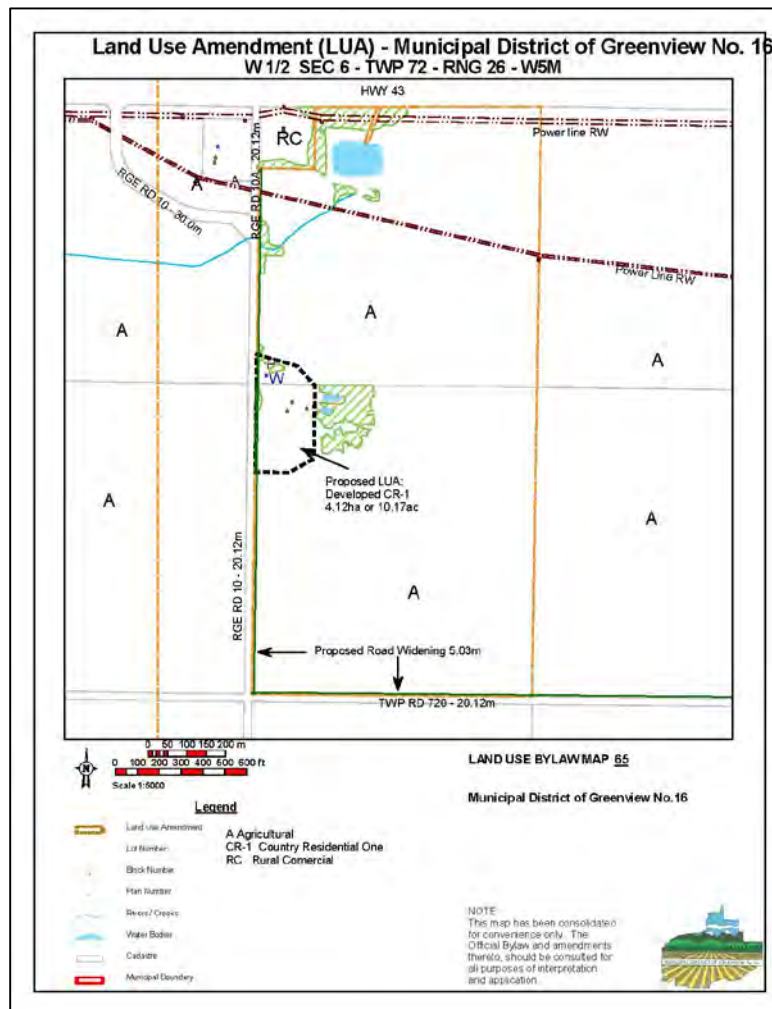
Read a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_\_.

\_\_\_\_\_  
REEVE

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

## SCHEDULE "A"

To Bylaw No. 14-718  
MUNICIPAL DISTRICT OF GREENVIEW NO. 16  
A Portion of  
the West half of Section Six(6)  
Within Township Seventy Two (72)  
Range Twenty-six (26), West of the Fifth Meridian (W5M)  
Is reclassified from Agriculture "A" District to Country Residential One "CR-1" District,  
As identified below:



# Land Use Amendment Application



## LAND USE AMENDMENT APPLICATION

Municipal District of Greenview No. 16  
P.O. Box 1079, 4806 - 36<sup>th</sup> Avenue, Valleyview, Alberta T0H 3N0  
Phone (780) 524-7600 Fax: (780) 524-4307

### FOR ADMINISTRATIVE USE

LUB MAP NO.	BYLAW NO.
65	
APPLICATION NO.	A13-014
RECEIPT NO.	0120047
ROLL NO.	39085/39081

Complete if Different from Applicant

NAME OF APPLICANT(S) Della Thorpe		NAME OF REGISTERED LANDOWNER(S) Elizabeth Robertson	
ADDRESS 9927 - 88 Avenue		ADDRESS 226, 10402 - 111 Street	
Grande Prairie, AB		Grande Prairie, AB	
POSTAL CODE T8V 0C3	TELEPHONE (Res.) 780-523-0858 (Bus.) 780-538-8188	POSTAL CODE T8V 8G4	TELEPHONE (Res.) (Bus.)

### Legal description of the land affected by the proposed amendment

QTR./L.S.	SEC	TWP.	RG.	M.	OR	REGISTRATION PLAN NO.	BLOCK	LOT
W 1/2	6	72	26	5				

### Land Use Classification for Amendment Proposed:

FROM: Agricultural	TO: Country Residential One (CR-1)
--------------------	------------------------------------

### Reasons Supporting Proposed Amendment:

The existing farmstead and out buildings are self-contained within a 4.13 ha. Parcel and are not part of the agricultural development in the remainder of the
W 1/2 of the quarter section

### Physical Characteristics:

Describe Topography: Mostly flat	Vegetation: Tree stands	Soil: Mixed
----------------------------------	-------------------------	-------------

### Water Services:

Existing Source: Well	Proposed Water Source: Well
-----------------------	-----------------------------

### Sewage Services:

Existing Disposal: Septic Tank and pumpout	Proposed Disposal: Same as existing
--	-------------------------------------

### Approach(s) Information:

Existing: approach is existing	Proposed:
--------------------------------	-----------

☒ I / We have enclosed the required Application Fee of \$ 200.00.

Date: December 13, 2013 Applicant(s) Opus Stewart Weir - Connie Petersen, P.Eng. A.L.S.

Date: Dec 16/2013 Registered Landowner(s): Dnare  
Dnare Della Thorpe P/A Elizabeth Robertson

NOTE: Registered Landowner(s) Signatures required if different from Applicant.

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



## Land Use Amendment Application



Opus Stewart Weir Ltd  
Lethbridge Office  
#30, 491 W.T. Hill Boulevard S  
Lethbridge AB T1J 1Y6  
Canada

t: +1 403 320 1135  
f: +1 403 320 1185  
w: www.opussw.com

LB35-36660

December 16, 2013

MD Greenview No. 16  
PO Box 1079  
4806 – 36<sup>th</sup> Avenue  
Valleyview, AB T0H 3N0

**Attention: Sally Rosson**  
**Manager of Development**

Dear Sally:



**Re: Land Use Amendment Application**  
**Part of Fractional W 1/4 Sec. 6, Twp. 72, Rge. 26, W5M**


We are enclosing the following information in support of our application for Land Use Amendment on the above mentioned property:

- Two (2) copies of the Plan showing the proposed boundaries of the land to be rezoned to CR-1
- One copy of the completed Land Use Amendment Application
- One copy of the signed Right of Entry
- One copy of the Power of Attorney granting Della Thorpe the authority to deal with the lands
- One copy each of the Certificates of Title
- A cheque in the amount of \$200.00 to cover the application fee

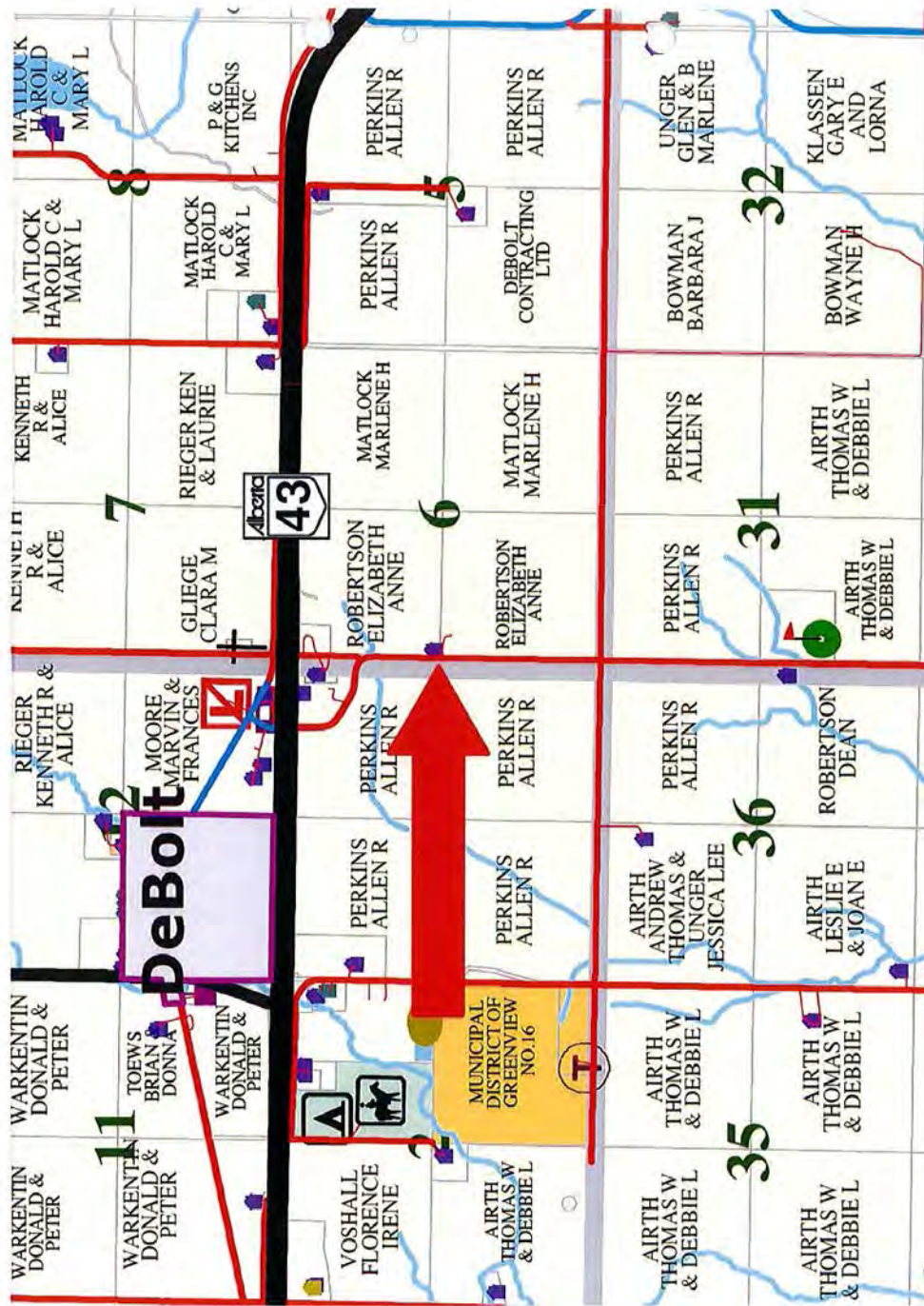
The Land Use Amendment is required in order to further subdivide the W1/2 to create a 4.01 ha.(10 Acre) parcel that encompasses the existing improvements. Should you require additional information, please contact the undersigned at 888.420.1135.

Yours truly,

Opus Stewart Weir Ltd

  
Connie Petersen, P.Eng, ALS  
Regional Manager

# Ownership/Location Map





## Notice to Referrals



### M.D. OF GREENVIEW NO. 16

Box 1079 4806 36th Ave, Valleyview, AB T0H 3N0  
Tel: (780) 524-7600, Fax: (780) 524-4307

#### NOTICE TO REFERRAL AGENCIES

**Faxed:** January 21, 2014 **File No.:** A13-014  
**Legal Description:** SW-6-72-26-W5  
**Applicant:** THORPE DELLA

#### PROPOSED LAND USE AMENDMENT: Agriculture - A to Country Residential One - CR1

Please provide your comments on the **PROPOSED LAND USE AMENDMENT AND SUBSEQUENT SUBDIVISION** in the space provided below or attach any additional comments on a separate sheet. If you have any questions regarding the attached, please contact our office. **Deadline for your written comments: NOON, February 11, 2014** insofar as your agency is concerned. See Sketch attached.

*If no comment is received by the above-specified date, it will be deemed as 'no objection'.*

If you have any questions regarding the attached, please contact Sally Ann Rosson, Manager, Planning & Development, at the number provided below.

#### COMMENTS:

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

**SIGNATURE** \_\_\_\_\_

**Please check box for corresponding referral agency**

Circulated to:

- ☐ Alberta Culture - Rebecca Traquair - Fax: - Email: historical.lup@gov.ab.ca
- ☐ Alberta Environment and Sustainable Resource Development - Samuel Wahab - Fax: - Email: Samuel.Wahab@gov.ab.ca
- ☐ Alberta Environment and Sustainable Resources Development - David Pochailo - Fax: (780) 538-1941 - Email: david.pochailo@gov.ab.ca
- ☐ Alberta Municipal Affairs - Safety Services - Tony Winia - Fax: (780) 833-4326 - Email: Tony.winia@gov.ab.ca
- ☐ Alberta Transportation - Gerry Benoit - Fax: - Email: Gerry.Benoit@gov.ab.ca
- ☐ ATCO Electric - Roger Boyd - Fax: 780-524-2789 - Email: roger.boyd@atcoelectric.com
- ☐ East Smoky Gas Co-op - Bill Harder - Fax: (780) 957-2544 - Email: bill@esgas.ca
- ☐ M.D. Engineering Services - Grant Gyurkovits - Fax: (780) 524-4432 - Email: grant.gyurkovits@mdgreenview.ab.ca
- ☐ M.D. Environmental Services - Simon Doiron - Fax: (780) 524-4432 - Email: Simon.Doiron@mdgreenview.ab.ca
- ☐ M.D. Road Manager - Dennis Loewen - Fax: (780) 539-7711 - Email: Dennis.Loewen@mdgreenview.ab.ca
- ☐ Telus Communications Inc. - Barry Erhardt - Fax: (780) 538-8632 - Email: cell: 780-962-7129

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan 0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7711	Box 214, 10028-99st Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143
Toll Free: 1.888.524.7601			www.mdgreenview.ab.ca	

## Notice to Referrals

### **Shelby Goodrich**

---

**From:** Shelby Goodrich  
**Sent:** January-21-14 10:53 AM  
**To:** 'historical.lup@gov.ab.ca'; 'Samuel.Wahab@gov.ab.ca'; 'david.pochailo@gov.ab.ca'; 'tony.winia@gov.ab.ca'; 'Gerry Benoit'; 'roger.boyd@atcoelectric.com'; 'bill@esgas.ca'  
**Cc:** Sally Rosson; Gwen Charlton  
**Subject:** A13-014 / Thorpe / SW-06-72-26-W5  
**Attachments:** A13-014 Thorpe.pdf

Good Morning All,

The attached is the Notice to the Referral Agencies for the Land Use Amendment application A13-014, Della Thorpe, SW-06-72-26-W5.

Please review, and send any comments, concerns and/or advice back to Sally Ann Rosson, Manager, Planning & Development.

Thank you for your time.  
Cheers,

**Shelby Goodrich**

Development Secretary Interim



M. D. of Greenview No. 16  
Box 1079, Valleyview, AB, T0H 3N0  
**Tel:** 780.524.7600 | **Direct:** (780)-524-7641  
**Cell:** 780.524.4971 | **Fax:** 780.524.4307 | **Web:** [www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)



## Referral Comments

2014-01-22 19:16 EASTSMOKYGASCOOP

1780957254 >>

780 524-4307

P 2/2



### M.D. OF GREENVIEW NO. 16

Box 1079 4806 36th Ave, Valleyview, AB T0H 3N0  
Tel: (780) 524-7600, Fax: (780) 524-4307

Jan 23/14 -  
Entered into  
MS.  
*[Signature]*

### NOTICE TO REFERRAL AGENCIES

**Faxed:** January 21, 2014      **File No.:** A13-014  
**Legal Description:** SW-6-72-26-W5  
**Applicant:** THORPE DELLA

#### **PROPOSED LAND USE AMENDMENT: Agriculture - A to Country Residential One - CR1**

Please provide your comments on the **PROPOSED LAND USE AMENDMENT AND SUBSEQUENT SUBDIVISION** in the space provided below or attach any additional comments on a separate sheet. If you have any questions regarding the attached, please contact our office. Deadline for your written comments: NOON, February 11, 2014 insofar as your agency is concerned. See Sketch attached.

*If no comment is received by the above-specified date, it will be deemed as 'no objection'.* *[Initials]*

If you have any questions regarding the attached, please contact Sally Ann Rosson, Manager, Planning & Development, at the number provided below.

#### **COMMENTS:**

**NAME (PLEASE PRINT)**

*Bill Harder*

**SIGNATURE**

*[Signature]*

**Please check box for corresponding referral agency**

#### **Circulated to:**

- ☐ Alberta Culture - Rebecca Traquair - Fax: - Email: historical.lup@gov.ab.ca
- ☐ Alberta Environment and Sustainable Resource Development - Samuel Wahab - Fax: - Email: Samuel.Wahab@gov.ab.ca
- ☐ Alberta Environment and Sustainable Resources Development - David Pochallo - Fax: (780) 538-1941 - Email: david.pochallo@gov.ab.ca
- ☐ Alberta Municipal Affairs - Safety Services - Tony Winla - Fax: (780) 833-4326 - Email: Tony.winla@gov.ab.ca
- ☐ Alberta Transportation - Gerry Benoit - Fax: - Email: Gerry.Benoit@gov.ab.ca
- ☐ ATCO Electric - Roger Boyd - Fax: 780-524-2789 - Email: roger.boyd@atcoelectric.com
- ☒ East Smoky Gas Co-op - Bill Harder - Fax: (780) 957-2544 - Email: bill@esgas.ca
- ☐ M.D. Engineering Services - Grant Gyurkovits - Fax: (780) 524-4432 - Email: grant.gyurkovits@mdgreenview.ab.ca
- ☐ M.D. Environmental Services - Simon Doiron - Fax: (780) 524-4432 - Email: Simon.Doiron@mdgreenview.ab.ca
- ☐ M.D. Road Manager - Dennis Loewen - Fax: (780) 539-7711 - Email: Dennis.Loewen@mdgreenview.ab.ca
- ☐ Telus Communications Inc. - Barry Erhardt - Fax: (780) 538-8632 - Email: cell: 780-962-7129

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 406, lot 9, Block 1, Plan 0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7937 Fax: 780.539.7711	Box 214, 10078-99th Street Grande Cache, AB T0L 0Y0 Phone: 780.827.5155 Fax: 780.827.5143

Toll Free: 1.888.524.7601

www.mdgreenview.ab.ca



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

SUBJECT: **Bylaw No.14-720**

SUBMISSION TO: Regular Council

MEETING DATE: Tuesday, February-25-2014

DEPARTMENT: Infrastructure & Planning

FILE NO./LEGAL: A13-012/ NW-20-72-26-W5

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER: SAR

AGM: GG PRESENTER: GC

LEGAL/ POLICY REVIEW: LC

FINANCIAL REVIEW:

#### RECOMMENDED ACTION:

**That Council give First Reading to Bylaw No. 14-720 for Van Haga to re-designate the lands from Agricultural District to Country Residential One District on NW-20-72-26-W5M.**

**That Council schedule a Public Hearing for Bylaw No. 14-719 under Van Haga to be held on April 8, 2014 at 10:00 a.m.**

#### BACKGROUND / PROPOSAL:

To re-designate 23.25 Acres from Agriculture (A) to Country Residential One (CR-1).

#### APPLICATION OVERVIEW:

Applicant	David & Beverly Van Haga
Property Owner	David & Beverly Van Haga
Existing Parcel Size	23.25 ac +/- or 9.41 ha +/-
Purpose of Re-designation	To create one (1) CR-1 lots for residential use
Ward	6 - DeBolt / Puskwaskau
Rural Area	DeBolt

#### Applicable Policy and Regulations:

Intermunicipal Development Plan:	N/A
Municipal Development Plan:	Section 4.2 Country Residential
Area Structure Plan:	N/A
Land Use Bylaw:	Country Residential One (CR-1)
Policy and Procedures:	Once a First Reading is given; a Public Hearing will be scheduled.

#### Location & Geography:

Closest Urban Center & Proximity:	4.39 km / 2.7 miles Southwest to: DeBolt
Situated within 800 meters of HWY: 43	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Situated within Growth Centre:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Situated in Urban Referral/Fringe Area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

Land Use and Development:

Predominant Land Use on Property:	Agricultural
Predominant Development on Property:	Single Family Dwelling
Oil and Gas Facilities on Property/Adjacent:	N/A
Surrounding Land Uses:	Residential
Proximity to Utilities:	Adjacent to:

Physical and Natural Features:

Water bodies and Wetlands on Property:	Seasonal Drainage
Topographical Constraints on Property:	Mixed
Soil Characteristics:	Clay
Vegetation and Drainage:	Cleared and Mixed Forest
Potential for Flooding:	No potential for flooding noted during site visit.

Planning & Development History:

Prior LUB/SD/DP Applications:	
Certificate of Title:	982 225 496
Encumbrances on Title Affecting Application:	East Smoky Gas Co-op: Right-of-Way; Alberta Government Telephones: Right-of-Way; ATCO Electric: Right-of-Way Caveat

Servicing & Improvements Proposed:

Water Services:	None <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed
Sewer Services:	None <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed
Storm water/Drainage Improvements:	N/A <input type="checkbox"/> Existing <input type="checkbox"/> Proposed
Solid Waste Disposal:	N/A <input type="checkbox"/> Existing <input type="checkbox"/> Proposed
Approach/Road Access	Range Road 265 <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed

Suitability Assessment:

Land Suitable for Intended Use	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Compatible with Surrounding Land Uses	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appropriate Legal and Physical Access	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Complies with IDP/MDP/ASP/LUB Requirements	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---

**Key Dates, Communications & Other Information:**

Application Submitted:	November 12 2013
Application Circulated:	January 20 2014
Supportive Information Requested/Submitted:	
Application Revised from Submission:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Referral Comments:	<b>East Smoky Gas Co-op</b> , January 20, 2014: No concerns.
Objections Received and Addressed:	<input type="checkbox"/> Yes <input type="checkbox"/> No objections received.

**DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Higher density in areas of approved existing infrastructure, being the built internal road and signage.

**COSTS / SOURCE OF FUNDING:**

N/A

**ATTACHMENT(S):**

- Bylaw No. 14-720 and Schedule "A" (Proposed Amendment Map)
- Land Use Amendment Application
- Sketch of Proposed Location
- Ownership/Location Map
- Referral Comments



## BYLAW NO. 14-720 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. 03-396, 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. 223 in the Land Use Bylaw, being Bylaw No. 03-396, is added to reclassify the following area:

A Portion of  
the Northwest quarter of Section Twenty(20)  
Within Township Seventy-two (72)  
Range Twenty-six (26), West of the Fifth Meridian (W5M)  
Is reclassified from Agriculture "A" District to Country Residential One "CR-1" District,  
as identified on Schedule "A" attached.

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

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

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

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

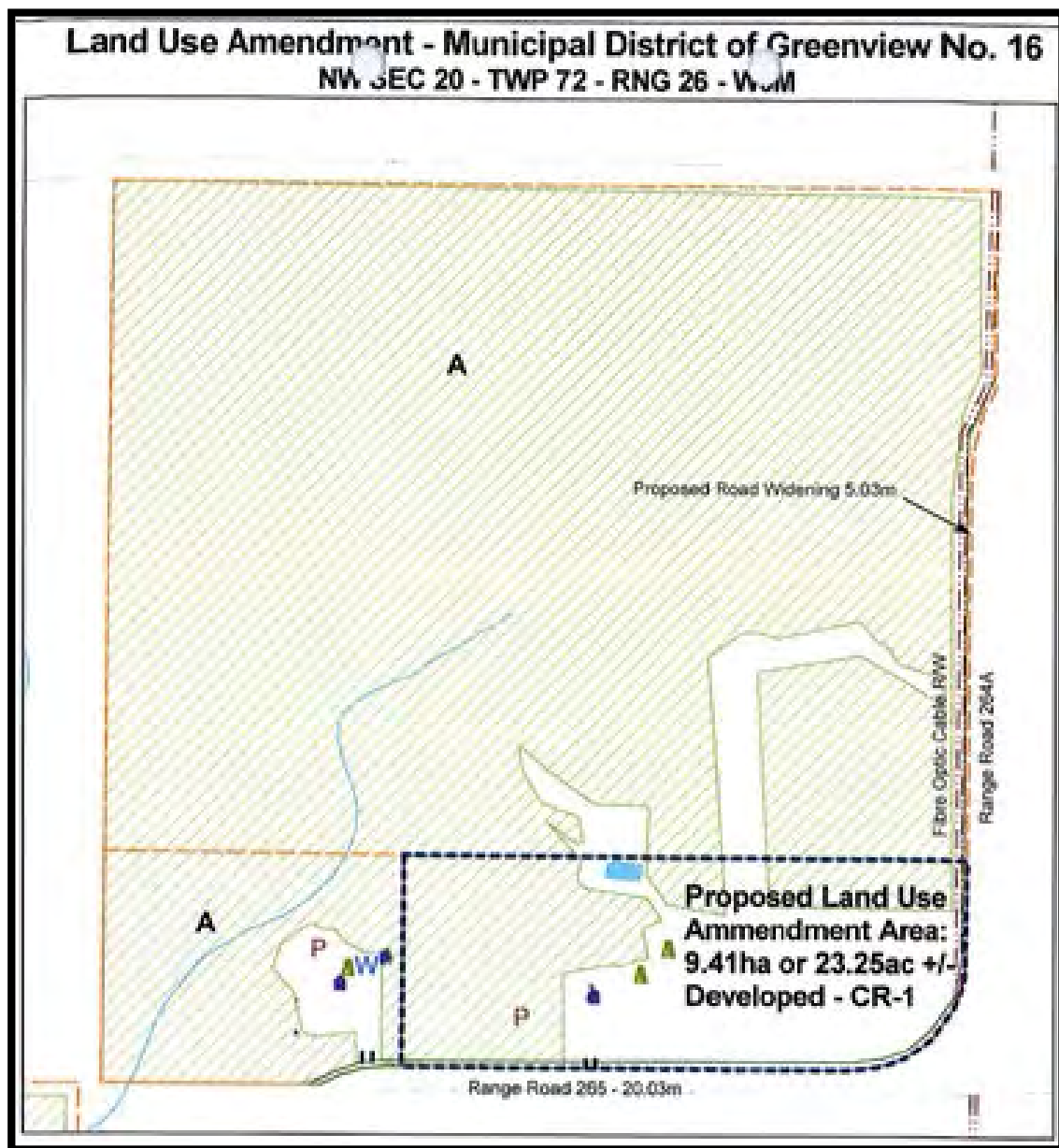
\_\_\_\_\_  
REEVE

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



## SCHEDULE "A"

To Bylaw No. 14-720  
MUNICIPAL DISTRICT OF GREENVIEW NO. 16  
A Portion of  
the Northwest quarter of Section Twenty(20)  
Within Township Seventy-two (72)  
Range Twenty-six (26), West of the Fifth Meridian (W5M)  
Is reclassified from Agriculture "A" District to Country Residential One "CR-1" District,  
As identified on Schedule "A" attached.  
As identified below:



# Land Use Amendment Application

12-2013 00:07 FROM: BEVERLEY VANHAGA 7809572955 TO: 7805244307 P. 1/2 514-001

**LAND USE BY-LAW AMENDMENT APPLICATION**

**MUNICIPAL DISTRICT OF GREENVIEW No. 16**  
4707 - 50 Street,  
Box 1079, Valleyview, AB T0H 3N0  
Tel (780) 524-7600, Fax (780) 524-4307

**FOR ADMINISTRATIVE USE**  
APPLICATION NO. A13-012  
RECEIPT NO. 0118878  
ROLL NO. 39069  
Map # 223

**RECEIVED**  
NOV 12 2013  
VALLEYVIEW

**NAME OF APPLICANT**  
DAVID & BEVERLEY VANHAGA  
**ADDRESS**  
Box 527  
DEBOLT AB  
**POSTAL CODE** T0H 1B0  
**TELEPHONE (Res.)** 780-957-2905  
**(Bus.)** 780-84-9619

**NAME OF REGISTERED LANDOWNER**  
**ADDRESS**  
**POSTAL CODE**  
**TELEPHONE (Res.)**  
**(Bus.)**

**Legal description of the land affected by the proposed amendment**

QTR./L.S.	SEC	TWP.	R.G.	M.	OR	REGISTRATION PLAN NO.	BLOCK	LOT
NW	20	72	26	W5				

Land Use classification amendment proposed:  
FROM: AGRICULTURE TO COUNTRY RESIDENTIAL ONE

REASONS SUPPORTING PROPOSED AMENDMENT:  
TO SUBDIVIDE 20 ACRES OFF EXISTING LAND FOR COUNTRY RESIDENTIAL  
LAND IS NOT FARMLAND & LINES UP WITH EXISTING SUBDIVISION ON WEST SIDE OF PROPERTY

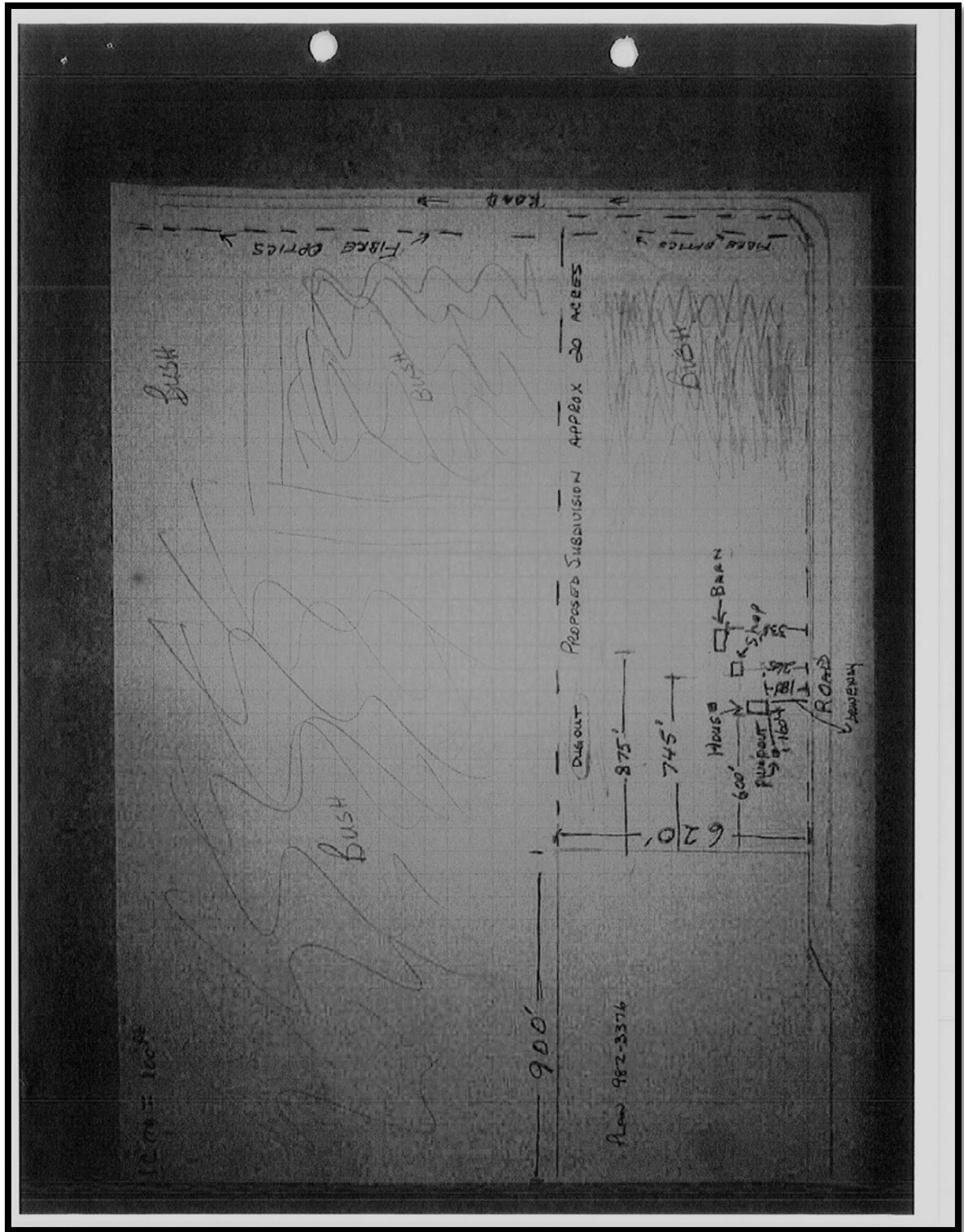
☒ We have enclosed the required Application Fee of \$ 200.00

**NOTE:**  
Registered Owner's signature required if different from applicant

Date: NOV 12/13 Applicant: D. Van HAGA  
Date: NOV 12/13 Registered Landowner(s): B. Van HAGA

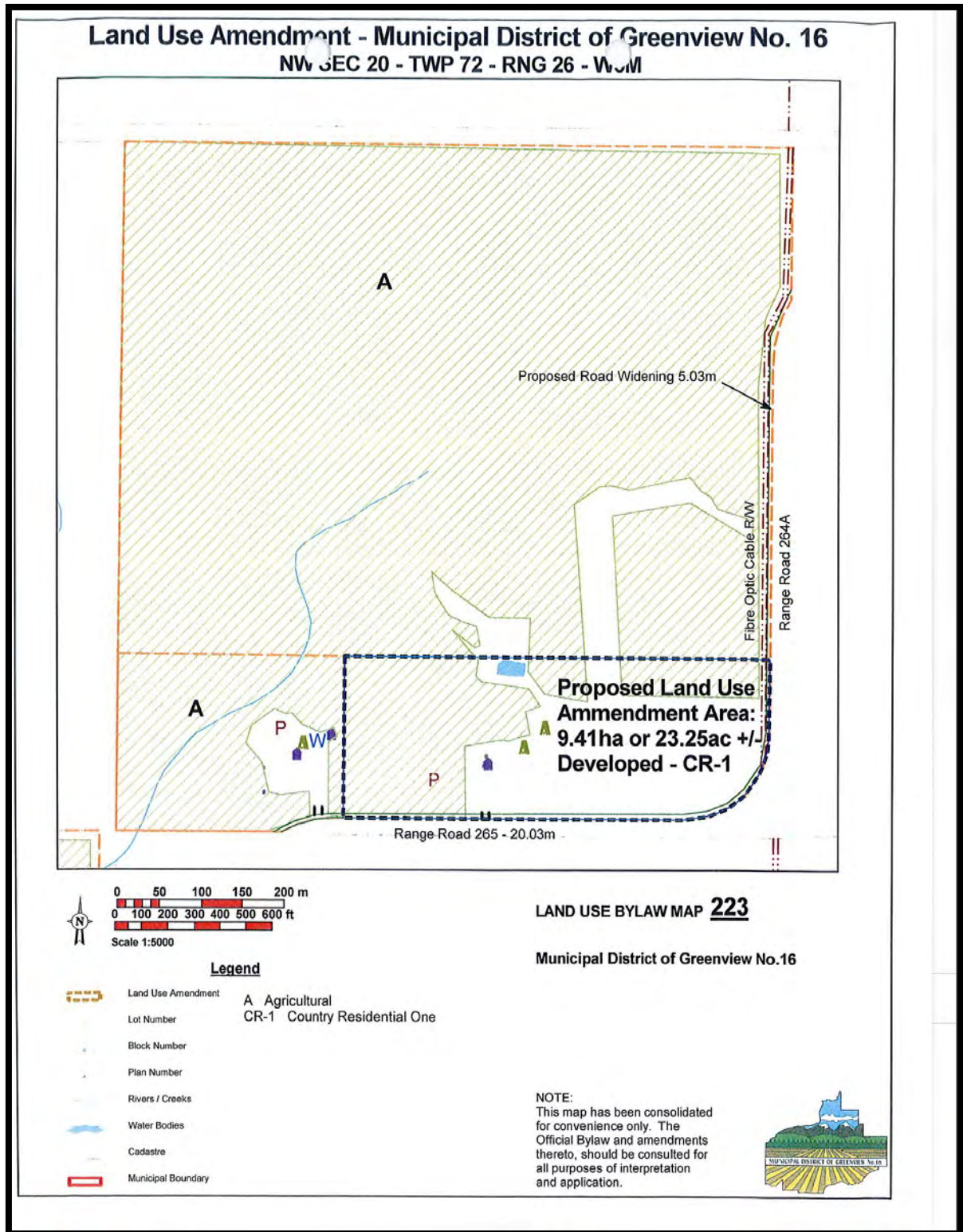
Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33 of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality,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


Land Use Amendment Application





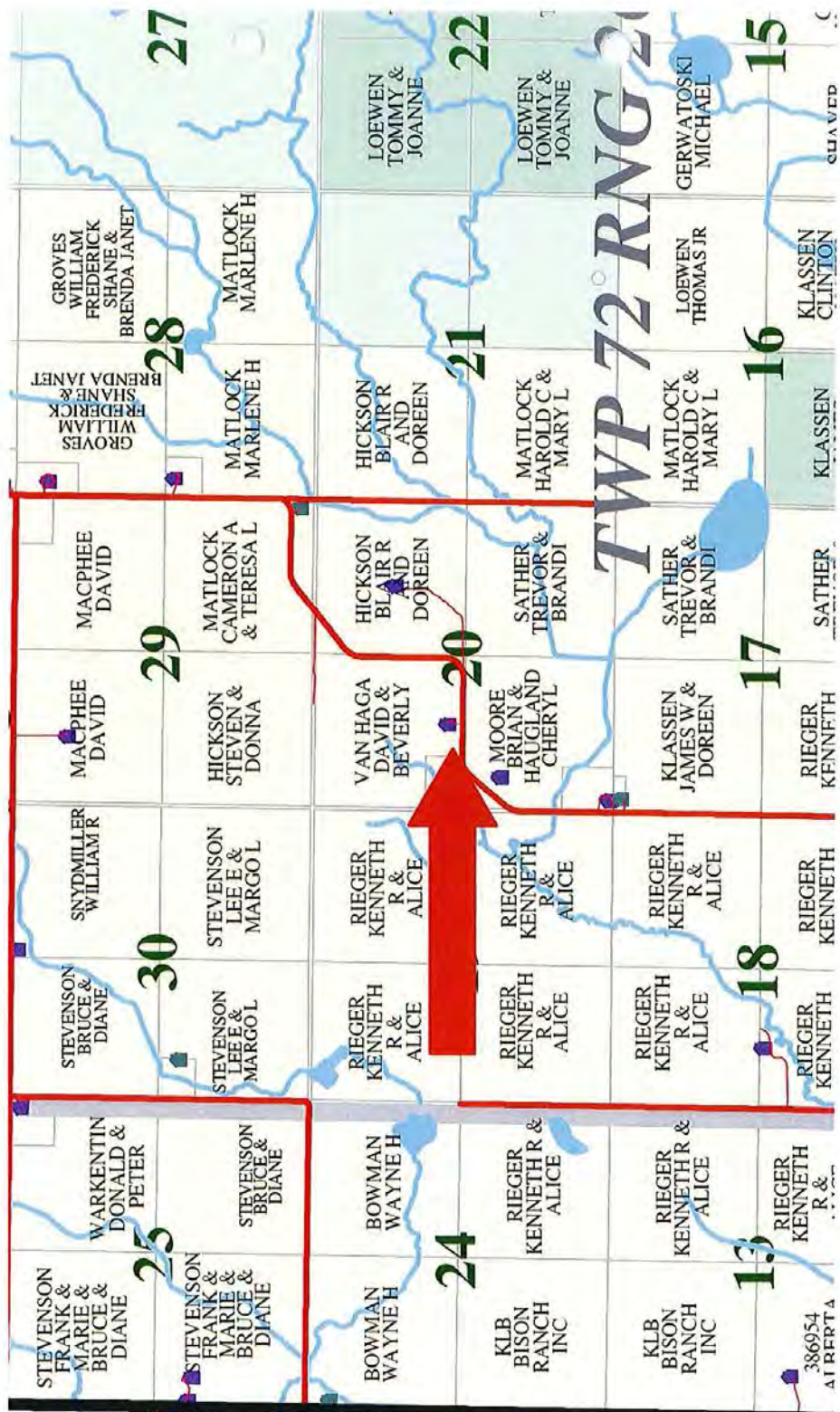
# Sketch of Proposed Location





## Ownership/Location Map





Referral Comments

**Shelby Goodrich**

**From:** Rita.Klasson@atcoelectric.com  
**Sent:** January-29-14 2:40 PM  
**To:** Shelby Goodrich  
**Subject:** AEL2014-0053 - A13-012 / Van Haga / NW-20-72-26-W5  
**Attachments:** A13-012 Van Haga.pdf

Jan 30 -  
Entered into  
MS.  
OKW.

Hi Shelby,

ATCO is not affected by this subdivision.

Thank you.

*Rita Klasson*

Land Administrator | Land Administration  
ATCO Electric | Distribution | Forest & Lands Management  
18th Floor CWB | 10303 Jasper Avenue, Edmonton, AB T5J 5C3  
Phone: (780) 508-4688

**From:** Scott, Ryan  
**Sent:** Monday, January 27, 2014 4:18 PM  
**To:** Klasson, Rita  
**Cc:** Warren, William  
**Subject:** FW: A13-012 / Van Haga / NW-20-72-26-W5

Hi Rita,

We are all good on this one too, Just REA feed into Existing house which is being Subdivided out.

*Regards*

*Ryan D. Scott*

Powerline Surveyor Team Lead (Calculator)  
Survey, NW Region, Engineering and Construction, Distribution Division  
9602 - 123<sup>rd</sup> Street | Grande Prairie, AB T8W 0J7  
ATCO Electric  
**Email:** [RyanD.Scott@atcoelectric.com](mailto:RyanD.Scott@atcoelectric.com)  
**Direct line:** (780) 830-2942  
**Fax line:** (780) 538-7004

**From:** Klasson, Rita  
**Sent:** January-27-14 9:46 AM  
**To:** Warren, William; Scott, Ryan  
**Subject:** A13-012 / Van Haga / NW-20-72-26-W5


Hi Bill,

For your review and response.

Thanks.

## Referral Comments

4-01-22 19:16 EASTSMOKYGASCOOP 1780957254 >> 780 524-4307 P 1/2

 **M.D. OF GREENVIEW NO. 16**  
Box 1079 4806 36th Ave, Valleyview, AB T0H 3N0  
Tel: (780) 524-7600, Fax: (780) 524-4307

Jan 23/14 - Entered in m.s. [Signature]

**NOTICE TO REFERRAL AGENCIES**

**Faxed:** January 20, 2014 **File No.:** A13-012

**Legal Description:** NW-20-72-26-W5

**Applicant:** VAN HAGA DAVID & BEVERLY

**PROPOSED LAND USE AMENDMENT: Agriculture - A to Country Residential One - CR1**

Please provide your comments on the **PROPOSED LAND USE AMENDMENT AND SUBSEQUENT SUBDIVISION** in the space provided below or attach any additional comments on a separate sheet. If you have any questions regarding the attached, please contact our office. Deadline for your written comments: NOON, March 9, 2014 insofar as your agency is concerned. See Sketch attached. FEB 11

*If no comment is received by the above-specified date, it will be deemed as 'no objection'* [Signature]

If you have any questions regarding the attached, please contact Sally Ann Rosson, Manager, Planning & Development, at the number provided below.

**COMMENTS:**

**NAME (PLEASE PRINT)** Bill Harder **SIGNATURE** [Signature]

Please check box for corresponding referral agency

Circulated to:

- ☐ Alberta Culture - Rebecca Traquair - Fax: - Email: historical.lup@gov.ab.ca
- ☐ Alberta Environment and Sustainable Resource Development - Samuel Wahab - Fax: - Email: Samuel.Wahab@gov.ab.ca
- ☐ Alberta Environment and Sustainable Resources Development - James Proudfoot - Fax: - Email: James.Proudfoot@gov.ab.ca
- ☐ Alberta Municipal Affairs - Safety Services - Tony Winia - Fax: (780) 833-4326 - Email: Tony.winia@gov.ab.ca
- ☐ ATCO Electric - Roger Boyd - Fax: 780-524-2789 - Email: roger.boyd@atcoelectric.com
- ☐ ATCO Electric - Susanne Landon - Fax: (780) 538-7004 - Email: NWEngineering@atcoelectric.com
- ☒ East Smoky Gas Co-op - Bill Harder - Fax: (780) 957-2544 - Email: bill@esgas.ca
- ☐ M.D. Engineering Services - Grant Gyurkovits - Fax: - Email: grant.gyurkovits@mdgreenview.ab.ca
- ☐ M.D. Environmental Services - Simon Dolron - Fax: (780) 524-4432 - Email: Simon.Dolron@mdgreenview.ab.ca
- ☐ M.D. Road Manager - Norm Patterson - Fax: (780) 524-5237 - Email: Norm.Patterson@mdgreenview.ab.ca
- ☐ Telus Communications Inc. - Barry Erhardt - Fax: (780) 538-8632 - Email: cell: 780-962-7129

<b>Administration Office</b> Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	<b>Operations Building</b> Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	<b>Family &amp; Community Support Services</b> Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	<b>Grovedale Sub-Office</b> Box 404, Lot 9, Block 1, Plan 0728785, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7731	<b>Grande Cache Sub-Office</b> Box 214, 10028-99th Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143
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Toll Free: 888.524.7601 www.mdgreenview.ab.ca





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---

SUBJECT:	<b>Compactor Tender Results</b>	REVIEWED AND APPROVED FOR SUBMISSION			
SUBMISSION TO:	Regular Council Meeting	CAO:	MH	MANAGER:	SD
MEETING DATE:	February 25, 2014	GM:	GG	PRESENTER:	GG
DEPARTMENT:	Infrastructure & Planning/Environmental Services	LEGAL/ POLICY REVIEW:			
FILE NO./LEGAL:		FINANCIAL REVIEW:			
STRATEGIC PLAN:					

---

RECOMMENDED ACTION:

**That Council approve the tender submitted by Finning Canada Grande Prairie, for the supply of one 2014 (or comparable 2013) Cat 816 F landfill compactor with funds to come from the 2014 Capital Budget in the amount of \$ 439,329.00.**

**That Council approve the purchase of one auto greaser and a perimeter cell booster for the compactor with funds to come from the 2014 Capital Budget in the amount of \$8,862.00.**

---

BACKGROUND / PROPOSAL:

**Council approved the motion 13.12.697 on Jan 14, 2014 to purchase a landfill compactor with an upset limit of \$550,000.**

---

OPTIONS - BENEFITS / DISADVANTAGES:

The advantages of the 816F cat would increase capacity at the regional landfill by 40% and the life of the cell from 3 years to 5 years.

---

COSTS / SOURCE OF FUNDING:

Included in the 2014 Capital Budget.

---

ATTACHMENT(S):

- Tender Results



**Municipal District of Greenview No. 16  
Landfill Compactor Tender Results  
Closes**

*Unofficial Results – For Information Only – Does not constitute a tender award.  
Note: Prices do not include G.S.T.*

Supplier	Model & Year	Price per Each	Delivery	Descriptions/Comments
Finning Canada	2014 816F	\$439,329.00	60 days	Buyback 5 years-\$135,000.00
Brandt-Bomag	2014 BC472RB	\$445,000.00	145 days	Buyback 5 yrs-6000hrs- \$75,000.00
Brandt-Bomag	2013 BC472RB	\$449,000.00	20-30 days	Buyback 5 yrs-6000hrs- \$75,000.00
Rocky Mountain Equipment- TANA	2014 E260	\$499,000.00	120-150 days	Buyback 5 years -\$100,000.00
Brandt-Bomag	2014 BC472RS	\$539,000.00	145 days	Buyback 5 yrs-6000hrs- \$75,000.00

WE, the undersigned, having been present at the tender opening and having examined the tender documents, do hereby certify that the information as recorded above is correct.

47

Municipal District Representative

*Simon Dore*

Witness

*Amanda Ferguson*





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---

SUBJECT: **2014 Paving Tender Contract**

SUBMISSION TO: Regular Council Meeting

MEETING DATE: February 25, 2014

DEPARTMENT: Infrastructure & Planning

FILE NO./LEGAL:

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MANAGER:

AGM: GG PRESENTER: GG

LEGAL/ POLICY REVIEW:

FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council agrees to publicly advertise the 2014 paving tender contract as identified by administration.**

---

BACKGROUND / PROPOSAL:

Little Smoky Road Phase 4 – Base paving to be publicly advertised in the 2014 paving tender request.

Schedule “B” within the tender documents includes Little Smoky Water Point Access Road, final stage paving of Twp.704 between RR 230 and HWY 49, Valleyview Golf Course Road bridge approaches and repair of culvert settlements on Sturgeon Heights Road/Suncor Road.

---

OPTIONS - BENEFITS / DISADVANTAGES:

By advertising at the beginning of the year it allows paving contractors to bid lower rates.

---

COSTS / SOURCE OF FUNDING:

2014 Capital Budget

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ATTACHMENT(S):

- None



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---

SUBJECT: **Grande Cache Area Road Report**

SUBMISSION TO: Regular Council Meeting

MEETING DATE: February 25, 2014

DEPARTMENT: Infrastructure & Planning/Operations

FILE NO./LEGAL:

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER: WB

AGM: GG PRESENTER: GG

LEGAL/ POLICY REVIEW: LC

FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council receive Administration's report on the Grande Cache Area Roads for information.**

---

BACKGROUND / PROPOSAL:

Council requested that staff prepare a report on the status and maintenance of the roads within the co-ops and enterprises in Grande Cache.

---

OPTIONS - BENEFITS / DISADVANTAGES:

Greenview incorporated in 1994 and has since maintained the roads that provide the main access through the Co-ops and Enterprises in the Grande Cache area. These gravel roads are identified on the map that Greenview provides the contract grader operator in the area. The roads are graded on a schedule similar to other local roads in Greenview. The focus is to keep a smooth driving surface while not over grading that creates unwanted dusty conditions. Greenview has normally re-graveled the roads on a four year rotation. It is proposed that a majority of the roads will be re-graveled this year. Greenview also provides a limited amount of dust control in areas that are frequented by campers and boaters. This amounted to approximately 1200 feet in two sections. The roads in the Co-ops and Enterprises are approximately 90% of the total area the contractor maintains. As the Co-ops are located a considerable distance from each other, a substantial amount of time is spent traveling between sites. The total amount spent on the Grande Cache contract in 2013 was approximately \$108,000.00. Allowing for travel time the amount that can conservatively be attributed to the Co-ops is \$100,000.00.

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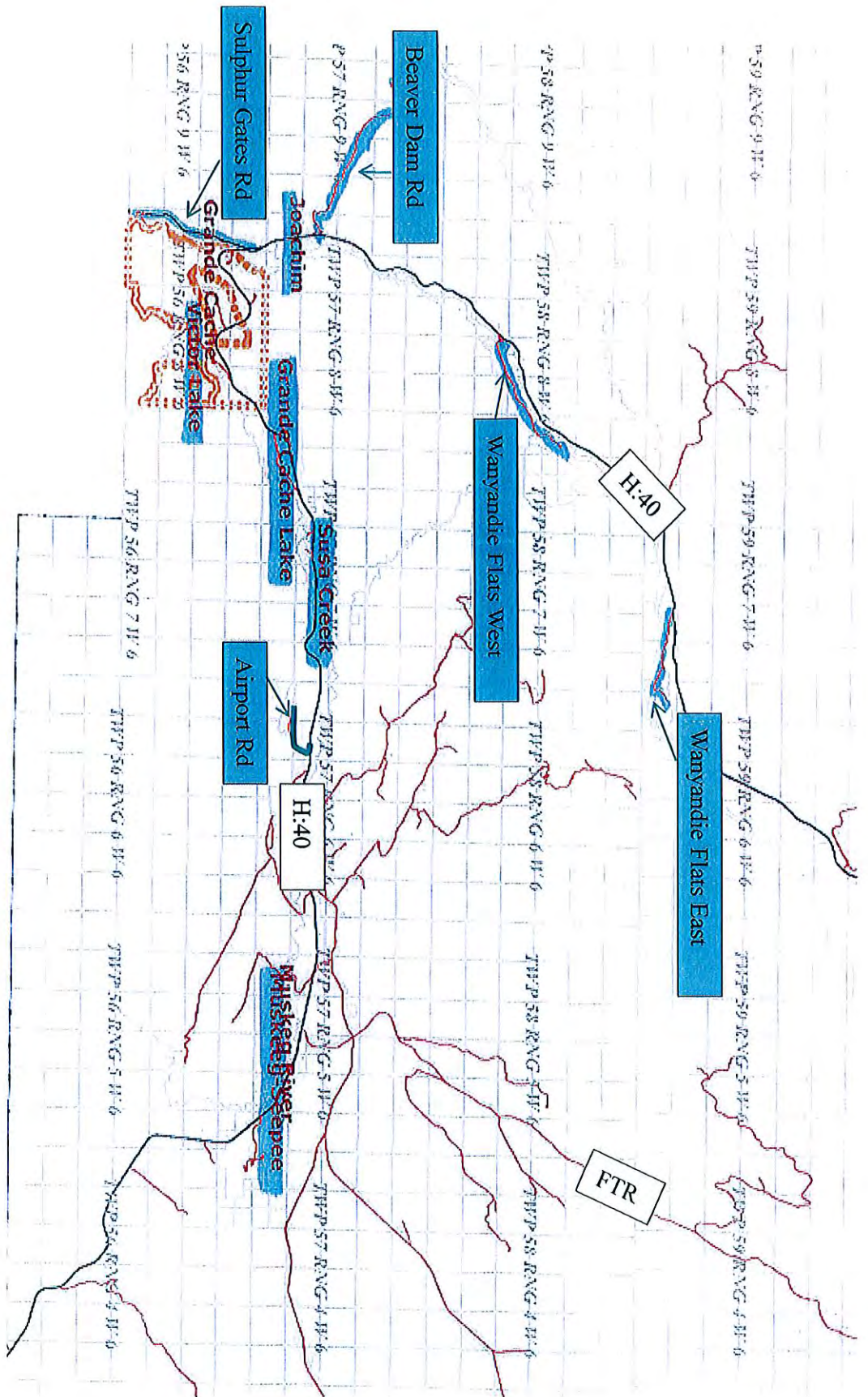
COSTS / SOURCE OF FUNDING:

Road Maintenance Budget

---

ATTACHMENT(S):

- Grande Cache Grader Beat Area Map



## Grande Cache Area

Includes all the Grande Cache Area Cooperatives

Grande Cache Airport Road, Sulphur Gates Road, Beaver Dam Road



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SUBJECT: **Policy 4002 – Farmland Access Roads**  
SUBMISSION TO: Regular Council Meeting  
MEETING DATE: February 25, 2014  
DEPARTMENT: Corporate Services/Legislative Services  
FILE NO./LEGAL:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER:  
GM: RO PRESENTER:  
LEGAL/ POLICY REVIEW: LC  
FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council approve Policy 4002 – Farmland Access Roads as presented.**

---

BACKGROUND / PROPOSAL:

This policy was reviewed at the January 21, 2014 Committee of the Whole. One change was recommended and that was to add the word “immediately” in Clause seven after the word “applicant’s”. This effectively means that if a farmer has a cluster of parcels, more than one access could be built to different parts if there hasn’t been access constructed to the parcel in question or an “immediately adjacent” parcel.

---

OPTIONS - BENEFITS / DISADVANTAGES:

This is a new policy. Council could choose not to proceed with the policy or to make further amendments.

---

COSTS / SOURCE OF FUNDING:

As annually determined by Budget.

---

ATTACHMENT(S):

- Policy 4002 – Farmland Access Roads.

**Title: Farmland Access Roads**

**Policy No: 4002**

**Approval: Council**

**Effective Date: \_\_\_\_\_**

**Supersedes Policy No: (None)**



## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Policy Statement:** The Municipal District of Greenview No. 16 (Greenview) will construct farmland access roads to give access to any cultivated lands, which includes land cleared for grazing, which have no accessible access through a developed/undeveloped Road Allowance(s) and/or any applicant owned adjoining lands.

**Purpose:** : The purpose of the Policy is to provide physical access to cultivated land(s) having no accessibility.

### **Principles:**

1. Greenview will provide an economical form of farmland access for agricultural purposes.
2. Under this policy, Greenview staff will review the submitted application and bring forward a recommendation utilizing a rating system approved by Council.
3. Council will annually consider allocating funds for farmland access roads.
4. In determining a recommendation for Council on which farmland access roads, if any to construct, Greenview staff will review criteria based upon the current application(s).
5. Notwithstanding any recommendation from Greenview staff, Council at all times maintain the authority to determine which roads, if any are to be constructed and in which order.
6. In determining the most economical route for a potential farmland access road, Greenview staff will consider a number of factors including, but not limited to, physical land barriers such as hills, swamps and water bodies, soil conditions and any other man-made constraints such as pipelines, power lines, building and other structures.
7. No farmland access roads will be constructed where there is currently adequate access to the parcel whether through an existing road way or through the applicant's immediately adjacent parcel.
8. If any applications are received after August 1, Council may decide to accept the application in the current year or defer to the following year.
9. Despite anything in this policy, it is recognized and understood that this policy does not replace the necessity to look at individual access circumstances and challenges which must be considered on an individual basis.

Approved: \_\_\_\_\_





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---

SUBJECT: **Policy 4003 – Traffic Control Devices**

SUBMISSION TO: Regular Council Meeting

MEETING DATE: February 25, 2014

DEPARTMENT: Infrastructure & Planning/Operations

FILE NO./LEGAL: Policy EEF 13

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO:

MANAGER:

AGM: GG

PRESENTER:

LC

LEGAL/ POLICY REVIEW: LC

FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council approve Policy 4003 – Traffic Control Devices to supersede Policy EEF 13, as presented.**

---

BACKGROUND / PROPOSAL:

The subject Policy was reformatted and reviewed by the Policy Review Committee.

---

OPTIONS - BENEFITS / DISADVANTAGES:

The Policy Review Committee recommended approval of the revised policy.

---

COSTS / SOURCE OF FUNDING:

N/A

---

ATTACHMENT(S):

- Policy 4003 – Traffic Control Devices
- Policy EEF 13 – Traffic Control Devices



**Title: Traffic Control Devices**

**Policy No: 4003**

**Approval: Council**

**Effective Date:** \_\_\_\_\_

**Supersedes Policy No: (EES 13)**



## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Policy Statement:** Greenview is responsible to provide traffic accommodations that promote safe travel in a well-defined manner.

**Purpose:** To provide guidance to Greenview Administration on the placement and maintenance of traffic control devices throughout Greenview to regulate, warn, and guide both vehicular and pedestrian traffic.

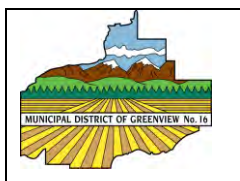
**Principles:**

1. The relative priority between traffic streams, vehicular and pedestrian traffic will be defined at all intersections and at all other location where necessary.
2. Plans will be prepared and implemented to eliminate or minimize the need for reduced speed zones and a hierarchy of pedestrian crossing facilities will be implemented, having regard to nationally accepted criteria.

**Regulations:**

1. Traffic control devices will be approved and erected by the direction of the Chief Administrative Officer or designate, in accordance with Greenview's Traffic & Fines bylaw.
2. The following documents will be used to evaluate existing and proposed traffic control devices in order to ensure consistency throughout Greenview.
  - a) Uniform Traffic Control Devices for Canada (UTCDC) published by the Council on Uniform Traffic Control Devices for Canada.
  - b) Traffic Signal Control Display Standardization and Guidelines by Underwood McClellan Ltd. and published by Alberta Transportation.
  - c) Highway Capacity Manual published by the Institute of Transportation Engineering (ITE).
  - d) Canadian Capacity Guide of Signalized Intersections published by the Transportation Association of Canada (TAC).
  - e) Various handbooks such as those published from time to time by the Transportation Association of Canada and the Institute of Transportation Engineers.

Approved: \_\_\_\_\_



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

Section:  
**ENGINEERING &  
ENVIRONMENTAL  
SERVICES**

**POLICY NUMBER: EES 13**

**POLICY TITLE: TRAFFIC CONTROL DEVICES**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**11.04.206**

**PURPOSE:**

This policy is designed to provide guidance to M.D. Administration on the placement and maintenance of traffic control devices throughout the Municipal District to regulate, warn, and guide both vehicular and pedestrian traffic.

**POLICY:**

Requests for traffic control devices will be directed to the C.A.O.

Traffic control devices (consisting of regulatory, warning, and information traffic signs, traffic signals, pavement markings, and community information signs) will be placed and maintained in accordance with the several laws (principally the Municipal Government Act, the Highway Traffic Act, and the Public Highways Development Act) impacting this matter and with appropriate technical manuals, reports, and informational publications.

(Original signed copy on file)

REEVE

\_\_\_\_\_  
C.A.O.

**POLICY TITLE: PROCEDURES FOR TRAFFIC CONTROL DEVICES**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**03.04.189**

**PROCEDURES:**

- 1.0 The relative priority between traffic streams and between vehicular and pedestrian traffic will be defined at all intersections and at all other locations where this is necessary.
- 2.0 Plans will be prepared and implemented to eliminate or minimize the need for reduced speed zones and a hierarchy of pedestrian crossing facilities will be implemented, having regard to nationally accepted criteria.

**Records of Traffic Control Devices**

- 1.0 The Engineering & Environmental Services Department will maintain a record of all traffic control devices throughout the Municipal District. This record will be updated on an annual basis. The record and its updates will be approved by the Director of Engineering & Environmental Services.

**Authority for Placement of Traffic Control Devices**

- 1.0 Traffic control devices will be approved and erected by direction of Council or by direction of the C.A.O., under "Traffic By-law & Fines" as appropriate.
- 2.0 The following documents will be used to evaluate existing and proposed traffic control devices in order to ensure consistency throughout the Municipal District.
  - a) Uniform Traffic Control Devices for Canada (UTCDC) published by the Council on Uniform Traffic Control Devices for Canada
  - b) Traffic Signal Control Display Standardization and Guidelines by Underwood McClellan Ltd. and published by Alberta Transportation
  - c) Highway Capacity Manual published by the Institute of Transportation Engineers (ITE)
  - d) Canadian Capacity Guide for Signalized Intersections published by the Transportation Association of Canada (TAC)
  - e) Various handbooks such as those published from time to time by the Transportation Association of Canada and the Institute of Transportation Engineers.

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C.A.O.



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---

SUBJECT:	<b>Policy 6302 and Procedure 6302-01 - Roadside Vegetation Management</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO: MH	MANAGER:
DEPARTMENT:	Community Services/Agriculture	GM: DM	PRESENTER: QB
FILE NO./LEGAL:			LEGAL/ POLICY REVIEW: LC
STRATEGIC PLAN:			FINANCIAL REVIEW:

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RECOMMENDED ACTION:

**That Council approve Policy 6302 and Procedure 6032-1 – Roadside Vegetation Management as presented.**

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BACKGROUND / PROPOSAL:

Policy 6302 was presented to Council on November 26, 2013 and was tabled for revision by the ASB. ASB reviewed the revised policy and procedure on January 22, 2014 and recommended the policy and procedure be approved by Council.

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OPTIONS - BENEFITS / DISADVANTAGES:

Benefits:

This policy establishes the principals involved to manage and control the proliferation of noxious and noxious-prohibited weeds in Greenview controlled roadways and other district lands.

Options:

Council may choose to amend the policy and procedure.

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COSTS / SOURCE OF FUNDING:

2014 Operational Budget

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ATTACHMENT(S):

- Policy 6302
- Procedure 6302-01



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16

*"A Great Place to Live, Work and Play"*

**Procedure Title: ROADSIDE VEGETATION MANAGEMENT**

**Procedure No: 6302-01**

**Approval: CAO**

**Effective Date: xxxx**

**Supersedes Procedure No: AG 06**

### 1. Definitions

- 1.1. Eradicate means "destroy all parts of the plant, and render reproductive parts of the plant non-viable.
- 1.2. Control means "inhibit the growth or spread of the plant.
- 1.3. Noxious Weeds and Prohibited Noxious Weeds are as defined, and include all those weeds identified, under the *Weed Control Act* of Alberta (RSA 2008/W-5.1) and the *Weed Control Regulation* (19/2010), as amended from time to time. As well, Noxious Weeds and Prohibited Noxious Weeds shall include invasive plant species which have been elevated in status by municipal bylaw.

### 2. Responsibilities

- 2.1. Manager of Agricultural Services:
  - 2.1.1. Coordinate with other municipal departments to develop and implement a brush control program; however, the Greenview vegetation management program shall have priority over brush control.
  - 2.1.2. To notify the public and beekeepers of the program through advertising.
- 2.2. Vegetation Management Program Staff:
  - 2.2.1. Take active measures to control undesirable vegetation including, but not limited to, woody species and tall broadleaf vegetation, which represents a sightline infringement and potential motorist safety hazard, or which may harbour crop diseases or pests, or which may serve as a wildlife attractant, or which may compromise municipal infrastructure along municipal road rights-of-way.

2.2.2. Utilize integrated pest management strategies to control undesirable vegetation; however, selected control methods shall be determined by physiological and biological characteristics of the plants, with due consideration for cost-effectiveness and efficiency of control, and may include the application of industrial class herbicides.

2.2.3. Undertake all activities, including herbicide applications, in compliance with the *Alberta Environmental Protection and Enhancement Act* Code of Practice for Pesticide Applications, and conform to the guidelines of the *Industrial Vegetation Management Association of Alberta* Industry Standards and Good Practices.

2.3. Adjacent Landowners:

2.3.1. May enter into an agreement with Greenview to exempt their properties from herbicide applications for noxious and prohibited noxious weed and/or brush and tall vegetation control.

2.3.2. Upon completion and execution of appropriate documentation, herbicide may be applied up to and into the edge of private land which is adjacent to district road rights-of-way and district controlled lands; however this shall only be permitted if providing this service does not negatively impact the core vegetation management programs of Greenview.

3. General Provisions

3.1. This program shall include road rights-of-way and other district controlled lands.

3.2. Herbicide applications shall be withdrawn adjacent to land exempted under this procedure, or adjacent to open bodies of water as defined and restricted under the *Alberta Environmental Protection and Enhancement Act*.

3.3. Herbicide applications adjacent to sensitive areas including residences, dugout, beehives, borrow pits and shelterbelts shall be limited to single stem or handgun spot treatments unless sensitive areas are located at a distance equal to or greater than 100 meters from the road right-of-way, or are protected by natural brush to a distance equal to or greater than 50 meters.

End of Procedure

Approved: \_\_\_\_\_



**Title: ROADSIDE VEGETATION MANAGEMENT**

**Policy No: 6302**

**Approval: Council**

**Effective Date: \_\_\_\_\_**

**Supersedes Policy No: AG 06**



## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Policy Statement:** Greenview believes that it is beneficial for the district to implement measures to prevent the establishment of, and control the spread of, invasive plant species and undesirable vegetation along municipal road rights-of-way and municipally controlled land.

**Purpose:** To abate the spread of Noxious and Prohibited Noxious weeds within district road right-of-ways and district controlled land.

**Principles:**

1. Efficient and cost-effective measures will be used to strive to eradicate Prohibited Noxious weeds and to control noxious weeds within district road right-of-ways and district controlled land.
2. Measures used to control and eradicate weeds pursuant to this policy shall minimize the potential for negative impacts on the natural environment.
3. Greenview's roadside vegetation management program will strive to undertake such action as required, and as often as resources allow, to eradicate prohibited noxious weeds and control noxious weeds within district road right-of-ways and district controlled land.

Approved: \_\_\_\_\_



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SUBJECT:	<b>Policy 6303 and Procedure 6303-01 – Weed Control</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO: MH	MANAGER: QB
DEPARTMENT:	Community Services/Agriculture	GM: DM	PRESENTER: QB
FILE NO./LEGAL:	N/A		LEGAL/ POLICY REVIEW: LC
STRATEGIC PLAN:			FINANCIAL REVIEW:

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RECOMMENDED ACTION:

**That Council approve Policy 6303 and Procedure 6303-01 – Weed Control Policy and Procedure as presented.**

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BACKGROUND / PROPOSAL:

Policy 6303 was presented to Council on November 26, 2013 and was tabled to go back to ASB for further revision. ASB reviewed the revised policy and procedure on January 22, 2014 and are recommending approval of it to Council.

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OPTIONS - BENEFITS / DISADVANTAGES:

Benefits:

This policy establishes the principals involved to manage and control the proliferation of noxious and prohibited-noxious weeds in Greenview on private and public lands.

Options:

Council may amend the policy and procedures.

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COSTS / SOURCE OF FUNDING:

2014 Operational Budget

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ATTACHMENT(S):

- Policy 6303
- Policy 6303-01

Title: WEED CONTROL

Policy No: 6303

Approval: Council

Effective Date: \_\_\_\_\_

Supersedes Policy No: AG 07



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16

*"A Great Place to Live, Work and Play"*

**Policy Statement:** Greenview believes that it is beneficial to implement measures to prevent the establishment of, and to control the spread of, invasive plant species on all public and private lands within the boundaries of Greenview.

**Purpose:** To establish a policy to prevent the establishment and to control the spread of - invasive plant species (Noxious and Prohibited Noxious weeds **as designated under the *Weed Control Act of Alberta, and associated Regulations***).

**Principles:**

1. The effective control of noxious and eradication of prohibited noxious weeds -will assist in the protection of agricultural productivity and the preservation of the natural environment.
2. Greenview will strive to eradicate prohibited noxious weeds and to control noxious weeds.
3. This Policy will be reviewed annually.

Approved: \_\_\_\_\_



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16

*"A Great Place to Live, Work and Play"*

**Procedure Title: WEED CONTROL**

**Procedure No: 6303-01**

**Approval: CAO**

**Effective Date: xxxx**

**Supersedes Procedure No: AG 07**

### 1. Definitions

- 1.1. Eradicate means: destroy all parts of the plant, and render reproductive parts of the plant non-viable.
- 1.2. Control means: inhibit the growth or spread of the plant.
- 1.3. Noxious Weeds and Prohibited Noxious Weeds are as defined, and include all those weeds identified, under the *Weed Control Act* of Alberta (RSA 2008/W-5.1) and the *Weed Control Regulation* (19/2010), as amended from time to time. As well, Noxious Weeds and Prohibited Noxious Weeds shall include invasive plant species which have been elevated in status by municipal bylaw.

### 2. Responsibilities

- 2.1. Greenview Council to:
  - 2.1.1 Appoint the Agricultural Services Supervisor and other weed/pest inspectors as identified under the *Weed Control Act*.
  - 2.1.2 Appoint an independent appeal committee at the organizational meeting each year to review and render decisions upon appeals submitted.
- 2.2. Manager of Agricultural Services and Appointed Weed Inspectors to:
  - 2.2.1 Serve as Inspectors under the *Weed Control Act* and shall, as authorized under this Act, conduct weed inspections and surveillance and shall monitor and accurately record weed infestations observed.
  - 2.2.2 Encourage voluntary compliance with the requirements of the *Weed Control Act* and shall, as a last resort, take action and/or impose penalties, as required by the noted

Act, upon the landowners or occupants in the event that declared weed species infest public or private lands unabated.

~~2.2.3 Issue and enforce such Notices as required by the Weed Control Act when the Inspector is of the opinion that approximately 20% or more of the property contains Noxious weeds and the landowner or occupant is unwilling to take measures to control the infestation. Warning letters shall be sent to property owners where approximately 15% or more of the property contains Noxious Weeds. Upon confirmation of a noxious weed infestation on private land, the inspector may notify the landowner by way of telephone or personal visit; followed by correspondence; and then enforcement procedures if required.~~

2.2.4 Issue and enforce such Notices as required by the *Weed Control Act* when the Inspector is of the opinion that the property contains Prohibited Noxious weeds and the landowner or occupant is unwilling to take measures to eradicate the infestation.

~~2.2.5 All Notices under the Weed Control Act shall be confidentially copied to members of Council and the Agricultural Service Board.~~

2.2.6 Provide practical advice and technical assistance to residents, ratepayers, and stakeholders in appropriate weed prevention and management practices, and shall conduct activities to prevent establishment and/or limit the spread of declared weeds.

2.3 **Human Resources to:**

2.3.1 Provide appropriate identification to duly appointed Weed Inspectors.

2.4 **Registered Landowners and Industrial Lease Holders to:**

2.4.1 Eradicate all Prohibited Noxious weeds observed on private or public lands during inspections conducted pursuant to this procedure, through cooperation or enforcement.

2.4.2 Control all Noxious weeds observed on private or public lands during inspections conducted pursuant to this procedure, through cooperation or enforcement.

**End of Procedure**

Approved: \_\_\_\_\_





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SUBJECT:	<b>Policy 1002 and Procedure 1002-01 – Travel and Subsistence Amendments</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO: MH	MANAGER:
DEPARTMENT:	Corporate Services/Finance	GM: RO	PRESENTER: LC
FILE NO./LEGAL:	Policy 1002		LEGAL/ POLICY REVIEW: LC
STRATEGIC PLAN:			FINANCIAL REVIEW:

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RECOMMENDED ACTION:

**That Council approve Procedure 1002-01 – Travel and Subsistence with amendments, as presented.**

**That Council accept Policy 1002 – Travel and Subsistence Policy, as information.**

---

BACKGROUND / PROPOSAL:

At the January 21, 2014 Committee of the Whole meeting, Council recommended amending Procedure 1002-01 to change the rates for meals from \$15 for breakfast, \$15 for lunch and \$21 for supper to \$20, \$20 and \$30 respectively. In amending this procedure, Administration has also put the policy in the new format. The contents of the actual policy have not changed.

---

OPTIONS - BENEFITS / DISADVANTAGES:

The noted change to the procedure brings the costs more in line with the actual meal charges encountered. Council could choose to accept the recommendation, choose different amounts or make other changes to the policy or procedure.

---

COSTS / SOURCE OF FUNDING:

Potential 20% increase included in the 2014 budget.

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ATTACHMENT(S):

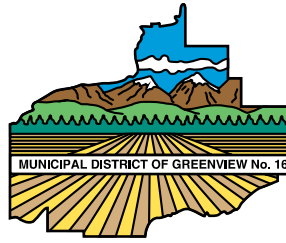
- Policy 1002
- Procedure 1002-01

**Title: TRAVEL AND SUBSISTENCE**

**Policy No: 1002**

**Approval: Council**

**Effective Date: February 25, 2014**



**Supersedes Policy No: AD 28**

## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Policy Statement:** Greenview believes it is appropriate to reimburse Council and staff for out-of-pocket expenses when travelling to carry-out Greenview business. All reasonable expenses will be covered by Greenview for Council and staff.

**Purpose:** To provide an equitable process for reimbursing Council and staff members for travel abroad when conducting Greenview business.

**Principles:**

1. Reasonable compensation will be provided to Council Members and staff when they are required to travel to conduct Greenview business.
2. Proper checks and balances need to be built into the procedures pertaining to this policy to ensure that reimbursement is equitable and public funds are protected while not bestowing financial hardship on claimants.

Approved:



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16

*"A Great Place to Live, Work and Play"*

**Procedure Title: TRAVEL AND SUBSISTENCE**

**Procedure No: 1002-01**

**Approval: CAO**

**Effective Date: February 25, 2014**

**Supersedes Procedure No: AD 28**

### 1. Definitions

- 1.1. Travel Status refers to when a Council member, Board Member or Greenview employee is traveling to attend a work assignment, conference, meeting, or other related Greenview function, both within and outside of the municipal boundaries.

### 2. Responsibilities

#### 2.1. Council Members, Board Members and Greenview Staff to:

- 2.1.1. Submit expense claims in accordance with the provisions of this procedure;
- 2.1.2. Submit expense claims within thirty (30) days from the end of the month in which the expense occurs.

#### 2.2. Council and Senior Management:

- 2.2.1. May claim a business meal when hosting another person(s). An original receipt must be provided with the claim as well as the name(s) of the person(s) hosted.

#### 2.3 Senior Management to:

- 2.3.1 Responsible for reviewing all expense claims submitted by employees within their division;
- 2.3.2 Refer their expense claims to the CAO for approval or, in the case of the CAO, to refer his or her expense claim to the Reeve for approval.

#### 2.4 Supervisors to:

- 2.4.1 Provide authorization to staff prior to staff attending meetings, training or other

Greenview business and incurring expenses pursuant to this procedure; however, an employee who incurs an unexpected meal expense will be reimbursed in accordance with the provisions of this policy upon the production of a receipt and with the approval of their immediate supervisor.

2.5 Corporate Services Staff to:

2.5.1 Issue payment to claimants within thirty (30) days of approval.

3. Claim Parameters

3.1 Meals

3.1.1 Meals may be reimbursed without receipts at the following rates:

- Breakfast: \$20.00;
- Lunch: \$20.00;
- Dinner \$30.00.

3.1.2 Alternatively, meals may be reimbursed upon the production of original receipts for the total amount of the receipt including taxes and a maximum gratuity of 15%.

3.2 Mileage

3.2.1 The kilometre rate will be paid in accordance with the Canada Revenue Agency (CRA) rate of \$0.54 per kilometre travelled for the first 5000 km and \$0.48 per Kilometre for mileage over 5000 km, in any given year.

3.2.2 When a claimant is required to travel outside of the municipality on Greenview business, when possible, a vehicle will be made available to that claimant for use.

3.2.3 Travel out of province will be undertaken by the method approved in advance.

3.2.4 While on conferences or training, a claimant may hire a rental vehicle or be reimbursed for taxi expenses.

3.3 Travel Expenses

3.3.1 The following rates will be paid to claimants for the travel expenses listed below:

- Incidental allowance \$15.00 per 24 hour period;
- Private Accommodation \$30.00 per night;
- Taxi/Transit/Car Rental actual cost per receipt;
- Parking actual cost per receipt;
- Hotel accommodation actual cost per receipt.

#### **4. General Provisions**

- 4.1 When an expense requires the provision of a receipt, the receipt submitted must be the original or the claim may be disallowed. In the instance of a contractor who is required to provide original receipts to their company, a reasonable copy of the receipt will suffice.
- 4.2 Small claims may be accumulated by a claimant before being submitted for approval once the total amount of the claims reaches \$50.00 or more with the approval of their supervisor.
- 4.3 Greenview will not pay for expense claims submitted more than sixty (60) days after the end of the month has elapsed for the expense incurred unless approval is given by the appropriate Committee/Board, or in the case of an employee, by the Chief Administrative Officer.

#### **End of Procedure**

Approved: 13.03.170



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SUBJECT:	<b>Amendment to Policy 1009 – Internet Services for Councillors</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO:	MANAGER:
DEPARTMENT:	Corporate Services	GM:	PRESENTER:
FILE NO./LEGAL:	Policy 1009 – Internet Services for Councillors	LEGAL/ POLICY REVIEW: LC	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

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RECOMMENDED ACTION:

**That Council approved Policy 1009 – Internet Services for Councillors, with amendments as presented.**

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BACKGROUND / PROPOSAL:

At the January 21, 2014 Committee of the Whole meeting, Council reviewed this policy and, specifically, clause 5.

---

OPTIONS - BENEFITS / DISADVANTAGES:

The Committee of the Whole recommended that clause 5 be changed to reflect that internet charges be reimbursed from the date that iPads were issued and that any SIM cards purchased by Council members would be reimbursed as well.

---

COSTS / SOURCE OF FUNDING:

iPads were issued approximately February, 2012. Four Council members could be reimbursed under this policy change, back to that time and the cost of doing so will be a function of the cost of their individual internet services. If the average internet service costs \$50 per month, this would be a total of approximately \$5000, plus the cost of SIM cards.

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ATTACHMENT(S):

- Policy 1009 – Internet Services for Councillors.



**Title: Internet Services for Members of Council**

**Policy No: 1009**

**Approval: Council**

**Effective Date: November 26,  
2013**

**Supersedes Policy No: CO 21**



## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Policy Statement** The Municipal District of Greenview No. 16 (Greenview) will establish the parameters for providing high speed internet connections for Members of Council in their homes.

**Purpose:** The purpose is to ensure that the Member of Council can communicate and exchange information and files at an effective speed.

### **Principles:**

1. Internet, email and social media are essential tools for Members of Council and the municipal organization.
2. Members of Council will be provided with laptops by the organization for their use, providing access to email, social media, the internet, and an electronic library of Greenview bylaws, policies, procedures, maps, studies, and references.
3. Each Member of Council will have access to an effective internet connection from their home.
4. Due to large size of many files now accessed, an average download speed of 512 kilobits per second is the minimum internet service to be provided

### **Regulations:**

1. Greenview will reimburse a Member of Council for 100% of the monthly costs of an appropriate internet service and 100% of the installation costs and required hardware directly related to the connection to the Internet Service Provider. If a Councillor wishes to obtain a higher cost service Greenview will reimburse the Councillor for an amount equivalent to the lower cost alternative.
2. Personal use of an internet connection is expected but any additional charges generated by personal use will not be eligible for reimbursement.
3. The internet service will be established and paid for by the Member of Council. Greenview will provide assistance in establishing the service.

4. If a Member of Council ceases to hold office before the end of a four year term, installation costs will be repaid on a prorated basis over a three year period. Council may waive the repayment by motion.
5. If a Member of Council already has high speed internet service, monthly costs will be reimbursed from the date which iPads were issued to Council members. Council members will be reimbursed for any SIM cards purchased since this time, for use in Greenview issued electronic equipment.
6. Expenses for an appropriate internet service may be claimed by the Member of Council as a part of regular expense claims. At the time that the service or the claim is initiated a copy of the bill shall be submitted. Subsequent expense claims do not require a copy of the current internet service bill unless the cost of the service changes, or a copy of the current bill is requested.
7. Laptops and all software installed remain the property of Greenview, and at the end of the term, or other such time that laptops are replaced with newer models, the Member of Council may choose to keep the laptop (after all Greenview owned software and data is removed) at no charge.

**Approved: 13.11.642**



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SUBJECT: **Policy 1015 – Conference Attendance Policy**

SUBMISSION TO: Regular Council Meeting

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: February 25, 2014

CAO: MH MANAGER:

DEPARTMENT: Corporate Services/Legislative Services

GM: RO PRESENTER: LC

FILE NO./LEGAL: CO 04

LEGAL/ POLICY REVIEW: LC

STRATEGIC PLAN:

FINANCIAL REVIEW:

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RECOMMENDED ACTION:

**That Council approve Policy 1015 – Conference Attendance Policy to replace Policy CO 04, as presented.**

---

BACKGROUND / PROPOSAL:

At the Committee of the Whole meeting on January 21, 2014 Council requested that Administration bring forward an amendment to the subject policy to allow for conference attendance by Appointed Board Members and to address in the revised policy how expenses for spouses/adult interdependent partners would be handled.

---

OPTIONS - BENEFITS / DISADVANTAGES:

This Policy has been revamped to include the noted amendments. As well, the policy has been brought into the new format.

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COSTS / SOURCE OF FUNDING:

N/A

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ATTACHMENT(S):

- Policy 1015 – Conference Attendance (revised);
- Policy CO 04 – Conference Attendance (current).

**Title: Conference Attendance**

**Policy No: 1015**

**Approval: Council**

**Effective Date: February 25, 2014**

**Supersedes Policy No: CO 04**



## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Policy Statement:** The Municipal District of Greenview No. 16 (Greenview) believes that Council Members and Appointed Board Members benefit from attending relevant conferences offered throughout the year. Conferences provide an invaluable learning opportunity through the delivery of educational sessions, trade fares and networking with colleagues.

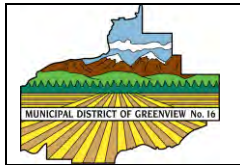
**Purpose:** To provide opportunities for Council Members and Appointed Board Members to attend conferences in order to continue to learn and enhance their knowledge on relevant subjects and issues.

### **Principles:**

1. Through attending conferences, Council and Board Members will maintain awareness of matters and current issues affecting residents and functions of the municipality.
2. All Council Members are encouraged to attend both Alberta Association of Municipal Districts and Counties conferences each year, as well as the annual "Growing the North" conference and the annual Federation of Canadian Municipalities Conference.
3. Appointed Board Members are encouraged to attend the conferences which are appropriate to their appointments.
4. Council Members and Appointed Board Members will be reimbursed for expenses and will be paid an honorarium in accordance with the applicable policies of Greenview.
5. Conference participants under this policy are to provide written or verbal reports regarding conferences attended to the Council or Board, as appropriate.
6. Council will consider requests for approval for attendance of a Council Member or Appointed Board Member to other conferences not otherwise specifically identified or implied by this policy.
7. Council Members or Appointed Board Members will not be compensated for any expenses associated with attendance at a conference for which prior approval has not been provided by Greenview.

8. Any costs incurred as a result of a Council Member or Appointed Board Member failing to attend a conference without the necessary cancellation arrangements being made prior to the conference will be borne by that Council Member or Appointed Board Member.
9. The spouse or adult interdependent partner of the Council Member or Appointed Board Member may accompany the Member to a conference, however any additional expenses incurred as a result of their attendance will be covered by the Council or Board Member.





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

Section:  
**COUNCIL**

**POLICY NUMBER: CO 04**

**POLICY TITLE: CONFERENCE ATTENDANCE**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**11.05.292**

**PURPOSE:**

To provide guidance regarding the attendance of Council members or Council Committees at different conferences being held within a year.

**POLICY:**

Council will provide opportunity for Councillors and Board members to attend conferences that are related to their respective functions.

1. Council will maintain awareness of matters and current issues affecting residents and functions of the Municipality by attending conferences as applicable.
2. Council is encouraged to send as many Councillors as possible to the Alberta Association of Municipal Districts and Counties Fall and Spring Conventions.
3. Council is encouraged to send representatives to various other conferences as appropriate.
4. Council members attending conferences outside the province will be reimbursed for expenses only in accordance with the Travel and Subsistence Policy.
5. Councillors and/or Board Members attending conferences will provide written or verbal reports at a following meeting.
6. Councillors and/or Board Members may request from time to time to attend other conferences not specifically under their mandate subject to a motion of approval from Council.
7. No Councillor or Board Member will attend any event without prior approval from their respective board. Anyone who attends any course, conference, seminar, workshop or convention without obtaining prior approval will do so at their own expense, and will not be reimbursed for costs they incurred.
8. Any Councillor or Board Member who has been approved and registered to attend a conference and fails to attend without notice and a valid excuse, will have all incurred expenses deducted from their remuneration.

\_\_\_\_\_  
(Original signed copy on file)  
REEVE

\_\_\_\_\_  
C.A.O.



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

SUBJECT:	<b>Dawson Wallace Construction Ltd-Waiver of Penalties</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO:	MANAGER: DD
DEPARTMENT:	Corporate Services/Finance	GM: RO	PRESENTER: DD
FILE NO./LEGAL:	N/A	LEGAL/ POLICY REVIEW:	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

---

RECOMMENDED ACTION:

**That Council direct Administration to reverse the penalties on Accounts Receivable Account #3124 in the amount of \$515.10.**

---

BACKGROUND / PROPOSAL:

Administration came to an agreement with Dawson Wallace Construction Ltd. regarding the outstanding deficiency list for the Administration Building. The deficiency list of December 18<sup>th</sup>, 2012 and subsequent deficiency lists, were taken into consideration and both parties agreed that the remaining holdback funds be divided as follows: Dawson Wallace Construction was paid an outstanding amount of \$77,622.16 and Greenview withheld the remaining \$20,000 to fix the remaining deficiencies.

As a part of this agreement, an outstanding invoice that had been billed to Dawson Wallace by Greenview in the amount of \$2,436.00 was to be taken off the \$20,000 that was retained. The invoice on this account originated in November 2012, because it was outstanding invoice it has generated \$515.10 in outstanding penalties.

Administration is requesting Council's approval to reverse the \$515.10 in accumulated penalties attached to the \$2436.00 invoice noted above.

---

OPTIONS - BENEFITS / DISADVANTAGES:

Options:

- Council may wish not to reverse the penalty.

Disadvantages:

- This would cause Administration to carry the \$515.10 until such time as the auditor advises Council to write it off.
- The balance will increase due to penalties being added to the outstanding penalties.

Benefits:

- Reversing the penalties on the invoice that has been absorbed by Greenview, would mean that the issue has been resolved.

---

COSTS / SOURCE OF FUNDING:

Reverse penalties of \$ 515.10 on A/R Account #3124

---

ATTACHMENT(S):

- N/A



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---

SUBJECT:	<b>Grande Cache Child Care Society – Grant Request</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO:	MANAGER:
DEPARTMENT:	Community Services	GM:	DM PRESENTER: DM
FILE NO./LEGAL:	N/A	LEGAL/ POLICY REVIEW:	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

---

RECOMMENDED ACTION:

**That Council approve a grant in the amount of \$141,000.00 to the Grande Cache Child Care Society to proceed with the purchase of a building.**

---

BACKGROUND / PROPOSAL:

The Grande Cache Child Care Society originally submitted a grant application which was refused as per motion 13.12.714 requesting \$141,000.00 in funding to purchase a building for their use in Grande Cache. The Society gave a presentation at the Committee of the Whole Meeting in Grande Cache on January 24, 2014. A permanent building is requested, as their present location will no longer be available. As a non-profit organization, they provide service to the community and surrounding area.

---

OPTIONS - BENEFITS / DISADVANTAGES:

- The request be denied, based on the fact that this could be precedent setting, as Greenview does not support day cares in other communities.

---

COSTS / SOURCE OF FUNDING:

- Grant funding would be provided from the Community Grants Budget.

---

ATTACHMENT(S):

- Email – From Amanda MacDougall, Secretary, Grande Cache Child Care Society, dated February 6, 2014
- Grant Application – Grande Cache Child Care Society

## Dennis Mueller

---

**From:** Amanda MacDougall <AmanMacD@gypsd.ca>  
**Sent:** Thursday, February 06, 2014 11:41 AM  
**To:** Dennis Mueller  
**Cc:** jaynepo  
**Subject:** Grande Cache Child Care Society  
  
**Importance:** High

Good Morning Dennis,

I wanted to touch base again about the presentation made by the delegation from the Grande Cache Child Care Society at the MD meeting on January 25th. We are eagerly awaiting any word or decision from the MD on our proposal. As I stated in our presentation, we have a location in mind that is available to purchase but due to the price, it has other interested parties and the seller cannot hold the location for long. If you could give us any indication whether our proposal is being seriously considered, we would appreciate it.

We look forward to hearing back from you on the status of our application for funding.

Thank you for your consideration in this matter. If you have any questions or require clarification on anything in our proposal, please contact me.

Amanda MacDougall  
Secretary  
Grande Cache Child Care Society  
780-827-1766

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





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Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

8

## GRANT APPLICATION

### Organization Information:

Name of Organization: Grande Cache Child Care Society  
Address of Organization: Box 1540, Grande Cache, AB T0E 0Y0  
Contact Name and Phone Number: Jayne Pollock 780-827-1606  
Position of Contact Person: Program Director

Purpose of organization: The day care is a non-profit organization that provides quality service to the community and surrounding co-ops for 28 yrs. The day has been Accredited since November 2008.

What act are you registered under? Societies Act Registration No. 50335798

### Grant Information:

Total Amount Requested 141,000.00  
Operating Capital

Proposed Project: To secure a permanent location for the day care. The amount asked for would be to purchase the building. We would continue our fundraising efforts by other grants, business and industry donation letter campaign, community donations, raffles and in kind donations of labour and supplies for renovation costs, which include plumbing for a kitchen and washer & dryer, flooring, hot water tank, furnace, windows, landscaping, fence and a playground to meet all regulations.

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.

No  
Request on  
delegation  
now meeting  
on 6.10.





Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

## APPLICATION FOR GRANT

## FORM A - OPERATING

Fiscal Year June 1<sup>st</sup> - May 31<sup>st</sup>

REVENUE	Previous Year Actual 2012	Current Year Estimates 2013	Next Year Proposal 2014
1. Fees	125,911.12	108,093.50	115,000.00
2. Memberships	622.00	930.00	470.00
3. Other income (please list) Subsidy	35,603.52	27,694.28	30,500.00
Wage Replacement	54,547.24	48,935.29	45,750.00
Capability Recognition	6,765.43	5,625.00	
Staff Development	400.00	400.00	
4. Grants (please list)			
N.A.D.C	30,000.00		
STEP	2212.00	2,040.50	
5. Donations (please list)			
Alta gas refund		101.49	
6. Interest Earned	14.89	16.97	
7. Miscellaneous Income GST Refund	298.07		200.00
Transfer from fund raising	10,000.00		
Transfer from C-3000		2,500.00	
<b>TOTAL REVENUE</b> (add up items 1-7)	266,374.27	197,063.98	191,970.00
<b>EXPENSES</b>			
8. Honourariums/Wages/Benefits	187,530.30	159,884.31	170,800.00
9. Travel Expenses	291.18	75.32	750.00
10. Professional Development	1,566.21	958.69	
11. Conferences NADC Grant		13,961.25	
12. Cleaning & Maintenance	434.74	466.38	2,600.00
13. Licensing Fees	25.00		
14. Office Supplies	1,729.39	1,563.38	2,000.00
15. Utilities (phone, power, etc.)	5,622.15	4,781.57	5,000.00
16. Rent			
17. Bank/Accounting Charges	219.99	190.00	
18. Advertising	166.94	205.38	500.00
19. Miscellaneous Groceries	8629.29	3,175.18	3,000.00
Receiver General	12,062.10	11,104.09	12,750.00
20. Capital Purchases (please list)	11,950.20	12,221.22	2,975.00
WCB			
T.O.V.S			
GST Paid, cleaning supplies			
Quality Rec. Insurance			
<b>TOTAL EXPENSES</b> (add up lines 8-20)	230,227.99	208,581.32	200,875.00
<b>NET BALANCE</b> (subtract Total Expenses from Total Revenue)	36,146.28	11,523.34	8,995.00

Cash on Hand \$ 43,935.67  
Current Account Balance \$ 9,514.46  
Savings Account Balance \$ 11,501.72  
C-3000 Account \$ 229,091.49  
Accounts Receivable \$ 93,935.67  
Inventory to Dec 31, 2013 \$ 50,000.00  
Buildings \$  
Furniture/Fixtures \$ 22,500.00  
Land \$  
Equipment \$ 27,500.00

Operating Loans \$  
Other Loans \$  
Accounts Payable \$

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



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

### APPLICATION FOR GRANT FORM B - CAPITAL

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

The funds would be used for the purchase of the building. The daycare is licensed for 32 children and service over 50 families; ages 19 months to 6yrs of age. The impact of not securing funds could result in loss of jobs for staff and parents due to lack of child care in the community. It would also affect single parents without a licensed facility they would not be able to receive subsidy. The daycare is pursuing other fundraising activities of letter campaigning to the community, raffles and grants. Without this grant the daycare may have to close their doors.

Estimated Completion Date:

Spring of 2014

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

1. Building

Amount \$ 141,000.00

2.

Amount \$

3.

Amount \$

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



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

### 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?

Northern Alberta Development Council, the grant was for developing and implementation of a business plan and proposal writing to help secure funds. The grant was for \$30,000.00. We have also used STEPower the yrs,

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

Raffles, designated driving, bottles, chocolates, donations, penny drive and community clean-up. This has raised 14,120.66. We have done 3 Casino's raising a total of 121,026.56. The Casino money has been used for staff wages and paying bills.





Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

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

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

**Applicant Information:**

Name Jayne Pollock

Signature Jayne Pollock

Address Box 1540 Grande Cache, AB T0E-0Y0

Telephone Number 780-827-1606

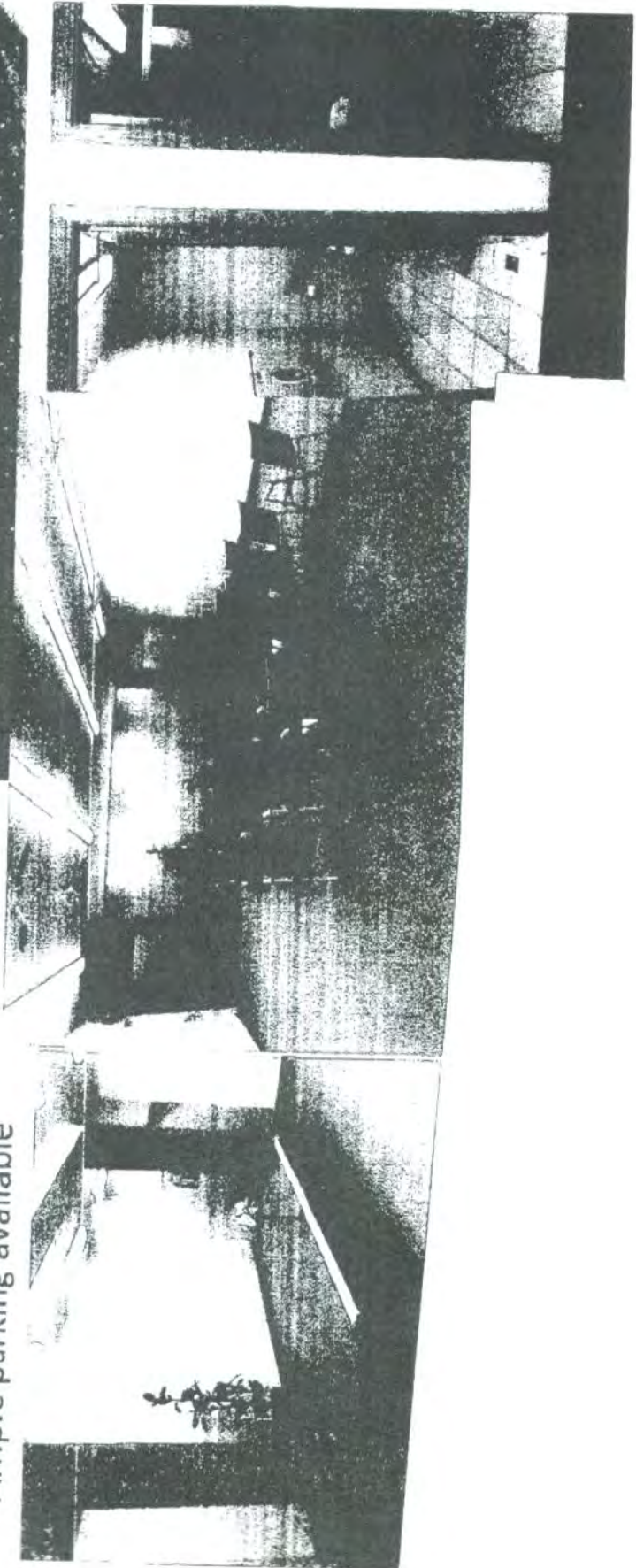
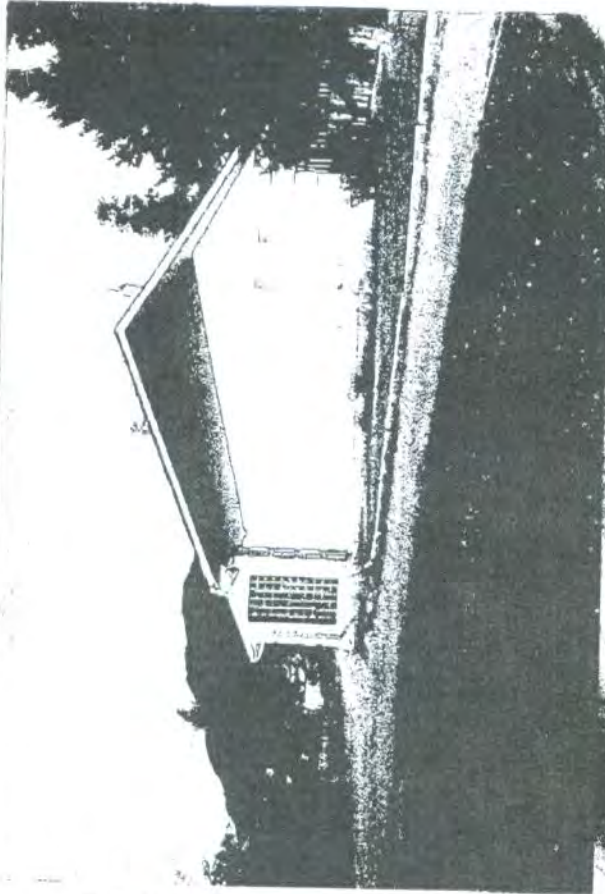
Date Oct 4, 2013

# BUILDING FOR SALE

10502 106 Street Grande Cache AB T0E 0Y0

**\$141,000.00**

Building +/- 60ft X 32ft  
Zoned for Healthcare use  
Wheelchair accessible washroom  
Ample parking available







## GRANDE CACHE CHILD CARE SOCIETY

Box 1540  
Grande cache, Alberta  
T0E 0Y0  
Phone # 780-827-1606

**This is a true copy of the approved Financial Statement presented at the last Annual General meeting held on September 19th, 2013.**

*Mark MacRae* Secretary  
Signature Position

*S. Macrae* Director  
Signature Position



### Grande Cache Child Care Society Financial Statement

<u>Receipts</u>	<u>May 2013</u>	<u>June 1/2012- May 31/2013</u>
Day Care Parent Fees	6,812.03	108,093.50
Day Care Subsidy	1,950.00	27,694.78
Reg Fees & Membership	70.00	930.00
WCB Refund		
GST Refund		
Wage Replacement	3,901.50	48,935.29
Alta. Ed And Career Dev(Step)		2040.50
Bank Interest	1.14	16.97
Quality Recognition		5,625.00
Staff Development		1,126.45
Transferred from Casino		2,500.00
Alta Gas Refund		101.49
<b>Total Income</b>	<b>12,734.67</b>	<b>197,063.98</b>
<u>Disbursements</u>		
Salaries	12,927.57	159,884.31
Receiver General	866.56	11,104.09
Receiver General late penalty	200.01	200.01
N.A.D.C Grant	1811.25	13,961.25
Utilities & Phone	610.32	4,782.57
Bank Charges	20.40	190.00
GST Paid	42.13	334.54
Groceries	197.94	3175.18
Cleaning Supplies	19.94	416.42
Office Supplies	161.58	1563.38
Advertising		205.38
Quality Recognition		8,623.94
Insurance	143.80	1,588.28
WCB Employer Cost		1,007.53
Maintenance	15.96	466.38
Travel Expenses		75.32
Alliance Fee & License		
Toys & Equipment		50.50
Staff Development		958.69
<b>Total Disbursements</b>	<b>17,017.46</b>	<b>208,587.32</b>
<b>Excess of receipts</b>	<b>-4,282.79</b>	<b>-11,523.34</b>
<b>Balance as of: May 31<sup>st</sup> /2013</b>	<b>\$29,552.88</b>	

## Grande cache child care society Financial Statement

<b>RECIEPTS</b>	<b>Aug. 2013</b>	<b>June 1/2013-Aug.31/2013</b>
Day Care Parent Fees	7,594.02	21,341.64
Day Care Subsidy	2,820.00	10,043.72
Reg. Fees & Membership		290.00
WCB Refund	71.50	71.50
G.S.T Refund		
Wage Replacement	4,312.42	11,804.17
Step Grant		
Bank Interest	.91	3.13
Staff Development		
<b>Total Income</b>	<b>14,798.85</b>	<b>43,554.16</b>
<b>DISBUREMENTS</b>		
Salaries	14,270.23	40,312.41
Receiver General	1,084.79	2,861.12
Utilities & Phone	151.36	596.85
Bank Charges	16.60	38.80
GST Paid	45.42	94.02
Groceries		205.97
Cleaning Supplies		141.20
Office Supplies		651.00
Advertising		
Insurance	143.80	431.40
WCB Employer Cost		535.80
Maintenance	589.01	986.56
Travel Expenses		
Alliance Fee & Licence		
Toys & Equipment		
Staff Development	776.20	776.20
NADC Grant		1000.00
<b>Total Disbursements</b>	<b>17,077.41</b>	<b>48,631.33</b>
Excess of receipts	-2,278.56	-5,077.17
Balance as of: August 31 <sup>st</sup> 2013	\$24,475.71	

**Grande Cache Child Care Society**  
**Budget**  
**June 1<sup>st</sup> /2013- May 31<sup>st</sup> / 2014**

RECEIPTS

Day Care Parent Fees	115,000.00
Alberta Government Parent Fees	30,500.00
Registration Fees / Membership	470.00
G.S.T Refund	200.00
Wage Replacement	45,750.00

**TOTAL**

**191,920.00**

DISBURSEMENTS

Staff Salaries	170,800.00
Receiver General	12,750.00
Phone	5,000.00
Groceries	3,000.00
Staff Travel	750.00
Insurance	1,775.00
W.B.C. Employer Cost	1,200.00
G.S.T. Payment	500.00
General/ Office	2,000.00
Advertising	500.00
Maintenance/Cleaning Supplies	2,600.00

**TOTAL**

**200,875.00**

Excess of disbursement over receipts \$ 8,955.00 Fundraising is not included in this budget.  
 We no longer receive Quality Recognition Money.



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SUBJECT: **Grande Prairie Women's Residence Association o/a Odyssey House - Grant Agreement**  
SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: February 25, 2014 CAO: MANAGER:  
DEPARTMENT: Community Services GM: DM PRESENTER: TM  
FILE NO./LEGAL: N/A LEGAL/ POLICY REVIEW:  
STRATEGIC PLAN: FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council authorize the endorsement of the prepared Grant Agreement between Greenview and the Grande Prairie Women's Residence Association o/a Odyssey House as presented.**

---

BACKGROUND / PROPOSAL:

At the February 26, 2013 Regular Council Meeting, Council made the following motion:

*GP WOMEN'S RESIDENCE  
ASSOCIATION o/a ODYSSEY  
HOUSE GRANT*

*MOTION: 13.02.142. Moved by: VANDEMARK. Seconded by: DELORME*

*That Council approve a miscellaneous grant in the amount of \$325,000 to Odyssey House for the construction of the Grande Prairie Women's Residence with funds to be drawn from the tax stabilization reserve and also that Council request the Chief Administrative Officer to prepare an agreement with Odyssey House in recognition of the grant, and assurance provided that the MD residents will be permitted use of the facilities on the same basis as all other users.*

*CARRIED*

The motion indicates the authority to prepare the agreement. A final approval is required to authorize the endorsement of the agreement as presented.

An agreement for the Odyssey House Grant was prepared and reviewed by Reynolds Mirth Richards & Farmer LLP firm. The agreement was presented to Jasmin Greavett, Executive Director; Odyssey House. Jasmin requested minor revisions. The revision request was reasonable and accepted by the Community Service Department. The revised agreement was resubmitted to the Odyssey House Director and accepted as presented. Odyssey House representatives signed the revised agreement.

---

OPTIONS - BENEFITS / DISADVANTAGES:

- Council deny the endorsement of the agreement and provide recommendations for reconsideration.

---

COSTS / SOURCE OF FUNDING:


- Tax Stabilization Reserve – Allocated to the 2014 Budget

---

ATTACHMENT(S):

- Greenview Motion – Minutes of a Regular Council Meeting, February 26, 2013
- Revised Signed Agreement.



- 
- Email – Dated January 20, 2014 – Jasmin Greavett, Executive Director, Odyssey House

GOLF TOURNAMENT DATE

MOTION: 13.02.138. Moved by: BURTON. Seconded by: TOLLEFSON  
That Council approve holding the annual Greenview Memorial Golf Tournament on Friday, July 19, 2013 at the Riverside Golf Course near Valleyview, Alberta and that further information be brought to the next Committee of the Whole Meeting regarding possible ways to enhance and deliver the golf tournament.  
CARRIED

**4.10 MEMBERS AT LARGE – CEMETERY COMMITTEES:**

MEMBERS AT LARGE –  
CEMETERY COMMITTEE –  
LITTLE SMOKY

MOTION: 13.02.139. Moved by: GERVAIS. Seconded by: BURTON  
That Council appoint Anne Nichol and Doreen Hebert to the Little Smoky Cemetery Committee.

CARRIED

MEMBERS AT LARGE –  
CEMETERY COMMITTEE –  
NEW FISH CREEK

MOTION: 13.02.140. Moved by: TOLLEFSON. Seconded by: HARDER  
That Council appoint Marjorie Chuppa and Sherry Perron to the New Fish Creek Cemetery Committee.

CARRIED

**4.11 SPONSORSHIP ANNUAL DINOSAUR BALL:**

SPONSORSHIP ANNUAL  
DINOSAUR BALL

MOTION: 13.02.141. Moved by: VANDEMARK. Seconded by: GERVAIS  
That Council approve sponsorship in the amount of \$5,000 for the Annual Dinosaur Ball being held at the Pomeroy Hotel in Grande Prairie on June 15, 2013 with funding to come from Miscellaneous Grants.

CARRIED

**4.12 GP WOMEN'S RESIDENCE ASSOCIATION o/a ODYSSEY HOUSE:**

GP WOMEN'S RESIDENCE  
ASSOCIATION o/a ODYSSEY  
HOUSE GRANT

MOTION: 13.02.142. Moved by: VANDEMARK. Seconded by: DELORME  
That Council approve a miscellaneous grant in the amount of \$325,000 to Odyssey House for the construction of the Grande Prairie Women's Residence with funds to be drawn from the tax stabilization reserve and also that Council request the Chief Administrative Officer to prepare an agreement with Odyssey House in recognition of the grant, and assurance provided that the MD residents will be permitted use of the facilities on the same basis as all other users.

CARRIED

**4.13 ART GALLERY OF GRANDE PRAIRIE:**



**MEMORANDUM OF AGREEMENT** entered into this \_\_\_\_ day of \_\_\_\_\_, 2014.

**BETWEEN:**

**Municipal District of Greenview No. 16,**  
a municipal corporation incorporated  
under the laws of the Province of Alberta  
(hereinafter referred to as "Greenview"),

**OF THE FIRST PART,**

- and -

**Grande Prairie Women's Residence Association**  
**o/a Odyssey House,**  
an organization established and organized  
under the laws of the Province of Alberta  
(hereinafter referred to as the "Recipient"),

**OF THE SECOND PART.**

**WHEREAS** the Recipient is a non-profit organization as defined in the *Municipal Government Act* (Alberta) wishing to develop a 14 apartment supportive housing shelter providing safe, long term accommodation and supports for women and children fleeing abuse from the City of Grande Prairie and surrounding areas, including the Municipal District of Greenview No. 16;

**WHEREAS** the Recipient has requested that Greenview provide financial assistance to the Recipient in the form of a grant, contribution, subsidy or similar payment to assist the Recipient in carrying out the Recipient's mandate, goals and objects; and

**WHEREAS** Greenview is prepared to provide financial assistance to the Recipient in the form of a grant, contribution, subsidy or other form of payment on the terms and subject to the conditions hereinafter set forth;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that the Parties hereto, in consideration of the mutual covenants and agreements hereinafter set forth, covenant and agree with each other as follows:

1. **Payment of Grant, Contribution, Subsidy or Similar Payment**
  - 1.1 Greenview, subject to the performance by the Recipient of the obligations and undertakings of the Recipient set out in this Agreement to be met or performed by the Recipient, undertakes and agrees to provide financial assistance to the Recipient in the form of a grant, contribution, subsidy or similar payment (the "Assistance") in the amount of \$325,000.00.
  - 1.2 The Recipient acknowledges and agrees that the Recipient, in accepting the Assistance, must at all times comply with all of the terms and conditions set out in this Agreement and in Schedule "A" attached hereto.

- 1.3 In the event that the Recipient shall at any time fail to comply with the terms and conditions set out in this Agreement, Greenview shall be at liberty in the sole discretion of Greenview, to withhold further Assistance to the Recipient and may seek to recover from the Recipient any Assistance already paid to the Recipient by Greenview.

**2. Use of Assistance by the Recipient**

- 2.1 The Recipient shall use the Assistance only for the purpose or purposes set out in Schedule "A" hereto and for no other purpose with the prior consent of Greenview in writing.
- 2.2 In the event that the Assistance exceeds the amount required to achieve or carry out the purposes or projects set out in Schedule "A" or in the event that the Recipient shall elect not to proceed with all or any of the purposes or projects set out in Schedule "A" hereto the Recipient shall, if requested by Greenview, promptly return to Greenview any excess or unspent amount or amounts.
- 2.3 The Recipient shall if requested by Greenview and at such regular intervals as may be determined by Greenview or as set out in Schedule "A" attached hereto, provide a report to Greenview regarding the Recipient's progress in completing or carrying out the purposes or projects described on Schedule "A" hereto.

**3. Reporting by Recipient to Greenview**

- 3.1 The Recipient acknowledges and agrees that it is a condition of the Assistance that the Recipient shall provide Greenview with such reports and information as may be required from time to time by Greenview or as set out on Schedule "A" attached hereto.
- 3.2 Without restricting the generality of the foregoing, the Recipient, in addition to the reports and information set out on Schedule "A" hereto, shall, if requested by Greenview, provide Greenview with all or any of the following information concerning the Recipient prior to March 31 in each calendar year:
- a. Audited, unaudited and interim financial statements for the Recipient;
  - b. List of the Directors and Officers of the Recipient from time to time and any change in the Directors and Officers of the Recipient;
  - c. Location of financial and other records of the Recipient and the contact information for the person or persons in possession of such information;
  - d. Copies of the Minutes of all meetings of the Board of Directors and Members of the Recipient;
  - e. Any change or changes in the objects or goals of the Recipient or the constitution of the Recipient including the by-laws and articles of association;

- f. Particulars regarding any action, claim or legal proceeding with involves the Recipient or in which the Recipient is a party;
  - g. Particulars including a copy of all insurance carried by the Recipient;
  - h. Such other information, reports, studies and tests as may be requested by Greenview; and
  - i. A Budget or Budgets for the Recipient in a form acceptable to Greenview.
- 3.3 All financial information shall be prepared in accordance with generally accepted accounting principles, applicable legislation and standards established by Greenview Policy.
- 3.4 The Recipient shall provide Greenview with the name and contact particulars of the individual or individuals that Greenview can contact to obtain any information regarding the Recipient which the Recipient is required to supply to Greenview under the terms of this Agreement, including Schedule "A" hereto.
- 3.5 Greenview and its representatives shall be at liberty at any time to inspect the books, records and accounts of the Recipient.
- 3.6 A representative of Greenview shall be entitled to attend any Board of Directors or Members meeting or meetings of the Recipient.
- 3.7 The Recipient shall at all times comply with all relevant legislation including all Greenview Bylaws and Resolutions.
- 3.8 The Recipient, if requested by Greenview, shall comply with all relevant standards for procurement, including the purchase, rental, lease or conditional sale of goods, services or construction as established by Greenview policies and procedures. The standards for procurement shall comply with the rules of the Trade, Investment and Labour Mobility Agreement.
- 3.9 The Recipient, if requested by Greenview, shall provide Greenview with proof of third party liability insurance coverage in an amount of \$2,000,000.00 per occurrence or such other amount as may be requested by Greenview along with any other insurance which may be required by Greenview pursuant to Schedule "A" hereto.
- 3.10 The term of this Agreement shall continue from the date first mentioned above until December 31, 2015, unless otherwise cancelled or extended or reduced by Agreement in writing signed by Greenview or the Recipient.
- 3.11 If legally required to do so, the Recipient shall at all times comply with the requirements of the *Freedom of Information and Protection of Privacy Act* (Alberta).

4. **Default or Windup of the Recipient**

4.1 In the event that the Recipient shall be in default of any of its obligations and undertakings to Greenview as set out in this Agreement including Schedule "A" hereto, Greenview shall be at liberty, on 20 days' notice in writing to the Recipient (the "Notice") to:

- a. Cancel or withhold the payment of further Assistance to the Recipient either permanently or until such time as the default described in the Notice has been rectified or remedied by the Recipient;
- b. Require the Recipient to return to Greenview any Assistance provided by Greenview which has not been used by the Recipient; or
- c. Request the transfer to Greenview by the Recipient of any assets purchased or acquired by the Recipient with the Assistance.

4.2 In the event that the Recipient shall fail to comply with the terms of the Notice within the time limits set out in the Notice, Greenview shall be entitled to take any action or proceeding which Greenview shall deem necessary or advisable to protect Greenview's interests under this Agreement and Schedule "A" hereto.

5. **Notices**

5.1 Any notice required or permitted to be given to any party hereunder shall be validly given if delivered to the address provided below.

**To Greenview:**

Attention: General Manager, Community Services  
Box 1079  
Valleyview, AB T0H 3N0

**To the Recipient:**

Attention: Josmin Greavett  
Box 1395  
Grande Prairie, AB T8V 4Z2

or to such other address as the party may from time to time direct in writing.

6. **Further Assurances**

6.1 Each of the Parties shall, upon the reasonable request of the other Parties, make, do, execute or cause to be made, done, or executed all such further and other lawful acts, deeds, things, documents and assurances of whatsoever nature and kind for the better or more perfect or absolute performance of the terms and conditions of this Agreement.

6.2 The Recipient shall indemnify and hold harmless Greenview, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Recipient is legally responsible arising out of the use of the Grant or the performance or non-performance of this Agreement, including those arising out of negligence or willful acts by the Recipient, or the Recipient's employees or agents. This clause shall survive conclusion of termination of this Agreement.

7. **Enurement**

7.1 This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective heirs, executors, successors and permitted, as the case may be, assigns.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement on the day and year first above written.

**Municipal District of Greenview  
No. 16**

Per: 

Per: \_\_\_\_\_

**Grande Prairie Women's  
Residence Association  
o/a Odyssey House**

Per: 

Per: 

**SCHEDULE "A"**  
**ASSISTANCE TO RECIPIENT**

1. **Assistance to be provided by Greenview to the Recipient:** Greenview shall pay the Recipient a one-time grant of \$325,000.00, which shall be paid in a lump sum payment upon execution of this Agreement. The Recipient shall use the entire Assistance for the project described herein. The Recipient shall use the Assistance to complete the project on or before December 31, 2015.
2. **Use of the Assistance by Recipient:** The Recipient shall use the Assistance to develop a 14 apartment supportive housing shelter providing safe, long term accommodation and supports for women and children fleeing abuse from the City of Grande Prairie and surrounding areas, including the Municipal District of Greenview No. 16, as more particularly described in the documents attached hereto, as excerpted from the Grant Application received by Greenview from the Recipient.
3. **Goals and Objects of Recipient:** See documents attached hereto, as excerpted from the Grant Application received by Greenview from the Recipient.
4. **Conditions of Assistance:** The Recipient shall not use any part of the Assistance, including any income earned thereon, to pay for work done or materials obtained before the Agreement came into effect, unless preauthorized by Greenview in writing. The Recipient shall be responsible for any cost over-runs incurred in carrying out the project. The Recipient shall notify and seek approval from Greenview, in writing, of any significant changes in circumstances that may affect the project timelines specified herein or the implementation of the project as described herein.
5. **Other Terms Attached to the Assistance:** The Recipient shall ensure that residents of Greenview shall be permitted use of the women's emergency shelter to be developed by the Recipient with the use of the Assistance on the same basis as all other users. The Recipient shall provide public recognition of Greenview and the Assistance and shall consult with Greenview as to establish a suitable form of recognition.
6. **Representations and Warranties:** The Recipient represents and warrants to Greenview that:
  - a. the implementation of this Agreement and the carrying out of this Agreement has been duly and validly authorized by the Recipient and this Agreement will constitute a binding legal obligation of the Recipient;
  - b. the Recipient has the power and authority and all required licenses and permits to own and operate its properties and carry on its operations, to enter into this Agreement, and to perform its obligations under this Agreement;
  - c. there is presently no action, suit, or proceeding being brought or pending or threatened against or affecting the Recipient which could result in the expropriation of any property of the Recipient or which could affect its operations, properties, or financial condition or its ability to fulfill its obligations under this Agreement or complete the project;



- d. the Recipient is in compliance with all laws, orders, and authorization which relate to or affect it and is not subject to any order of any court or other tribunal affecting its operations;
- e. the execution of this Agreement has been duly and validly authorized by the Recipient in accordance with all applicable laws.

7. **Special Insurance Requirements:** None

SCHEDULE "A"



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

## GRANT APPLICATION

### Organization Information:

Name of Organization: Grande Prairie Women's Residence Association, o/a Odyssey House

Address of Organization: Box 1395 Grande Prairie, AB. T8V 4Z2

Contact Name and Phone Number: Jasmin Greavett 780-539-1353

Position of Contact Person: Executive Director

### Purpose of organization:

It is a 40-bed women's emergency shelter providing safe, short-term (21 days max) accommodation and supports for women and children fleeing abuse. The organization was incorporated in 1979. In addition to the emergency shelter program we operate a 24/7 crisis line, offer 1:1 counselling and deliver respite and after school care programs, outreach services, a public education program and a volunteer program. The shelter, child care and outreach programs are funded by the Ministry of Human Services, while the Public Education, Volunteer Programs, and Support Groups are funded in part by the City and County of Grande Prairie FCSS, the United Way and fundraising/donations.

What act are you registered under?

Societies Act of AB → 50220615 (and)  
Charitable Fundraising Act Registration No. 629126462RR0001

### Grant Information:

Total Amount Requested

Operating

\$ 325,000

Capital

Note: \$325,000 payable over 3 years

### Proposed Project:

The Grande Prairie Supportive Housing Program will offer safe, longer term (6 months to 2 years), apartment style residences that will enable the Grande Prairie Women's Residence Association to provide a continuum of domestic violence services to victims of violence in our region. The Program is designed with 14 apartments varying in size from one-bedroom to three-bedrooms in a security enhanced apartment building. It will offer a range of intensive interventions and supports over an extended period of time, which are critical aspects of recovery from domestic violence. These supports help mitigate the impact of domestic violence on children and build the capacity of women to overcome the many barriers faced when transitioning to an independent and violence-free life.

*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.*

SCHEDULE "A"



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

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

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

**Applicant Information:**

Name Jasmin Greavett

Signature J Greavett

Address Box 1395 Grande Prairie, AB T8V 4Z2

Telephone Number (w) 780-539-1353 (c) 780-402-0789

Date January 15, 2013

SCHEDULE "A"



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

**Additional Information:**

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

Yes \_\_\_\_\_ No X

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 X No \_\_\_\_\_

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

If yes; who, purpose and amount?

City of Grande Prairie Affordable Housing - \$2, 234,583 for capital costs of this project

Request for \$600,000 from County of Grande Prairie No. 1 was denied. Organization will reapply.

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

A number of fundraising initiatives have occurred since 2007 including a Brent Butt comedy night and 2 golf tournaments. To date, the organization has raised \$624, 321.40 to sustain operations of the Supportive Housing Facility for 3 years; however significant fundraising efforts (grant writing/corporate sponsorships) will be made to offset this pressure on the organization.

SCHEDULE "A"

- 11 -



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

APPLICATION FOR GRANT  
FORM A - OPERATING

REVENUE		Previous Year Actual 2011/2012	Current Year Estimates 2012/2013	Next Year Proposal 2013/2014
1.	Fees			
2.	Memberships	50	50	50
3.	Other income (please list)			
	Fundraising	35869	45352	46032
	Provincial	1348328	1398386	1398386
	Federal	49000		
4.	Grants (please list)			
	Municipal	65270	64525	63557
	Provincial	43505		
	Other	11800	16250	16250
5.	Donations (please list)	75255	22736	55122
6.	Interest Earned	22088		
7.	Miscellaneous Income	7077		
	<b>TOTAL REVENUE</b>	<b>1658242</b>	<b>1547299</b>	<b>1579397</b>
	(add up items 1-7)			
<b>EXPENSES</b>				
8.	Honourariums/Wages/Benefits	1208703	1285287	1317420
9.	Travel Expenses	20694	22300	22635
10.	Professional Development	18278	14285	14285
11.	Conferences			
12.	Cleaning&Maintenance/ClientSupply	63320	59250	60139
13.	Licensing Fees	1259	1000	1000
14.	Office Supplies	30796	29725	30171
15.	Utilities(phone, power), Facility Exp.	98458	97752	99218
16.	Rent			
17.	Bank/Accounting Charges	338		338
18.	Advertising	8820	2100	2132
19.	Miscellaneous	4898	1600	1624
	<b>Amortization Capital Assets</b>	<b>38452</b>		
20.	Capital Purchases (please list)		1000	1000
	Professional&Consulting Fees	39158	29000	29435
	<b>TOTAL EXPENSES</b>	<b>1533174</b>	<b>1543299</b>	<b>1579397</b>
	(add up lines 8-20)			
	<b>NET BALANCE</b>	<b>125068</b>	<b>4000</b>	<b>0</b>
	(subtract Total Expenses from Total Revenue)			

Cash on Hand/Short Term Inv. \$ 1972259  
Current Account Balance \$  
Savings Account Balance \$

Operating Loans \$  
Other Loans \$  
Accounts Payable \$105608  
Deferred Revenue \$12225  
Other Liabilities \$ 490000

Accounts Receivable \$11133  
Inventory to Dec 31, 20 \$  
Buildings/Land \$1909666  
Furniture/Fixtures \$124636  
Land \$  
Equipment \$7420  
Accumulated amortization  
Capital Assets \$-364376

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



SCHEDULE "A"



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

APPLICATION FOR GRANT  
FORM B - CAPITAL

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

We know through over 30 years of service and research the barriers for abused women seeking healthy futures are numerous. A critical time for women is when they have completed their stay at the emergency shelter and have decided not to return to their abusive relationship, as their safety is often at increased risk. In addition, they often have no money, no job or training, have many legal and bureaucratic hoops to jump through, and are still healing from the abuse. Without a Supportive Housing Facility in the Grande Prairie region, many victims of violence are falling through the cracks. Simply focusing on re-housing victims of abuse does not provide the safety and intensive supports most women and children require to establish an independent violence-free life. Last year, over 20% of the women admitted to Odyssey House returned to the shelter that same year – some more than five times.

In 2009, the Alberta Council of Women's Shelter's statistics showed that in the Grande Prairie area, approximately 80 -120 Supportive Housing beds are needed, or 27-40 Supportive Housing apartments (numbers are determined based upon the 40-bed Odyssey House emergencyshelter). Currently, women living in the Greater Grande Prairie Region must travel over 200 kms to the nearest Supportive Housing Facility. North of Edmonton, there are three Supportive Housing Facilities totalling only 10 apartments (see appendix IV).

**Construction of a Supportive Housing Facility**

The Grande Prairie Women's Residence Association (GPWRA) is seeking capital funding to help construct a Supportive Housing Facility, which is the next step in supporting women and their children leaving a life of violence. The Facility will offer safe, longer term (6 months to 2 years), apartment-style residences that will enable the GPWRA to provide a continuum of domestic violence services to victims of violence in our region.

The approximately 18,000 sq. ft. three-floor building will be constructed on the site adjacent to Odyssey House, for which the organization has an existing lease with the City of Grande Prairie (see appendix VI). Rent will reflect AB Works Core Shelter Income rates to ensure the apartments are affordable for the women who will call it home. The security enhanced facility will have 14 apartments varying in size from one-bedroom to three-bedrooms, all located on the second and third floors. The main floor accommodates both programming and office space, and also allows for future development to meet the organization's growing needs (see appendix II).

In addition to safe and affordable housing, mandatory supportive programs are the key to the facility's success (see appendix III). To date, the Grande Prairie Women's Residence Association has fundraised over \$600,000 to support 3-years of programming and operation costs (see appendix V). Programs will range from specialized domestic violence interventions to ensure women and children's safety; specific programs to support women and children to heal from trauma; life skills and educational programming to assist women in becoming economically self-sufficient (job skills, cooking, budgeting, parenting); and specialized addiction and mental health programming. Programs will be facilitated by both staff members and also through partnerships with other agencies. Staffing will include 2 full-time Family Support Workers, 1 full-time Outreach Worker, 2 full-time Child Support Workers, a part-time Out-Of-School Care Worker and a full-time Program Manager.

**Investment in Community**

An investment in the GPWRA Supportive Housing Facility is an investment in community. 90% of the women and children admitted to Odyssey House last year were from the Northwestern Region of Alberta. According to a recent Social Return on Investment Analysis on the YWCA of Calgary's Mary Dover House, for every \$1 invested in the Supportive Housing Facility, \$2.70 is created in social value for the City of Calgary. The success of residents of Mary Dover House diverts pressure on overburdened essential services such as hospitals, social assistance, police, etc.

Receiving less or none of the funding requested may postpone the start date of the project, which ultimately increases the cost of the project for the Organization, or jeopardize the sustainability of the Program if the Organization is required to apply funds raised toward capital.

Estimated Completion Date;  
May, 2014.

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

1. Zinterer Construction Ltd.  
Amount \$3,165,000
2. Developer #2 (Confidential Quote)  
Amount \$3,151,752
3. Developer #3 (Confidential Quote)  
Amount \$3,805,989.79

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

SCHEDULE "A"

Appendix I: Supportive Housing Facility Construction Budget

GPWRA Supportive Housing Facility	
Capital Budget	
<b>EXPENDITURES</b>	
Planning	
Design	\$25,000.00
Property *	\$225,000.00
Curbs, gutters, sidewalks *	\$20,000.00
Permits, fees and levies (amount TBA) *	
<b>Construction</b>	
Engineering & inspection *	\$136,324.00
Building construction	\$3,165,000.00
Project Liaison	\$53,900.00
Appliances	\$31,000.00
Window coverings	\$21,000.00
Security & phones	\$55,000.00
Fencing	\$4,700.00
Relocation of service posts	\$8,735.00
Total expenditures	\$3,745,659.00
10% contingency	\$374,565.90
TOTAL including contingency	\$4,120,224.90
2.5% GST (of total including contingency)	\$103,005.62
<b>TOTAL EXPENSES</b>	<b>\$4,223,230.52</b>
<b>REVENUE</b>	
Grants	
Received	
City of G.P - Affordable Housing	\$2,234,583.00
Proposed	
County of G.P	\$325,000.00
M.D. of Greenvew	\$325,000.00
City of G.P - CSD	\$459,147.52
Fundraising	
Received	
GPWRA	\$89,500.00
Proposed	
GPWRA	\$150,000
Corporate Donors/Sponsors	\$375,000
Gifts in Kind	
Received	
Property	\$225,000.00
Engineering & inspection	\$20,000.00
Curb, gutters, sidewalk	\$20,000.00
Proposed	
Permits, fees, levies (amount TBA)	
<b>TOTAL REVENUE</b>	<b>\$4,223,230.52</b>
<b>Net Income</b>	<b>\$0.00</b>

Note

\*Building construction includes all construction items including supervision, elevator, landscaping, lot paving, etc. Items not included in this figure are noted separately (e.g. security).

**SCHEDULE "A"**

**Appendix II: Details of Grande Prairie Women's Residence Association Future Supportive Housing Facility**

The proposed facility is approximately 18,000 sq. ft.

**Main Floor**

- Offices
- Training / Computer Room
- Community Room with Life Skills Training Kitchen
- Gathering area
- Playroom
- Future Development

**Second and Third Floors**

14 suites (7 per floor)

- Two - One-Bedroom Suites
- Eight - Two Bedroom Suites
- Four - Three Bedroom Suites

Includes handicap accessible suites and flex suites (convert from 1 two-bedroom suite to 1 one-bedroom and 1 three-bedroom suite).

**Suites**

All suites follow modesty guidelines as established by the Government of Alberta.

**Safety**

The site has a secured fenced play yard, a comprehensive security system, and riot glass on main floor windows and doors.

**Counselling, education and support**

Rooms will be available for counselling and for residents to meet with support services in privacy. The proposed main floor also has a Community Kitchen and a Training Room where women can learn a variety of skills such as budgeting, etc. Play area space is also available.

**Proximity to Odyssey House**

The new Supportive Housing facility will be located next to the Emergency Shelter, providing greater efficiencies for staffing and programming.

SCHEDULE "A"

**Appendix III: Program Goals**

<b>Program Goals</b>	<b>Outcomes</b>	<b>Performance Measures</b>
To provide safe and affordable accommodation for women and their children leaving abusive relationships	A security enhanced apartment building  Affordable rent	Number of women and children who live in the Supportive Housing Program
To build capacity for women and children to live safe and thriving lives	Danger Assessments  Safety Planning  Educational and supportive programs to increase awareness of healthy relationships, build self-esteem, and develop parenting, employability and life skills  Children programming to enhance social/emotional development and well-being for children exposed to family violence  Referrals to agencies and resources for legal matters, financial support, medical issues, etc  Support and counselling	80% of participants report on program evaluations that they are better able to keep themselves and their children safe  90% of participants report on program evaluations that they have increased their self-esteem, ability to recognize abuse, and have increased their life skills  Written observations by child care staff and reports from moms indicate that children are showing an increased ability to express emotions appropriately and to resolve conflicts non-violently with siblings and peers  By 6 months, participants in the program are involved in the work force or are involved in further schooling or job training
Increased awareness and ability to access resources	Women are accessing community resources	Self-assessment survey

## Teresa Marin

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**From:** Director <Director@odysseyhouse.ca>  
**Sent:** Monday, January 20, 2014 1:13 PM  
**To:** Teresa Marin  
**Subject:** RE: Revised Agreement

This looks good Teresa. I will have it signed by a director tomorrow night and mail you the original.

*Jasmin Greavett*

Executive Director  
Odyssey House  
Grande Prairie, AB.  
Phone: 780.539.1353  
Fax: 780.532.1389  
[www.odysseyhouse.ca](http://www.odysseyhouse.ca) -Check us out online!



"Be the change that you want to see in the world" - Mohandas Gandhi

---

**From:** Teresa Marin [mailto:Teresa.Marin@MDGreenview.ab.ca]  
**Sent:** Thursday, January 16, 2014 2:24 PM  
**To:** Director  
**Subject:** Revised Agreement

Good Afternoon Jasmin,

Please view the revised agreement. Please let me know if you have any questions or concerns.

Kind regards,

*Teresa Marin*

**Executive Assistant, Community Services**



Municipal District of Greenview No.16  
Box 1079, 4806-36 Avenue  
Valleyview, Alberta T0H 3N0  
**Tel:** 780.524.7600 or 1.888.524.7601 | **Fax:** 780.524.4307  
**Direct:** 780.524.7347





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

SUBJECT: **Fox Creek Nordic and Trail Club**  
SUBMISSION TO: Regular Council Meeting  
MEETING DATE: February 25, 2014  
DEPARTMENT: Community Services  
FILE NO./LEGAL: N/A  
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH MANAGER:  
GM: DM PRESENTER: DM  
LEGAL/ POLICY REVIEW: LC  
FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council authorize the Fox Creek Nordic and Trail Club to use the 2014 grant funds from the Municipal District of Greenview totaling \$36,500 to purchase a Tracked Side-by-Side UTV and a new groomer/tracksetter.**

---

BACKGROUND / PROPOSAL:

As part of the 2014 annual grant request, the Fox Creek Nordic and Trail Club were approved a Capital Grant in the amount of \$36,500 to assist with the purchase of a used Snow Cat. The used units the club had looked at purchasing have been sold. A local company has loaned them a tracked side-by-side to groom trails this season and have found it is working very well. The Club is requesting Council's approval to change the use of the grant funds to purchase a used Snow Cat to a new tracked side-by-side and to upgrade their current groomer.

---

OPTIONS - BENEFITS / DISADVANTAGES:

- Council may deny approval of the request to repurpose the 2014 grant funds to purchase a Tracked Side by Side UTV and a new groomer/tracksetter.
- Fox Creek Nordic and Trail Club would benefit from the purchase of the identified equipment.

---

COSTS / SOURCE OF FUNDING:

- No additional funding is required.

---

ATTACHMENT(S):

- Correspondence from Fox Creek Nordic and Trail Club

Fox Creek Nordic and Trail Club  
Box 304  
Fox Creek, Alberta  
T0H 1P0

February 13, 2014

MD of Greenview Council

Re: Request to Amend proceeds

Dear Council Members, we are requesting to have the proceeds from our Capital grant amended to the purchase of Tracked side by side UTV and a new groomer/tracksetter.

The used units that we were originally looking at purchasing have been sold, and there is a small number of these machines available.

We have been fortunate that a local company has loaned us a tracked Polaris side by side to groom trails thus far this season. We have found that it works very well and feel that this would be a great alternative to a snow-cat as it would be a new machine. As such it would have a warranty and be much more serviceable. We would also be able to use this unit for year round trail work.

We are also looking to upgrade our old groomer with an 84" Ginzugroomer with an air actuated track setter. This unit would allow us to renovate, pack and set tracks in a single pass, which would enable us to set quality tracks much more efficiently.

The cost breakdown would be as follows:

Tracked side by side w/full heated cab, blade, winch, wiper, Insurance, registration, GST incl	\$30,000*
84" Ginzugroomer w/elec Tracksetter incl.GST, freight and brokerage	\$6690
	<hr/>
	\$36,690

*\*approximate, as we have several quotes*

Thank you in advance for your consideration in this matter.

Brad Peavoy, President  
Fox Creek Nordic and Trail Club



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

---

SUBJECT:	<b>Grovedale Firehall - Bay Door Expansion Adjustment</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO: MH	MANAGER: JF
DEPARTMENT:	Community Services/Protective Services	GM: DM	PRESENTER: JF
FILE NO./LEGAL:	N/A		LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council approves the expansion adjustment of the bay door at the Grovedale Firehall to accommodate the new 2013 Command / UTV Hauler.**

---

BACKGROUND / PROPOSAL:

It was determined that all of the bay doors at the Grovedale Firehall are 12' high. The new 2013 Command / UTV Hauler requires a 14' span to accommodate the access and egress of the new apparatus. The choice of the bay door opening to expand was determined by the Fire Chief, Protective Service Manager and Facilities Maintenance Supervisor to be one requiring the least amount of technical adjustment requirements.

---

OPTIONS - BENEFITS / DISADVANTAGES:

- The benefit of expanding the bay door will ensure that the 2013 Command / UTV Hauler is stored indoors and out of the elements where it may be susceptible to weather and vandalism/theft.

---

COSTS / SOURCE OF FUNDING:

- \$15,000 funding to come from within the Protective Services Budget.

---

ATTACHMENT(S):

- Overhead Door Quote
- HWD Quote





**OVERHEAD DOOR CO. OF GRANDE PRAIRIE, (1979) LTD.**  
8702 - 111A STREET GRANDE PRAIRIE, ALBERTA T8V 5L3  
PHONE: 532-9350 AB TOLL FREE NO: 1-800-422-6872 FAX: 532-8150  
WEBSITE: WWW.OVERHEADDOORGP.COM

# QUOTATION

TO: MD of Greenview #16  
Box 1079  
Valleyview, Alberta  
T0H 3N0

DATE: Feb 18<sup>th</sup>, 2014

QUOTE NO: 1402-0199R1

PHONE NO: (780) 524-8340  
Albert.lindl@mdgreenview.ab.ca

FAX NO: (780) 524-4432

ATT: Alfred Lindl

RE: Grovedale Fire Hall

DESCRIPTION	ITEM 1	ITEM 2	ITEM 3	ITEM 4
DOOR SIZE	14'x 14'			
NUMBER OF DOORS	1			
TYPE	TD134			
PANELS WIDE	4			
SECTIONS HIGH	8			
SECTIONS FOR GLASS	One Row			
GLASS TYPE	4-24" x12" sealed unit			
TRACK SIZE	3"			
LOCK	-----			
COUNTER BALANCE	Torsion			
OPERATION	Electric			
ELECTRIC OPERATOR	Reuse existing			
WEATHERSTRIP	Full Perimeter			
ADDITIONAL DETAIL				
1. Pusher Springs	Included			
2. Top Weatherstripping	Included			
3. Manlift	Included			
4. Remove Old Door	Included			
HEADROOM	18"			
JAMBS AND EXTENSIONS	By Others			
PRICE EACH	\$ 4,195.00			
TOTAL PRICE	\$ 4,195.00			

TERMS: Net 30 F.O.B.: Jobsite INSTALLATION: Included

SALES TAX - GST: Extra HST: N/A DELIVERY: Stock, 1 to 2 weeks

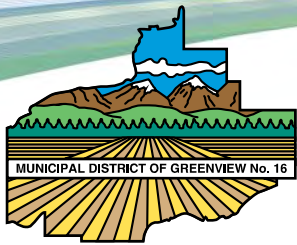
- 1) THIS QUOTATION IS FIRM FOR 30 DAYS AFTER ABOVE DATE.
- 2) PRICES BASED ON INSTALLATION OF DOORS AFTER CONCRETE FLOOR SLAB IS IN PLACE. INSTALLATION PRIOR TO FLOOR BEING PLACED WILL BE SUBJECT TO PRICE ADJUSTMENT.
- 3) THE ABOVE PRICE DOES NOT INCLUDE GLAZING, PAINTING, OR ANY ELECTRIC WIRING UNLESS SPECIFICALLY INCLUDED.
- 4) WASHBAYS REQUIRE SPECIAL MODIFICATIONS NOT INCLUDED IN THESE PRICES UNLESS SPECIFICALLY NOTED.
- 5) CUSTOM MODIFICATIONS FOR PORTAL FRAMES ARE EXTRA TO THESE PRICES, UNLESS SPECIFICALLY NOTED.
- 6) PUSHER SPRINGS ARE STRONGLY RECOMMENDED ON STANDARD LIFT DOORS WITH ELECTRIC OPERATION
- 7) HOARDING AND HEAT MUST BE PROVIDED WHEN OUTSIDE TEMPERATURE IS BELOW -20° CELSIUS.
- 8) SPECIFICATION OR OPERATING CHANGES OF ANY KIND MAY RESULT IN PRICE REVISION.
- 9) OPENINGS ARE TO BE PREPARED BY OTHERS IN ACCORDANCE WITH OUR SPECIFICATIONS.
- 10) ALL CONTRACTS ARE CONTINGENT UPON STRIKES, ACCIDENTS, OR OTHER CONDITIONS BEYOND OUR CONTROL.
- 11) ONE YEAR WARRANTY, FROM DATE OF INSTALLATION, UNDER NORMAL USE, ON MATERIALS AND WORKMANSHIP.

OVERHEAD DOOR CO. OF GRANDE PRAIRIE, (1979) LTD.

ACCEPTED BY \_\_\_\_\_

BY \_\_\_\_\_

Richard Querin



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---

SUBJECT:	<b>Grovedale Community and Agricultural Society – Grovedale Arena</b>		
SUBMISSION TO:	Regular Council Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 25, 2014	CAO: MH	MANAGER:
DEPARTMENT:	Community Services	GM: DM	PRESENTER: DM
FILE NO./LEGAL:	N/A		LEGAL/ POLICY REVIEW:
STRATEGIC PLAN:			FINANCIAL REVIEW:

---

RECOMMENDED ACTION:

**That Council approve a grant in the amount of \$1,556,372.00 to the Grovedale Community and Agricultural Society for the construction of an arena.**

---

BACKGROUND / PROPOSAL:

The Grovedale Arena is utilized by many community groups and is a focal point of the community. Numerous structural issues are present making safety an area of concern. The existing facility would be demolished with a new structure erected on the same foundation. Engineers have determined that the existing foundation would accommodate the proposed building design.

Funding for this project has been included in the 2014 proposed Capital Budget at this time.

---

OPTIONS - BENEFITS / DISADVANTAGES:

Available Options:

- That Council deny the request to construct a new arena. This would leave the local community responsible for raising the necessary funding which would greatly delay or terminate the project. Staff are not recommending this option given the safety issues present as well as the desire to conduct much of the work in the “off-season”.
- That Council award a portion of the grant amount requested. Awarding only a partial amount of the grant would leave the community unable to conduct the project as proposed and may result in a cancellation or delay to the project. Staff are not recommending this option given the safety issues present as well as the desire to conduct much of the work in the “off-season”.

---

COSTS / SOURCE OF FUNDING:

- The funding has been included in the proposed 2014 Capital Budget.

---

ATTACHMENT(S):

- Letter – From Southwest Design & Construction – Grande Prairie Division, RE: Grovedale Arena Upgrade Breakout Pricing.
- Engineered Drawings





11215 – 91<sup>st</sup> Avenue  
Grande Prairie, AB. T8V 5Z3  
Telephone: 780-830-2400 Fax: 780-830-2411

January 21<sup>st</sup>, 2014

Attention: Danny Williams

Re: Grovedale Arena Upgrade Breakout Pricing

Hello Danny:

Thank you ever so much again for the opportunity to provide breakout pricing for upgrading the Grovedale arena.

We have separated the pricing into nine (9) separate sections:

1. Demolition of Old Building & Ice Annex:	\$ 98,400.00
2. Demolition & Rebuild of Upper Mezzanine:	\$ 76,800.00
3. Disposal of Roof System, Trucking, Labor, etc.	\$ 21,600.00
4. Refurbish Annex, Grade Beam/Piles, etc.	\$ 67,104.00
5. Extension for Grade Beam (10" x 1')	\$ 67,518.00
6. Aprons & Bollards	\$ 2,880.00
7. Supply & Erect of New Building/Annex	\$ 863,390.00
8. Mechanical & Electrical	\$ 151,080.00
9. Engineering/Supervision/Equipment/Labor/Garbage, etc.	\$ 207,600.00
<b>TOTAL</b>	<b>\$1,556,372.00</b>

Danny – we would kindly ask you to keep this information confidential as it is not normal practice for our organization to provide this much detail in our breakout pricing.

Please also note that the original contract price which we had quoted is \$1,488,792.00 plus the additional \$67,580.00 for the Foundation Refurbishing as per our earlier discussions.

Thank you again – we sincerely look forward to working together with your group on the exciting new building project.

Regards,

A handwritten signature in blue ink, appearing to read "Leon Gullickson".

Leon Gullickson  
Operations Manager  
Southwest Design & Construction - Grande Prairie Division  
11215 - 91 Avenue  
Grande Prairie, Alberta T8V 5Z3  
Email: [leong@swmw.net](mailto:leong@swmw.net)  
Office: 780-830-2400  
Fax: 780-830-2411  
Cell: 780-933-6580

2 BACK VIEW  
A2  
SCALE: NOT TO SCALE



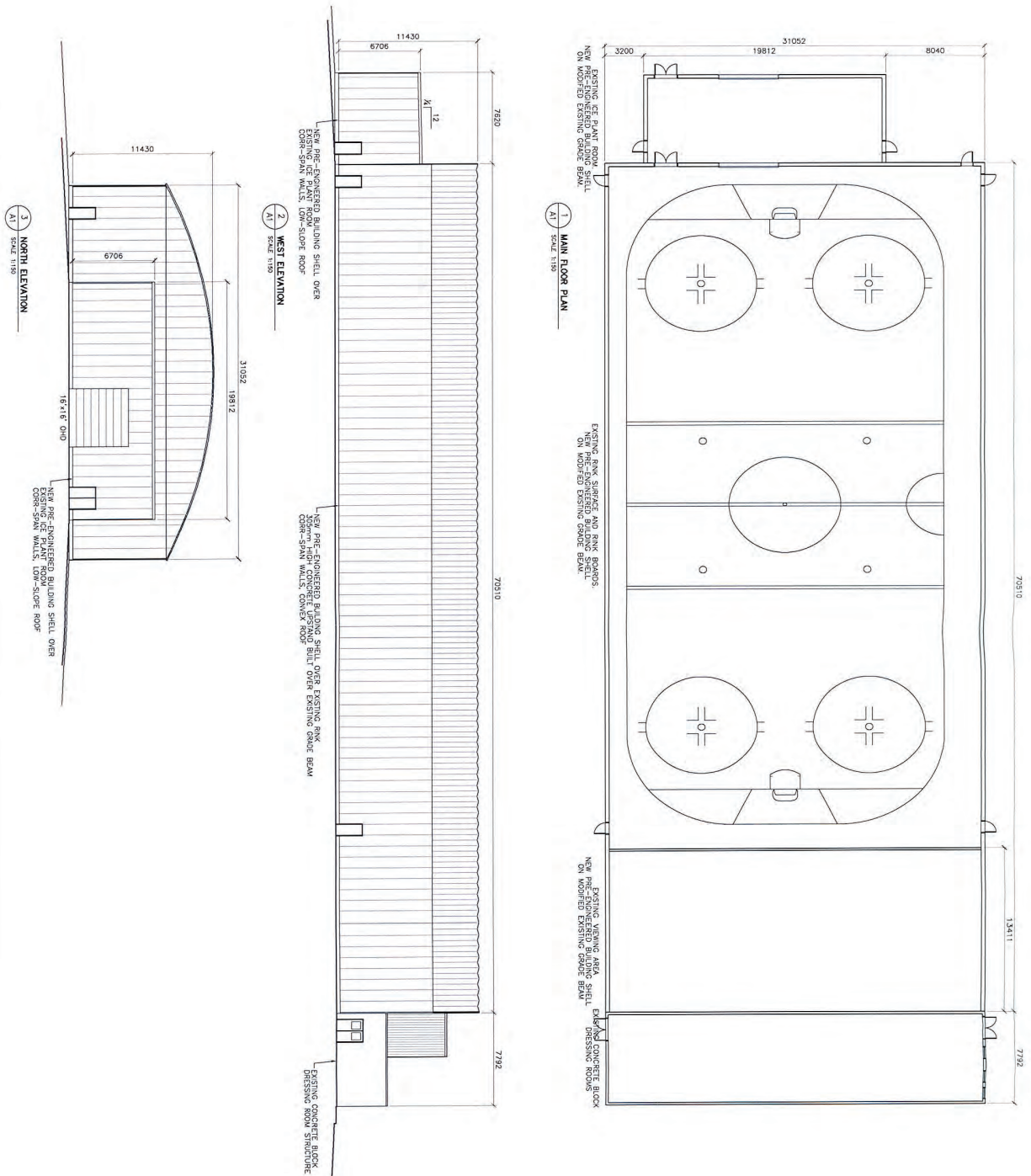
1 FRONT VIEW  
A2  
SCALE: NOT TO SCALE



PROJECT NO. 1404	GROVEDALE ARENA RINK BUILDING SHELL REPLACEMENT M.D. GREENVIEW #16 GROVEDALE, ALBERTA	DWN. BY: DRP CHKD. BY: RJF SCALE: AS NOTED DATE: JAN 21/14	REVISIONS:		FIELD & ENGINEERING LTD. NO. 100 WINDSOR COURT 9B375 - 101 AVENUE, GRANDE PRINCE ALBERTA T8B 3H4 PHONE (780) 532-3699	NOT TO BE USED FOR CONSTRUCTION UNLESS SIGNED BY THE ARCHITECT
DRAWING NO. A2						

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PROJECT NO. 1404	GROVEDALE ARENA RINK BUILDING SHELL REPLACEMENT M.D. GREENVIEW #16 GROVEDALE, ALBERTA	OWN BY: DRP CHGO BY: RUT SCALE: AS NOTED DATE: JAN 20/14	REVISIONS:	 <b>FIELD &amp;</b> Architecture - Engineering Ltd. NO. 100 WINDSOR COURT SE35 - 101 AVENUE, GRANDE PRASERIE ALBERTA T5M 0V4 PHONE: (780) 330-3800	<b>FIELD</b> <small>MUST TO BE USED FOR CONSTRUCTION          VALIDATION NUMBER OF THE ARCHITECT</small>
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SUBJECT:	<b>Ridgevalley High School Grad Class Clean-up</b>	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	Regular Council Meeting	
MEETING DATE:	February 25, 2014	CAO: MH      MANAGER: SD
DEPARTMENT:	Infrastructure & Planning	AGM: GG      PRESENTER: GG
FILE NO./LEGAL:		LEGAL/ POLICY REVIEW: LC
STRATEGIC PLAN:		FINANCIAL REVIEW:

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RECOMMENDED ACTION:

**That Council allow staff to authorize transfer station litter picks of up to \$1,500.00 per site to be conducted by non for profit groups based within Greenview including the towns of Valleyview, Fox Creek and Grande Cache.**

---

BACKGROUND / PROPOSAL:

The policy and procedure for Clean-up at Transfer Stations is currently being developed by Greenview administrative staff to include transfer station site clean-ups. Greenview has always encouraged local non for profit organizations to assist in yearly clean-ups of Greenview transfer stations. Any group will have to sign a contract and waiver for any work done at these sites. Greenview staff will be onsite to supervise and to ensure all participates have personal protective equipment including safety glasses and vests.

Staff are asking that Council make the recommended motion given that this is not yet covered by policy. The recommended motion will allow staff to process requests without having to return to Council for each individual request received. Funding for this program is already included in the budget.

---

OPTIONS - BENEFITS / DISADVANTAGES:

Advantages: This program provides value to Greenview and serves to provide funding to local non for profit groups.

Disadvantages: Work being done at these sites presents a small amount of risk to Greenview, however these risks will be mitigated by having groups sign waivers and ensuring that proper safety protocol is being followed.

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COSTS / SOURCE OF FUNDING:

Funding for this program is already included in the Environmental Services Operating Budget.

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ATTACHMENT(S):

- None



*A GREAT PLACE TO LIVE, WORK AND PLAY*

# CAO's Report

**Function:** CAO

**Date:** February 25<sup>th</sup>, 2014

**Submitted by:** Mike Haugen

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## **Meeting with the M.D. of Big Lakes**

The M.D of Big Lakes is requesting a joint meeting with Council. Staff are working to confirm dates and will prepare a rough agenda for the meeting for distribution prior to the event. We are currently awaiting a response from the M.D. of Big Lakes. Staff are trying to organize this meeting in conjunction with other days that Council will already be gathering for (Council, COTW, MPC, etc.) It has not been determined if this will be a daytime or evening meeting or where the exact location will be.

## **Meeting with County of Grande Prairie**

County of Grande Prairie would like to have a joint meeting with the Greenview Council. Upon viewing Council's calendars staff proposed a number of dates for this meeting and are awaiting a response. Tentative dates proposed are March 28<sup>th</sup>, April 17<sup>th</sup> and April 29<sup>th</sup>. It has not been determined if this will be a daytime or evening meeting or where the exact location will be.

## **Meeting with Town of Fox Creek**

Town of Fox Creek has contacted administration and requested to meet with Council. Exact topics for the meeting are still being determined although it will likely be very informal. After looking at Council's calendars administration forwarded several potential dates and the Town has responded indicating that March 25<sup>th</sup> works well for them. March 25<sup>th</sup> is a Regular Council Meeting day for Greenview so Council will be gathered anyway. This meeting would be an evening supper meeting. Staff is looking to ensure that Council is good with this day.

## **AAMD&C Spring Convention – Transportation Meeting**

Alberta Transportation is currently scheduling municipal meetings for the upcoming AAMD&C convention. Greenview has received a letter asking if we wish to meet with them at some point during the convention. This meeting is held with senior personnel from Alberta Transportation and is intended to discuss issues relating to water/wastewater as well as roadways. Staff is asking if Council would like to confirm a meeting.

## **2014 Operating Budget**

Staff have been working to finalize the 2014 Capital Budget. Barring any changes arising from discussion with Council, staff will now turn the focus to refining the 2014 Operating Budget. It is Staff's intent to have the proposed Operating Budget ready for distribution to Council on March 7<sup>th</sup>. Budget discussion is being proposed for the day or evening of March 10<sup>th</sup> (the day/evening before Council). Depending upon the level of changes, this would allow passage on either March 11<sup>th</sup> or March 25<sup>th</sup>. Staff is scheduling first reading of the Tax Rate Bylaw for March 25<sup>th</sup> with remaining readings to take place on April 8<sup>th</sup>. If first reading of the Tax Rate Bylaw is delayed, Staff will be asking for all three readings to take place on April 8<sup>th</sup>, although this is not the preferred course of action.



### **Provincial Buildings March 12<sup>th</sup> – Flag Lowering**

For Council's information, Greenview has received notice that all schools and Provincial buildings will have their flags lowered to half-mast at sunrise on March 12<sup>th</sup>. Flags will be returned to full mast at noon. This is being done to commemorate the end of Canadian military service in Afghanistan.

### **Town of Valleyview**

This past week I met with Staff from the Town of Valleyview. Several items were discussed including alterations to the way maintenance is done at the Fire Hall and the proposed paving of the street in front of the Greenview administration office. I will touch on the latter during the 2014 Operating Budget discussions. The former will not have a budget impact.

### **Society of Local Government Managers (SLGM) – Leadership Legacy**

I have been invited by the SLGM to participate in discussion and development of Leadership tools for use by CAOs and Councils regarding recruitment and training. This session will focus on:

- *SLGM Leader Profiles* to guide the selection, training and appraisal of staff
- *SLGM CAO Profile* to help Council with recruitment, feedback and appraisals
- *SLGM Leader Profile Guides* for self-assessment and personal development
- *Local Government Leadership Chart* to guide succession and career development
- *Top priorities* for SLGM training and development efforts

This discussion takes place in April and with Council's indulgence I would like to participate. It is expected that the tools developed here will be made available at the SLGM conference in May. I believe that exposure to this discussion will have benefit to Greenview given Council's current goals. The AAMD&C, AUMA (Alberta Urban Municipalities Association), AARMA (Alberta Rural Municipal Administrator's Association) and LGAA (Local Government Administration Association) are also taking part in this process.

I have been a participant in similar discussions in the past regarding the Certified Local Government Managers designation and the training required to achieve it.

### **Upcoming Dates:**

Regional Collaboration Meeting (Committee Members), February 27<sup>th</sup>  
AAMD&C Spring Convention, March 17<sup>th</sup> – 19<sup>th</sup>  
Federation of Canadian Municipalities, May 30 – June 2  
STARS Helipad Grand Opening – June 13<sup>th</sup>