



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Tuesday, January 26, 2016

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	1
#3	MINUTES	
	3.2 Regular Council Meeting minutes held January 12, 2016 – to be adopted.	3
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
	5.1 Alberta Energy Regulator –Project Announcement	11
	5.2 Fox Creek for the Children Fundraising Society	12
	5.3 Water Point Viability Study	19
#6	BYLAWS	
#7	OLD BUSINESS	
#8	NEW BUSINESS	
	8.1 2015 Planning & Development Year End Report	34
	8.2 Greenview Community Hall Water Consumption	38
	8.3 DeBolt & District Agricultural Society – Reallocation of Grant Funds	40
	8.4 Grande Cache Community High School	49

	8.5 Policy 1022 – Salvaging & Scavenging Policy	52
	8.6 Policy 4006 – Vehicle Replacement Policy	58
	8.7 Policy 4007 – Wastewater Lagoon Access Policy	64
	8.8 Policy 4008 – Policy Change for Road Use Agreements	69
	8.9 Policy 8003 – Letters of Support Policy	74
	8.10 Reallocate Remaining 2014 Budgeted Funds to 2015 & 2016	78
#9	COUNCILLORS BUSINESS & REPORTS	11.1 Local Public Body Confidences (FOIPP; Section 23(1))
#10	CORRESPONDENCE	<ul style="list-style-type: none"> • Canadian Red Cross • Premier of Alberta – Bill 6 • Letter from the Town of Grande Cache • Town of Grande Cache Water Protection Plan • County of Grande Prairie Letter • Certificate of Appreciation – Little Smoky Spurs 4-H Club • 2012 – 2015 Crime Statistics • Solar PV & Biomass Information
#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, January 12, 2016

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

PRESENT	Reeve Deputy Reeve Councillors	Dale Gervais Tom Burton George Delorme Dave Hay Bill Smith Dale Smith Les Urness Roxie Rutt
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ATTENDING	Chief Administrative Officer General Manager, Corporate Services General Manager, Community Services General Manager, Infrastructure & Planning Communications Officer Communications Intern Recording Secretary	Mike Haugen Rosemary Offrey Dennis Mueller Grant Gyurkovits Diane Carter Smriti Shakargaye Lianne Kruger
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ABSENT

#2: MOTION: 16.01.01. Moved by: COUNCILLOR DAVE HAY
AGENDA That the January 12, 2016 agenda be adopted as presented.

CARRIED

#3.1 MOTION: 16.01.02. Moved by: COUNCILLOR ROXIE RUTT
REGULAR COUNCIL That the Minutes of the Regular Council Meeting held on Tuesday, December
MEETING MINUTES 08, 2015 be adopted as presented.

CARRIED

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

#5
DELEGATIONS

5.0 DELEGATIONS

5.1 HEART RIVER HOUSING – FOX CREEK AFFORDABLE HOUSING PROJECT

Lindsay Pratt, with Heart River Housing presented to Council the breakdown on the Fox Creek Affordable Housing Project.

AFFORDABLE
HOUSING PROJECT

MOTION: 16.01.03. Moved by: DEPUTY REEVE TOM BURTON
That Council accept for information the presentation from Heart River Housing regarding the Fox Creek Affordable Housing Project.

Councillor Bill Smith vacated the meeting at 9:42 a.m.

CARRIED

#8
NEW BUSINESS

8.0 NEW BUSINESS

8.1 2016 GRANT REQUESTS

GRANT REQUESTS

MOTION: 16.01.04. Moved by: DEPUTY REEVE TOM BURTON
That Council authorize funding to the grant recipients in the amounts indicated on the 2016 Approved Grant Listing, with funds to come from the 2016 Community Service Miscellaneous Grant.

Councillor Bill Smith re-entered the meeting at 9:44 a.m.

CARRIED

8.2 MEETING WITH THE MINISTER OF MUNICIPAL AFFAIRS

MINISTER OF
MUNICIPAL
AFFAIRS

MOTION: 16.01.05. Moved by: COUNCILLOR ROXIE RUTT
That Council direct Administration to request a meeting with the Minister of Municipal Affairs regarding Linear Assessment and Taxation.

CARRIED

Reeve Dale Gervais recessed the meeting at 9:55 a.m.

Reeve Dale Gervais reconvened the meeting at 10:11 a.m.

**#4 PUBLIC
HEARING**

4.0 PUBLIC HEARINGS

**4.1 BYLAW 15-758 RE-DESIGNATE FROM RURAL COMMERCIAL (RC) DISTRICT
TO AGRICULTURE (A) DISTRICT**

	Chair Gervais opened the Public Hearing regarding Bylaw #15-758 at 10:11 a.m.	
IN ATTENDANCE	Development Officer Applicant	Leona Dixon Not in Attendance
APPLICANT(S) & PROPERTY OWNER(S)	Applicant(s) Property Owner(s)	Robert & Kelly Cloutier JAR Rentals
INTRODUCTIONS	The Chair requested each Council Member and Staff member to introduce themselves and asked Council Members if there were any reasons that they should be disqualified from the hearing. Each Members' reply was "No."	
PURPOSE OF THE HEARING	The purpose of the hearing is to hear submissions for and opposed to proposed Bylaw 15-758, being the bylaw of the MD of Greenview, is required to re-designate the proposed 39.77 hectares (98.27 acre) area within NE 20-70-24 W5M from Rural Commercial (RC) District to Agriculture (A) District.	
QUESTIONS FROM COUNCIL TO APPLICANT	The Chair called for any questions to the Applicant from Council. None was heard.	
THOSE IN FAVOUR	The Chair requested that anyone in favour of the application come forward. None came forward.	
THOSE AGAINST	The Chair requested that anyone not in favour of the application come forward. None came forward.	
REFERRAL AGENCY & ADJACENT LANDOWNERS COMMENTS	The Planning & Development Coordinator provided a summary of the responses from the referral agencies.	
QUESTIONS FROM COUNCIL	The Chair called for any questions from Council. None were heard.	
QUESTIONS FROM APPLICANT OR PRESENTER	The Chair called for any questions from the Applicant or those that had spoken in favour or against the application with regards to the comments from Planning & Development, the referral agencies, or adjacent landowners. None were heard.	

**FAIR & IMPARTIAL
HEARING**

The Chair asked the Applicant if they have had a fair and impartial hearing.
None in attendance.

**BYLAW 15-758
PUBLIC HEARING
ADJOURNED**

Chair Gervais adjourned the Public Hearing regarding Bylaw #15-758 at 10:13 a.m.

#6 BYLAWS

6.0 BYLAWS

**6.1 BYLAW 15-758 RE-DESIGNATE FROM RURAL COMMERCIAL (RC) DISTRICT
TO AGRICULTURE (A) DISTRICT**

**BYLAW 15-758
SECOND READING**

MOTION: 16.01.06. Moved by: COUNCILLOR ROXIE RUTT
That Council give Second Reading to Bylaw No. 15-758, to re-designate the portion of NE-20-70-24-W5 located north of Highway 43 from Rural Commercial (RC) District to Agriculture (A) District, as per attached Schedule 'E'.
CARRIED

**BYLAW 15-758
THIRD READING**

MOTION: 16.01.07. Moved by: COUNCILLOR DALE SMITH
That Council give Third Reading to Bylaw No. 15-758, to re-designate the portion of NE-20-70-24-W5 located north of Highway 43 from Rural Commercial (RC) District to Agriculture (A) District, as per attached Schedule 'E'.
CARRIED

**#7
OLD BUSINESS**

7.0 OLD BUSINESS

There is no Old Business to report.

8.3 NORTHERN LAKE COLLEGE – COMMUNITY EDUCATION COMMITTEE

**COMMUNITY
EDUCATION
COMMITTEE**

MOTION: 16.01.08. Moved by: COUNCILLOR BILL SMITH
That Council appoint Councillor Roxie Rutt to participate on the Northern Lakes College Community Education Committee.

CARRIED

8.4 2016 CONSOLIDATED BUDGET APPROVAL

**2016
CONSOLIDATED
BUDGET**

MOTION: 16.01.09. Moved by: DEPUTY REEVE TOM BURTON
That Council approve the 2016 Consolidated (Operational and Capital) Budget as presented.

CARRIED

**2017 & 2018
CONSOLIDATED
BUDGET**

MOTION: 16.01.10. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the 2017, 2018 Consolidated (Operational and Capital)
Budgets as information.

CARRIED

LETTER OF INTENT

MOTION: 16.01.11. Moved by: DEPUTY REEVE TOM BURTON
That Council provide a letter of intent to Heart River Housing indicating
Greenview's support for the proposed Fox Creek Housing Project for a total of
\$2,000,000.00 over a period of three years.

CARRIED

Reeve Dale Gervais recessed the meeting at 11:39 a.m.
Reeve Dale Gervais reconvened the meeting at 1:34 p.m.

Councillor Dave Hay did not return to the meeting following the recess.

**#9
COUNCILLORS
BUSINESS &
REPORTS**

9.1 COUNCILLORS' BUSINESS & REPORTS

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

COUNCILLOR ROXIE RUTT

Attended the Grande Prairie Library Board Meeting
Attended the Municipal Planning Commission Meeting
Attended the Budget Presentation
Attended the Joint Council Meeting with the County of Grande Prairie
Attended the Committee of the Whole Meeting
Attended the Multiplex Ground Breaking Ceremony
Attended the FCSS Board Meeting
Attended the Christmas Reception with Mr. Wayne Drysdale
Attended the Greenview Christmas Dinner

COUNCILLOR BILL SMITH

Attended the Municipal Planning Commission Meeting
Attended the Budget Presentation
Attended the Joint Council Meeting with the County of Grande Prairie
Attended the Committee of the Whole Meeting
Attended the Christmas Reception with Mr. Wayne Drysdale

COUNCILLOR DALE SMITH

Attended the Municipal Planning Commission Meeting.
Attended the Urban System Presentation
Participated in the Valleyview Santa Claus Parade
Attended the Joint Council Meeting with the County of Grande Prairie
Attended the Multiplex Ground Breaking Ceremony
Attended the FCSS Board Meeting
Attended the Library Board Christmas Supper
Attended the Peace Country Beef Congress Christmas Dinner

DEPUTY REEVE TOM BURTON

Attended the Municipal Planning Commission Meeting
Attended the Urban System Presentation
Attended the DeBolt Library Board Meeting
Attended the Joint Council Meeting with the County of Grande Prairie
Attended the Committee of the Whole Meeting
Attended the Multiplex Ground Breaking Ceremony
Attended the Greenview Christmas Dinner
Attended the East Smoky Recreation Board Meeting
Attended the Ridgevalley Grade 6 Class Question Period

5COUNCILLOR LES URNESS

Attended the Municipal Planning Commission Meeting
Attended the Budget Presentation
Attended the Urban Systems Presentation
Attended the Committee of the Whole Meeting
Attended the Multiplex Ground Breaking Ceremony
Attended the Valleyview Library Christmas Party
Attended the Greenview Regional Waste Management Commission Meeting

COUNCILLOR GEORGE DELORME

Attended the Municipal Planning Commission Meeting
Attended the Urban Systems Presentation
Attended the Evergreens Foundation Meeting
Attended the Committee of the Whole
Attended the Multiplex Ground Breaking Ceremony

COUNCILLOR DAVE HAY

Not in attendance.

9.1 REEVE'S REPORT:

REEVE DALE GERVAIS

Attended the Municipal Planning Commission Meeting
Attended the Urban Systems Presentation
Attended the Budget Presentation
Attended the Greenview Regional Waste Management Commission Meeting
Attended the Harry Grey Grade 6 Class Question Period
Attended the Greenview Christmas Party
Attended the Joint Council Meeting with the County of Grande Prairie
Attended the Christmas red willow lodge
Attended the Committee of the Whole Meeting
Attended the Multiplex Ground Breaking Ceremony
Attended a Meeting Between the Province of Alberta and the Foothills Forest Products Regarding Caribou Habitat

MOTION: 16.01.12. Moved by: DEPUTY REEVE TOM BURTON
That Council cancel the January 19th, 2016 Committee of the Whole meeting.
CARRIED

#10
CORRESPONDENCE

10.0 CORRESPONDENCE

MOTION: 16.01.13. Moved by: DEPUTY REEVE TOM BURTON
That Council accept for information the correspondence presented.
CARRIED

#11 IN CAMERA

11.0 IN CAMERA

There was no In Camera presented.

#12
ADJOURNMENT

12.0 ADJOURNMENT

MOTION: 16.01.14. Moved by: COUNCILLOR ROXIE RUTT
That this meeting adjourn at 1:55 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

UNADOPTED



REQUEST FOR DECISION

SUBJECT: **Alberta Energy Regulator Project Announcement**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: January 12, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL: File Number, Legal or N/A.
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept for information the presentation from the Alberta Energy Regulator (AER).

BACKGROUND / PROPOSAL:

AER's purpose in speaking with Council is to introduce the AER's Induced Seismicity Project and provide tentative timelines for the release of project findings. This project was approved by AER in September of 2015 in response to low magnitude seismic events related to hydraulic fracturing operations that have occurred west of the community of Fox Creek.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – N/A

Benefits – N/A

Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

None

ATTACHMENT(S):

None



REQUEST FOR DECISION

SUBJECT: **Fox Creek for the Children Fundraising Society**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: January 26, 2016
DEPARTMENT: CAO SERVICES
FILE NO./LEGAL: File Number, Legal or N/A.
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept for information the presentation from the Fox Creek for the Children Fundraising Society.

BACKGROUND / PROPOSAL:

The Fox Creek for the Children Fundraising Society aspires to enhance the physical, social and technological environment for the community's children.

The Society's focus is to build a playground area for grades four through six for the Fox Creek School. This age group does not currently have play equipment at this time as the original equipment was removed after being deemed unsafe.

The Society intends to fundraise and seek services and volunteers to assist with site preparations and building. This project will happen in three phases as listed on the attachment.

The plan is to complete phase one through donations and fundraisers with phase two and three funded with grants and donations.

All donations will be publically recognized as follows:

- Supporter - \$1-\$999
- Bronze - \$1000 - \$4999
- Gold - \$5000 - \$9999
- Platinum - \$5000+

In the past Council has received and provided a portion of funding for playground equipment.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – N/A

Benefits –N/A

Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

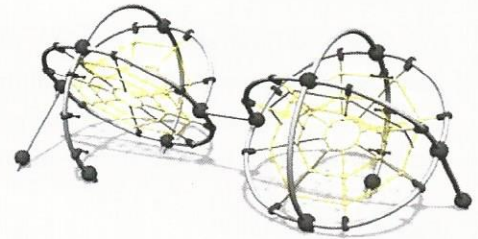
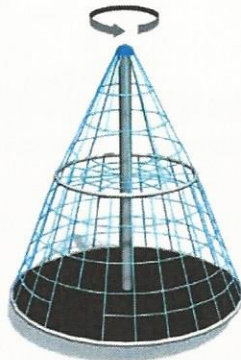
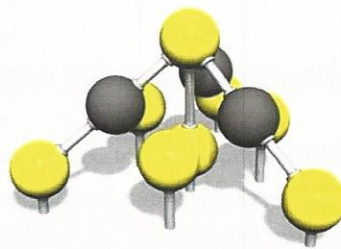
There are no costs at this time.

ATTACHMENT(S):

- Recreation Area Proposal



Recreation Area Proposal



EXECUTIVE SUMMARY

Objective

Fox Creek for the Children Fundraising Society aspires to enhance the physical, social, and technological environment for our community's children.

Goals

Our current focus is building a playground area for grades 4 through 6 of Fox Creek School. This age group currently does not have any equipment access during their recess times. The school requires the older elementary children to play in a separate area from the primary elementary students during recess. The original equipment was removed after being deemed unsafe.

Solution

Parents and staff in Fox Creek were disappointed to see the removal of the playground equipment for the grades 4-6 area.

A partnership was established between the school, school council and Fox Creek for the Children Fundraising Society to try and bring about a suitable playground area for the grade 4 to 6 students. Many discussions were held between these groups and from there the students in grades 4 through 6 were also polled to get their input. Attached to this proposal is the playground design selected by the committee, which we feel will meet the needs of the students in the most cost effective manner.

Project Outline

We intend to fundraise for the new playground equipment, and will be seeking services and volunteers to assist with site preparations and building. This will save thousands of dollars, and will allow this to become a community project. While the playground is our initial focus, our plan is to complete upgrades to other recreation areas at the school. The following phases were established outlining the overall project goals.

Phase 1:

Playground area with 3-4 disk swings, 10 regular swings, 2 zip lines, a spinning apollo, a parkour course and a few other pieces. The projected date of completion is the Spring of 2016

Phase 2:

Tarmac area with basketball nets, etc. The projected date of completion will be upon completion of phase one and once funds are secured.

Phase 3:

Track upgrades with curbing and shale surface (option one) or rubber surfacing (option two) and with additional lighting installed. Phase 3 will depend on phase one and two's completion and having the funding

FOX CREEK FOR THE CHILDREN FUNDRAISING SOCIETY

in place. These upgrades will not only benefit our older primary grades, but also junior/senior high, as well as the community.

Donations

Our plan is to complete Phase One through donations and fundraisers and Phase Two and Three with grants and donations. All donations will be publicly recognized.

Our levels of recognition are as follows

Supporter	\$1 - \$999
Bronze	\$1000 - \$4999
Silver	\$5000 - \$9999
Gold	\$10000 - \$49999
Platinum	\$50000+

Contributor signs will be included as part of the playground layout and all contributions will be recognized in the media.

If you have any questions please email us at foxcreekforthechildren@gmail.com or contact Wendy Rieger at (780)622-0040

FOX CREEK FOR THE CHILDREN FUNDRAISING SOCIETY

BUDGET

Cost Analysis

Description		Estimated Cost
Phase One	equipment, freight & installation	\$225,000.00
	ground work & landscaping	\$75,000.00
PHASE ONE TOTAL		\$300,000.00
Phase Two	concrete for tarmac (100ftx56ft)	\$85,000.00
	equipment to install	\$5,000.00
	exterior fencing	\$10,000.00
PHASE TWO TOTAL		\$100,000.00
Phase Three	Option One shale & curbing	\$100,000.00
	Option Two rubber surfacing	\$400,000.00
PROJECT TOTAL	Option One	\$500,000.00
	Option Two	\$800,000.00

FOX CREEK FOR THE CHILDREN FUNDRAISING SOCIETY

PLAYGROUND EQUIPMENT COST

PLAY EQUIPMENT INCLUDING:

1	Apollo	\$ 17,063.00	\$ 17,063.00
3	Thalium Swing	\$ 3,664.00	\$ 10,992.00
2	Aerial Runway	\$ 6,308.00	\$ 12,616.00
1	Spider Cage L	\$ 22,114.00	\$ 22,114.00
1	2 bay swing set (Europium)	\$ 2,287.00	\$ 2,287.00
1	3 bay swing set (Indium)	\$ 3,261.00	\$ 3,261.00
1	Tic Tac Cube S	\$ 3,318.00	\$ 3,318.00
1	Tic Tac Cube M	\$ 3,614.00	\$ 3,614.00
1	Tic Tac Cube L	\$ 5,501.00	\$ 5,501.00
1	Surfy	\$ 10,932.00	\$ 10,932.00
10	Swing Seat, Chain 210 cm	\$ 262.00	\$ 2,620.00
1	Lappset Pyramid Climber	\$ 13,126.27	\$ 13,126.27
2	Lappset Precision Ball (Yellow)	\$ 1,280.67	\$ 2,561.34
2	Lappset Precision Ball (Grey)	\$ 1,280.67	\$ 2,561.34
1	Lappset Vault Rails M	\$ 2,391.33	\$ 2,391.33
1	Lappset Info Sign	\$ 1,382.67	\$ 1,382.67
1	Lappset Pyramid Climber	\$ 13,126.27	\$ 13,126.27
2	Lappset Precision Bar Extra Part	\$ 378.53	\$ 757.06
4	Lappset Precision Bar	\$ 602.93	\$ 2,411.72
2	Lappset Fun Bank	\$ 1,054.00	\$ 2,108.00
1	Lappset Wallbouldering Cube XL	\$ 29,772.67	\$ 29,772.67
1	Lappset Oxygen	\$ 10,045.87	\$ 10,045.87

already donated

EQUIPMENT TOTAL	\$	164,516.67
INSTALLATION	\$	41,129.17
FREIGHT(estimated)	\$	6,000.00
PROPOSAL SUBTOTAL	\$	211,645.84
GST	\$	10,582.29
PEAK PROPOSAL TOTAL	\$	222,228.13

Prices in Canadian Dollars

60% due at time of order. 20% due at time of ship. Balance due upon completion



REQUEST FOR DECISION

SUBJECT:	Water Point Viability Study	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH	MANAGER: GC
MEETING DATE:	January 26, 2016	GM: GG	PRESENTER: GC
DEPARTMENT:	INFRASTRUCTURE & PLANNING/ENVIRONMENTAL SERVICES	LEGAL/ POLICY REVIEW: INT	
FILE NO./LEGAL:	File Number, Legal or N/A.	FINANCIAL REVIEW:	
STRATEGIC PLAN:			

RELEVANT LEGISLATION:

Provincial (cite) – N/A.

Council Bylaw / Policy (cite) – N/A.

RECOMMENDED ACTION:

MOTION: That Council accept Associated Engineering's presentation on the Water Point Viability Study, as information.

BACKGROUND / PROPOSAL:

The 2015 budget included creating a viability study on Sturgeon Heights, Sandy Bay, Goodwin, and Puskwaska. Also included were a few wells within the Co-operatives and Enterprises in the Grande Cache Area. The study will report on the water quality and treatment needed to produce water that will meet the Guidelines for Canadian Drinking Water Quality and the aesthetics as per Greenview's standards.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – N/A

Benefits – N/A

Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

Costs incurred from the 2015 Budget.

ATTACHMENT(S):



Associated
Engineering

GLOBAL PERSPECTIVE.
LOCAL FOCUS.

MD of Greenview

Water Points Viability Study



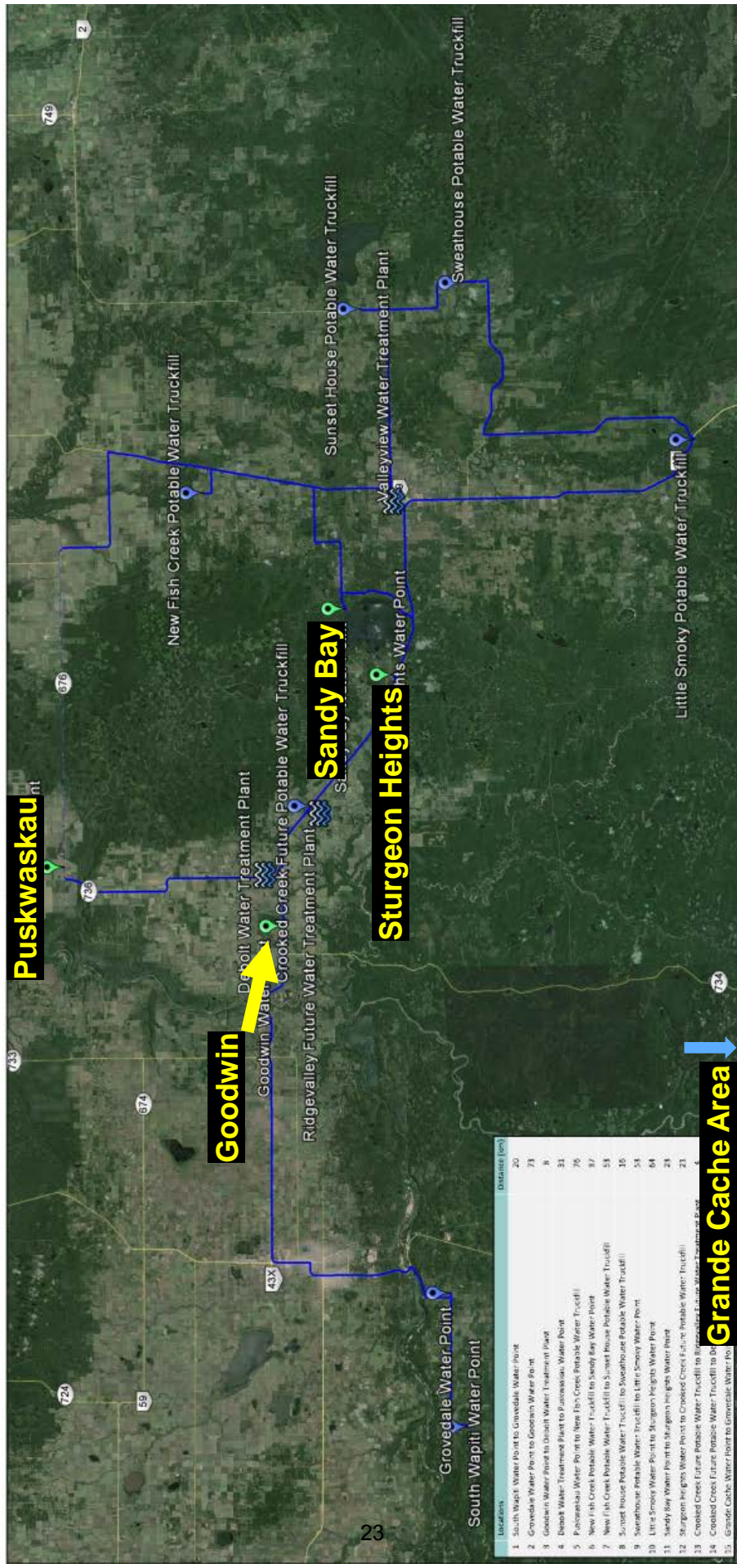
Presentation to Council
January 26, 2016

**BEST
MANAGED
COMPANIES**
CANADA'S
Platinum member

Presentation Outline

- Study Objective
- Treatment Objectives
- Design Criteria
- Cost Estimates
- Recommendations

Viability Study Locations



Study Objective

- The MD wants to provide rural residents access to drinking water
- Provide potable water that meets quality standards of:
 - Alberta Environmental Protection (AEP)
 - Health Canada's Guidelines for the Canadian Drinking Water Quality (GCDWQ)
 - Health-based objectives -Maximum acceptable concentrations (MAC)
 - Aesthetic-based objectives (AO)

Water Treatment Objectives

Location	Primary Treatment Objectives (MAC & AO)	Secondary Treatment Objectives (AO)	Treatment Recommendation
Puskwaskau	<ul style="list-style-type: none"> • Iron • Disinfection (4.0-log Virus) • DBP (organics) control • Ammonia 	<ul style="list-style-type: none"> • Dissolved Solids • Sodium 	<ul style="list-style-type: none"> • Greensand Filter • Reverse Osmosis • Chlorination
Goodwin	<ul style="list-style-type: none"> • Iron, Manganese • Disinfection (4.0-log Virus) • DBP (organics) control 	<ul style="list-style-type: none"> • Dissolved Solids • Sodium 	<ul style="list-style-type: none"> • Greensand Filter • Reverse Osmosis • Chlorination
Sandy Bay	<ul style="list-style-type: none"> • Disinfection (4.0-log Virus) • DBP (organics) control <i>if pipe distribution system is used</i> 	<ul style="list-style-type: none"> • Dissolved Solids • Sodium 	<ul style="list-style-type: none"> • Chlorination
Sturgeon Heights	<i>Further water quality tests required as screening test for Radionuclide was positive.</i>		
Grande Cache- Well 1	<ul style="list-style-type: none"> • Iron, Manganese • Disinfection (4.0-log Virus) 	-	<ul style="list-style-type: none"> • Greensand Filter • Chlorination
Grande Cache – Well 3	<ul style="list-style-type: none"> • Disinfection (4.0-log Virus) 	-	<ul style="list-style-type: none"> • Chlorination

Design Criteria – Service Population

Year	Location	Permanent	Seasonal	Total
2015	Puskwaskau	208	30	238
	Goodwin	568	41	609
	Sandy Bay	77	147	224
	Sturgeon Hts.	257	382	638
	Grande Cache	-	-	404
25-year Projection	Puskwaskau	267	39	306
	Goodwin	728	53	781
	Sandy Bay	98	189	288
	Sturgeon Hts.	329	490	819
	Grande Cache	-	-	518

Design Criteria – Water Needs

Year	Location	Treated Water Demand		Peak Day Raw or WTP Capacity (m3/day)*
		Average Day (m3/day)	Peak Day (m3/day)	
2015	Puskwaskau	43	86	122
	Goodwin	110	220	343
	Sandy Bay	41	82	89
	Sturgeon Hts.	115	230	369
	Grande Cache	73	145	167
25-year Projection	Puskwaskau	56	112	159
	Goodwin	141	282	439
	Sandy Bay	52	104	113
	Sturgeon Hts.	148	296	475
	Grande Cache	95	190	218

- WTP infrastructure (building & reservoir) sized for the 25 year threshold capacity.
- Process equipment, pumps and chemical systems will be sized for current demands
- Upon assessing the water consumption after commissioning, additional train(s) can be added as needed

Design Criteria – Water Needs

Year	Location	Treated Water	
		Average Day (m ³ /day)	
2015	Puskwaskau	43	
	Goodwin	110	
	Sandy Bay	41	
	Sturgeon Hts.	115	
	Grande Cache	73	

Untreated water demand – current average

Puskwaskau = 1 m³/day

Goodwin = 7 m³/day

Sandy Bay = 2 m³/day

Sturgeon Hts. = 0.3 m³/day

Grande Cache – no watering points

Treated water = 180 L/person/day

Raw Water Availability

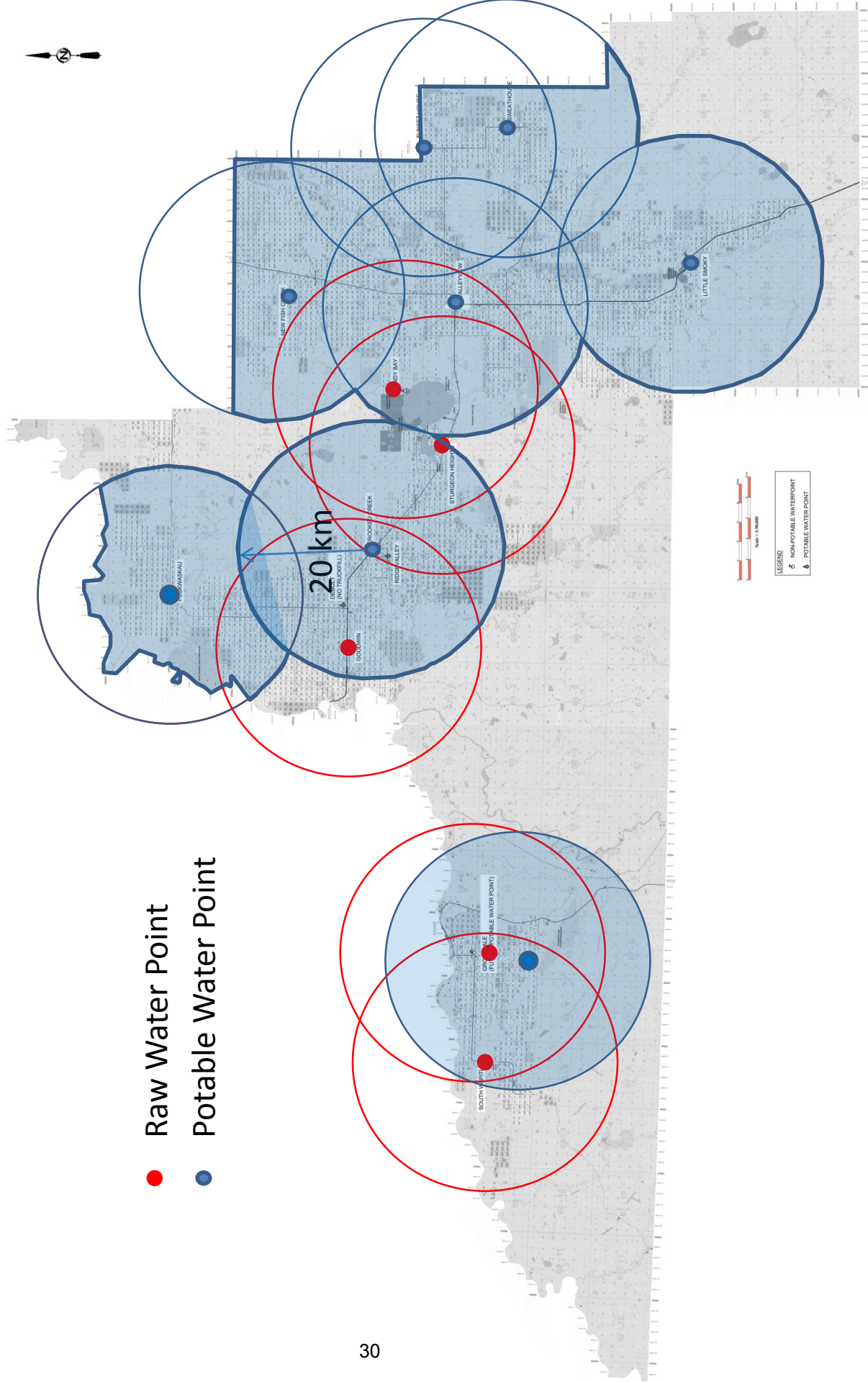
Site *	Licence Expiry (Year)	Licensed Quantity (m3/year)	25-year raw water diversion (m3/year)	25-year maximum pumping rate (L/s)
Puskwaskau	no expiry	8,630	26,631	1.8
Sandy Bay	2028	24,000	18,993	1.3
Sturgeon Heights		well not licensed	79,464**	5.5**
Goodwin	no expiry	8,637	73,542	5.1
Grande Cache	n/a	-	36,434	2.5

* Except for Sandy Bay, all other locations would require hydrogeological evaluation and well licensing to meet future water demands

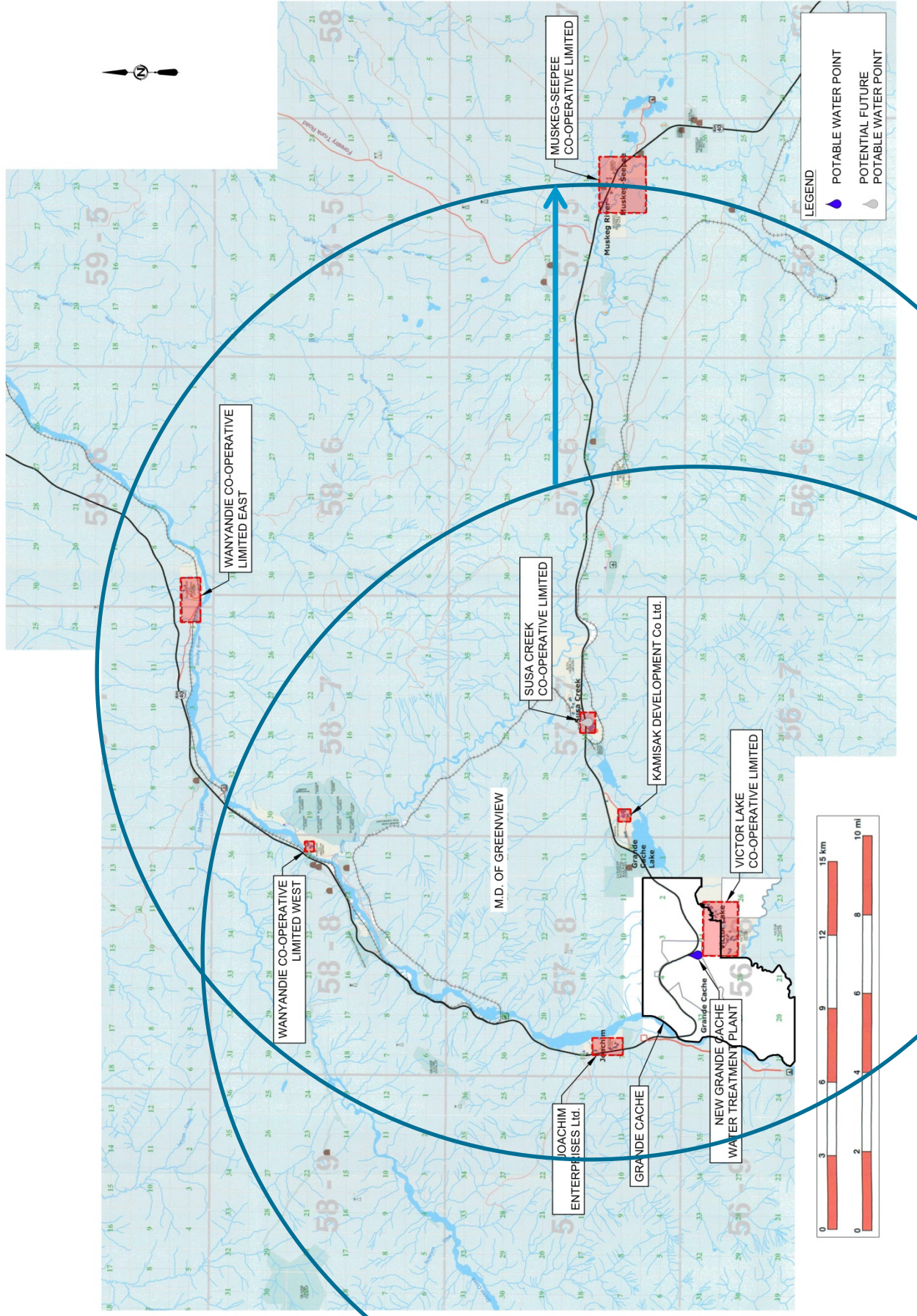
** Requires additional tests for radionuclides

Regional Considerations

- Raw Water Point
- Potable Water Point



Regional Considerations



Location	Treatment	Next Steps
Puskwaskau WTP (\$2.8 M)		<ul style="list-style-type: none"> Hydrogeological review to ensure well water availability and diversion license application Pilot testing of proposed scheme
Goodwin WTP Option (\$3.3 M)		<ul style="list-style-type: none"> Hydrogeological review to ensure well water availability and diversion license application Pilot testing of proposed scheme
Goodwin Pipeline Option (\$2.9 M)		<ul style="list-style-type: none"> ~8 km from Debolt Investigate Debolt as source (supply capacity)
Sandy Bay WTP (\$0.8 M)		<ul style="list-style-type: none"> Hydrogeological review to ensure well water availability and diversion license application Assess the impact of additional demand if Sturgeon Heights watering point is closed
Sturgeon Hts.		<ul style="list-style-type: none"> Consider supply from Sandy Bay (suggested) - Given the proximity to Sandy Bay and poor well water quality, consider closing the well. <u>Or</u> conduct additional water quality tests if WTP is needed
Grande Cache WTP (\$1.9 M)		<ul style="list-style-type: none"> Hydrogeological review to ensure well water availability and diversion license application
Grande Cache Pipeline (\$4.1 M) ~11 km to Susu Cr.		<ul style="list-style-type: none"> Determine exact location for the truckfill Review access to rural residents (Part of the population would have easy access to Grande Cache (Town) WTP than the MD's water point Town of Grande Cache as supplemental source?

Next Steps

- Finalize Report
- Confirm the 20 km service radius
- Develop servicing strategy
 - Customer survey.
 - Prioritize facility upgrades.
 - Develop staging plan and interim options.



REQUEST FOR DECISION

SUBJECT:	2015 Planning and Development Year End Report		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 26, 2016	CAO: MH	MANAGER: INT
DEPARTMENT:	INFRASTRUCTURE & PLANNING/PLANNING & DEVELOPMENT	GM: INT	PRESENTER: LL
FILE NO./LEGAL:	File Number, Legal or N/A.	LEGAL/ POLICY REVIEW: INT	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A.

Council Bylaw / Policy (cite) – N/A.

RECOMMENDED ACTION:

MOTION: That Council accept for information the 2015 Planning and Development Year End Report.

BACKGROUND / PROPOSAL:

The Planning and Development department is responsible for land use planning and general development services. The 2015 Planning and Development Year End Report is a summary of the development activities and trends from January 1st to December 31st, 2015.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – N/A

Benefits – N/A

Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- 2015 Planning and Development Year End Report

Land Use Amendments

All properties within the Municipal District have a land use designation (zoning). A Land Use Amendment is a request to rezone a property from one land use District to another land use District. It requires an amendment to the Municipal District of Greenview's *Land Use Bylaw*.

In 2015, the Planning and Development department received 18 Land Use Amendment applications, the same as in 2014.

Type	Applications Received
Country Residential One	8
Industrial	7
Country Residential Two	2
Recreation	1

Applications Received	
2014	2015
18	18
GRANDE CACHE - WARD 1	0
LITTLE SMOKY - WARD 2	0
VALLEYVIEW - WARD 3	4
SUNSET HOUSE/SWEAT HOUSE - WARD 4	0
NEW FISH CREEK - WARD 5	1
DEBOLT/PUSKWASKAU - WARD 6	3
CROOKED CREEK - WARD 7	5
GROVEDALE - WARD 8	5
Total	18

Subdivisions

Applications Received	
2014	2015
47	44

GRANDE CACHE - WARD 1	0
LITTLE SMOKY - WARD 2	3
VALLEYVIEW - WARD 3	5
SUNSET HOUSE/SWEAT HOUSE - WARD 4	5
NEW FISH CREEK - WARD 5	7
DEBOLT/PUSKWASKAU - WARD 6	12
CROOKED CREEK - WARD 7	8
GROVEDALE - WARD 8	4
Total	44

A subdivision is dividing a single parcel of land into two or more parcels in order to obtain separate legal titles for each parcel.

In 2015, the Planning and Development department received 44 Subdivision applications, compared to 47 in 2014.

Type	Applications Received
Boundary Adjustment	1
First Parcel Out	31
Country Residential One	5
Multi-Parcel	2
Physical Severance	1
Industrial	2
Rural Commercial	2

Business Licenses

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

In 2015, the Planning and Development department received 11 new Business License applications, compared to 45 in 2014.

Type	Applications Received
Commercial	3
Industrial	1
Major Home Occupation	4
Minor Home Occupation	1
Small Scale Industrial Pursuit	1
Recreation	1

Applications Received

2014		2015
45	➔	11

GRANDE CACHE - WARD 1	0
LITTLE SMOKY - WARD 2	0
VALLEYVIEW - WARD 3	5
SUNSETHOUSE/SWEATHOUSE - WARD 4	0
NEW FISH CREEK - WARD 5	0
DEBOLT/PUSKWASKAU - WARD 6	2
CROOKED CREEK - WARD 7	3
GROVEDALE - WARD 8	1
Total	11

Referral Notifications

Notifications Received

2014		2015
36	➔	86

GRANDE CACHE - WARD 1	12
LITTLE SMOKY - WARD 2	31
VALLEYVIEW - WARD 3	0
SUNSETHOUSE/SWEATHOUSE - WARD 4	0
NEW FISH CREEK - WARD 5	0
DEBOLT/PUSKWASKAU - WARD 6	1
CROOKED CREEK - WARD 7	9
GROVEDALE - WARD 8	33
Total	86

Referral Notifications are received from Alberta Environment and Parks when an individual or company applies for a Lease on Public Land within the Municipal District.

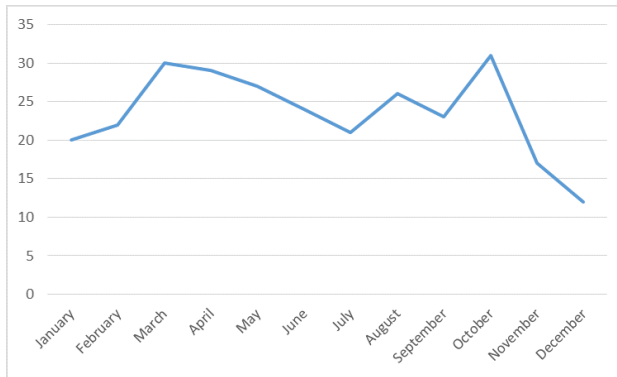
In 2015, the Planning and Development department received 86 Referral Notifications, compared to 36 in 2014.

Development Permits

A Development Permit approves the use of a site as well as the size and location of any buildings or structures. This ensures that the proposed development conforms to the requirements in the *Land Use Bylaw* for that specific district.

In 2015, the Planning and Development department received 282 Development Permit applications with a total estimated project cost of \$1,011,179,427.00, compared to 298 with a total estimated project cost of \$509,561,842.16 in 2014.

Development Permits by Month

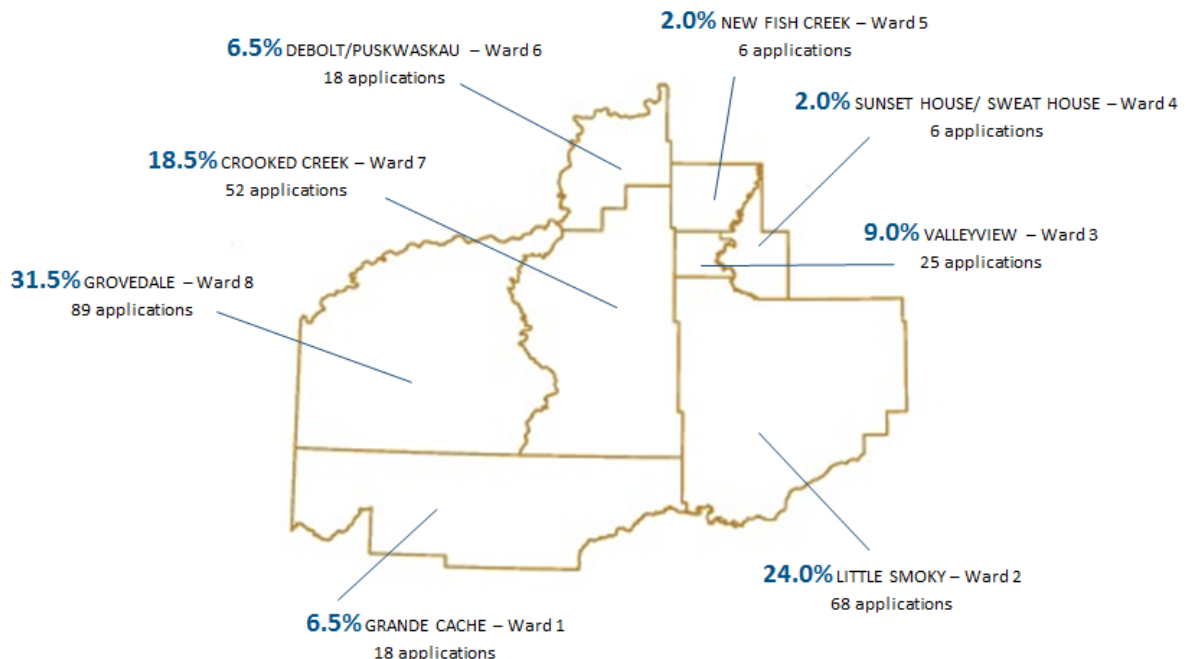


Type	Total Permits Received	Total Estimated Project Cost
Residential	104	\$36,766,606.00
Commercial	25	\$1,002,358.00
Industrial	153	\$973,410,463.00
TOTAL	282	\$1,011,179,427.00

TOTAL DEVELOPMENT PERMITS FOR 2015

282

Development Permits by Ward





REQUEST FOR DECISION

SUBJECT: Greenview Community Hall Water Consumption

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: January 26, 2016

**DEPARTMENT: INFRASTRUCTURE &
PLANNING/ENVIRONMENTAL SERVICES**

FILE NO./LEGAL: File Number, Legal or N/A.

STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER: GC

GM: GG PRESENTER: GC

LEGAL/ POLICY REVIEW: INT

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A.

Council Bylaw / Policy (cite) – N/A.

RECOMMENDED ACTION:

MOTION: That Council give direction to administration whether to invoice all Community Halls for water usage.

BACKGROUND / PROPOSAL:

In an effort to bring some continuity to how each Community Hall receives or is invoiced for potable water, administration has listed below the differences of the process throughout all the Greenview community halls. Greenview currently supplies Sunset House, Sweathouse, and Newfish Creek Community Halls with potable water at no cost to the Community Association.

The Little Smoky Community Hall has an underground holding tank that is periodically filled at the associations own cost. They currently receive grant funding from Greenview for water supply. The community hall in Little Smoky will have a metered water connection to the new water distribution system in 2016.

The Grovedale Community Hall maintains their own individual wells with the expectation of a metered water connection to the new water distribution system within Grovedale in the near future.

The DeBolt Community Center has a metered water service connection connected to the water distribution system and is invoiced monthly for potable water at \$4.00per cu3/meter.

The Grande Cache Sub-Office/ Eagles Nest Hall is invoiced for water usage every three monthly by the Town of Grande Cache. Greenview subsidizes the cost of the community hall water usage.

Administration will be installing meters at all community halls for general data collection of water usage and Greenview's records of water production. Which would allow for accurate invoicing if needed.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to invoice all community halls for their respective water usage.
Council may choose to provide water and subsidize the cost to all the Community Halls.
Council may choose to subsidize only a portion of the community halls water usage.

Benefits – Equal and consistent billing of utilities throughout Greenview.

Disadvantages – Inconsistent billing of utility services provided.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

None.



REQUEST FOR DECISION

SUBJECT:	DeBolt & District Agricultural Society – Reallocation of Grant Funds		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 26, 2016	CAO: MH	MANAGER: INT
DEPARTMENT:	COMMUNITY SERVICES	GM: INT	PRESENTER: DM
FILE NO./LEGAL:	N/A	LEGAL/ POLICY REVIEW: INT	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize the DeBolt & District Agricultural Society to reallocate residual grant funds in the amount of \$8,516.60 for the Gunby Ranch Golf Club House roof repairs and upgrades to the Gunby Ranch Golf Course irrigation system in DeBolt, Alberta.

BACKGROUND / PROPOSAL:

The DeBolt & District Agricultural Society was approved a grant in the amount of \$120,000.00 on May 26, 2015 for the purpose of replacing the curling rink ice plant. A letter was recently received from the organization identifying that the ice plant upgrade was completed at a lower price than originally anticipated. The total cost of the ice plant upgrade was \$111,483.40. The organization is requesting that the residual funds of \$8,516.60 be utilized to repair the club house roof and upgrade the irrigation system at the golf course.

The Greenview Miscellaneous Grant Application has the following statement:

- 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.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve or deny the request to reallocate the funds or alter the reallocated amount provided.

Benefits – The benefit of authorizing the organization to reallocate the residual grant funds is that additional repairs and upgrades to the club house and irrigation system at the golf course will result.

Disadvantages – There are no perceived disadvantages to authorizing the DeBolt & District Agricultural Society to reallocate the residual grant funds for club house roof repairs and upgrades to the golf course irrigation system.

COSTS / SOURCE OF FUNDING:

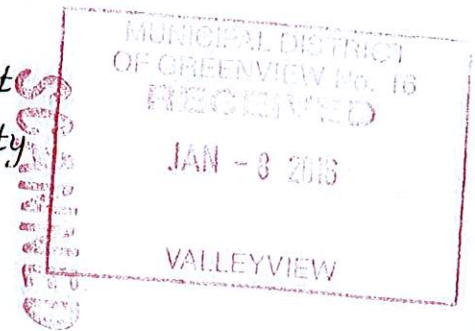
N/A

ATTACHMENT(S):

- DeBolt & District Agricultural Society – Request Letter to Reallocate the Grant Funds

*DeBolt & District
Agricultural Society*

Box 388
DeBolt, Alberta
T0H 1B0



TO: MD of Greenview

Attention: Dennis Mueller

RE: Ice Plant Report

Dear Dennis:

Please find attached the expense report for the new ice plant upgrade. We did not need to replace the headers so our costs were less than expected.

However we do require more capital for repairs to our club house roof as well as upgrades to our irrigation at our golf course. We would like to request that council consider reallocating the balance of the funds for that purpose.

Thankyou for your continued support of our community and best wishes for 2016. If you have any questions or concerns please call me at 780-832-8277 or email at debolttag@gmail.com

Sincerely,

Brian Moore
General Manager

	Vendor	amount	gst	total
	Gateway Mechanical Services	\$ 99,300.00	\$ 4,965.00	\$ 104,265.00
	Dr Sparkie's Electric	\$ 5,014.67	\$ 250.73	\$ 5,265.40
	Glen Unger Trucking Ltd	\$ 1,560.00	\$ 78.00	\$ 1,638.00
	992347 Alta Ltd	\$ 300.00	\$ 15.00	\$ 315.00
	totals	\$ 106,174.67	\$ 5,308.73	\$ 111,483.40

GATEWAY MECHANICAL SERVICES®

Page: 2 of 2
GEIR7342-1411
406207

EXPLANATION OF CHARGES

INDUSTRIAL RECREATIONAL

PROGRESS BILLING #4 FOR WORK COMPLETED AT DEBOLT CURLING CLUB.
DESCRIPTION: REFRIGERATION UPGRADES

Details Totaling: \$23,925.00

CONTRACT AMOUNT:	\$110,800.00
CONTRACT REVISIONS:	(\$ 11,500.00)
REVISED CONTRACT AMOUNT:	\$ 99,300.00
COMPLETED TO DATE:	\$ 99,300.00
LESS AMOUNT PREVIOUSLY INVOICED:	(\$ 75,375.00)
AMOUNT DUE THIS INVOICE:	\$ 23,925.00

Gross Billing \$25,121.25

PLEASE REMIT TO:
Gateway Mechanical Services Inc.

Net Invoice Due \$25,121.25

DEBOLT & DISTRICT AGRICULTURAL SOCIETY
BOX 388
DEBOLT AB T0H 1B0

Page: 1 of 2
GEIR7342-1411
406207

DEBOLT & DISTRICT AGRICULTURAL SOCIETY
BOX 388
DEBOLT AB T0H 1B0

CLIENT ID: C7383
INVOICE #: 406207
INVOICE DATE: 11/26/2015
DUE DATE: 12/26/2015
BILLED THROUGH: 11/26/2015

DEBOLT CURLING CLUB REFRIG UPGRADES

JOB ID: GEIR7342-1411
PO #:

PROGRESS BILLING #4 FOR WORK COMPLETED AT DEBOLT CURLING CLUB. PLEASE SEE NEXT
PAGE FOR FURTHER BREAKDOWN.

FIXED FEE ITEMS	CONTRACT AMOUNT	% COMPLETE	AMOUNT REMAINING	TOTAL BILLED TO DATE	AMOUNT PREVIOUSLY BILLED	AMOUNT THIS BILLING
INDUSTRIAL RECREATIONAL	\$99,300.00	100.00%		\$99,300.00	\$75,375.00	\$23,925.00
	\$99,300.00	100.00%		\$99,300.00	\$75,375.00	\$23,925.00

Invoice Subtotal \$23,925.00
GST REG # 101960383
23,925.00 @ 5.0000 % \$1,196.25
Gross Billing \$25,121.25

PLEASE REMIT TO:
Gateway Mechanical Services Inc.

Net Invoice Due \$25,121.25

Please Remit Payment To:
Gateway Mechanical Services Inc
14605 118 Avenue
Edmonton, AB T5L 2M7

With Gateway, it's personal.
www.gatewaymechanical.com



INVOICE

Date	Invoice #
13/11/2015	3329

Invoice To

Debolt Ag. Society
Community Center
Box 388
Debolt, AB T0H 1B0

P.O. No.	Terms	Due Date
	Net 15	28/11/2015

Item	Qty	Description	Rate	Units	Amount
Atten Brian Moore New Ice Plant Debolt Curling Rink Sept.					
FL24EHOT5	2	Florescent fixture 2 tube 4' high output T5	59.04	ea.	118.08T
FT5841	4	Florescent tube T5 841	8.99	ea.	35.96T
F34CW	22	Florescent 4' cool white tube	2.69	ea.	59.18T
BAL24E	1	2 tube 4' ballast energy efficient	19.47	ea.	19.47T
DIS2200	1	Fusible Main Disconnect 400A	1,219.00	ea.	1,219.00T
TC125	4	Connector- 1.25' teck 6/3	56.74	ea.	226.96T
250MCM	14	Wire-3/0 43 Teck	42.79	m.	599.06T
BL2/0	3	Bolt on lug #2/0	14.00	ea.	42.00T
STRUT75	10	Unistrut -.75'	1.90	ft.	19.00T
CC125	7	Cantruss clamp 1.25'	3.40	ea.	23.80T
F2/200TD	6	Fuse-250V 300A time delay	68.26	ea.	409.56T
Labg	10	Labour Gord - journeyman electrician	79.00	hr.	790.00T
Labb	2.5	Labour Becky- apprentice	39.00	hr.	97.50T
Labt	11	Labour Tristan - apprentice	28.50	hr.	313.50T
14TEW	10	Wire-#14 TEW 105C flexible	0.50	m.	5.00T
KWE10	18	Crimp-on wire end #10	1.57	ea.	28.26T
RW2	1	Duplex recept. white 20A	5.47	ea.	5.47T
FLEXSTNM5	6	.5" Grey PVC flex conduit	0.97	ft.	5.82T
CONST590	4	1/2" 90deg Swivel conn flex	7.24	ea.	28.96T
PS	1	Square D pressure switch 30-50psi	91.60	ea.	91.60T
PS	1	Square D pressure switch 80-100psi	136.99	ea.	136.99T
Labg	9	Labour Gord - journeyman electrician	79.00	hr.	711.00T
Labt	1	Labour Tristan - apprentice	28.50	hr.	28.50T
GST on sales			5.00%		250.73

Thank you for your business.	GST # 844342568	Subtotal	\$5,014.67
		GST	\$250.73
		Payments	\$0.00
		Balance Due	\$5,265.40

WCB# 3915838

Glen Unger Trucking Ltd.

Box 335

Debolt AB T0H 1B0

Invoice

Date	Invoice #
10/7/2015	4928

Invoice To
DeBolt Ag Society Box 388, DeBolt, AB T0H 1B0

AFE #	LOC #
	Curling Rink

Ticket #	Service	Description	Qty	Rate	Amount
V-0860	107 Hydrovac Swamper	Hydrovac Unit Swamper Supplied GST On Sales	6 6	210.00 50.00 5.00%	1,260.00 300.00 78.00
<div>POSTED PC 243</div> <p>Cleaning Header on ice plant.</p>					
			Subtotal		\$1,560.00
			GST		\$78.00
			Balance Due		\$1,638.00

Contact Info:
ph:780-957-2238 fax:780-957-2879
admin@ungertrucking.com

992347 ALTA LTD
P.O. Box 487
Debolt, Alberta T0H 1B0
Tel: (780) 957-2707
Cell: (780) 512-0708
(Shane Gale)

INVOICE NO. 122		
ORDER NO.	INVOICE DATE	
	Oct 2/2015	
DATE SHIPPED	SHIPPED VIA	
NO. PCS.	WT.	FOB

GST # 863513651

SOLD TO

SHIPPED TO

Debolt District
Ag. Society

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
3	hrs.	Replace section of water line in curling rink.	100	300.00
<div data-bbox="250 1339 483 1453" data-label="Text"> <p>POSTED 5773</p> </div>			SUBTOTAL	300.00
			GST	15
			PST	
			TOTAL	315.00



REQUEST FOR DECISION

SUBJECT: **Grande Cache Community High School**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: January 26, 2016
DEPARTMENT: COMMUNITY SERVICES
FILE NO./LEGAL: File Number, Legal or N/A.
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council accept the request from the Grande Cache Community High School for a Donated 4x4 Truck as information

BACKGROUND / PROPOSAL:

The Grande Cache Community High School Elite Program is an in-depth vocational education program that has been running in the Grande Cache community for the last 25 years. The trade's education class focuses on 5 main areas: Automotives, Welding, Sheet Metal, Machining and Electrical. The grade 11 and 12 Elite students participate in real world job training through bi-monthly job placements in partnership with industry.

The existing aging vehicle is utilized extensively in doing work experience check-ins as well as transporting waste materials to the disposal site etc. The group is requesting that Greenview donate a newer truck to the Grande Cache Community High School for their usage in the E.L.I.T.E Program.

Administration is recommending that the request be accepted as information only, as approving the donation may set a precedent for other similar requests.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to accept the request as information or approve the donation of a Greenview surplus truck.

Benefits – The benefit of accepting the request as information is that there will not be a precedent set as to address similar requests.

Disadvantages – The disadvantage of accepting the request as information only is that the school will have to source other avenues for replacing there vehicle.

COSTS / SOURCE OF FUNDING:

Administration is recommending that if council chooses to approve the donation of a surplus Greenview truck that the salvage value be expensed to the Miscellaneous Community Services budget with an offsetting revenue credited to the Vehicle/ Equipment replacement reserve account. Greenview operations department advised that there is a 2011 ¾ ton vehicle scheduled for surplus with an estimated value of \$13000.

ATTACHMENT(S):

Letter for donation from the Grande Cache Community High School



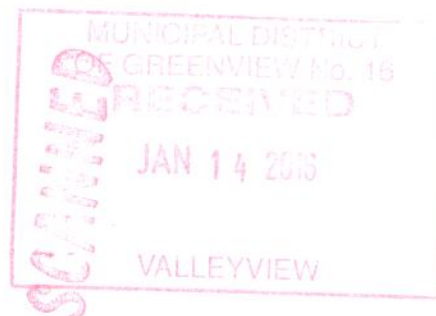
GRANDE CACHE COMMUNITY HIGH SCHOOL

P.O. BOX 599
GRANDE CACHE, ALBERTA T0E 0Y0

TELEPHONE: 827-3502
FAX: (780) 827-3112

January 8, 2016

Reeve and Council
Municipal District of Greenview
P.O. 1079
Valleyview, AB
T0H 3N0



RE: Possible Donation of 4x4 Truck

Dear Reeve and Council:

Please accept this letter as a formal request for a possible donation of a truck to the Grande Cache Community High School E.L.I.T.E. Program.

The Grande Cache Community High School Elite Program is an in-depth vocational education program that has been running in our community for the last 25 years. This trade's education class focuses on 5 main vocational areas: Automotives, Welding, Sheet Metal, Machining and Electrical. The success of this program has been largely due to community and community industry support. The grade 11 and 12 Elite students participate in real world job training through our bi-monthly jobsite placements, which our industry partners accommodate. Our students work alongside journeyman in these various trade areas with the full support of our school and the companies who take them on.

Our current truck is aging. We use this vehicle extensively. It is used to drive to our jobsites multiple times a month to do our work experience check-ins. It is used to pick up our many different building supplies. (It is also used for our wood shop). We also use this vehicle on a weekly basis to haul construction and metal materials to the dump and different disposal sites in our community.

A newer truck would be an amazing benefit to our program.

Thank you for your consideration.

Sincerely,

Greg Nolan
GCCHS
Vocational Education Instructor

Dominic Lacroix
GCCHS
Vocational Education Instructor



REQUEST FOR DECISION

SUBJECT: **Salvaging and Scavenging Policy**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: January 26, 2016
DEPARTMENT: INFRASTRUCTURE &
PLANNING/ENVIRONMENTAL SERVICES
FILE NO./LEGAL: Policy 1022
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION

CAO: MH MANAGER: GC

GM: GG PRESENTER: GC

LEGAL/ POLICY REVIEW: INT

FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) –N/A

RECOMMENDED ACTION:

That Council approve proposed policy 1022 which will replace existing policy 1022.

BACKGROUND / PROPOSAL:

Proposed changes are to update the existing policy to include the new “Take It or Leave It” building and associated procedures.

The existing Salvaging and Scavenging policy refers to the designated area in select Greenview landfills and transfer stations where salvageable material is placed for public salvaging as “Free Zone” and it should be defined as “Take it or Leave It”. There is also no policy in place for the amount of time an item can stay on site before being disposed of. This would be corrected by implementing the Intake sticker/tag that has been designed to record both the intake date and the disposal date.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to accept the proposed changes.
Council may choose to not accept the changes.
Council may choose to make additional changes.

Benefits – A consistent handling of reusable materials brought into Greenview’s transfer stations while continuing to disallow random, unallowable scavenging throughout the site.

Disadvantages – No unforeseen disadvantages expected.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Original Policy No. 1022
- Proposed updated Policy

Title: Greenview Facilities: Salvaging & Scavenging – Policy

Policy No:

Effective Date:

Motion Number:

Supersedes Policy No: 1022



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish a policy and procedure for Employees and the Public to follow in regard to Salvaging and Scavenging in any of Greenview's facilities.

DEFINITIONS

Employees – on-duty, paid staff and contractors of Greenview who enter any Greenview facilities during hours of employment and operation

Greenview Regional Landfill – a Greenview affiliated Landfill staffed/serviced by Greenview Employees

Intake Sticker/Tag – a dated and brightly colored sticker/tag placed on the Salvageable Material by a Greenview Landfill and Transfer Station Employee at the time of arrival in the Take It Or Leave It

Landfill – a regulated site for disposal of Waste in or on the ground by burial

Non-salvageable Material – items of no perceived value or use to the Public (beds, clothes, foods, animals, dangerous goods)

Public – citizens and off-duty Employees of Greenview

Salvageable Material – items of perceived value or use to the Public (appliances, machinery, building supplies, hardware)

Salvaging – the act of retrieving Salvageable Material from Greenview's Landfill and Transfer Station facilities' Take It Or Leave It

Scavenging – the act of searching through Waste deposited in any of Greenview's facilities

Take It Or Leave It – a designated building in select Greenview Landfill and Transfer Station facilities where Salvageable Material is placed for Public Salvaging

Transfer Station – a multi-purpose facility consisting of solid waste, recyclable material, and household hazardous waste collection depots

Waste – any materials deposited in Greenview's Landfill and Transfer Station facilities in any area other than the Take It or Leave It

POLICY

1. Scavenging is prohibited in all of Greenview's facilities.
2. All Salvageable Material and Waste delivered to Greenview's Landfill and Transfer Station facilities is the property of Greenview.
3. All Salvageable Material deposited and located within Greenview's Landfill and Transfer Station facilities' Take It Or Leave It must be approved by a Greenview Landfill and Transfer Station Employee and have a visible, affixed Intake Sticker/Tag on it.
4. Salvageable Material deposited and located within Greenview's Landfill and Transfer Station facilities' Take It Or Leave It are for Public Salvaging.
5. Salvageable Material remaining in the Take It Or Leave It for 30 days, or sooner if space is limited, will be deemed Non-Salvageable and disposed of.

PROCEDURE

1. Employees and the Public are permitted to deposit Salvageable Materials in Greenview's Landfill and Transfer Station facilities' Take It Or Leave It once it has been approved by a Greenview Employee and an Intake Sticker/Tag has been placed on it.
2. Off-duty Employees and the Public are permitted to retrieve Salvageable Material from the Take It Or Leave It only during regular business hours.
3. At Greenview's discretion, items placed in the Take It Or Leave It may be deemed as waste and treated accordingly.
4. Salvageable Material remaining in the Take It Or Leave It for 30 days, or sooner if space is limited, will be deemed Non-Salvageable and disposed of.

APPENDIX

1. Greenview Landfills and Transfer Stations: Take It Or Leave It Salvageable Item – Sticker/Tag
2. Greenview Landfills and Transfer Stations: Take It Or Leave It Salvageable Item – Signage

Title: Greenview Facilities: Salvaging & Scavenging – Policy

Policy No: 1022

Effective Date: July 22, 2015

Motion Number: 15.07.348

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish a policy and procedure for Employees and the Public to follow in regard to Salvaging and Scavenging in any of Greenview's facilities.

DEFINITIONS

Employees – on-duty, paid staff and contractors of Greenview who enter any Greenview facilities during hours of employment and operation

Free Zone – a designated area in select Greenview Landfill and Transfer Station facilities where Salvageable Material is placed for Public Salvaging

Greenview Regional Landfill – a Greenview affiliated Landfill staffed/serviced by Greenview Employees

Landfill – a regulated site for disposal of Waste in or on the ground by burial

Public – citizens and off-duty Employees of Greenview

Salvageable Material – items of perceived value or use to the Public

Salvaging – the act of retrieving Salvageable Material from Greenview's Landfill and Transfer Station facilities' Free Zone

Scavenging – the act of searching through Waste deposited in any of Greenview's facilities

Transfer Station – a multi-purpose facility consisting of solid waste, recyclable material, and household hazardous waste collection depots

Waste – any materials deposited in Greenview's Landfill and Transfer Station facilities in any area other than the Free Zone

POLICY

1. Scavenging is prohibited in all of Greenview's facilities.
2. All Salvageable Material and Waste delivered to Greenview's Landfill and Transfer Station facilities is the property of Greenview.

3. Salvageable Material deposited and located within Greenview's Landfill and Transfer Station facilities' Free Zone are for Public Salvaging.

PROCEDURE

1. Employees and the Public are permitted to deposit Salvageable Materials in Greenview's Landfill and Transfer Station facilities' Free Zone.
2. Off-duty Employees and the Public are permitted to retrieve Salvageable Material from the Free Zone.
3. At Greenview's discretion, items placed in the Free Zone may be deemed as waste and treated accordingly.

CURRENT



REQUEST FOR DECISION

SUBJECT:	Equipment and Vehicle Replacement Policy No. 4006		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 26, 2016	CAO: MH	MANAGER: GM
DEPARTMENT:	INFRASTRUCTURE & PLANNING/OPERATIONS	GM: GG	PRESENTER: GM
FILE NO./LEGAL:	N/A	LEGAL/ POLICY REVIEW: INT	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – *Policy No.: 4006*

RECOMMENDED ACTION:

MOTION: That Council approve the proposed policy No. 4006 which will replace existing policy No. 4006.

BACKGROUND / PROPOSAL:

During the review of this policy, recommendations have been put forward regarding the replacement timeframe for the following items:

Loaders: are extensively used all year round. These loaders are replaced every 10 yrs or 10,000 hrs. By adhering to the previous policy the auction value is diminished to a minimum amount and maintenance costs are increased yearly. The warranty on loaders is 1 yr/2,500 hrs and 5 yrs/6,000 hrs on the powertrain component.

“Recommend that loaders be reduced to 8 yrs and/or 7,500 hrs.”

Tractors: replacement schedule is every two years. The present policy states 10,000 hrs. By trading the tractors every 2 years we lose 33% of the value and only accumulate 3,000 hrs. It is unknown what the trade-in value would be after 6,000 hrs, I would suspect that it would be around 50%. The warranty is presently 2 yrs or 2,000 hrs.

“Recommend tractors be reduced to 6,000 hrs.”

Light/Medium Duty Trucks: Greenview presently auctions off these vehicle every 5 yrs or 150,000 km. Over the last two years many of Greenview’s trucks have reached the 5 yrs limit but the mileage on several of these vehicles has been under 100,000 km’s. Auction prices range between \$12,500 and \$15,000 minus commission of approximately 11%. Vehicles 7 yrs old with mileage under 150,000 km’s receive an auction price range of \$11,000 to \$13,000. Due to low mileage our maintenance costs have been minimal. These vehicles carry a 3 yrs/60,000 km warranty.

“Recommend light/medium duty trucks be increased to 7 yrs and/or 150,000 km’s.”

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council could choose to accept all or some of the following recommendations.
Council could choose to leave the Policy as written.

Benefits – If accepted the savings over a two year period would amount to approximately \$800,000.

Disadvantages – Greenview may not be receiving the best value out of the equipment when being auctioned or the best usage.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Policy No. 4006
- Proposed Policy

Title: EQUIPMENT AND VEHICLE REPLACEMENT

Policy No: 4006

Approval: Council

Effective Date: February 24, 2015

Revision Date: January 28, 2015



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

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

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

Principles:

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

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

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

Approved: 15.02.094

Title: EQUIPMENT AND VEHICLE REPLACEMENT

Policy No:

Effective Date:

Motion Number:

Supersedes Policy No: 4006



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

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

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

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2. Administration will establish a Capital Reserve Replacement rate, taking into consideration the life span of the equipment and vehicle(s) and the estimated replacement cost.
3. Equipment and Vehicle Reserve Replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
4. Interest earned from the vehicle and equipment reserve will be allocated to the reserve at year end.
5. Council shall authorize the transfer of funds to and from the reserve.

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

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

Approved: 15.02.094



REQUEST FOR DECISION

SUBJECT:	Wastewater Lagoon Access Policy	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH	MANAGER: GC
MEETING DATE:	January 26, 2016	GM: GG	PRESENTER: GC
DEPARTMENT:	INFRASTRUCTURE & PLANNING/ENVIRONMENTAL SERVICES		
FILE NO./LEGAL:	EES 18	LEGAL/ POLICY REVIEW: INT	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – *Code of Practice for Wastewater Treatment Systems consisting of Lagoons*

Council Bylaw / Policy (cite) – *EES18*

RECOMMENDED ACTION:

The Council approve Policy No. 4007 which will replace the existing Policy EES 18.

BACKGROUND / PROPOSAL:

The proposed policy is intended to update the existing policy so as to ensure accountability by users for the amounts and types of sanitary sewage being disposed of in Greenview's wastewater lagoons.

Currently, once haulers are approved by Greenview to use our lagoons sites they are given a key and have access to the sites 24 hours a day, 7 days a week. The agreement states that a hauler must have a manifest submitted to administration by month's end. It appears a large percentage of companies are failing to comply with the agreement.

To confirm that these issues are happening, the Manager of Environmental Services installed a camera at the Grovedale Lagoon recently, and it has recorded several trucks on site that have not submitted a manifest at month's end. The proposed changes to the current policy are to provide a more defined policy with procedures for the proper disposal of septage at the Greenview lagoons.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to accept the proposed changes, make additional changes, or may leave the policy as is.

Benefits – More control over Greenview's lagoon access and to minimize potential misuse and contamination.


Disadvantages – No disadvantages for the MDGV expected.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- New Policy 4007
- Proposed update EES18.

	<i>M. D. OF GREENVIEW NO. 16</i> <i>POLICY & PROCEDURES MANUAL</i>	Section: ENGINEERING & ENVIRONMENTAL SERVICES
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POLICY NUMBER: EES 18

POLICY TITLE: WASTEWATER LAGOON ACCESS

Page 1 of 1

Date Adopted by Council / Motion Number:

11.10.554

PURPOSE:

This policy is intended to provide access control to Municipal Wastewater Lagoons used by the public for the purpose of discharging septage collected within the M.D. of Greenview in compliance with Alberta Environment Code of Practice provincial and federal requirements.

POLICY:

1. Activities at Municipal Wastewater Lagoons must be in compliance with code of practice and regulatory requirements. As a result, this policy establishes control over access to these facilities.
2. All users of Greenview's Municipal Wastewater Lagoons will be required to enter into a Sewage Dumping Agreement to ensure that disposal activities are controlled, monitored, and in compliance with applicable regulations.
3. Prior to any dumping all users must contact the Municipality to confirm the nature of activities and verify that a current agreement is in place.
4. Any company or person violating these current regulations will be held liable for any damages caused by any illegal activities carried out at these septage dumping sites.
5. The company or person discharging septage will send a monthly activity report (faxed, emailed or mailed) to the Municipality for review.

(Original signed copy on file)

REEVE

C.A.O.

Title: Wastewater Lagoon Access

Policy No:

Effective Date:

Motion Number:

Supersedes Policy No: EES 18



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: This policy is intended to provide access control to Greenview Wastewater Lagoons used by the public for the purpose of discharging septage collected within Greenview in compliance with the Provincial Environment Code of Practice and Federal requirements.

DEFINITIONS

Hauler – Any commercial or civilian based equipment hauling sewage to a Greenview Lagoon

Sewage Generator – Any commercial or civilian based generators of sewage which is taken to a Greenview Lagoon

POLICY

1. Activities at Municipal Wastewater Lagoons must be in compliance with Federal, Provincial and Municipal Codes of Practice and regulatory requirements. As a result, this policy establishes control over access to these facilities.
2. All users of Greenview's Municipal Wastewater Lagoons will be required to enter into a Sewage Dumping Agreement to ensure that disposal activities are controlled, monitored, and in compliance with applicable regulations.
3. Any Hauler or Sewage Generator violating these regulations will be held liable for damages caused by any illegal activities carried out at these septage dumping sites.
4. Call-Ins to Greenview's "Utilities On Call" (780-552-4825) are required for EVERY visit prior to:
 - 4.1 Greenview Lagoon Site Entry
 - 4.2 Unloading Sewage
 - 4.3 Additional Information to be provided includes:
 - 4.3.1 Time
 - 4.3.2 Date
 - 4.3.3 Site Location
 - 4.3.4 Hauler Name and Contact Information
 - 4.3.5 Sewage Generator and Contact Information
 - 4.3.6 Volume

5. Any Hauler or Sewage Generator found on a Greenview Lagoon site without calling “Utilities On Call” prior to dumping will be subject to:
 - 5.1 A warning letter on first offence
 - 5.2 A \$500 fine on second offence
 - 5.3 A \$1000 fine on third offence and will be barred from all Greenview Lagoon sites

PROCEDURE

1. Prior to any dumping all users must contact the Municipality to confirm the nature of activities and verify that a current agreement is in place.
2. The Hauler or Sewage Generator discharging septage will send a monthly manifest (faxed, emailed or mailed) to Greenview for review within 30 days.
3. Call-Ins to Greenview’s “Utilities On Call” (780-552-4825) are required for EVERY visit prior to:
 - 3.1 Greenview Lagoon Site Entry
 - 3.2 Unloading Sewage
 - 3.3 Additional Information to be provided includes:
 - 3.3.1 Time
 - 3.3.2 Date
 - 3.3.3 Site Location
 - 3.3.4 Hauler Name and Contact Information
 - 3.3.5 Sewage Generator and Contact Information
 - 3.3.6 Volume
4. Any Hauler or Sewage Generator found on a Greenview Lagoon site without calling “Utilities On Call” prior to dumping will be subject to:
 - 4.1 A warning letter on first offence
 - 4.2 A \$500 fine on second offence
 - 4.3 A \$1000 fine on third offence and will be barred from all Greenview Lagoon sites



REQUEST FOR DECISION

SUBJECT:	Policy change for Road Use Agreements	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH	MANAGER: GM
MEETING DATE:	January 26, 2016	GM: GG	PRESENTER: GM
DEPARTMENT:	INFRASTRUCTURE & PLANNING/OPERATIONS	LEGAL/ POLICY REVIEW: INT	
FILE NO./LEGAL:	N/A	FINANCIAL REVIEW:	
STRATEGIC PLAN:			

RELEVANT LEGISLATION:

Provincial (cite) – *N/A*

Council Bylaw / Policy (cite) – *Policy No.: PW 21*

RECOMMENDED ACTION:

MOTION: That Council approve the proposed Policy No. 4008 which will replace the existing Policy PW 21.

BACKGROUND / PROPOSAL

This policy change is to bring Greenview's positions identified in the original policy up to date. Positions such as Infrastructure Coordinator and Superintendent of Public Works no longer exist in Greenview's organization chart and to add Greenview to the name Municipal District when used. None of the changes specified would change the intent or meaning of the Policy No. PW 21.

OPTIONS – BENEFITS / DISADVANTAGES:

Options. – Council could accept the recommended revisions.

Benefits – By accepting the changes this will bring Greenview's policy up-to-date to reflect the current organizational titles.

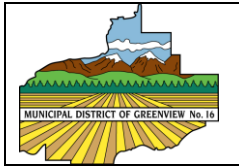
Disadvantages – None.

COSTS / SOURCE OF FUNDING:

None.

ATTACHMENT(S):

- Policy No.PW 21
- Proposed Policy 4008



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

Section:
PUBLIC WORKS

POLICY NUMBER: PW 21

POLICY TITLE: ROAD MAINTENANCE AGREEMENT

Page 1 of 1

Date Adopted by Council / Motion Number:

06.02.97

PURPOSE:

To develop guidelines and procedures for road use by individuals or companies having extensive or continuous haul projects.

POLICY:

To allow individuals or companies the opportunity to use Municipal District roadways for the purpose of hauling equipment, materials or loads.

PROCEDURE:

- 1.0 Road users must obtain the prior approval of the Infrastructure Coordinator and must enter into a Road Maintenance Agreement with the Municipal District.
- 2.0 Applicants must complete a RDS (Road Data Services) Move Sheet (Permit) for each move.
- 3.0 Prior to and upon completion of the haul, the Infrastructure Coordinator or his/her designate, may hold an on-site inspection to ensure the conditions as outlined in the Road Maintenance Agreement have been adhered to.
- 4.0 Any requests which may be deemed unusual by the Infrastructure Coordinator shall be brought to Council for approval.
- 5.0 The Infrastructure Coordinator shall report all road damages to the Superintendent of Public Works.
- 6.0 The Superintendent of Public Works shall inform Council of any road damage charges prior to invoicing.
- 7.0 Staff will attempt to take photographs of all inspection findings.

(Original signed copy on file)

REEVE

C.A.O.

Title: Road Use Agreements – Policy & Procedure

Policy No:

Effective Date:

Motion Number:

Supersedes Policy No: PW 21



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish guidelines and procedures for road use by individuals or companies having extensive or continuous haul projects throughout Greenview.

POLICY

1. To allow individuals or companies the opportunity to use Greenview's roads for the purpose of hauling equipment, materials or loads throughout Greenview.

PROCEDURE

1. Applicants must complete a Road Data Services Move Sheet (Permit) for each move.
2. Individuals or companies having extensive or continuous haul projects must obtain the prior approval of the Manager of Operations and enter into a Road Use Agreement with Greenview.
3. Prior to and upon completion of the haul, Roads Supervisors (East/West), or their designate, may hold an on-site inspection to ensure the conditions as outlined in the Road Use Agreement have been adhered to.
4. Staff will attempt to take photographs of all inspection findings.
5. Any requests which may be deemed unusual by the Manager of Operations shall be brought to Council for approval.
6. Roads Supervisors (East/West) shall report all road damages to the Manager of Operations.
7. The Manager of Operations shall inform Council of any road damage charges prior to invoicing.

APPENDIX

1. Copy of Greenview Road Use Agreement (form)
2. Copy of RoaData General Agreement To Provide Service
3. Copy of RoaData Schedule of Service 1
4. Copy of RoaData Schedule of Service 6
5. Various Permit Application Forms available through RoaData

PROPOSED



REQUEST FOR DECISION

SUBJECT: **Letters of Support Policy**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: January 26, 2016
DEPARTMENT: COMMUNITY SERVICES
FILE NO./LEGAL: N/A
STRATEGIC PLAN:

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy #8003 - Letters of Support Policy, as presented.

BACKGROUND / PROPOSAL:

The Policy Review Committee recently approved draft Policy #8003 – Letter of Support and recommended that Council approve the policy as presented.

The Letter of Support Policy will be implemented as a means of streamlining the administrative procedure upon dealing with requests of support from non-profit organizations or groups. Presently requests for letters of support are forwarded to Council by way of the Request for Decision process and require a Council motion for authorization. Administration is recommending that if the letter of support request meets Greenview's criteria, administration will be authorized to approve the request and notify Council of the action.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council has the option to approve or deny the Letters of Support policy as presented, or alter the policy.

Benefits – The benefit of implementing Policy #8003 – Letters of Support is that the letters of support can be submitted to the non-profit organizations in a timely manner.

Disadvantages – There are no perceived disadvantages to approving Policy #8003 - Letters of Support Policy as presented.

COSTS / SOURCE OF FUNDING:

N/A

ATTACHMENT(S):

- Policy #8003 – Letters of Support

Title: Letters of Support Policy

Policy No: 8003

Effective Date:

Motion Number:

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: The purpose of the Letters of Support Policy is to establish a fair policy and consistent procedure for Greenview's Administration to follow while providing Community-Recognized Non-Profit Organizations (NPO) with an opportunity to apply for a Letter of Support, in which Greenview's Administration recognizes the merit of the NPO's respective initiative.

DEFINITIONS

Community-Recognized Non-Profit Organization (NPO) – Greenview-based organizations (may include but are not limited to: school, sports, youth, and seniors groups) with an identified non-profit mission, operation or purpose and are commonly or traditionally known in/to the community

Letter of Support – A written document provided by Greenview's Administration to a NPO which recognizes the merit of the NPO's respective initiative and may be used elsewhere by the NPO for requesting financial assistance, goods or services.

POLICY

1. Greenview will accept and consider requests for a Letter of Support from NPO which is seeking written support of their respective initiative.
2. Greenview will provide a Letter of Support to a NPO which has identified why they are applying for assistance elsewhere, as well as how, when, where and what it will contribute to community-betterment.
3. Greenview may choose not to provide a Letter of Support to a NPO which has not identified the aforementioned criteria.

PROCEDURE

1. A NPO request for a Letter of Support will be received and reviewed by Greenview on a first come first serve basis.
2. Upon receipt of a request for a Letter of Support, Greenview will evaluate the application on the basis of who, what, when, where, why and how the initiative will contribute to community-betterment.

3. Providing these conditions have been met, Greenview will provide the NPO with a Letter of Support for their future use.
4. Greenview Administration will provide Council with a copy of the Letter of Support at the next Council Meeting for their information.

DRAFT



REQUEST FOR DECISION

SUBJECT:	Reallocate Remaining 2014 Budgeted Funds to 2015 and 2016		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 26, 2016	CAO: MH	MANAGER: DD
DEPARTMENT:	CORPORATE SERVICES/FINANCE	GM: RO	PRESENTER: RO
FILE NO./LEGAL:	File Number, Legal or N/A.	LEGAL/ POLICY REVIEW: INT	
STRATEGIC PLAN:		FINANCIAL REVIEW:	

RELEVANT LEGISLATION:

Provincial (cite) – *MGA* Section 248 (1) A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by Council.

Council Bylaw / Policy (cite) – *N/A*

RECOMMENDED ACTION:

MOTION: That Council approve the reallocation of \$150,000 from Water Reserves to the 2015 New Fish Creek, Sunset House and Sweathouse Water Points capital budgets.

BACKGROUND / PROPOSAL:

This past week Administration was approached by the Manager of Environmental Services, Gary Couch, regarding the need to pay the latest invoice for the three water point projects noted in the motion. However, according to the current financial reports, which are accurate, there isn't sufficient funding available to cover the expenditure.

After discussion with our CAO regarding the fact that this was a tendered project and should be within budget; the 2014 project contract and the 2014/2015 budgets and expenditures were reconciled. All was within the allocated funding. But during this process a difference was identified in the monthly budget to actual reports, provided by our Financial Reporting Manager, for these three projects since July 2014.

The initial combined budget for these projects was \$1,620,000. Motion 14.02.75 was carried on February 11, 2014, approving the allocation of additional \$798,444; bringing the combined 2014 budget to \$2,418,444. The June 2014 budget to actual report did include the extra \$798,444 that Council allocated. However, the budget to actual reports from July to December 2014 did not include the approved additional funds. Thus, the 2014 December report shows a balance of \$244,882 to carry over from 2014 to 2015.

Unfortunately, the 2014 balance of \$512,328 that should have been carried over to 2015 remained unnoticed due to this error in the reports from July to December 2014. However, these funds went to the Water Reserves at the end of 2014. After discussing this matter with the Manager of Environmental Services, Administration understands that the \$150,000 should be sufficient funding to cover the completion of these three 2015 projects.

Administration wishes to apologize with Council for the errors in these reports and respectfully request approval to transfer \$150,000 from Water Reserves to the 2015 budget for the completion of these three water point projects.

In summary, funding originally approved for the project was accidentally transferred to Reserves. The recommendation is to bring this funding back into the budget in order to pay existing invoices and is not a request for additional funding.

OPTIONS – BENEFITS / DISADVANTAGES:

Options – Council may choose to deny Administration’s request. This is not recommended due to the need to successfully complete the water points and pay the contractor/supplier invoices.

Benefits – The benefits of Council approving Administration’s request is to allow Administration to ensure that there is sufficient funding in the 2015 budget to cover the 2015 expenses for these projects.

Disadvantages – None.

COSTS / SOURCE OF FUNDING:

Funding to be carried from the 2014 capital budget to the 2015 capital budget.

ATTACHMENT(S):

None



A GREAT PLACE TO LIVE, WORK AND PLAY

CAO's Report

Function: CAO

Date: January 26, 2016

Submitted by: Mike Haugen

Linear Assessment/Taxation Meeting

I attended a meeting consisting of several CAOs and Reeves from across the Province regarding linear assessment and taxation. At the meeting it was decided that there were some initiatives to pursue and that this would be done through the AAMDC zones.

Towns re Linear Assessment

At the time of writing I have submitted letters to the Towns of Valleyview and Fox Creek to ask that they consider writing to the Minister of Municipal Affairs regarding potential changes to linear taxation. Specifically that they state their support for the status quo as it allows our region to work locally for the betterment of the local population and any changes would restrict or eliminate the ability to partner. I will be contacting the Town of Grande Cache with the same request.

Incident Command System

Myself and approximately 19 other Greenview staff took part in Incident Command System (ICS) training. ICS is the system used to manage emergency or disaster events and the training was organized by Greenview's Protective Services group as part of organizing and building the MD's response capability.

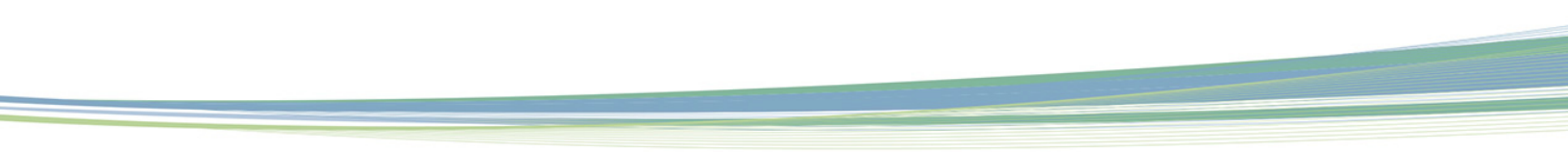
Meeting with Town of Grande Cache

We have confirmed the evening of February 17th for a meeting with the Town of Grande Cache. This will take place during the Growing the North Conference. The main topic will likely be the Grande Cache Source Water Protection Plan which has been previously distributed to Council. The exact date and location of the meeting will be entered into Council's calendars.

AAMDC – RCMP Meeting

Local RCMP have asked Greenview if we wish to meet with K Division at the AAMDC Spring Convention. These meetings are generally for discussion of issues that cannot be handled at the local level or are broader in context. At this time Administration has no issues that it is felt would necessitate a meeting with K Division but are seeking Council's direction.

Special Projects Coordinator



In addition to policy review, Mr. Barry has been working on a number of projects for different departments within Greenview.

Upcoming Dates:

Growing the North

Tentative Strategic Planning

AAMDC Spring Convention

February 17/18

February 29th/March 1

March 14th-16th