



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

Tuesday, February 23, 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 February 9, 2016 – to be adopted.	3
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
	5.1 Rob Petrone, Canadian Natural Resources Ltd. (CNRL)	-
#6	BYLAWS	
#7	OLD BUSINESS	
#8	NEW BUSINESS	
	8.1 Public Access Request	10
	8.2 Removal of Signs in Greenview Right-of-Ways	16
	8.3 Appeal Committee Composition and Selection	22
	8.4 Grande Cache Recreational Committee Member	37
	8.5 Valleyview Ladies Curling Bonspiel Sponsorship	38
#9	COUNCILLORS BUSINESS & REPORTS	



#10 CORRESPONDENCE

- Swan City Snowmobile Club

#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 09, 2016

**# 1:** Reeve Dale Gervais called the meeting to order at 9:02 a.m.  
**CALL TO ORDER**

**PRESENT**

Reeve	Dale Gervais
Deputy Reeve	Tom Burton
Councillors	George Delorme (9:04 a.m.)
	Dave Hay
	Roxie Rutt
	Bill Smith
	Dale Smith
	Les Urness

**ATTENDING**

Chief Administrative Officer	Mike Haugen
General Manager, Corporate Services	Rosemary Offrey
General Manager, Community Services	Dennis Mueller
General Manager, Infrastructure & Planning	Grant Gyurkovits
Communications Officer	Diane Carter
Recording Secretary	Lianne Kruger

**ABSENT**

**#2:** MOTION: 16.02.37. Moved by: COUNCILLOR BILL SMITH  
**AGENDA** That the February 9, 2016 agenda be adopted with additions:

- 8.10 Joint Recreation Master Plan
- 7.1 Twp Rd 672

CARRIED

**#3.1** MOTION: 16.02.38. Moved by: COUNCILLOR ROXIE RUTT  
**REGULAR COUNCIL** That the Minutes of the Regular Council Meeting held on Tuesday, January 26,  
**MEETING MINUTES** 2016 be adopted as presented.

CARRIED

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

TB: When are new policy going to be enforced?

GG: Will double check with manager, assumes they will start immediately

#4  
PUBLIC HEARINGS

**4.0 PUBLIC HEARINGS**

There were no Public Hearings presented.

#6  
BYLAWS

**6.0 BYLAWS**

**6.1 BYLAW 16-759 RE-DESIGNATE FROM AGRICULTURE (A) DISTRICT TO INDUSTRIAL (I) DISTRICT**

BYLAW 16-759  
FIRST READING

MOTION: 16.02.39. Moved by: COUNCILLOR DAVE HAY  
That Council give First Reading to Bylaw No. 16-759, to re-designate a 3.87 hectare ± (9.56 acre) area within SW-1-69-6-W6 from Agriculture (A) District to Industrial (I) District, as per attached Schedule 'E'.

CARRIED

BYLAW 16-759  
PUBLIC HEARING

MOTION: 16.02.40. Moved by: COUNCILLOR BILL SMITH  
That Council schedule a Public Hearing for Bylaw No. 16-759 to be held on March 8, 2016, at 10:00 a.m. for the re-designation of a 3.87 hectare ± (9.56 acre) area within SW-1-69-6-W6 from Agriculture (A) District to Industrial (I) District, as per attached Schedule 'E'.

CARRIED

#7  
OLD BUSINESS

**7.0 OLD BUSINESS**

**7.1 TOWNSHIP ROAD 672 REVISED COSTS**

MOTION: 16.02.41. Moved by: COUNCILLOR DALE SMITH  
That Council accept the discussion regarding Township Road 672 as information.

CARRIED

#11 IN CAMERA

**11.0 IN CAMERA**

IN CAMERA

MOTION: 16.02.42. Moved by: COUNCILLOR GEORGE DELORME  
That the meeting go to In-Camera, at 9:30 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

CARRIED

**11.1 LOCAL PUBLIC BODY CONFIDENCES**

(FOIPP; Section 23(1))

OUT OF CAMERA

MOTION: 16.02.43. Moved by: DEPUTY REEVE TOM BURTON  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 10:06 a.m.

CARRIED

MOTION: 16.02.44. Moved by: DEPUTY REEVE TOM BURTON  
That Council accept the presentation by Alberta Transportation as information.

CARRIED

Reeve Gervais recessed the meeting at 10:07 a.m.  
Reeve Gervais reconvened the meeting at 10:15 a.m.

#5  
DELEGATIONS

## 5.0 DELEGATIONS

### 5.1 ALBERTA FOREST PRODUCTS ASSOCIATION

PROJECT  
ANNOUNCEMENT

MOTION: 16.02.45. Moved by: COUNCILLOR BILL SMITH  
That Council accept for information the presentation by the Alberta Forest Products Association as information.

CARRIED

#8  
NEW BUSINESS

## 8.0 NEW BUSINESS

### 8.1 LITTLE SMOKY WATER DISTRIBUTION – RESCINDING LOCAL IMPROVEMENT TAX MOTION

RESCIND MOTION  
15.09.407

MOTION: 16.02.46. Moved by: COUNCILLOR ROXIE RUTT  
The Council rescind the motion # 15.09.407.

CARRIED

### 8.2 ALBERTA OPPORTUNITY FUND (AOF) FOR AGRICULTURAL & FORAGE

ALBERTA  
OPPORTUNITY  
FUND

MOTION: 16.02.47. Moved by: COUNCILLOR ROXIE RUTT  
That Council direct Administration to submit the Alberta Opportunity Fund (AOF) for Agricultural Research and Forage Association resolution to the February 12<sup>th</sup>, 2016 AAMDC District Meeting for consideration.

CARRIED

### **8.3 GROVEDALE COMMUNITY CLUB – FUNDING REQUEST**

GD COMMUNITY  
CLUB

MOTION: 16.02.48. Moved by: COUNCILLOR BILL SMITH  
That Council approve grant funding in the amount of \$12,500.00 to the Grovedale Community Club Agricultural Society for the veranda addition on the Grovedale Community Club Hall, with funds to come from the 2016 Community Service Miscellaneous Grant.

CARRIED

### **8.4 GROVEDALE COMMUNITY SENIORS CLUB**

GD COMMUNITY  
SENIORS CLUB

MOTION: 16.02.49. Moved by: COUNCILLOR BILL SMITH  
That Council approve grant funding in the amount of \$7,000.00 to the Grovedale Community Seniors Club for operational purposes, with funds to come from the 2016 Community Service Miscellaneous Grant.

CARRIED

### **8.5 GRANDE CACHE AIRPORT**

GC AIRPORT

MOTION: 16.02.50. Moved by: COUNCILLOR GEORGE DELORME  
That Council direct administration to respond the Town of Grande Cache indicating no new form of funding will be committed to but that the current level of funding maybe continued contingent upon an acceptable business plan being approved and the airport remaining a municipal asset.

CARRIED

### **8.6 2015 EMERGENCY INCIDENT RESPONSES**

EMERGENCY  
INCIDENT  
RESPONSES

MOTION: 16.02.51. Moved by: DEPUTY REEVE TOM BURTON  
That Council receive the 2015 Greenview Fire Incident Response Statistics report as information.

CARRIED

HIGHWAY  
FUNDING REPORT

MOTION: 16.02.52. Moved by: REEVE DALE GERVAIS  
That Council direct administration to bring back a Highway Funding Report for Grovedale and DeBolt Fire Departments.

CARRIED

### **8.7 RCMP PRIORITIES – VALLEYVIEW AREA**

**RCMP PRIORITIES**

**MOTION: 16.02.53.** Moved by: COUNCILLOR ROXIE RUTT  
That Council determine their top priorities as property theft, crime reduction, traffic safety, and crime against persons to be communicated to the Valleyview RCMP.

CARRIED

Reeve Dale Gervais recessed the meeting at 11:57 a.m.  
Reeve Dale Gervais reconvened the meeting at 1:03 p.m.

**8.8 IAP2 FRAMEWORK**

**IAP2 FRAMEWORK**

**MOTION: 16.02.54.** Moved by: COUNCILLOR ROXIE RUTT  
That Council adopt the International Association for Public Participation (IAP2) Spectrum to guide our citizen engagement initiatives.

CARRIED

**MOTION: 16.02.55.** Moved by: COUNCILLOR DALE SMITH  
That Council direct administration to send a letter to Environment and Parks regarding the outstanding Athabasca SML's.

CARRIED

**8.9 CAO / MANAGERS' REPORT**

**MANAGERS'  
REPORT**

**MOTION: 16.02.56.** Moved by: DEPUTY REEVE TOM BURTON  
That Council accept the CAO and Manager reports as information.

CARRIED

**8.10 JOINT RECREATION MASTER PLAN**

**MOTION: 16.02.57.** Moved by: COUNCILLOR DALE SMITH  
That Council appoint Deputy Reeve Tom Burton as the steering committee member and Councillor Bill Smith as the alternate for the Joint Recreation Master Plan between the County of Grande Prairie No. 1, the City of Grande Prairie and the Municipal District of Greenview.

CARRIED

**#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 BILL SMITH**

Attended the Municipal Planning Commission Meeting  
Attended the Agricultural Services Board Conference  
Attended the Farm Tech Conference  
Attended the Grovedale Community Club Meeting

**COUNCILLOR ROXIE RUTT**

Attended the Grande Prairie Public Library Meeting  
Attended the Municipal Planning Commission Meeting  
Attended the Caribou Child and Youth Centre New Wing Opening  
Attended the Agricultural Services Board Conference  
Attended the Grande Spirit Foundation Meeting  
Attended the South Peace Regional Archives Meeting  
Attended the Peace Region Economic Development Alliance Meeting

**COUNCILLOR DALE SMITH**

Attended the Alberta Energy Regulator Information Session  
Attended the New Fish Creek Hall Meeting  
Attended the Smoky Applied Research & Demonstration Association Meeting

**DEPUTY REEVE TOM BURTON**

Attended the Grande Prairie Chamber of Commerce Awards Ceremony  
Attended the Grande Prairie and District Rural Crime Watch Meeting

**COUNCILLOR DAVE HAY**

Attended the Alberta Energy Regulator Information Session

**COUNCILLOR LES URNESS**

Attended the Valleyview Library Literacy Program  
Attended the Alberta Energy Regulator Information Session

**COUNCILLOR GEORGE DELORME**

Attended the Municipal Planning Commission Meeting

**9.1 REEVE'S REPORT:**

**REEVE DALE GERVAIS**

Attended the Association of Professional Engineers and Geoscientists of Alberta Awards Banquet  
Attended the Alberta Energy Regulator Information Session  
Attended the Grande Prairie Hospital Tour



#10  
CORRESPONDENCE

**10.0 CORRESPONDENCE**

MOTION: 16.02.58. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept for information the correspondence presented.

CARRIED

#12  
ADJOURNMENT

**12.0 ADJOURNMENT**

MOTION: 16.02.59. Moved by: COUNCILLOR ROXIE RUTT  
That this meeting adjourn at 3:15 p.m.

CARRIED

---

CHIEF ADMINISTRATIVE OFFICER

---

REEVE

UNADOPTED



# REQUEST FOR DECISION

---

SUBJECT:	<b>Public Access Request</b>	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH    MANAGER:                    INT
MEETING DATE:	February 23, 2016	GM: GG    PRESENTER:                    GG
DEPARTMENT:	INFRASTRUCTURE & PLANNING	LEGAL/ POLICY REVIEW:            INT
FILE NO./LEGAL:	File Number, Legal or N/A.	FINANCIAL REVIEW:
STRATEGIC PLAN:		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) –

**Council Bylaw / Policy** – Access Definition for Road Requests (Policy No. EES 01)

---

## RECOMMENDED ACTION:

**MOTION: That Council decline the request to provide physical access to NW 16-71-2-W6 & SW 21-71-2-W6**

---

## BACKGROUND / PROPOSAL:

Letter addressed to Reeve and Councillors, dated January 14, 2016 from Claudette Everitt seeking Greenview's assistance in providing legal access to NW 16-71-2-W6 & SW 21-71-2-W6.

The Everitt's property has been assessed for potential aggregate exploration. The Simonette River runs through NW 16 and continues by the SW of 21 before emptying into the Smoky River, leaving both parcels of land physically inaccessible from the south/west. The two parcels of land in question border privately owned land with no road allowances to gain access from the north/east. The only surveyed undeveloped road allowance capable of servicing these two parcels would require two major bridge structures on the Simonette River to be constructed as public access.

Administration met with the Everitt's on June 21, 2013 to discuss their concerns on access to their land. After meeting with the Everitt's, administration presented Everitt's concern to Council which administration believes was in 2014. Administration has searched and found no documentation, RFD or related motions made by Council based on the information presented to Council. However council may recall the map that administration created to identify the two parcels of land and the surrounding owners with their relevant geographical location and the challenges to gain access.

Administration believes that Everitt's concern was brought to Council and presented as information and it is believed that Council agreed that Greenview was not responsible to supply physical access and the relevant costs would exceed realistic expectations.

---

Policy No. EES 001 states that ***“The MD is required to provide or ensure legal access to property but is not required to provide physical access.”*** Greenview has provided legal access through the surveyed undeveloped road allowance.

Policy No. EES 001 subsection 3.0 states ***“When a low area, muskeg, creek or other physical barrier does not allow for acceptable access and would create substantial increase to the cost of the project, the issue will be brought to Council for review”***. The physical barrier mentioned above presents itself in two locations, both locations would require major bridge structures to cross the Simonette River to provide access to the general public and to support commercial vehicle traffic.

---

**OPTIONS – BENEFITS / DISADVANTAGES:**

**Options** – Council could have administration review the estimated cost to provide access along the surveyed undeveloped government road allowance.

**Benefits** – The benefit of declining the request allows for higher priority and more practical roads to be built.

**Disadvantages** – None foreseen.

---

**COSTS / SOURCE OF FUNDING:**

---

**ATTACHMENT(S):**

- Claudette Everitt Letter
- Access Definition for Road Requests (Policy No. EES 01)
- Identification Map

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
RECEIVED  
JAN 25 2016  
VALLEYVIEW  
SCANNED

January 14,2016

450 Crestview Drive  
Coldstream, British Columbia  
V1B 2X6

Reeve and Councillors  
Municipal District of Greenview No.16

Dear Reeve and Council;

Re NW 16 71 2 6  
SW 21 71 2 6

The Everitt family are long term owners of the property. I have a daughter in McLenan, a grandson in Sexsmith, a grandson in Peace River. We also have many long term friends and associates in the Grande Prairie area.

I am seeking your assistance in providing us with legal access to this property. As a long term taxpayer and native born Albertan, I sincerely believe it would be of benefit to all parties to provide us with that access.

We have had the property assessed in a potential aggregate assessment by a professional assessor familiar with the area.. The results were able to provide us with the economic viability of exploring the area for pit development.

We are now able to present the property for sale. Our research has been encouraging with the Got Gravel initiative brought forward by Alberta municipalities for development for tax and economic benefit to the area. Several areas are already preparing for a public owned development.

With the Site C development plan and the participation of North Eastern Alberta companies, the development of this site would be of value to all.

We would welcome your positive affirmation to our request as soon as possible so that activity can begin in the early spring. There are active proponents in the area interested in this development.

With your positive response we would be happy to share details.

WE have been in contact with companies that are familiar with the site and the gravel pits in the area including our neighbourhood gravel pit on the Head property.

Sincerely yours



Claudette Everitt



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

Section:  
**ENGINEERING &  
ENVIRONMENTAL  
SERVICES**

**POLICY NUMBER: EES 01**

**POLICY TITLE: ACCESS DEFINITION FOR ROAD REQUESTS**

**Page 1 of 1**

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

**09.12.661**

**PURPOSE:**

To provide a definition of what constitutes suitable physical access to a quarter of land or a parcel of land.

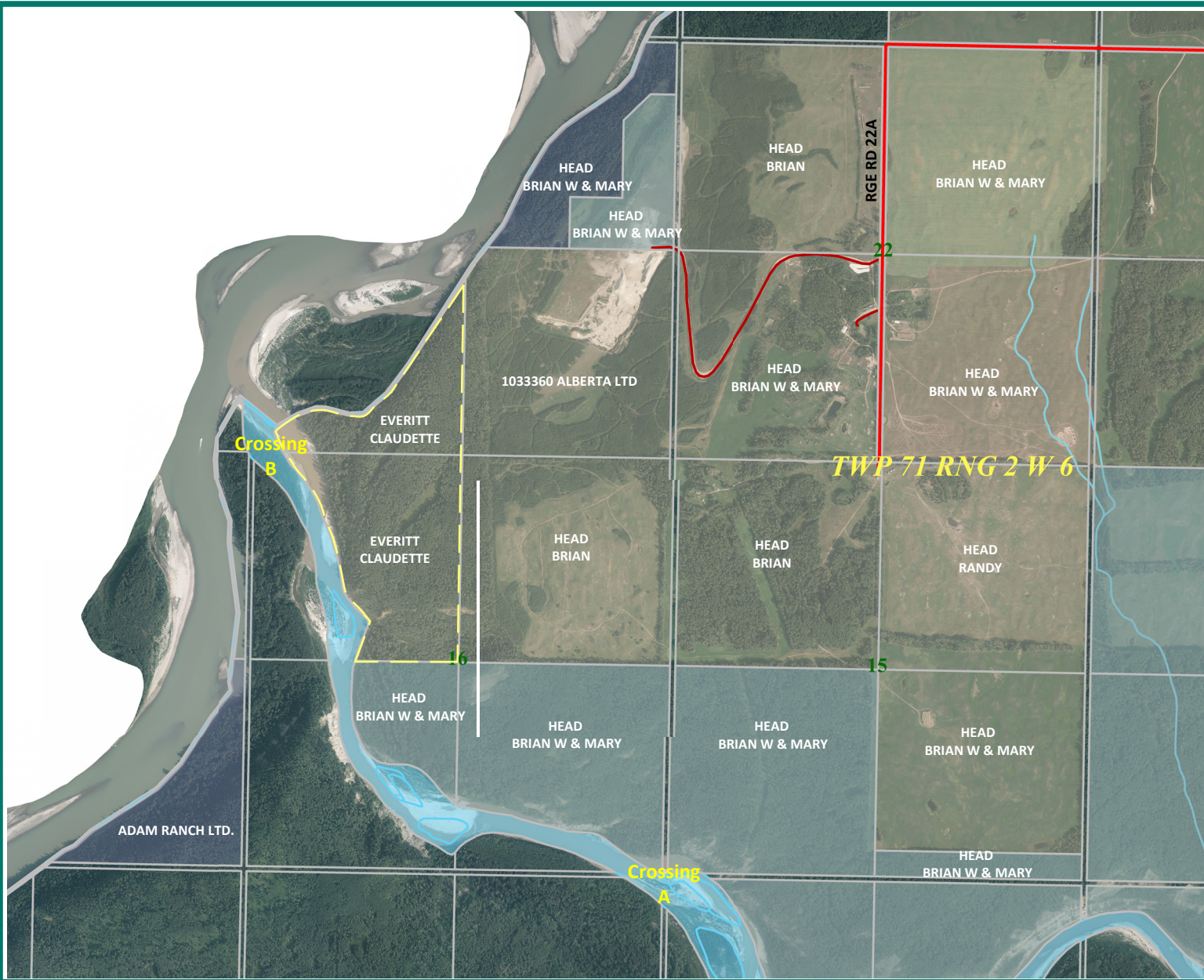
**POLICY:**

The M.D. is required to provide or ensure legal access to property but is not required to provide physical access. When Council authorizes a road to be constructed to provide physical access to a quarter section(s) or a parcel of land, the road shall be constructed under the following conditions.



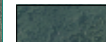
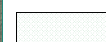


- 1.0 All new roads being constructed to a quarter section(s) or a parcel of land shall be constructed to the quarter section line with a suitable turn-around.
- 2.0 When the quarter section line or property line lies within a low area, muskeg, creek or other physical barrier unsuitable to access the parcel, the road shall be constructed sufficiently past such barrier to surpass any hindrance.
- 3.0 When a low area, muskeg, creek or other physical barrier does not allow for acceptable access and would create substantial increase to the cost of the project, The issue will be brought to Council for review.

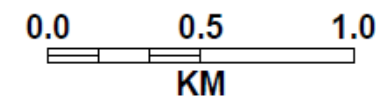
REEVE

C.A.O.



**Legend**

-  Agriculture District
-  Crown Land Lease
-  Crown Land
-  Grazing Lease
-  Municipal Gravel Road
-  Private Gravel Road



**SW-16-71-2-W6**

**Municipal District of Greenview #16**

The Municipal District of Greenview makes no representation or warranties regarding the information contained in this document, including, without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Municipal District of Greenview shall have no liability to such persons for any loss or damage whatsoever.

This document shall not be copied or distributed to any person without the express written consent of the Municipal District of Greenview.

© 2016 Municipal District of Greenview. All Rights Reserved.



## REQUEST FOR DECISION

---

SUBJECT:	<b>Removal of Signs in Greenview Right-of-Ways</b>	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH    MANAGER: SAR
MEETING DATE:	February 23, 2016	GM: INT    PRESENTER: DP
DEPARTMENT:	INFRASTRUCTURE & PLANNING / PLANNING & DEVELOPMENT	LEGAL/ POLICY REVIEW: INT
FILE NO./LEGAL:	File Number, Legal or N/A.	FINANCIAL REVIEW:
STRATEGIC PLAN:		

---

### RELEVANT LEGISLATION:

**Provincial** (cite) – *Municipal Government Act, RSA 2000, c M s. 545 (1).*

**Council Bylaw / Policy** (cite) – *Land Use Bylaw 03-369 – 4.1 When Development Permits Are Required, 6.3 Contravention and 9.10 Sign Control.*

---

### RECOMMENDED ACTION:

**MOTION:** That Council approve the removal of two (2) privately-owned signs that have been placed within the Municipal District of Greenview No. 16's Right-of-Ways along the Service Roads that head west of Range Road 230 on the north and south side of Highway 43.

---

### BACKGROUND / PROPOSAL:

In November of 2015, it came to the attention of Administration that 'No Trespassing' signs had been placed inside the Right-of-Ways of the Service Roads that head west off of Range Road 230 to the north and south of Highway 43. Administration reviewed the location of the signs and conducted a Site Inspection to confirm that the Service Roads were within the boundaries of the Municipal District of Greenview No. 16 (Greenview). With the location of the signs being confirmed, Administration mailed a letter to the presumed owners of the signs (Sturgeon Lake Cree Nation) informing them that their signs were located within a public Right-of-Way and in positions where they posed a safety hazard to graders completing maintenance works on the service roads.

In addition to informing the Sturgeon Lake Cree Nation of their non-compliance with the Land Use Bylaw, the letter notified the Sturgeon Lake Cree Nation that they were required to remove and relocate the signs within sixty (60) days of the date of the letter (3 December 2015). The sixty (60) day period stated in the letter elapsed on 1 February 2016, however, the signs have yet to be removed and relocated. It is for this reason that Administration is recommending that Council provide Administration with permission to remove the signs so that they can safely be stored in one of Greenview's yards until they can be collected by the owner.



- Provincial (cite) – *Municipal Government Act, RSA 2000, c M s. 545 (1).*  
*If a designated officer finds that a person is contravening this or any other enactment that the municipality is authorized to enforce or a bylaw. The designated officer may, by written order, require the person responsible for the contravention to remedy it if the circumstance so require.*
- Council Bylaw / Policy (cite) – *Land Use Bylaw 03-369 – 4.1 When Development Permits Are Required, 6.3 Contravention and 9.10 Sign Control. – Attached.*

---

OPTIONS – BENEFITS / DISADVANTAGES:

**Options**

1. Council can provide Administration with permission to remove signs.
2. Council can refuse to provide Administration with permission to remove signs.
3. Council can table the motion to provide Administration with an opportunity to further examine the situation.

**Benefits** – Allowing Administration to remove the signs would eliminate a potential safety risk to members of the Greenview Staff that complete maintenance works on the Service Roads.

**Disadvantages** – Allowing Administration to remove the signs could result in retaliatory actions by the owners of the sign.

---

COSTS / SOURCE OF FUNDING:

The cost to remove the signs would be covered by Staff Salaries.

---

ATTACHMENT(S):

- Letter of Notice
- Land Use Bylaw 03-369 – 4.1 When Development Permits Are Required, 6.3 Contravention and 9.10 Sign Control.



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

December 3, 2015

Sturgeon Lake Cree Nation  
Box 757  
Valleyview, AB  
T0H 3N0

**COPY**

To Whom This May Concern,

**RE: Signage Along Highway 43 Service Road | SE-24-70-23-W5**

It has come to the attention of the Municipal District of Greenview No. 16 (Greenview) that 'No Trespassing' signs have been placed inside the right-of-ways of the Service Roads that head west off of Range Road 230 to the north and south of Highway 43. As your Reserve Lands begins approximately 240 meters west of Range Road 230, the service roads are within Greenview and, therefore, they are both public roads and the maintenance responsibility of Greenview.

The Construction & Maintenance Department at Greenview has informed me that the signs depicted in the pictures enclosed within this letter (the signs) are located in positions where they pose a safety hazard to graders completing maintenance works on the service roads. As the information displayed on the signs lead us to believe that the signs are the property of the Sturgeon Lake Cree Nation, we are requesting your cooperation in the removal of the signs from their current location so that maintenance work can continue to take place in a safe manner.

With the service roads being public roads until they reach the eastern boundary of your Reserve Lands located approximately 240 metres west of Range Road 230, Greenview asks that you remove the signs from their current location and ensure that they are relocated to locations within the boundaries of your property. Please take this letter as notice that within sixty (60) days of the date of this letter the signs must be removed and relocated.

Greenview would like to thank you for your cooperation in resolving this matter. If you have any questions, you may contact me at 780.552.6294 or [grant.gyurkovits@mdgreenview.ab.ca](mailto:grant.gyurkovits@mdgreenview.ab.ca).

Sincerely,

Grant Gyurkovits

General Manager, Infrastructure & Planning

## SECTION 4 NEED FOR A DEVELOPMENT PERMIT

### 4.1 WHEN DEVELOPMENT PERMITS ARE REQUIRED

Except as provided for in Section 4.2, no person shall undertake any development unless a development permit has first been issued pursuant to this Bylaw, and the development is in accordance with the terms and conditions of said permit.

### 4.2 WHEN DEVELOPMENT PERMITS ARE NOT REQUIRED

A development permit is not required for the following developments provided they comply with the requirements of Sections 9 and 10 of this Bylaw:

- a) Works of maintenance or repair to any building, provided that such works do not include structural alterations or major works of renovation. Structural alterations are such that, in the opinion of the Development Authority, would result in substantial changes to the roof, foundation, exterior walls of a structure; or that would result in an expansion of the usable floor area of a structure, thereby reducing existing setback distances;
- b) The completion of a building which is lawfully under construction at the date this Bylaw comes into effect, providing that the building is completed in accordance with the terms of any permit granted in respect of it;
- c) The construction and maintenance of gates, fences, walls or other means of enclosure less than 1.8 m (6 ft) in height;
- d) A temporary building, the sole purpose of which is incidental to the erection or alteration of a permanent building, for which a development permit has been issued;
- e) Public works, services and utilities carried out by or for government authorities on land which is publicly owned or controlled;
- f) The agricultural use of a lot larger than 4 ha (10 ac) which is assessed as farmland and used for extensive agricultural uses, including farm buildings, but not including a dwelling unit. Intensive agricultural operations require development permits for the use of the land as defined in this Bylaw;
- g) One temporary on-site sign which does not exceed 1 m<sup>2</sup> (11 ft<sup>2</sup>) in area nor 1.5 m (5 ft) in height and is intended for:
  - i) Advertising the sale or lease of a dwelling unit or property,
  - ii) Identifying a construction or demolition project for which a development permit has been issued, or,
  - iii) Identifying a political or charitable campaign;

### **6.3 CONTRAVENTION**

- 6.3.1 Where the Development Authority finds that a development or use of land is not in accordance with the Act, this Bylaw, or a development permit issued hereunder, the Development Authority may, by notice in writing, order the registered owner, the person in possession of the land or buildings, the person responsible for the contravention, or all or any of them to:
- a) Stop the development or use of the land or buildings in whole or in part as directed by the notice, or;
  - b) Demolish, remove or replace the development, or;
  - c) Take such other measures specified in the notice so that the development or use of the land or buildings is in accordance with the Act and its regulations, a development permit, subdivision approval or this Bylaw as the case may be, within the time specified by the notice.
- 6.3.2 If a person fails or refuses to comply with an order directed to him under Section 6.3.1 of this Bylaw or an order of the Appeal Board, Council or a person appointed by it may, in accordance with the Act, enter upon the land or building and take such action as is necessary to carry out the order.
- 6.3.3 When Council or a person appointed by Council carries out a Stop Order, Council shall cause the costs and expenses incurred in carrying out the order to be placed on the tax roll as an additional tax against the property concerned. Such costs shall be collected in the same manner as taxes on land in accordance with the Act.
- 6.3.4 For the purpose of entering and inspecting land or buildings for the purposes of carrying out an order, the Development Officer is hereby declared to be an "authorized person".

### **6.4 NOTIFICATION OF PERMIT APPROVAL OR REFUSAL**

- 6.4.1 When a development permit application is approved, the Development Officer or other appointed municipal official of the Municipal District shall:
- a) Publish a notice in the local newspaper identifying the location and indicating the applicant's name, legal description of the property for which the application has been made, the nature of the approval, and the decision of the Development Authority, and;
  - b) Mail a notice of decision to the applicant or his agent,
  - c) At the discretion of the Development Authority, any adjacent property owners or occupants and any other parties deemed affected may also be notified.

## 9.9 SMALL SCALE INDUSTRIAL PURSUITS

- 9.9.1 Small scale industrial pursuits shall be no more than supplementary to the use of a parcel of land for agricultural purposes and shall not:
- a) Take place on a parcel of land or portion of a quarter section greater than 4 ha (10 ac) in size;
  - b) Take place on a parcel used for residential purposes;
  - c) Employ in excess of ten persons;
  - d) Create a nuisance by way of dust, noise, smell, smoke or traffic generation.

## 9.10 SIGN CONTROL

- 9.10.1 No sign shall be erected on land or affixed to any building or structure unless approved by the Development Authority.
- 9.10.2 No sign shall be placed within 300 m (984 ft) of a highway or within 800 m (1/2 mile) of the intersection of a highway and public road unless approval is obtained from Alberta Transportation pursuant to the Public Highway Development Act.
- 9.10.3 An application for one or more signs shall not be approved if, in the opinion of the Development Authority, the sign would:
- a) Unduly interfere with the amenities of the area;
  - b) Materially interfere with or affect the use, enjoyment or value of neighboring properties, or;
  - c) Create a safety hazard to adjacent properties or to members of the traveling public by way of impairing sight lines.
- 9.10.4 All signs shall be kept in good repair and maintained in a manner satisfactory to the Development Authority.
- 9.10.5 The quality, aesthetic character, materials, and finishing of sign construction shall be to the satisfaction of the Development Authority.
- 9.10.6 Development Permit applications for signs shall include:
- a) Drawings that provide the dimensions, area, material, finishes, colours, size of lettering, wording and graphics, method of illumination, and mounting or erection details;
  - b) Drawings or photos which show the location and separation distances between all existing and proposed signs.



# REQUEST FOR DECISION

---

SUBJECT:	<b>Appeal Committee Composition and Selection</b>	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH    MANAGER:                    QFB
MEETING DATE:	February 23, 2016	GM: DM    PRESENTER:                    QFB
DEPARTMENT:	COMMUNITY SERVICES/AGRICULTURE	LEGAL/ POLICY REVIEW:    INT
FILE NO./LEGAL:	N/A	FINANCIAL REVIEW:
STRATEGIC PLAN:		

---

## RELEVANT LEGISLATION:

**Provincial (cite) – Agricultural Pest Act Chapter A-8, Soil Conservation Act Chapter S-15, Weed Control Act Chapter W-5.1.**

**Council Bylaw / Policy (cite) – Council and Board Remuneration Policy No. 1008**

---

## RECOMMENDED ACTION:

**MOTION: That Council approve to combine the Agricultural Pests Act Appeal Committee and the Weed Control Act Appeal Committee into one independent committee consisting of members at large to hear the appeals for notices issued under both Provincial Statutes.**

---

## BACKGROUND / PROPOSAL:

Council has requested that Administration review the Appeal Committee structure for the Agriculture Pest Act, Soil Conservation Act and the Weed Control Act.

Greenview currently has three Appeal Committees that are related to the Agriculture Service Board (ASB) and the Agriculture Services Department. The following below summarize the legislative requirements:

- Agriculture Pest Act Appeal Committee:
  - Agriculture Pest Act Chapter A-8 section 14(5) states that a local authority shall appoint a committee to hear and determine appeals.
    - Currently Greenview has 3 Councillors that are not on the ASB, appointed to this committee.
    - AR 184/2001 section 16, sets the appeal fee at \$100.00 that is refundable if the appeal is successful.
  - Soil Conservation Act Appeal Committee:
    - Soil Conservation Act Chapter S-15 Section 8(b) sets the deposit amount at \$50.00
    - Section 14(a) states that an Appeal Committee shall consist of in the case of a Municipal District; the Board, or, if there is no board, at the discretion of the Council,
      - The Council, or
      - At least 3 members of the Council appointed by a resolution of the Council;

- Currently Greenview has the ASB appointed to this committee.
- Weed Control Act Appeal Committee:
  - Weed Control Act Chapter W-5.1, Part 4, Section 19(1) states that a local authority shall establish, at least annually, an independent appeal panel to determine appeals of inspector's notice, local authority's notice or debt recovery notices.
    - AR19/2010, Part 3, Section 12(e) sets the appeal fee at \$500.00 that is refundable if the appeal is successful.
    - Currently Greenview does not have a Weed Control Act Appeal Committee appointed, because there was a request for more information from Council.
    - Previously the Greenview Weed Control Act Appeal Committee has been made up of 3 public members.

Currently Greenview has an Agricultural Pests Act appeal committee appointed and a Soil Conservation Act Appeal Committee appointed, but there is has not been a Weed Control Act Appeal Committee appointed at this time. In previous years, the three Appeal Committees have been appointed as per legislative requirements.

Future direction for Greenview to consider would be to combine the Agricultural Pests Act Appeal Committee and the Weed Control Act Appeal Committee into one independent appeal committee, instead of having two separate committees plus the Soil conservation Act Appeal Committee.

Administration would recommend that the Agricultural Pests Act Appeal Committee and the Weed Control Act Appeal Committee be combined into one independent committee made up from members at large to hear appeals for notices issued under both Provincial Statutes.

**OPTIONS – BENEFITS / DISADVANTAGES:**

**Option 1** – Council may choose to consider the alternative of creating a combined independent committee to hear appeals for the Agricultural Pests Act and the Weed Control Act, and a separate Soil Conservation Act Appeal committee appointed as per regulatory requirements.

**Option 2** – Council may choose to have 3 appeal committees for the three different Provincial Statutes.

**Benefits** – The benefit of accepting the recommendation is that there would be one appeal committee thereby providing continuity for the Agricultural Pests Act and Weed Control Act.

**Disadvantages** – There are no perceived disadvantages to accepting the recommendation.

**COSTS / SOURCE OF FUNDING:**

N/A.

**ATTACHMENT(S):**

- Greenview Policy 1008
- Agricultural Pests Act A-8

- Soil Conservation Act S-15
- Weed Control Act W-5.1



**Title: COUNCIL AND BOARD REMUNERATION**

**Policy No: 1008**

**Approval: Council**

**Effective Date: October 29, 2013**

**Supersedes Policy No: (CO 14)**



## **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 provide fair and equitable remuneration to Council members and Board and Committee members.

**Purpose:** The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

**Principles:**

1. The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

**Regulations:**

1. Starting with the first meeting of the new Council in 2013, Council members, other than the Reeve, will be paid a monthly flat-rate honorarium of \$1,100 per month; the Reeve will be paid \$1,650 per month;
2. Starting with the first meeting of the new Council in 2013, Council members and Greenview appointed at-large Board and Committee members will be paid for each meeting attended on behalf of Greenview, using the meeting per diem rates as follows:
  - a) \$155.00 for meetings (and travel) in a day of 0-4 hours;
  - b) \$232.00 for meetings (and travel) in a day of 4-8 hours;
  - c) \$309.00 for meeting (and travel) in a day of over 8 hours.
3. In addition to the per diem paid under provision 2, Council Members and appointed Board and Committee members will be paid \$50 per hour, or portion thereof, for total meeting time (and travel) in excess of nine (9) hours in one day, to a maximum of \$200 additional dollars;
4. Notwithstanding provisions 2 and 3, for conference attendance, conference attendees will be paid a per diem rate of \$309.00;
5. Annually, established rates of honoraria will be adjusted for a cost of living allowance, at the same time, in the same manner and for the same amount (if any) as the salary grid of Greenview. All rates under this policy will be rounded to the closest dollar for ease of processing;
6. Council members and appointed Board and Committee members will be paid for attending a meeting through electronic means (teleconference, Skype and such similar methods);
7. All honoraria paid under this policy is subject to the taxation requirements of the Canada Revenue Agency;
8. All per diem claims are to be submitted every two weeks and will correspond with the payroll cycle determined by the payroll and benefits department of Greenview;

9. Expense claims for Board and Committee members will be reviewed by the most senior Greenview employee directly involved in the Board and Committee in question;
10. All Council Member expense claims, other than the expense claim for the Reeve, will be submitted to the Reeve (or in his or her absence, the Deputy Reeve) for review and approval. The Reeve will submit his or her expense claim to the Deputy Reeve for review and approval. If the Reeve is absent then the Deputy Reeve will submit his or her expense claim to another member of Council for review and approval.

Approved: 13.09.578

(4) If, in the opinion of the inspector, service under subsection (3) cannot reasonably be effected, the inspector may post the notice or copy of the notice in a conspicuous place on the land, property or livestock to which it relates, or on the private dwelling house of the person who is intended to be served.

1984 cA-8.1 s12

#### Compliance with notice

**13(1)** A person to whom a notice is directed under section 12(1) or a person on whom a copy of the notice is served under section 12(2) shall, subject to a right of appeal given by this Act, carry out the directions contained in the notice.

(2) If

- (a) a person fails to comply with a notice issued under section 12 and the appeal period has expired,
- (b) an inspector finds a pest on land, property or livestock in respect of which the inspector is not reasonably able to discover the owner, occupant or person in control, as the case may be, and determines that it is not practical to issue a notice under section 12, or
- (c) an inspector finds a pest on land, property or livestock that requires immediate measures to be taken in order to prevent its establishment or to control or destroy it,

the inspector may carry out the measures described in the notice or do any things necessary in the inspector's opinion and consistent with good agricultural practice to prevent the establishment of or to control or destroy the pest.

1984 cA-8.1 s13

#### Appeal to local authority

**14(1)** A person who

- (a) has an interest in land as an owner or occupant, or
- (b) has an interest in livestock as an owner or person in control of livestock

and feels personally aggrieved by a notice issued by an inspector under section 12 may appeal to the local authority of the municipality within which the land or livestock is located by filing a notice of appeal under this section.

(2) A notice of appeal shall be in writing and shall set out

- (a) the name and address of the appellant,

- (b) a copy of the notice in respect of which the appeal is being taken,
  - (c) the legal description of the land affected or a description of the livestock affected and the legal description of the land on which the livestock were located, and
  - (d) the grounds for appeal.
- (3) A notice of appeal shall be served on the municipal secretary
- (a) by any of the methods set out in section 12(3), and
  - (b) within the time specified in the notice issued under section 12 for taking any measure, or within 10 days after service of the notice, whichever is less.
- (4) A notice of appeal shall be accompanied with a deposit in an amount set out in the regulations which shall be refunded if the appellant is successful in the appellant's appeal under this section or in a review under section 15.
- ~~(5) A local authority shall at the beginning of each calendar year appoint a committee to hear and determine appeals under this section and on receipt of a notice of appeal a local authority shall refer the appeal to that committee.~~
- (6) Within 5 days after receipt of a notice of appeal, the committee shall hear and determine the appeal and the committee may confirm, rescind or vary the notice that was issued.
- (7) The municipal secretary shall, on determination of the appeal, send a copy of the decision together with the written reasons, if any, by double registered mail or certified mail to the appellant.

1984 cA-8.1 s14

**Review by Minister**

**15(1)** An appellant who is dissatisfied with the decision of a committee under section 14 may, within 3 days after the appellant receives a copy of the decision, request a review of the decision or a part of it by the Minister.

(2) The Minister may confirm, rescind or vary the decision of the committee.

1984 cA-8.1 s15

**Notice stayed pending appeal**

**16** If a notice of appeal is served under section 14(3), the notice referred to in that section is stayed until

(14) All devices and poisonous material issued under subsection (6) remain the property of the Government (represented by the Department) and may be recalled by it at any time.

(15) A person so authorized by the Minister may issue a Form 9 permit to the owner or occupant of land authorizing the use of dogs to control coyote on that land, and such a permit is not valid for more than 30 days.

(16) Notwithstanding section 8, an owner or occupant of land may control a coyote on that land by destroying, or giving prior authorization to a resident of Alberta to destroy, the coyote with the use of dogs where

- (a) livestock predation caused by a coyote has occurred within the period of 30 days before the confirmation under clause (b),
- (b) that predation has been confirmed in writing by an inspector,
- (c) a Form 9 permit has been issued by an inspector in respect of that predation and is still valid and the terms and conditions of the permit are adhered to, and
- (d) if the destruction is to be effected by a resident of Alberta who is not that owner or occupant, that resident has been specifically authorized by that owner or occupant in writing on the permit to do so.

AR 184/2001 s14;201/2001

#### Conditions on inspector's authorization

15 An inspector may set any conditions considered appropriate on any authorization given by the inspector under this Regulation.

#### ~~Deposit on notice of appeal~~

~~16 The amount of the deposit required by section 14(4) of the Act is \$100.~~

#### Repeal

17 The *Pest and Nuisance Control Regulation* (AR 406/86) is repealed.

#### Expiry

18 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be

- (b) recover the unpaid expenses as a debt due to the local authority by action against the landholder and, if the landholder is not the owner, the owner.

1988 cS-19.1 s6

## Appeals

### Right to appeal

**7(1)** Where a notice is served on a person under section 4, that person may appeal the notice to the appeal committee appointed for the municipality in which the land is located by serving on the local authority for the municipality a notice of appeal.

**(2)** A notice of appeal is not effective unless it is served on the local authority

- (a) within the period of time specified in the notice given under section 4 for the commencement of the remedial measures set out in the notice, or
- (b) before any remedial measures are commenced under section 6,

whichever is the later.

**(3)** Notwithstanding subsection (2), where

- (a) a notice is served on a person under section 4 and the notice requires that the remedial measures set out in the notice be carried out within 72 hours or a shorter period of time after the notice is served on the person, and
- (b) the remedial measures referred to in that notice were commenced under section 6,

that person may not later than 72 hours after the notice is served on the person serve a notice of appeal on the local authority.

1988 cS-19.1 s7

### Notice of appeal

**8** A notice of appeal must be in writing and shall

- (a) set out
- (i) the name of the appellant,
- (ii) an address for service on the appellant,
- (iii) the legal description of the land in respect of which the appeal is being taken, and

(iv) the grounds of the appeal,

and

(b) be accompanied with a deposit in the amount of \$50.

1988 cS-19.1 s8

#### Staying of officer's order

**9(1)** When a notice of appeal is served on a local authority under section 7, the operation of the notice that is the subject of the notice of appeal is stayed pending the determination of the appeal under this Act.

**(2)** If at the time that a notice of appeal is served on a local authority in respect of a notice referred to in section 7(3) remedial measures have been commenced under section 6 but not completed, the carrying out of the remedial measures shall not be continued pending the determination of the appeal under this Act.

1988 cS-19.1 s9

#### Notification of appeal committee

**10** On being served with a notice of appeal, the local authority shall forthwith furnish the notice of appeal to the appeal committee.

1988 cS-19.1 s10

#### Hearing of appeal

**11** On being furnished with a notice of appeal, the appeal committee shall, as soon as conveniently possible, hear the appeal.

1988 cS-19.1 s11

#### Rules governing hearing of appeals

**12(1)** For the purposes of hearing an appeal before an appeal committee, the following rules apply:

- (a) 48 hours' notice in writing of the time, place and purpose of the hearing shall be served on the appellant at the address for service set out in the notice of appeal;
- (b) in addition to the appellant, 48 hours' notice in writing of the time, place and purpose of the hearing shall be served in accordance with section 20 on any person who, in the opinion of the appeal committee, is substantially affected by the appeal;
- (c) the appeal committee shall receive the evidence that is relevant to the matter being heard;

- (b) direct that the local authority restore the land to a state that the appeal committee considers appropriate in the circumstances;
- (c) direct that the local authority and not the appellant nor the owner, if the owner is not the appellant, be liable for the expenses or a portion of them, as determined by the appeal committee, that will be incurred in restoring the land under clause (b).

(4) The appeal committee may, with respect to a deposit paid under section 8, return the deposit or any portion of it to the appellant at the conclusion of the appeal.

1988 cS-19.1 s13

#### Composition of appeal committee

14 ~~An appeal committee shall consist of~~

- (a) ~~in the case of a municipal district, the Board, or, if there is no Board, at the discretion of the council,~~
  - (i) ~~the council, or~~
  - (ii) ~~at least 3 members of the council appointed by a resolution of the council;~~
- (b) in the case of an improvement district, the Board, or, if there is no Board, at least 3 persons appointed by the Minister responsible for the *Municipal Government Act*;
- (c) in the case of a special area, the Board, or, if there is no Board, at least 3 persons appointed by the Minister responsible for the *Special Areas Act*;
- (d) in the case of a municipality other than one referred to in clause (a), (b) or (c), at the discretion of the council,
  - (i) the council, or
  - (ii) at least 3 members of the council appointed by a resolution of the council.

1988 cS-19.1 s14; 1995 c24 s99(32)

### Soil Conservation Officers and Entry onto Land

#### Municipal officers

15(1) The local authority of a rural municipality

- (a) shall appoint at least one soil conservation officer for that municipality, and



- (a) a Minister's notice prevails over a local authority's notice or an inspector's notice, and
- (b) an inspector's notice prevails over a local authority's notice.

**Enforcement of notice**

**18** An inspector, or any person authorized by an inspector, may take any action that the inspector determines is necessary to fulfil a requirement of a notice given under this Part that has not been complied with when

- (a) in respect of an inspector's notice or a local authority's notice,
  - (i) the appeal period in the regulations has expired or the appeal has been determined, and
  - (ii) the request for review period in the regulations has expired or the request has been considered,
- or
- (b) in respect of a Minister's notice, a court order referred to in section 16 has been served on the person to whom the notice was directed.

## Part 4 Appeal of Inspector's Notice or Local Authority's Notice

**Appeals**

~~**19(1)** A local authority shall establish, at least annually, an independent appeal panel to determine appeals of inspector's notices, local authority's notices and debt recovery notices.~~

- (2) A person who is given an inspector's notice, local authority's notice or debt recovery notice may, in accordance with the regulations, appeal it to an appeal panel.
- (3) The appeal panel may confirm, reverse or vary the inspector's notice, local authority's notice or debt recovery notice.

(2) The notice of appeal must be delivered personally or sent by certified or registered mail within the time specified in the notice for doing the thing required by the notice or 10 days, whichever is less.

**Notice requirements**

~~12~~ The notice of appeal must be in writing and include

- (a) the name and address of the appellant,
- (b) a copy of the notice in respect of which the appeal is being taken,
- (c) the legal description of the land affected,
- (d) the grounds for appeal, and
- ~~(e) a \$500 appeal fee.~~

**Determination of appeal**

**13(1)** The appeal panel shall hear and determine the appeal within 5 days of receipt of the notice of appeal by the chief administrative officer.

(2) The appeal panel may confirm, rescind or vary the notice.

(3) The chief administrative officer shall send a copy of the decision together with the written reasons, if any, to the appellant by certified or registered mail.

**Appeal review request**

**14** A request to review a decision of the appeal panel under section 20 of the Act must be made to the Minister within 3 days of the appellant receiving the appeal decision.

**Refund of fee**

**15(1)** If the appellant is successful in an appeal or review, the \$500 appeal fee will be refunded to the appellant.

(2) If the appellant is partially successful in an appeal or review, the \$500 appeal fee may be refunded in whole or in part at the sole discretion of the appeal panel or the Minister, as the case may be.

Title: COUNCIL AND BOARD REMUNERATION

Policy No: 1008

Approval: Council

Effective Date: October 29, 2013

Supersedes Policy No: (CO 14)



**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 provide fair and equitable remuneration to Council members and Board and Committee members.

**Purpose:** The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

**Principles:**

1. The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

**Regulations:**

1. Starting with the first meeting of the new Council in 2013, Council members, other than the Reeve, will be paid a monthly flat-rate honorarium of \$1,100 per month; the Reeve will be paid \$1,650 per month;
2. Starting with the first meeting of the new Council in 2013, Council members and Greenview appointed at-large Board and Committee members will be paid for each meeting attended on behalf of Greenview, using the meeting per diem rates as follows:
  - a) \$155.00 for meetings (and travel) in a day of 0-4 hours;
  - b) \$232.00 for meetings (and travel) in a day of 4-8 hours;
  - c) \$309.00 for meeting (and travel) in a day of over 8 hours.
3. In addition to the per diem paid under provision 2, Council Members and appointed Board and Committee members will be paid \$50 per hour, or portion thereof, for total meeting time (and travel) in excess of nine (9) hours in one day, to a maximum of \$200 additional dollars;
4. Notwithstanding provisions 2 and 3, for conference attendance, conference attendees will be paid a per diem rate of \$309.00;
5. Annually, established rates of honoraria will be adjusted for a cost of living allowance, at the same time, in the same manner and for the same amount (if any) as the salary grid of Greenview. All rates under this policy will be rounded to the closest dollar for ease of processing;
6. Council members and appointed Board and Committee members will be paid for attending a meeting through electronic means (teleconference, Skype and such similar methods);
7. All honoraria paid under this policy is subject to the taxation requirements of the Canada Revenue Agency;
8. All per diem claims are to be submitted every two weeks and will correspond with the payroll cycle determined by the payroll and benefits department of Greenview;

9. Expense claims for Board and Committee members will be reviewed by the most senior Greenview employee directly involved in the Board and Committee in question;
10. All Council Member expense claims, other than the expense claim for the Reeve, will be submitted to the Reeve (or in his or her absence, the Deputy Reeve) for review and approval. The Reeve will submit his or her expense claim to the Deputy Reeve for review and approval. If the Reeve is absent then the Deputy Reeve will submit his or her expense claim to another member of Council for review and approval.

Approved: 13.09.578



# REQUEST FOR DECISION

---

SUBJECT:	<b>Grande Cache Recreational Committee Member</b>	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH    MANAGER: INT
MEETING DATE:	February 23, 2016	GM: DM    PRESENTER: DM
DEPARTMENT:	COMMUNITY SERVICES	LEGAL/ POLICY REVIEW: INT
FILE NO./LEGAL:	N/A	FINANCIAL REVIEW:
STRATEGIC PLAN:		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw / Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Grande Cache Recreational Committee, and one Councillor as an alternate.**

---

## BACKGROUND / PROPOSAL:

The Grande Cache Recreational Committee is a new committee and therefore no member was appointed for this position in the past. Administration is currently working on a draft recreational agreement with Grande Cache that will include a clause that a Greenview member will be appointed to the board.

---

## OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – N/A

**Benefits** – N/A

**Disadvantages** – N/A

---

## COSTS / SOURCE OF FUNDING:

N/A

---

## ATTACHMENT(S):

N/A



## REQUEST FOR DECISION

---

SUBJECT:	<b>Valleyview Women's Bonspiel - Sponsorship</b>	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: MH    MANAGER:                    INT
MEETING DATE:	February 23, 2016	GM: DM    PRESENTER:                    DM
DEPARTMENT:	COMMUNITY SERVICES	LEGAL/ POLICY REVIEW:    INT
FILE NO./LEGAL:	N/A	FINANCIAL REVIEW:
STRATEGIC PLAN:		

---

### RELEVANT LEGISLATION:

**Provincial** (cite) – *N/A*

**Council Bylaw / Policy** (cite) – *N/A*

---

### RECOMMENDED ACTION:

**MOTION:** That Council approve sponsorship in the amount of \$1,650.00 payable to the Red Willow Curling Club for the Valleyview Ladies Curling Bonspiel, with funds to come from Community Service Miscellaneous Grant.

---

### BACKGROUND / PROPOSAL:

The Valleyview Ladies Curling Club is requesting sponsorship support to purchase 160 mugs at a cost of approximately \$10.00 each plus shipping (\$1,650.00) for the upcoming 60<sup>th</sup> Annual Ladies Curling Bonspiel that will be held in March 2016. The Greenview logo will be applied to one side of the mug and these mugs will be distributed to the participants of the Ladies Curling Bonspiel.

Administration is recommending that Council support the 60<sup>th</sup> Annual Valleyview Ladies Curling Bonspiel with sponsorship funds. Additionally, Administration is requesting that Council consider a policy that will permit Administration to approve miscellaneous grants of a similar nature.

The balance in the Community Service Miscellaneous Grant Budget as of February 22, 2016 is \$214,964.54.

---

### OPTIONS – BENEFITS / DISADVANTAGES:

**Options** – Council has the option to accept or deny the request from the Red Willow Curling Club to support the Ladies Curling Bonspiel with mugs.

**Benefits** – The benefit of providing sponsorship to the Red Willow Curling Club with funds to purchase mugs for the Ladies Curling Bonspiel is that they will have mugs for distribution to the curling participants and it will provide support recognition from Greenview for this well attended and worthy event.

**Disadvantages** – There are no perceived disadvantages to approving sponsorship to the Red Willow Curling Club with funds to purchase mugs for distribution to the participants at the Valleyview Ladies Curling Bonspiel.

---

**COSTS / SOURCE OF FUNDING:**

Sponsorship for this event will come from the Community Service Miscellaneous Grant.

---

**ATTACHMENT(S):**

- Email Request for Sponsorship
- Proposed Sponsorship Mug

February 19, 2016

Red Willow Curling Club  
Ladies Bonspiel Prize Committee  
Valleyview, AB T0H 3N0

Municipal District of Greenview  
Box 1079  
Valleyview, AB T0H 3N0

Dear Council and Administration;

This year marks the 60<sup>th</sup> anniversary of the Valleyview Ladies Bonspiel. To commemorate this milestone, we would like to provide a travel mug to each participating curler which highlights the theme of the bonspiel, All That Glitters. We are proposing that each curler receive a mug in place of the goody bag that teams normally receive when they register. Worksite Signs has generously offered to provide the mugs at their cost to our club of approximately \$10.00 per mug plus shipping. We anticipate 40 teams again this year with 4 players per team. We project our total cost to be \$1650.00. Our intent, should you decide to donate, is to have the MD logo showcased on one side of the mug with the theme on the other. We are incredibly proud of this event and the generous support that our community shows our curling club. Thank you for your consideration in making this yet another memorable bonspiel!

Yours truly,

A handwritten signature in black ink that reads "Daye Ewan". The signature is written in a cursive style with a large, stylized initial "D".

Daye Ewan  
Red Willow Curling Club Member



SKU #: D2895V



Right-click and select "Save Picture As..." to download image.