

### MUNICIPAL DISTRICT OF GREENVIEW No. 16

### REGULAR COUNCIL MEETING AGENDA

Tuesday November 13, 2018			Council Chambers Administration Building	
#1	CALL TO ORDER			
#2	ADOPTION OF AGENDA			
#3	MINUTES	3.1 (a) Organization Meeting minutes held Monday October 22, 2018 to be adopted.	1	
		3.1 (b) Regular Council Meeting minutes held Monday October 22, 2018 to be adopted.	5	
		3.2 Business Arising from the Minutes		
#4	PUBLIC HEARING			
#5	DELEGATION	5.1 Public Land Use Zone – Alberta Environment and Parks Presentation	13	
#6	BYLAWS			
#7	OLD BUSINESS			
#8	NEW BUSINESS	8.1 Operation Services 2019-2021 Budget Review	15	
		8.2 Acquisition of Right-of-Way for Subdivisions Policy	103	
		8.3 Certificate of Compliance Policy	107	
		8.4 Minor Area Structure Plan Policy	112	
		8.5 MPC Meeting Procedures Policy	124	

		8.6 SDAB Meeting Procedures Policy	
		8.7 Subdivision Process Policy	
		8.8 Policy 5001 Home Support	
		8.9 Road Allowance Restriction Policy	156
		8.10 Scholarships Policy	160
		8.11 MD Smoky River IDF/IDP Committee	168
		8.12 Termination of Participation in former Little Smoky Ski Hill Agreement	170
		8.13 Grande Cache Site Identification Study	179
		8.14 Community Development Initiative Agreements	192
		8.15 Grande Cache Transition Coordinator	
		8.16 DeBolt Land Purchase	206
		8.17 Evergreens Foundation – Pembina Housing Authority	217
		8.18 Society of Local Government Managers Sponsorship	220
		8.19 Additional Policing Hours	222
		8.20 Clay Shoot Donation 2018	225
		8.21 Managers' Reports	228
#9	MEMBERS BUSINESS REPORTS	Reeve Dale Gervais	
		Councillor Shawn Acton	
		Councillor Dale Smith	246
#10	CORRESPONDENCE	<ul> <li>Edson Trail Historical Society</li> <li>Pembina Thank You</li> <li>Grande Prairie Museum</li> <li>MD Representative – ICF/IDP</li> <li>Alberta Transportation – Highway 40</li> <li>ICF/IDP Extension</li> </ul>	

- Correspondence received from Rural Municipalities of Alberta
- Correspondence received from Grande Prairie Chamber of Commerce
- **CLOSED SESSION** #11
- #12 ADJOURNMENT

### Minutes of a

### ORGANIZATIONAL MEETING

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

M.D. Administration Building, Valleyview, Alberta, on Monday, October 22, 2018

# 1: CALL TO ORDER

Chief Administrative Officer Mike Haugen called the meeting to order at 9:04

a.m.

PRESENT Councillors

Dale Gervais
Tom Burton
Shawn Acton
Winston Delorme
Bill Smith
Dale Smith
Roxie Rutt
Les Urness

Mike Haugen

ATTENDING Chief Administrative Officer

General Manager, Corporate Services
General Manager, Community Services
General Manager, Infrastructure & Planning
Communications Officer
Recording Secretary

Rosemary Offrey
Dennis Mueller
Grant Gyurkovits
Diane Carter

ABSENT

ACCEPT THE AGENDA

MOTION: 18.10.585. Moved by: REEVE DALE GERVAIS

That Council accept the October 24th, 2017 Organizational Meeting agenda

presented.

CARRIED

MOTION: 18.10.586. Moved by: DEPUTY REEVE TOM BURTON

That Council accept the Organizational Meeting Boards and Committee Listings

as status quo until January 2019.

Minutes of the Organizational Meeting M.D. of Greenview No. 16 Page 2

### #5 MEETING DATES

### **REGULAR MEETING DATES**

### **5.1 REGULAR COUNCIL MEETING DATES**

### REGULAR COUNCIL MEETING DATES

MOTION: 18.10.587. Moved by: COUNCILLOR ROXIE RUTT

That Council hold the Regular Scheduled Council Meetings on the second and fourth Monday of each month, commencing at 9:00 a.m. in the Council Chambers, Administration Building, 4806-36<sup>th</sup> Avenue, Valleyview, and cancel the following Regular Council Meetings;

August 12, 2019 for Council Break

November 12, 2019 for RMA Fall Convention

December 23, 2019 for Christmas Break

And further, that any Regular Scheduled Council Meeting that fall on a statutory holiday will be held on the Tuesday immediately following that holiday.

**CARRIED** 

### **5.2 COMMITTEE OF THE WHOLE**

### COMMITTEE OF THE WHOLE

MOTION: 18.10.588. Moved by: COUNCILLOR DALE SMITH

That Council hold the Committee of the Whole meetings on the third Monday of each month, commencing at 10:00 a.m. at the following locations within Greenview;

January 21, 2019 at the DeBolt Public Services Building
February 19, 2019 at the Grovedale Public Services Building
April 15, 2019 at 9:00 a.m. in Grande Cache at Eagle's Nest Hall
May 21, 2019 at the DeBolt Public Services Building
June 17, 2019 at the Grovedale Public Services Building
July 15, 2019 at 9:00 a.m. in Grande Cache at Eagle's Nest Hall
September 16, 2019 at 9:00 a.m. at Eagle's Nest Hall, Grande Cache
October 21, 2019 at 9:00 a.m. in Greenview Administration Building,
Valleyview

November 18, 2019 Grovedale Public Services Building December 16, 2019 DeBolt Public Services Building

And further, that any Committee of the Whole meeting that falls on a statutory holiday will be held on the Tuesday immediately following that holiday. And further, that the Committee of the Whole meeting for the month of March be cancelled for the RMA Convention and the meeting for August be cancelled for Council Break.

### **5.3 MUNICIPAL PLANNING COMMISSION**

MUNICIPAL PLANNING COMMISSION

MOTION: 18.10.589. Moved by: DEPUTY REEVE TOM BURTON That Council hold the Municipal Planning Commission meetings on the following dates commencing at 9:00 a.m. in the Council Chambers, Administration Building, 4806 – 36th Avenue, Valleyview, AB;

January 15, 2019 February 12, 2019

March 12, 2019

April 9, 2019

May 14, 2019

June 11, 2019

July 9, 2019

September 10, 2019

October 16, 2019

November 5, 2019

December 10, 2019

And further cancel the August 13, 2019 meeting for Council Break.

CARRIED

### **5.4 GREENVIEW RATEPAYER BBQ'S**

**RATEPAYER BBQ'S** 

MOTION: 18.10.590. Moved by: DEPUTY REEVE TOM BURTON
That Council host the Annual Ratepayer Barbeques between 5:00 p.m. and 7:00 p.m. on the following dates, with funding to come from the 2019
Communications Citizens Engagement Budget;

June 10th, 2019 Greenview Operations Building, Valleyview June 17th, 2019 Grovedale, Location to be determined July 8th, 2019 DeBolt Public Services Building, DeBolt July 15th, 2019 Grande Cache, Location to be determined

**CARRIED** 

#6 BOARDS & COMMITTEES

### **BOARDS & COMMITTEES**

There were no Boards or Committees appointed at this time.

#12 ADJOURNMENT

### 12.0 ADJOURNMENT

MOTION: 18.10.591. Moved by: DEPUTY REEVE TOM BURTON That this meeting adjourn at 10:24 a.m.

CHIEF ADMINISTRATIVE OFFICER REEVE

### Minutes of a

### REGULAR COUNCIL MEETING MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Greenview Administration Building, Valleyview, Alberta, on Monday, October 22, 2018

# 1: CALL TO ORDER Reeve Dale Gervais called the meeting to order at 10:32 a.m.

PRESENT

Reeve Dale Gervais

Deputy Reeve Tom Burton
Councillors Shawn Acton

Winston Delorme

Roxie Rutt Bill Smith Dale Smith Les Urness

Mike Haugen

ATTENDING Chief Administrative Officer

General Manager, Corporate Services
General Manager, Community Services
General Manager, Infrastructure & Planning
Recording Secretary

Rosemary Offrey
Stacey Wabick
Grant Gyurkovits
Lianne Kruger

ABSENT

#2: MOTION: 18.10.592. Moved by: COUNCILLOR WINSTON DELORME

That Council adopt the October 22<sup>nd</sup>, 2018 Regular Council Meeting Agenda as

presented.

CARRIED

#3.1 REGULAR COUNCIL MEETING MINUTES MOTION: 18.10.593. Moved by: DEPUTY REEVE TOM BURTON

That Council adopt the minutes of the Regular Council Meeting held on Monday

October 9th, 2018 as amended

Day of Week

Time of Deputy Reeves departure/arrival

**CARRIED** 

#3.2 BUSINESS ARISING FROM MINUTES

**DELEGATIONS** 

### 3.2 BUSINESS ARISING FROM MINUTES:

#5 r

**5.0 DELEGATIONS** 

There were no Delegations present.

M.D. of Greenview No. 16

Page 2

#6 BYLAWS

**6.0 BYLAWS** 

6.1 BYLAW 18-799 ANIMAL CONTROL

BYLAW 18-799 THIRD READING

MOTION: 18.10.594. Moved by: COUNCILLOR ROXIE RUTT

That Council give third Reading to Bylaw 18-799 "Animal Control Bylaw."

CARRIED

#7 OLD BUSINESS 7.0 OLD BUSINESS

There was no Old Business presented.

<del>†</del>8

NEW BUSINESS

8.0 NEW BUSINESS

8.1 FAMILY AND COMMUNITY SUPPORT SERVICES 2019-2021 OPERATIONAL

**BUDGET REVIEW** 

FCSS BUDGET REVIEW

MOTION: 18.10.595. Moved by: COUNCILLOR ROXIE RUTT

That Council accept the Family and Community Support Services 2019-2021

Operational Budget Review for information, as presented.

**CARRIED** 

8.2 LEGAL MATTER BBK03 115363

LEGAL

MOTION: 18.10.596. Moved by: DEPUTY REEVE TOM BURTON

That Greenview resolve Court File BBK03 115363 as per the settlement

recommended by Greenview's legal counsel.

**CARRIED** 

8.3 FIREFIGHTER LEVELS OF SERVICE

FIREFIGHTERS
LEVEL OF SERVICE

MOTION: 18.10.597. Moved by: COUNCILLOR WINSTON DELORME

That Council accept the "Firefighter Levels of Service" Policy as presented.

**CARRIED** 

Reeve Gervais recessed the meeting at 12:05 p.m. Reeve Gervais reconvened the meeting at 1:05 p.m.

Deputy Reeve Tom Burton did not return to the meeting.

M.D. of Greenview No. 16

Page 3

**PUBLIC HEARING** 

4.0 PUBLIC HEARING

**4.1 LAND USE BYLAW 18-800** 

Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-800 Land Use

Bylaw at 1:40 p.m.

IN ATTENDANCE Manager, Planning & Development

Sally Rosson

REFERRAL AGENCY & ADJACENT LAND **OWNER** COMMENTS

Manager, Planning & Development Sally Rosson provided a summary of the

responses from referral agencies.

IN FAVOR The Chair requested that anyone in favour of the application come forward.

None in attendance.

**OPPOSED** The Chair requested that anyone against the application come forward.

None in attendance.

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 regard to the comments for Planning

and Development, the referral agencies, or landowners.

There was no one in attendance.

**FAIR & IMPARTIAL** HFARING

The Chair asked the Applicant if they have had a fair and impartial hearing.

Applicant was not in attendance.

BYLAW 18-800 **PUBLIC HEARING** ADJOURNED

Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-800 at 1:56

p.m.

**6.2 LAND USE BYLAW 18-800** 

BYLAW 18-800 SECOND READING MOTION: 18.10.598. Moved by: COUNCILLOR SHAWN ACTON

That Council give Second Reading to Land Use Bylaw 18-800 as amended.

### 8.4 GROVEDALE PUBLIC SERVICES BUILDING USE PLAN

GROVEDALE PUBLIC SERVICE BUILDING

MOTION: 18.10.599. Moved by: COUNCILLOR BILL SMITH
That Council accept the Grovedale Public Service Building use plan as
developed by Administration and the Grovedale Fire Department Chief for

information, as presented.

MOTION: 18.10.600. Moved by: REEVE DALE GERVAIS
That Council table motion 18.10.599. regarding the Grovedale public service building.

**DEFEATED** 

MOTION: 18.10.599. Moved by: COUNCILLOR BILL SMITH That Council accept the Grovedale Public Service Building use plan as developed by Administration and the Grovedale Fire Department Chief for information, as presented.

**CARRIED** 

MOTION: 18.10.601. Moved by: COUNCILLOR WINSTON DELORME That Council direct Administration to transfer \$20,000.00 from the PS18003 to installation of door locks and office furniture.

**CARRIED** 

### 8.5 CONTRACT AWARD GROVEDALE WATER SUPPLY SYSTEM CONTRACT #2

GROVEDALE WATER SUPPLY SYSTEM CONTRACT AWARD

MOTION: 18.10.569. Moved by: COUNCILLOR BILL SMITH
That Council approve Administration to award the Grovedale Water Supply
System Contract #2 to Clarke Builder in the amount of \$9,655,765.00, funds to
come from Environmental Services 2018 Capital Budget.

**CARRIED** 

Reeve Gervais recessed the meeting at 2:10 p.m. Reeve Gervais reconvened the meeting at 2:19 p.m.

### **8.6 SALE OF SURPLUS EQUIPMENT**

SALE OF SURPLUS EQUIPMENT

MOTION: 18.10.602. Moved by: COUNCILLOR BILL SMITH That Council approve to auction off the surplus equipment A108.

### 8.7 LITTLE SMOKY RECREATION AREA GOVERNANCE BOARD AGREEMENT

LITTLE SMOKY
RECREATON AREA
GOVERNANCE
BOARD
AGREEMENT

MOTION: 18.10.603. Moved by: COUNCILLOR DALE SMITH

That Council authorize the Reeve and Chief Administrative Officer to sign the Little Smoky Recreation Area Governance Board Agreement as presented.

**CARRIED** 

LITTLE SMOKY GOVERNANCE BOARD APPOINTMENT MOTION: 18.10.604. Moved by: COUNCILLOR SHAWN ACTON

That Council appoint Dale Smith and Les Urness to the Little Smoky Recreation

Area Governance Board, and Shawn Acton as alternate.

**CARRIED** 

### 8.8 ROAD ALLOWANCE RESTRICTIONS

ROAD ALLOWANCE RESTRICTIONS POLICY

MOTION: 18.10.605. Moved by: COUNCILLOR WINSTON DELORME

That Council approve the "Road Allowance Restrictions" Policy as presented.

ROAD ALLOWANCE RESTRICTION POLICY – TABLED

MOTION: 18.10.606. Moved by: COUNCILLOR DALE SMITH

That Council table motion 18.10.605. regarding the Road Allowance Restrictions

Policy until the next Regular Council Meeting.

CARRIED

### 8.9 JUNIOR RODEO D3 SPONSORSHIP REQUEST

JUNIOR RODEO SPONSORSHIP REQUEST

MOTION: 18.10.607. Moved by: COUNCILLOR WINSTON DELORME

That Council approve Single Event Sponsorship in the amount of \$500.00 to the Alberta Junior High School Rodeo Association, with funds to come from

Community Services Miscellaneous Grant.

**CARRIED** 

### **8.10 PEACE FIREFIGHTERS HOCKEY DONATION**

PEACE FIREFIGHTERS HOCKEY DONATION

MOTION: 18.10.608. Moved by: COUNCILLOR WINSTON DELORME That Council provide a donation to the Valleyview Fire Department in the amount of \$300.00 for the 2019 Peace Firefighters Fun Hockey Tournament in Valleyview Alberta, with funds to come from the Protective Services, Fire Protection Valleyview Budget.

Minutes of a Regular Council Meeting M.D. of Greenview No. 16 Page 6

### 8.11 TEEN CHALLENGE PRIZE DONATION

### TEEN CHALLENGE PRIZE DONATION

MOTION: 18.10.609. Moved by: COUNCILLOR SHAWN ACTON

That Council provide a sponsorship in the amount of \$750.00 to the 2019 Teen Challenge Snow Rush event, with funds to come from the Community Services Miscellaneous Grant.

**CARRIED** 

### #9 COUNCILLORS BUSINESS & REPORTS

### 9.1 COUNCILLORS' BUSINESS & REPORTS

**9.2 MEMBERS' REPORT:** Council provided reports on activities and events attended, additions and amendments include the following:

### WARD 1

COUNCILLOR WINSTON DELORME updated Council on his recent activities,

which include;

October 9, 2018 Regular Council Meeting

October 15, 2018 Committee of the Whole Meeting

### WARD 2

**REEVE DALE GERVAIS** updated Council on his recent activities, which include;

October 9, 2018 Regular Council Meeting

Johnson Park Grande Opening

Municipal Planning Commission Meeting

Tri-Municipal Industrial Partnership Meeting

Greenview Multiplex Walk and Talk

Philip J Currie Dinosaur Museum Meeting

October 15, 2018 Committee of the Whole Meeting

Joint Council Meeting with the Town of Fox Creek

**Greenview Multiplex Board Meeting** 

### WARD 3

### **COUNCILLOR LES URNESS**

Municipal Planning Commission Meeting

Tri-Municipal Industrial Partnership Meeting

October 15, 2018 Committee of the Whole Meeting

Joint Council Meeting with the Town of Fox Creek

**Greenview Multiplex Board Meeting** 

### WARD 4

**COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;

October 9, 2018 Regular Council Meeting Municipal Planning Commission Meeting

Joint Council Meeting with the Town of Fox Creek

October 22, 2018

October 15, 2018 Committee of the Whole Meeting FCSS Board Meeting

WARD 5 COUNCILLOR DALE SMITH updated Council on his recent activities, which

Include;

October 9, 2018 Regular Council Meeting

Johnson Park Grande Opening

Municipal Planning Commission Meeting

October 15, 2018 Committee of the Meeting

**Heart River Housing Meeting** 

WARD 6 DEPUTY REEVE TOM BURTON submitted his update to Council on his recent

activities, which include;

October 9, 2018 Regular Council Meeting

**Municipal Planning Commission Meeting** 

Tri-Municipal Industrial Partnership Meeting

October 15, 2018 Committee of the Whole Meeting

Joint Council Meeting with Town of Fox Creek

WARD 7 COUNCILLOR ROXIE RUTT submitted her update to Council on her recent

activities, which include;

October 9, 2018 Regular Council Meeting

**Municipal Planning Commission Meeting** 

**FCSS Board Meeting** 

Canfor FMA Meeting

Forestry Open House at Evergreen Park

WARD 8 COUNCILLOR BILL SMITH

**Grovedale Seniors Housing Meeting** 

Tri-Municipal Industrial Partnership Meeting

Community Futures Meeting

October 15, 2018 Committee of the Whole Meeting

MOTION: 18.10.610. Moved by: COUNCILLOR WINSTON DELORME

That Council direct administration to investigate the options for policing weights

and speed on the Forestry Trunk Road.

CARRIED

MEMBERS MOTION: 18.10.611. Moved by: COUNCILLOR DALE SMITH BUSINESS

That Council accept the Members Business for information.

#10 CORRESPONDENCE

### **10.0 CORRESPONDENCE**

MOTION: 18.10.612. Moved by: COUNCILLOR DALE SMITH

That Council accept the correspondence for information, as presented.

**CARRIED** 

#11 CLOSED MEETING

### 11.0 CLOSED SESSION

**CLOSED SESSION** 

MOTION: 18.10.613. Moved by: COUNCILLOR SHAWN ACTON

That the meeting go to Closed Session, at 3:23 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to

discuss Privileged Information with regards to the In Camera..

**CARRIED** 

### 11.1 DISCLOSURE HARMFUL TO PERSONAL PRIVACY

(FOIPP; Section 17)

**OPEN SESSION** 

MOTION: 18.10.614. Moved by: COUNCILLOR ROXIE RUTT

That, in compliance with Section 197(2) of the Municipal Government Act, this

meeting return to Open Session at 4:38 p.m.

**CARRIED** 

### 12.0 ADJOURNMENT

#12 ADJOURNMENT

MOTION: 18.10.615. Moved by: COUNCILLOR BILL SMITH

That this meeting adjourn at 4:41 p.m.

CARRIED

		 _

CHIEF ADMINISTRATIVE OFFICER

REEVE



### REQUEST FOR DECISION

SUBJECT: Public Land Use Zone

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION MEETING DATE: November 13, 2018 CAO: MH MANAGER: SW DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW

STRATEGIC PLAN: Development

### **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

### **RECOMMENDED ACTION:**

MOTION: That Council accept the Alberta Environment and Parks presentation on the proposed South Wapiti Public Land Use Zone for information, as presented.

### BACKGROUND/PROPOSAL:

A public Land Use Zone (PLUZ) is an area of public land to which legislative controls apply under authority of the Public Land Administration Regulation, to assist in the management of industrial, commercial and recreational land uses and resources. Recently, Alberta Environment and Parks have identified an area south of Grande Prairie and entering into the Grovedale area as a desirable location for a PLUZ designation.

Generally speaking a PLUZ is often established for the following reasons:

- A PLUZ is created for a specific land base and the unique conditions that exist within that land base.
- A PLUZ is established to better manage Alberta's busy landscape and the land use activities, including recreation that occurs in a specific area.
- PLUZ conditions are designed primarily to protect areas containing sensitive resources and manage conflicting land-use activities.
- PLUZ's are not designated as parks or protected areas.

### Once a PLUZ is established land use often includes:

- No motorized vehicles are permitted to leave the road other than to use trails designated for an off-highway vehicle or a particular size or type.
- Trail designations indicate the maximum vehicle width accepted for trail sustainability. Vehicles the same width or smaller than those indicated are allowed.

### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be provided current information from Alberta Environment and Parks regarding the potential Public Land Use Zone in the Grovedale area.

### DISADVANTAGES OF THE RECOMMENDED ACTION:

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

### **ALTERNATIVES CONSIDERED:**

### Alternative #1:

Council has the alternative to not accept the presentation for information.

### FINANCIAL IMPLICATION:

### **Direct Costs:**

There are no direct costs to the recommended motion.

### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

### PUBLIC ENGAGEMENT LEVEL:

### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

### **PUBLIC PARTICIPATION GOAL**

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

### PROMISE TO THE PUBLIC

Inform - We will keep you informed.

### **FOLLOW UP ACTIONS:**

There are no follow up actions associated with the recommended motion.

### ATTACHMENT(S):

None



### REQUEST FOR DECISION

SUBJECT: Operation Services 2019 – 2021 Operational Budget Review

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:

DEPARTMENT: FINANCE GM: PRESENTER: GM

STRATEGIC PLAN: Level of Service

### **RELEVANT LEGISLATION:**

**Provincial** (cite) – Sections 242(1), 245 and 248(1)

Council Bylaw/Policy (cite) – Policy 1016 Budget Development Policy

### **RECOMMENDED ACTION:**

MOTION: That Council review and provide input to Administration regarding the 2019 to 2021 Operation Services Operational Budget.

### BACKGROUND/PROPOSAL:

The Municipal Government Act (MGA) requires Council to adopt an Operational Budget annually for the upcoming year. This enables Greenview Administration to work and pay for services rendered to the municipality. Otherwise, Administration has no authority to pay for supplies, staff, or contractors, etc.

Council will recall that Administration proposed changes to the way the budget is going to be presented to Council this year, with the hopes that the budget presentations will not be too cumbersome for Council. All budget presentations to Council will go forward at either a regular meeting or committee of the whole meeting. The next budget presentation by Operations is scheduled for November 13<sup>th</sup> at the Regular Council meeting.

The Manager of Operation Services will present the Operation Services 2019 to 2021 proposed Operational Budget. This area of the proposed Operational Budget has decreased by \$160,692.00. The manager will provide Council with an overview of this area of the budget and the rationale as to why the proposed budged has changed. The Capital Budget for this area has increased by \$1,158,950.00 compared to the 2018 approved budget.

As noted in the first budget presentation by CAO and Corporate Services, budget preparations for the 2019 consolidated budget started in June this year and staff has participated in many hours of planning and data entry as a result. Of note, the overall 2019 proposed revenue is at \$130,909,192.00. The proposed revenue has increased by \$10M over the budgeted 2018 revenue. The projected increase is based on the 2018 actual revenue plus a 2% overall increase. The property tax portion of the revenue is based on maintaining the 2018 mil rates. Tax revenue includes the educational and seniors requisitions.

The Organizational wide Operational Expenditure Budget has increased by \$8,759,184.00 or 9.1% in comparison to the 2018 Operational Budget. The 2019 Capital Budget has increased by \$10,810,848.00 or 13.6% compared to the 2018 Capital Budget. Each manager, as they present their proposed budgets to Council will highlight the changes in their area that has created the change in the overall budget compared to the 2018 budget.

The following is a list of the budget meeting dates scheduled with the managers and general managers:

November 13<sup>th</sup>, Regular Council Meeting: Operations and Roads November 26<sup>th</sup>, Regular Council Meeting: Environmental Services

All Administration budget presenters has created Power Points summarizing the changes in their area of the budget that contributed to the overall change in the 2019 budget compared to 2018 budget.

### BENEFITS OF THE RECOMMENDED ACTION:

 The benefit of Council members following the recommended motion is that Council members will have reviewed and provided direction to Administration regarding each budget area. Thus providing Administration with the opportunity of making any Council requested adjustments prior to the final budget presentation on December 10<sup>th</sup>.

### DISADVANTAGES OF THE RECOMMENDED ACTION:

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

### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to review the Operation Services area budget without providing input to Administration. This is not recommended by Administration due to the lack of efficiency that this would create in the budget process.

### FINANCIAL IMPLICATION:

Direct Costs: \$175,314,980.00 (total Consolidated Budget – Operational and Capital)

Ongoing / Future Costs: N/A

The funding for the proposed budget will come from 2019 property taxes, provincial grant funding, revenue in relation to services provided by Administration and an approximate \$44.4 M withdrawal from reserves to deliver a balanced budget.

### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

### **PUBLIC PARTICIPATION GOAL**

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

### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

### **FOLLOW UP ACTIONS:**

Once the Council has provided direction or changes to the proposed budget, Administration will create a tracking list of the governance changes and email Council the list to ensure that COW/Council members are able to catch any changes that Administration may have missed. Further, Administration will make the required changes in the budgeting software and provide a listing of the changes during the final budget presentation to Council on December 10<sup>th</sup>.

### ATTACHMENT(S):

- 2019 Operation Services Proposed Budget
- 2019 Operation Services Power Point
- MGA 242 (1), 245 and 248



# Operations Services Department Overview

- Road Maintenance
- Dust Control Program
- Snowplow Removal Program
- Brushing Program
- Signs

- Gravelling Program
- Fleet Management
- Misc. Repair/Upgrade Program
- Roadside Ditch Mowing
- Road Bans



# Operations Services Department Overview

- Road Use Agreements
- Community Aggregate Payments
- Road Bonds, Restrictions, & Relaxations
- Tenders and Contracts
- Log Haul Agreements
- Road Side Ditch Clean Up Program

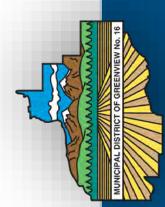




## Operations Department - Positions

- Manager, Operations
- Assistant Manger, Operations
- Finance Coordinator, Operations
- Admin Support (1.4)

- Chief Mechanic
- Heavy Equipment
   Technician
- Apprentice HeavyEquipment Technician
- Heavy Equipment
   Technician, Grovedale

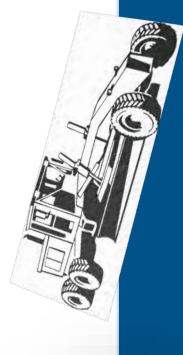




## Operations Department - Positions

- Roads Supervisor (East)
- Roads Supervisor (West)
- Roads Coordinator (East)
- Roads Coordinator (West)

- Roads Coordinator (Central)
- Equipment Operators East (10)
- Equipment Operators West (7)





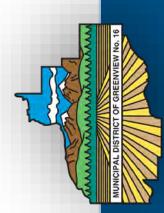




## Operations Department - Positions

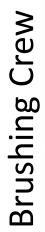
- Mowing Program,
- Brushing Program, (1)
- Admin Support, Casual Apprentice, HET -(.31)
- Gravel Checkers & Laborers (2)
- Laborers, Casual (4) Gravel Checkers &

- RAP Program,
- Operations Proposed Admin Support,
- Equipment Operator, **DeBolt – Proposed**



### **Mowing Crew**







### Legislative Framework

MGA Section 18 (1),(2) Control of Roads

MGA Section 21 Land Abutting Roads

MGA Section 23 (1),(2),(3) Compensation

MGA Section 24 Closure of Unnecessary Road

 MGA Section 26 (1),(2),(3),(4),(5),(6) Temporary Roads and Right of Ways

MGA Section 27 (1),(2),(3) Leases



### Legislative Framework

- MGA Section 27.1 (1),(2),(3) Forestry Roads
- MGA Section 27.2 Forestry Road Management
- MGA Section 27.3(1),(2),(3) Fees Charged to Other Users
- MGA Section 27.4(1) Failure to Maintain Road
- MGA Section 27.5(1),92) Unauthorized Commercial or Industrial Use
- MGA Section 27.6 Existing Agreements

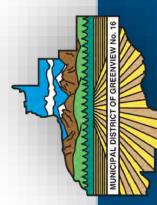


Operational changes

2018 Approved Expenditures – \$23,031,578 2019 Proposed Expenditures – \$22,870,886

# Overall decrease in Expenditures of \$160,692

2018 Projected Expenditures - \$ 24,321,850



### Operational Changes - Revenue

Revenue changes from 2018 to 2019 include:

 Projected increase in revenue of \$7,000 in Dust Control.



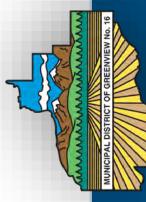
# Operational Changes Operations Administration

- Increase Salaries of \$777,155 if proposed new positions are approved.
- Increase Employer Contributions of \$188,503 if proposed new positions are approved.
- Decrease Tuition costs \$10,000
- Increase Advertising \$5,000
- Increase Telecommunications \$5,000
- Increase Power Supply \$10,500
- Increase Natural Gas \$8,000

### 18

# Operational Changes Fleet & Shop Administration

- Decrease Freight & Courier \$5,000
- Decrease Mobile Communications \$20,000
- Decrease Contracted Services & Repairs \$20,000
- Decrease PPE & First Aid Supplies \$6,000
- Increase Petroleum \$50,000
- Decrease Consumable Tools/Supplies \$20,000
- Decrease Vehicle Components \$25,000
- Decrease Vehicle Accessories \$27,500



## Operational Changes - Grovedale

- Decrease General & Operating Supplies \$6,000
- Increase Power Supply \$4,000
- Decrease Natural Gas \$6,000

# Operational Changes – Fleet & Shop Grovedale

36

 New area going forward in 2019, total expenditure of \$389,750



## Operational Changes - Roads

## Road Maintenance & Service

- Increase Contracted Maintenance \$600,000
- Increase General & Operating Supplies \$150,500

### **Mowing Program**

Increase General & Operating Supplies - \$6,000



## Operational Changes - Roads Cont.

### **Gravelling Program**

- Decrease Contractor Services \$200,000 even with the \$1,200,000 that was overlooked.
- Contractor Maintenance Services new line item -\$1,425,000
- Decrease Gravel Purchases \$2,550,000

### Road Services

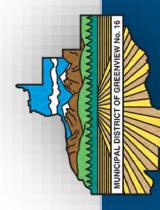
Asphalt Repairs new line item - \$500,000



## Operational Changes - Roads Cont.

## **Forestry Trunk Road**

- Decrease Contractor Services \$900,000
- Increase General & Operating Supplies \$85,000
- Decrease Chemicals \$250,000
- Gravel Usage -Re Gravelling new line item \$900,000



### Change Request

- Admin Support, Operations Proposed
- This would be a full time position, solely responsible for insuring the proper procedure is followed when hiring all areas of the EOI Book ( Expression of Interest) and equipment.
- equipment is ready, available and on site when needed. Including contacting, hiring of equipment, making sure Also maintaining and updating information as required for the EOI Book.
- Other duties include coverage of other staff, working on tenders & contracts and offering support in other areas when needed.



### Change Request

- Apprentice, HET Proposed
- Mechanic. This is a prime time opportunity, to hire an apprentice to assist the mechanic and learn his Our Grovedale shop recently hired a Heavy Duty trade as a part of a succession plan.
- on the shop mezzanine. Presently, if the mechanic from Grovedale will assist but this then delays that requires help with certain repairs, a crew member Additional offices are planned for these positions person from performing their regular duties.

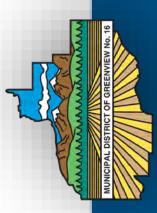
### Change Request

- Equipment Operator, DeBolt Proposed
- dedicate all if his time to the Forestry Trunk Road. overwhelmed with his workload and is unable to This year a Roads Coordinator was hired for the functions, the Roads Coordinator has become DeBolt office. Due to scheduling of different
- Coordinator so that the Forestry Trunk Road could office, would alleviate the workload on the Roads Adding an Equipment Operator to the DeBolt be properly monitored.





Capital Budget



2019 Proposed Capital Expenditures – \$2,660,500 2018 Approved Capital Expenditures - \$1,425,000

Overall increase in Capital Expenditures – 1,158,950

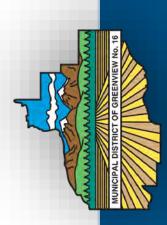
2018 Projected Capital Expenditures - \$**1,425,000** 











## **OP19001 - Single Drum Roller/Packer -\$230,000 Current Projects**

- smooth drum with bolt on pad foot shell Roller/Packer should have an 84" Drum, The specifications for the Single Drum and sheep foot attachment.
- lights plus beacon with no less than a 170 Cab with heat and air conditioning, road HP Engine.



## OP19002 - 1/2 Ton Ext. Cab, 4 x 4 Truck - \$47,500 **Current Projects**

- This unit needs to be a 4x4, extended cab, short or long box, spray in box liner
- Headache rack with rails, navigation display & rearview camera, beacon light, 2 way radio and fleet complete.



## OP19003 - Mower with Rotary Cutter - \$33,000 **Current Projects**

- should include it having a 15 foot cutting width, 4' Specifications for the Mower with Rotary Cutter cutting diameter, 120 HP, 1.5 - 17 inch cutting height.
- Wing Flex BTW 90% up to 25% down and overall length 190 x 192 inches, Side bands 1/4 x 10 1/2 inches.



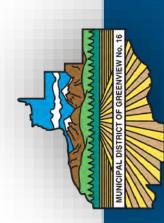
## OP19004 & OP19005 Tractor Replacements - \$350,000 Current Projects

engine, 4 wheel drive with dual wheels on the rear axle, cab with heat and A/C, differential lock, front These tractors must have no less than a 125 hp brush guard and a 14' Degelman blade.



### OP19006 - 16' Utility Trailer - \$20,000 **Current Projects**

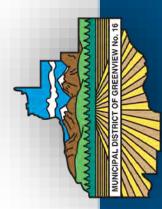
- This will be a Tandem flat bed trailer, 96" wide with a 7 ton carrying capacity.
- To be utilized for moving culverts and supplies to job sites.



### 34

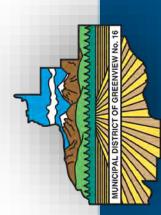
## OP19007 - OP19010 Grader Replacements - \$1,900,000 **Current Projects**

- These units must have no less than 250 hp, four wheel drive with front wheel assist.
- Cab with heat and A/C, one piece 16" mold board, 2 way front dozer blade, 12' wing and a joystick control.

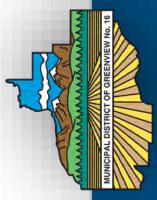


## OP19011 & OP19012 - Pressure Washers - \$80,000 **Current Projects**

- stream, 16 HP gas engine with an electric start. These units have a 4.5 GPM/3000 PSI jet
- fired water heater that has a 385,800 BTU/HR Water storage is 200 imperial gallons, diesel capacity.
- Fuel tanks are 25 liters and rust proof.
- The entire unit is placed in a surrounded cage and includes a 2000 watt generator.



## Proposed Projects 2020 - 2021



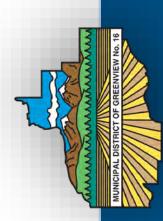
# OP20001 – 25' Gooseneck Trailer - \$22,500

This Gooseneck Trailer will be 19.5' long, 102" wide. With a 10 tonne capacity, spring suspension and 6" beaver tail.



## OP20002, OP20003 & OP20007 - Mower w/Rotary Cutter - \$103,950

- These mowers will need to have a 15 foot cutting width, 120 HP and 1.5" - 17.5" cutting height.
- As well as 190" wide x 190" wide and deck protection rings.



# OP20004 - Grader Replacement G32 - \$500,000

- This unit must have no less than 250 hp, four wheel drive with front wheel assist.
- board, 2 way front dozer blade, 12' wing and Cab with heat and A/C, one piece 16' mold joystick control.



# OP20005 & OP20006 - Tractor Replacements - \$370,000

These replacements must have no less than a 125 hp engine, four wheel drive with dual wheels on the rear axle.

Cab with heat and A/C, differential lock, front brush guard and a 14' Degelman blade.



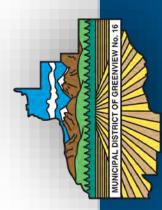
# OP20008 - 17' Pony Pup Trailer - \$65,000

- This will be a Tri axle pup trailer with a weights capacity of approximately 16 cubic yards.
- It will have a 17' box, equipped with a tarp and a capacity of 21 tonnes.



# OP20009 – OP20011 - Truck Replacements - \$149,700

- These half ton truck replacements will be extended cabs with four wheel drive.
- Short or long boxes with spray in box liner and headache rack with rails.
- Navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.



# OP20012 - Trailer Replacement - \$40,000

- Tridem flatbed trailer primarily used to haul heavier equipment.
- It will have a 25 tonne capacity with air ride suspension and air tilt with no ramps.
- Along with a 23' deck, 7' beaver tails and 114' width.



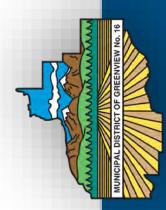
## OP21001 - Water Tanker - \$237,500

- This unit has a GVW of 30,000 KG with a 16,000 Litre aluminum tank.
- It has as 18 speed transmission with a minimum 500 HP turbo charged diesel engine.
- This is also equipped with a 3' Pump and a spray bar with computerized controls



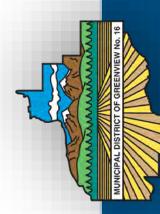
# OP21002 Plow Truck Replacement - \$290,000

- This unit has a GVW of 37,000 KG with a  $500~\mathrm{HP/}$ 150 litre engine, 18 speed transmission.
- season combination dump body and sand & salt It includes a 12' snow plow, 10' wing and all spreader.
- This unit will also have a tarp cover on the grave box for public safety.



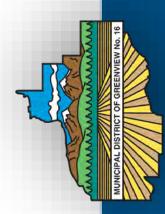
# OP21003 - OP21004 Backhoe Replacement - \$330,000

- grader/backhoe with no less than a 109 HP These are rubber tired, four wheel engine.
- It will include a 12' frost bucket, a 24' trenching bucket.
- Also a two yard bucket with quick attach hydraulics for pallet forks.



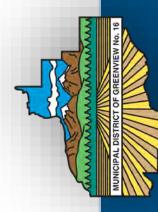
## OP21005 Skid Steer - \$140,000

- This unit has a minimum of 74 HP engine.
- It has joystick controls, molded rubber tracks and a universal coupler interface to easily quickly change work tools.

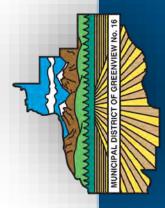


# OP21006 & OP21007 Tractor Replacements - \$388,500

- less than a 125 hp engine, cab with heat and A/C. These 6140R Tractor replacements must have no
- axle, differential lock, front brush guard and a 14 Four wheel drive with dual wheels on the rear Degelman blade.

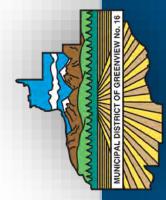


## Future Discussions



## **Future Discussions**

Weather and additional work loads



### OPERATIONS PROPOSED OPERATIONAL

& CAPITAL BUDGET

2019 - 2021



### GREENVIEW SERVICE ENHANCEMENT FORM

Department:	Operations			
Area:	Operations Administration	Service Title:	Administrative Supp	ort, Operations
	Service I	Description & Bene	efits	
department. equipment is that the corre Other duties s	n is proposing to hire a full time. This person would be solely resoneeded to be hired there is a cerect procedure is followed and the exact as offering support where news and coverage when needed.	Administrative Supp ponsible for mainta tain procedure that equipment is hired.	ort staff member to ining and updating is followed, this per	the EOI Book. When son would be insuring
	Cou	ncil Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	Service			
		Funding/Costs		
Funding Sou	rce:			
Types of Fund	<u>ing:</u>			<u>Dollar Amount:</u>
			Grants	
			Reserves Utility Revenue	
			Tax Revenue	
			<b>Total Funding</b>	\$0.00
Costs:				
Type of Cost:				Dollar Amount:
	tive Support, Operations			\$0.00
			Total Cost:	\$0.00
			Total Cost:	\$0.00
		Schedule	Total Cost:	\$0.00
Service Starts	s <u>2019 01 01</u>	Schedule	Total Cost:	\$0.00



### GREENVIEW SERVICE ENHANCEMENT FORM

	GILLIANIEW SERVIC	L LIVITAIVO	EIVIEIVI I OIMIVI	
Department:	Operations			
Area:	Grovedale	Service Title:	Heavy Duty Technic	ian Apprentice
	Service Desc	cription & Bene	efits	
apprentice to planned for t	e shop recently hired a a Heavy Dut assist the mechanic and learn his tr hese positions on the shop mezzanir w member from Grovedale will assis	y Mechanic. Th ade as a part of ne. Presently, if	is is a prime time of a succession plan. the mechanic requ	Additional offices are ires help with certain
		s: . /s .		
Charles and Laurel		Strategy/Goal		
Strategy: Level				
	_			
		ding/Costs		
Funding Sou Types of Fund			Grants Reserves Utility Revenue Tax Revenue <b>Total Funding</b>	Dollar Amount:
Costs:				
Type of Cost:	y Technician Apprentice			Dollar Amount: \$0.00
			Total Cost:	\$0.00
	s	chedule		
Service Starts	2019 01 01			
Service Ends				



	GREENVIEW SERV	ICE ENHANCI	EMENT FORM	
Department:	Operations	_		
Area:	DeBolt	Service Title:	Equipment Operator	•
	Service D	escription & Bene		
Roads Coordin Forestry Trun	pads Coordinator was hired for the nator has become overwhelmed with k Road. By adding an Equipment of prdinator so that the Forestry Trunk	DeBolt office. Du th his workload and perator to the DeB	e to scheduling of d d is unable to dedica olt office, would alle	te all if his time to the
	Coun	cil Strategy/Goal		
Strategy: Level		ch Strategy/Goar		
Goal: Level of S	Service			
	E <sub>1</sub>	unding/Costs		
Funding Sou		unumg/ costs		
Types of Fund			Grants Reserves Utility Revenue Tax Revenue <b>Total Funding</b>	Dollar Amount: \$0.00
Costs:				
Type of Cost: • Equipment	Operator			<u>Dollar Amount:</u> \$0.00
			Total Cost:	¢0.00
			rotal Cost:	\$0.00
		Schedule		
Service Starts	2019 01 01			
Service Ends		<u> </u>		

OPERATIONS SER	RVICES REVENUES	2018 BUDGET	2018 PROJECTION	2019 BUDGET	2020 BUDGET	2021 BUDGET
Operations Services	5					
5-53-533-000-5101	Aggregate Levy	(450,000)	(450,000)	(450,000)	(450,000)	(450,000)
5-53-533-000-5204	Dust Control	(85,000)	(92,000)	(85,000)	(85,000)	(85,000)
5-53-533-000-5214	Road Services	(76,000)	(76,500)	(76,000)	(76,000)	(76,000)
5-53-533-000-5404	Road Permits & Fees	(2,500)	(25,000)	(2,500)	(2,500)	(25,000)
5-53-533-000-5406	Rural Address Sign Fee	(1,400)	(1,400)	(1,400)	(1,400)	(1,400)
TOTAL OPERATI	ONS SERVICES REVENUE	(614,900)	(644,900)	(614,900)	(614,900)	(637,400)

OPERATIONS SER	VICES	2018 BUDGET	2018 PROJECTION	2019 BUDGET	2020 BUDGET	2021 BUDGET
Operations Administ	ration					
6-23-230-000-6001	Salaries	2,885,822	2,676,763	3,662,977	3,600,741	3,662,593
6-23-230-000-6004	Employer Contributions	778,756	691,220	967,249	948,939	966,601
6-23-230-000-6011	Accommodation & Subsistence	2,500	3,650	4,000	4,000	4,000
6-23-230-000-6012	Travel - Transportation Expenses	1,000	1,600	1,700	1,700	1,700
6-23-230-000-6013	Tuition & Other Training Costs	25,000	25,000	15,000	15,000	15,000
6-23-230-000-6015	Memberships Seminars Conferences	1,500	1,000	1,000	1,000	1,000
6-23-230-000-6021	Advertising Services	35,000	35,000	40,000	40,000	40,000
6-23-230-000-6033	Telecommunication Services	32,500	35,000	37,500	37,500	37,500
6-23-230-000-6104	PPE & First Aid Supplies	500	500	500	500	500
6-23-230-000-6109	General & Operating Supplies	2,750	1,700	1,700	1,700	1,700
6-23-230-000-6121	Power Supply Service	39,500	46,000	50,000	50,000	50,000
6-23-230-000-6122	Natural Gas Service	12,000	18,000	20,000	20,000	20,000
6-23-230-000-6129	Other Utilities Rates	8,750	-	-	-	-
		3,825,578	3,535,433	4,801,626	4,721,080	4,800,594
<b>5</b> 1						
Fleet & Shop Admini		4 000	4 000	4 000	4 000	4 000
6-23-231-000-6011	Accommodation & Subsistence	1,000	1,000	1,000	1,000	1,000
6-23-231-000-6013	Tuition & Other Training Costs	7,500	7,500	7,500	7,500	7,500
6-23-231-000-6015	Memberships Seminars Conferences	500	1,000	2,000	2,000	2,000
6-23-231-000-6032	Freight & Courier Services	15,000	12,500	10,000	10,000	10,000
6-23-231-000-6036	Mobile Communication Services	115,000	115,000	95,000	95,000	95,000
6-23-231-000-6060	Contracted Services and Repairs	110,000	150,000	90,000	90,000	90,000
6-23-231-000-6082	Licence & Permit Fees	1,500	1,000	1,000	1,000	1,000
6-23-231-000-6104	PPE & First Aid Supplies	10,000	6,000	4,000	4,000	4,000
6-23-231-000-6105	Petroleum & Antifreeze Products	450,000	615,000	500,000	525,000	550,000
6-23-231-000-6106	Tools	8,000	30,000	5,000	5,000	5,000
6-23-231-000-6108	Consumable Tools & Supplies	120,000	168,000	100,000	100,000	100,000
6-23-231-000-6331	Insurance Premium & Deductibles	5,000	5,000	5,000	5,000	5,000
6-23-231-000-6519	Vehicle Components & Parts	105,000	168,000	80,000	80,000	80,000
6-23-231-000-6520	Vehicle Accessories	72,500	105,000	45,000	45,000	45,000
		1,021,000	1,385,000	945,500	970,500	995,500

Operations Grovedal	le					
6-23-232-005-6011	Accommodation & Subsistence	2,000	2,200	2,500	2,500	2,500
6-23-232-005-6033	Telecommunication Services	12,000	11,000	11,500	11,500	11,500
6-23-232-005-6060	Contracted Services and Repairs	7,500	11,200	12,000	12,000	12,000
6-23-232-005-6104	PPE & First Aid Supplies	500	500	500	500	500
6-23-232-005-6106	Tools	25,000	-	-	-	-
6-23-232-005-6109	General & Operating Supplies	9,000	9,000	3,000	3,000	3,000
6-23-232-005-6121	Power Supply Service	36,000	37,600	40,000	40,000	40,000
6-23-232-005-6122	Natural Gas Service	17,500	11,500	11,500	11,500	11,500
		109,500	83,000	81,000	81,000	81,000
Street Lights						
6-23-234-000-6121	Power Supply Service	30,000	32,000	33,000	33,000	33,000
Fleet & Shop Groved	lale					
6-23-235-005-6011	Accommodations & Subsistence	-	-	1,000	1,000	1,000
6-23-235-005-6013	Tuition & Other Training Costs	-	-	3,750	3,750	3,750
6-23-235-005-6015	Memberships, Seminars & Conferences	-	-	1,000	1,000	1,000
6-23-235-005-6032	Freight & Courier Services	-	-	2,500	2,500	2,500
6-23-235-005-6036	Mobile Communication Services	-	-	25,000	25,000	25,000
6-23-235-005-6060	Contracted Services and Repairs	-	-	20,000	20,000	20,000
6-23-235-005-6082	License & Permit Fees	-	-	1,000	1,000	1,000
6-23-235-005-6104	PPE & First Aid Supplies	-	-	2,500	2,500	2,500
6-23-235-005-6105	Petroleum & Antifreeze Products	-	-	189,000	199,000	210,000
6-23-235-005-6106	Tools	-	-	10,000	10,000	10,000
6-23-235-005-6108	Consumable Tools & Supplies	-	-	50,000	50,000	50,000
6-23-235-005-6331	Insurance Premium & Deductibles	-	-	-	-	-
6-23-235-005-6519	Vehicle Components & Parts	-	-	54,000	54,000	54,000
6-23-235-005-6520	Vehicle Accessories  —	-	-	30,000	30,000	30,000
	_	-	-	389,750	399,750	410,750
T	OTAL OPERATIONS	4,986,078	5,035,433	6,250,876	6,205,330	6,320,844

OPERATIONS - R	OADS	2018 BUDGET	2018 PROJECTION	2019 BUDGET	2020 BUDGET	2021 BUDGET
Road Maintenance	& Service					
6-24-240-000-6011	Accommodation & Subsistence	3,000	3,000	3,000	3,000	3,000
6-24-240-000-6071	Contracted Maintenance Service	2,500,000	3,000,000	3,100,000	3,100,000	3,100,000
6-24-240-000-6109	General & Operating Supplies	425,000	620,000	575,500	575,500	575,500
6-24-240-000-6852	Salt & Sand	230,000	230,000	230,000	230,000	230,000
		3,158,000	3,853,000	3,908,500	3,908,500	3,908,500
Brushing Program						
6-24-242-000-6011	Accommodation & Subsistence	1,000	1,000	1,000	1,000	1,000
6-24-242-000-6071	Contracted Maintenance Service	450,000	450,000	450,000	450,000	450,000
6-24-242-000-6104	PPE & First Aid Supplies	500	500	500	500	500
6-24-242-000-6109	General & Operating Supplies	2,500	2,500	2,500	2,500	2,500
		454,000	454,000	454,000	454,000	454,000
Mowing Program						
6-24-243-000-6011	Accommodation & Subsistence	8,000	8,000	8,000	8,000	8,000
6-24-243-000-6043	Contractor Services	1,000	1,000	1,000	1,000	1,000
6-24-243-000-6104	PPE & First Aid Supplies	500	500	500	500	500
6-24-243-000-6109	General & Operating Supplies	20,000	25,000	26,000	26,000	26,000
		29,500	34,500	35,500	35,500	35,500
Gravelling Program		0.000.000	4.400.000	000 000	000 000	000 000
6-24-245-000-6043	Contractor Services (graders/trucks/equip)	2,200,000	4,100,000	800,000	800,000	800,000
6-24-245-000-6060	Contracted Services (Gravel Site Develop.)	300,000	300,000	300,000	300,000	300,000
6-24-245-000-6071	Contracted Maintenance Service	-	-	1,425,000	1,496,250	157,075
6-24-245-000-6109	General & Operating Supplies	2,500	4 452 667	2 200 000	- 2 700 000	1 500 000
6-24-245-000-6112 6-24-245-000-6115	Gravel Evolution Sorvings	4,750,000	4,153,667	2,200,000	2,700,000	1,500,000
6-24-245-000-6115	Gravel Exploration Services	7,352,500	8,653,667	4,825,000	5,396,250	2,857,075
		7,332,300	0,000,001	4,023,000	3,330,230	2,001,010
Road Services						
6-24-246-000-6066	Harvest & Cleanup Incentives	31,000	31,000	31,000	31,000	31,000
6-24-246-000-6109	General & Operating Supplies	3,000	3,000	3,000	3,000	3,000
6-24-246-000-6110	Chemicals	650,000	650,000	650,000	650,000	650,000
6-24-246-000-6117	Asphalt Repairs	-	-	500,000	500,000	500,000
6-24-246-000-6142	Road Allowance Clearing	150,000	150,000	150,000	150,000	150,000
6-24-246-000-6145	Rental of Equipment & Machinery	600,000	600,000	600,000	600,000	600,000
		1,434,000	1,434,000	1,934,000	1,934,000	1,934,000

### **Gravel Pit Reclamation**

6-24-247-000-6043	Contractor Services	50,000	50,000	50,000	50,000	50,000
Forestry Trunk Roa	d					
6-24-248-089-6011	Accommodation & Subsistence	2,500	2,500	2,500	2,500	2,500
6-24-248-089-6043	Contractor Services (graders/trucks/equip)	3,800,000	2,900,000	2,900,000	2,900,000	2,900,000
6-24-248-089-6071	Contracted Maint. Service (Brush Crew)	200,000	200,000	200,000	200,000	200,000
6-24-248-089-6104	PPE & First Aid Supplies	-	-	500	500	500
6-24-248-089-6109	General & Operating Supplies	65,000	65,000	150,000	150,000	150,000
6-24-248-089-6110	Chemicals	1,500,000	1,250,000	1,250,000	1,250,000	1,250,000
6-24-248-089-6112	Gravel Purchases	-	-	-	-	750,000
6-24-248-089-6831	Gravel Usage-Regravelling	-	-	900,000	450,000	900,000
6-24-248-089-6865	Stockpile to Stockpile	-	-	-	1,000,000	500,000
		5,567,500	4,417,500	5,403,000	5,953,000	6,653,000
то	TAL OPERATIONS - ROADS	18,045,500	18,896,667	16,610,000	17,731,250	15,892,075

# Operations Fleet Capital Summary



OPERAT	IONS VEHIC	LES FLEET			
Job ID and Description	2018 C/O	2019	2020	2021	Total
OP19002 Truck, 1/2 ton, Ext Cab, 4x4		\$47,500			\$47,500
OP20009 Truck, 1/2 ton, Ext Cab, 4x4 (145)			\$49,900		\$49,900
OP20010 Truck, 1/2 ton, Ext Cab, 4x4 (146)			\$49,900		\$49,900
OP20011 Truck, 1/2 ton, Ext Cab, 4x4 (176)			\$49,900		\$49,900
OP21001 Water Tanker				\$237,500	\$237,500
OP21002 Plow Truck Replacement				\$290,000	\$290,000
Total Vehicles Fleet	\$0	\$47,500	\$149,700	\$527,500	\$ 724,700

					OPERATIONS	ONS							
	Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
VEHICLE FLEET	ET												
OP19002	Truck, 1/2 ton, Ext Cab, 4x4		\$47,500										\$47,500
OP20009	Truck, 1/2 ton, Ext Cab, 4x4 (145)			\$49,900									\$49,900
OP20010	Truck, 1/2 ton, Ext Cab, 4x4 (146)			\$49,900									\$49,900
OP20011	Truck, 1/2 ton, Ext Cab, 4x4 (176)			\$49,900									\$49,900
OP21001	Water Tanker				\$237,500								\$237,500
OP21002	Plow Truck Replacement				\$290,000								\$290,000
OP22001	Truck, 3/4 ton, Crew Cab, 4x4					\$60,800							\$60,800
OP22002	Truck, 3/4 ton, Crew Cab, 4x4					\$60,800							\$60,800
OP22003	1 Ton 4 x 4 Truck					\$73,600							\$73,600
OP22004	1 Ton 4 x 4 Truck					\$72,500							\$72,500
OP22005	Picker Truck Replacement					\$295,000							\$295,000
OP23001	Western Star Plow Truck						\$320,000						\$320,000
OP23002	Western Star Plow Truck						\$320,000						\$320,000
OP23003	1 Ton 4 x 4 Truck						\$77,200						\$77,200
OP23004	Truck, 3/4 ton, Crew Cab, 4x4						\$63,900						\$63,900
OP24001	3/4 Ton, Crew Cab, 4 x 4 Pick Up Truck							\$67,100					\$67,100
OP24002	3/4 Ton, Crew Cab, 4 x 4 Pick Up Truck							\$67,100					\$67,100
OP24003	1 Ton, Crew Cab, 4 x 4 Pick Up Truck							\$81,100					\$81,100
OP24004	3/4 Ton, Extended Cab, 4 x 4							\$67,100					\$67,100
OP24005	1 Ton, Crew Cab, 4 x 4 Pick Up Truck							\$81,100					\$81,100
OP24006	550, Extended Cab, 4 x 4 Pick Up Truck							\$167,500					\$167,500
OP24007	$3/4$ Ton, Super Cab, $4 \times 4$ Pick Up Truck							\$67,100					\$67,100
OP24008	Picker Truck Replacement							\$324,500					\$324,500
OP24009	Plow Truck Replacement							\$336,000					\$336,000
OP24010	Water Tanker							\$275,000					\$275,000
OP25001	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck								\$70,400				\$70,400
OP25002	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck								\$70,400				\$70,400
OP25003	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck								\$70,400				\$70,400
OP25004	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck								\$70,400				\$70,400
OP25005	Plow Truck Replacement								\$353,000				\$353,000
OP25006	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck								\$70,400				\$70,400
OP26001	3/4 Ton, Crew Cab, 4 x 4 Pick Up Truck									\$73,900			\$73,900
OP26002	Replace Plow Truck									\$370,650			\$370,650
OP27001	Plow Truck Replacement										\$390,000		\$390,000
	Sub Total Vehicle Fleet	\$0	\$47,500	\$149,700	\$527,500	\$562,700	\$781,100	\$1,533,600	\$705,000	\$444,550	\$390,000	0\$	\$5,141,650



Department:	Operations	Job/Asset ID:	OP19002	
			1/2 Ton, Extended C	ab, 4 x 4 Truck
Area:	Operations	Item:	Replacement	
	Descript	ion & Benefits		
Replacing Unit	A90 1/2 Ton, Extended Cab, 4 x 4.			
Specifications	for this unit: 4x4 Extended cab, sho	rt or long boy s	nray in hoy liner her	adacho rack with rails
	play & rear-view camera, beacon light,	_		duache rack with rails,
		•	·	
Charles and a seed		Strategy/Goal		
Strategy: Level	or Service			
Goal: Level of S	Service			
		!' /o .		
Francisco Cons		ding/Costs		
Types of Fundi				<u>Dollar Amount:</u>
Types of Tanar	<del></del>		Grants	<u>Bonal 7 imount.</u>
			Reserves	
			Utility Revenue	¢47 E00 00
			Tax Revenue  Total Funding	\$47,500.00 <b>\$47,500.00</b>
Costs:				
Costs:  Type of Cost:				Dollar Amount:
	tended Cab, 4 x 4 Truck Replacement			\$47,500.00
			Total Cost	\$47,500.00
	S	chedule		
Project Starts	:	Estimate D	ate of Purchase	
Project Ends:			Pate of Delivery	2019 12 31
rioject Enus:	7013 01 01	Estimate L	ate of Delivery	2013 12 31



Department: Operations Job/Asset ID: OP20009 - OP20011  Area: Operations Item: 1/2 Ton Truck Replacements - 3    Description & Benefits   1/2 Ton Truck Replacements - 3	Area: Operations Item: 1/2 Ton Truck Replacements - 3    Toperation   Toperation					
Area: Operations Item: 1/2 Ton Truck Replacements - 3  Description & Benefits  1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding Costs  Funding Source: Types of Funding:  Dollar Amount:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Total Funding \$149,700.00	Area: Operations ltem: 1/2 Ton Truck Replacements - 3  Description & Benefits  1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue St49,700.00  Costs: Type of Cost: Dollar Amount:  1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145					
Description & Benefits  1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Tat Revenue \$149,700.00	Types of Funding:  Types of Cost:  Types of Cost:	Department:	Operations	Job/Asset ID:	OP20009 - OP20011	
Description & Benefits  1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Tat Revenue \$149,700.00	Types of Funding:  Types of Cost:  Types of Cost:					
1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue \$149,700.00 \$149,700.00	1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Utility Revenue Tax Revenue Tax Revenue Tax Revenue Tax Revenue Tax Revenue Total Funding Sta9,700.00  Costs: Type of Cost: Dollar Amount:  Dollar Amount:  Dollar Amount: Sta9,700.00 Sta9,900.00	Area:	Operations	Item:	1/2 Ton Truck Replac	rements - 3
1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue \$149,700.00 \$149,700.00	1/2 ton truck replacements are as per the vehicle & equipment replacement policy 4006.  Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Utility Revenue Tax Revenue Tax Revenue Tax Revenue Tax Revenue Tax Revenue Total Funding Sta9,700.00  Costs: Type of Cost: Dollar Amount:  Dollar Amount:  Dollar Amount: Sta9,700.00 Sta9,900.00		Descript	ion & Benefits		
Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.  Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Tax Revenue S149,700.00 \$149,700.00	Specifications: 4x4 Extended cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, 2 way radio and fleet complete.    Council Strategy/Goal	1/2 ton truck r	•		cement policy 4006	
Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue S149,700.00 Total Funding \$149,700.00	Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue S149,700.00  Costs: Type of Cost: Dollar Amount:  Dollar Amount: S49,900.00	1/2 toll truck i	epiacements are as per the venicle & e	quipinent replat	terrient policy 4000.	
Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue S149,700.00 Total Funding \$149,700.00	Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue S149,700.00  Costs: Type of Cost: Dollar Amount:  Dollar Amount: S49,900.00	Specifications:	4x4 Extended cab short or long ho	x spray in hox	liner headache rack	with rails navigation
Council Strategy/Goal  Strategy: Level of Service  Goal: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue S149,700.00 S149,700.00	Council Strategy/Goal  Strategy: Level of Service  Funding/Costs  Funding Source: Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Tax Revenue Total Funding \$149,700.00  Costs: Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145  S49,900.00	•				with rails, havigation
Strategy: Level of Service    Goal: Level of Service	Strategy: Level of Service    Goal: Level of Service	alspia, a rear	view camera, seacon light, 2 way radio	and neer comp		
Strategy: Level of Service    Goal: Level of Service	Strategy: Level of Service    Goal: Level of Service					
Strategy: Level of Service    Goal: Level of Service	Strategy: Level of Service    Goal: Level of Service					
Strategy: Level of Service    Goal: Level of Service	Strategy: Level of Service    Goal: Level of Service					
Strategy: Level of Service    Goal: Level of Service	Strategy: Level of Service    Goal: Level of Service					
Strategy: Level of Service    Goal: Level of Service	Strategy: Level of Service    Goal: Level of Service					
Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Total Funding \$149,700.00	Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145   Funding/Costs  Dollar Amount:  Dollar Amount:  \$49,900.00		Council	Strategy/Goal		
Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue Total Funding \$149,700.00	Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145	Strategy: Level	of Service			
Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00	Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145					
Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00	Funding/Costs  Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145					
Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue \$149,700.00 Total Funding \$149,700.00	Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding  Costs:  Type of Cost:  1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145  Dollar Amount:  Dollar Amount:  Dollar Amount:  \$49,900.00	Goal: Level of S	ervice			
Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue \$149,700.00 Total Funding \$149,700.00	Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145					
Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue \$149,700.00 Total Funding \$149,700.00	Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145					
Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Tax Revenue \$149,700.00 Total Funding \$149,700.00	Funding Source:  Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145		Func	ding/Costs		
Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00	Types of Funding:  Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145	Funding Sour		8/ 2222		
Grants Reserves Utility Revenue  Tax Revenue  \$149,700.00  Total Funding \$149,700.00	Grants Reserves Utility Revenue Tax Revenue Total Funding \$149,700.00  Costs:  Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145	_				Dollar Amount
Reserves Utility Revenue Tax Revenue \$149,700.00 Total Funding \$\$149,700.00	Reserves Utility Revenue Tax Revenue Total Funding  Costs: Type of Cost:  1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145  Reserves Utility Revenue \$149,700.00 \$149,700.00  Square Proper Size    Dollar Amount: \$49,900.00	rypes of ranar	<u></u>		Grants	<u>Bonar Announc.</u>
Utility Revenue  Tax Revenue \$149,700.00  Total Funding \$149,700.00	Costs: Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145  Utility Revenue \$149,700.00 \$149,700.00  \$149,700.00  \$149,700.00					
Tax Revenue \$149,700.00  Total Funding \$149,700.00	Tax Revenue         \$149,700.00           Total Funding         \$149,700.00           Costs:         Dollar Amount:           1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145         \$49,900.00					
Total Funding \$149,700.00	Costs:Dollar Amount:Type of Cost:Dollar Amount:• 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145\$49,900.00				•	\$149.700.00
	Costs:  Type of Cost:  • 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145  Dollar Amount: \$49,900.00					
Costs:	Type of Cost:Dollar Amount:• 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145\$49,900.00					
	• 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A145 \$49,900.00					5 " A
			tandad Calc. A., A. Tural, Bankaran ant Ad	1.45		
	• 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A146 \$49,900.00		•			
	4/2 Tay 5-tay dad Cale A v A Tayah Baylanayant A476		•			
• 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A176 \$49,900.00	• 1/2 Ton, Extended Cab, 4 x 4 Truck Replacement A176 \$49,900.00	• 1/2 ION, EX	tended Cab, 4 x 4 Truck Replacement A.	176		\$49,900.00
					Total Cost	\$149 700 00
Total Cost: \$149 700 00	Total Cost: \$1/9 700 00					7143,700.00
Total Cost: \$149,700.00			So	chedule		
Total Cost: \$149,700.00  Schedule		Project Starts		Estimate D	ate of Purchase	
	Schedule	Project Ends:	2020 01 01	Estimate D	ate of Delivery	2020 12 31
					Total Cost:	\$149,700.00
Total Cost: \$149,700.00	Total Cost: \$149,700.00			olo o al olo de		
				medule -		
Schedule	Schedule	-				2000.40.04
Schedule  Project Starts: Estimate Date of Purchase	Project Starts: Estimate Date of Purchase	Project Ends:	2020 01 01	Estimate D	ate of Delivery	2020 12 31



Department:	Operations	Job/Asset ID:	OP21001	
Area:	Operations	Item:	Water Tanker Repla	cement
	Descript	tion & Benefits		
To purchase a	Freightliner Water Tanker to replace			ccording to Greenview
	Tankers are replaced every 15 years.			
,	, , ,			
Specifications	: This unit has a GVW of 30,000 KG	with a 16,000	Litre aluminum tan	k. It has as 18 speed
transmission v	with a minimum 500 HP turbo charged	diesel engine.	This is also equipped	with a 3" Pump and a
spray bar with	computerized controls			
		Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	service			
	Fun	ding/Costs		
<b>Funding Sou</b>	rce:			
Types of Fund	<u>ing:</u>			<u>Dollar Amount:</u>
			Grants	
			Reserves	
			Utility Revenue	
			Tax Revenue	\$237,500.00
			Total Funding	\$237,500.00
Costs:				
Type of Cost:				<u>Dollar Amount:</u>
	ker Replacing Unit A84			\$237,500.00
			Total Cost	: \$237,500.00
	S	chedule		
Project Starts			ate of Purchase	
-				
Project Ends	2021 01 01	Estimate D	ate of Delivery	2021 12 31



Department:	Operations	Job/Asset ID:	OP21002		
Area:	Operations	Item:	Plow Truck Replacer	ment	
	Descrip	tion & Benefits			
· ·	plow truck to replace the existing A hicles are replaced every 10 years or 3	= -		g to Greenview Policy,	
includes a 12'	This unit has a GVW of 37,000 KG snow plow, 10' wing and all season of a tarp cover on the gravel box for pub	combination dum			
	Counci	l Strategy/Goal			
Strategy: Level  Goal: Level of S					
	Fur	nding/Costs			
Funding Soul			Grants Reserves Utility Revenue	<u>Dollar Amount:</u>	
			Tax Revenue	\$290,000.00	
			Total Funding	\$290,000.00	
Costs: Type of Cost: • Plow Truck	Replacement A104.			<u>Dollar Amount:</u> \$290,000.00	
			Total Cost	: \$290,000.00	
		Schedule	10101 0031	φ_250,000.00	
Duelle 1 Ct			ata of Daniel		
Project Starts		-	ate of Purchase		
Project Ends:	2021 01 01	Estimate D	ate of Delivery	2021 12 31	

# Operations Equipment Capital Summary



OPERAT	IONS EQUIPI	MENT FLEET			
Job ID and Description	2018 C/O	2019	2020	2021	Total
OP19001 Single Drum Roller/Packer Replacement		\$230,000			\$230,000
OP19003 Mower w/Rotary Cutter, Replacement		\$33,000			\$33,000
OP19004 Tractor Replacement		\$175,000			\$175,000
OP19005 Tractor Replacement		\$175,000			\$175,000
OP19006 16' Utility Trailer		\$20,000			\$20,000
OP19007 Grader Replacement G30		\$475,000			\$475,000
OP19008 Grader Replacement G31		\$475,000			\$475,000
OP19009 Grader Replacement G33		\$475,000			\$475,000
OP19010 Grader Replacement G34		\$475,000			\$475,000
OP19011 Pressure Washer		\$40,000			\$40,000
OP19012 Pressure Washer		\$40,000			\$40,000
OP20001 25' Gooseneck Trailer - Replacement			\$22,500		\$22,500
OP20002 Mower w/Rotary Cutter, Replacement			\$34,650		\$34,650
OP20003 Mower w/Rotary Cutter, Replacement			\$34,650		\$34,650
OP20004 Grader Replacement G32			\$500,000		\$500,000
OP20005 Tractor Replacement T25			\$185,000		\$185,000
OP20006 Tractor Replacement T24			\$185,000		\$185,000
OP20007 Mower with Rotary Cutter			\$34,650		\$34,650
OP20008 17 ' Pony Pup Trailer			\$65,000		\$65,000
OP20012 Trailer Replacement T66			\$40,000		\$40,000
OP21003 Backhoe Replacement				\$165,000	\$165,000
OP21004 Backhoe Replacement				\$165,000	\$165,000
OP21005 Skid Steer				\$140,000	\$140,000
OP21006 Tractor 6140R Replacement				\$194,250	\$194,250
OP21007 Tractor 6140R Replacement				\$194,250	\$194,250
Total Equipment Fleet	\$0	\$2,613,000	\$1,101,450	\$858,500	\$ 4,572,950

					OPERATIONS	SNC							
	Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
EQUIPMENT													
OP19001	Single Drum Roller/Packer Replacement		\$230,000										\$230,000
OP19003	Mower w/Rotary Cutter, Replacement		\$33,000										\$33,000
OP19004	Tractor Replacement		\$175,000										\$175,000
OP19005	Tractor Replacement		\$175,000										\$175,000
OP19006	16' Utility Trailer		\$20,000										\$20,000
OP19007	Grader Replacement G30		\$475,000										\$475,000
OP19008	Grader Replacement G31		\$475,000										\$475,000
OP19009	Grader Replacement G33		\$475,000										\$475,000
OP19010	Grader Replacement G34		\$475,000										\$475,000
OP19011	Pressure Washer		\$40,000										\$40,000
OP19012	Pressure Washer		\$40,000										\$40,000
OP20001	25' Gooseneck Trailer - Replacement			\$22,500									\$22,500
OP20002	Mower w/Rotary Cutter, Replacement			\$34,650									\$34,650
OP20003	Mower w/Rotary Cutter, Replacement			\$34,650									\$34,650
OP20004	Grader Replacement G32			\$500,000									\$500,000
OP20005	Tractor Replacement T25			\$185,000									\$185,000
OP20006	Tractor Replacement T24			\$185,000									\$185,000
OP20007	Mower with Rotary Cutter			\$34,650									\$34,650
OP20008	17 ' Pony Pup Trailer			\$65,000									\$65,000
OP20012	Trailer Replacement T66			\$40,000									\$40,000
OP21003	Backhoe Replacement				\$165,000								\$165,000
OP21004	Backhoe Replacement				\$165,000								\$165,000
OP21005	Skid Steer				\$140,000								\$140,000
OP21006	Tractor 6140R Replacement				\$194,250								\$194,250
OP21007	Tractor 6140R Replacement				\$194,250								\$194,250
OP22006	17' Pony Pup Trailer					\$70,000							\$70,000
OP23005	Tractor 6140R Replacement						\$213,675						\$213,675
OP23006	Tractor 6140R Replacement						\$213,675						\$213,675
OP23007	Grader G976 Replacement						\$579,250						\$579,250
OP23008	17' Pony Pup Trailer						\$72,500						\$72,500
OP23009	17' Pony Pup Trailer						\$72,500						\$72,500
OP24011	Backhoe							\$190,500					\$190,500
OP24012	Replace 7320 Tractor							\$160,000					\$160,000
OP24013	Replace 7320 Tractor							\$160,000					\$160,000
OP24014	17' Pony Pup Trailer							\$75,000					\$75,000
OP25007	Replace G976 Grader								\$638,750				\$638,750
OP25008	Replace 140M Grader								\$638,750				\$638,750

\$18.097.490	Ş	\$444.550 \$2.385.640	\$444.550	\$5.285,150	\$2.119.100	\$632.700 \$1.932.700 \$2.119.100 \$5.285.150		\$1.386,000	\$1.251.150	\$0 \$2.660.500	\$0	TOTAL OPERATIONS	
\$12,955,840	\$0	\$1,995,640	\$0	\$4,580,150	\$585,500	\$1,151,600	\$70,000	\$858,500	\$1,101,450	\$2,613,000	\$0	Sub Total Equipment	
\$70,000		\$70,000										9 Brush Chipper	OP27009
\$275,000		\$275,000										8 Replace CX135 Excavator	OP27008
\$256,410		\$256,410										7 Replace 6140R Tractor	OP27007
\$256,410		\$256,410										6 Replace 6140R Tractor	OP27006
\$275,000		\$275,000										5 Replace Excavator	OP27005
\$256,410		\$256,410										4 Replace 6140R Tractor	OP27004
\$256,410		\$256,410										3 Replace 6140R Tractor	OP27003
\$350,000		\$350,000										2 Replace Road Sweeper	OP27002
\$440,000				\$440,000								7 Loader	OP25017
\$440,000				\$440,000								6 Loader	OP25016
\$53,200				\$53,200								5 Pressure Washer	OP25015
\$53,200				\$53,200								4 Pressure Washer	OP25014
\$200,000				\$200,000								3 Replace Backhoe	OP25013
\$200,000				\$200,000								2 Replace Backhoe	OP25012
\$638,750				\$638,750								1 Replace 140M Grader	OP25011
\$638,750				\$638,750								0 Replace 140M Grader	OP25010
\$638,750				\$638,750								9 Replace 140M Grader	OP25009



	•	/	0040004	
Department:	Operations	Job/Asset ID:	OP19001	_
Area:	Operations	ltem:	Single Drum Roller/P	acker (PACK1)
	D	escription & Benefits		
To purchase a	Single Drum Roller Packer to re	eplace the existing PACK	1 unit.	
	for this unit need to include a ab with heat and air conditioni			
	(	Council Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	Service			
		Funding/Costs		
Funding Soul	rce:	· ·		
Types of Fundi	<u>ng:</u>			<u>Dollar Amount:</u>
			Grants	
			Reserves Utility Revenue	
			Tax Revenue	\$230,000.00
			<b>Total Funding</b>	\$230,000.00
Costs:				
Type of Cost:  ● Single Drun	n Roller/Packer (PACK1)			<u>Dollar Amount:</u> \$230,000.00
				4000 000 00
			Total Cost:	\$230,000.00
		Schedule		
<b>Project Starts</b>	:	Estimate D	ate of Purchase	
Project Ends:	2019 01 01	Estimate D	ate of Delivery	2019 12 31



Department:	Operations	Job/Asset ID:	OP19003	
A	Output		Manual Who Data	C. H
Area:	Operations	Item:	Mower with Rotary	Cutter
	Descrip	tion & Benefits		
Mower with R	otary Cutter. Replacing M19.			
Specifications	for this unit: 15 foot cutting width, 4	' cutting diamete	r 120 HP 15 - 17 inc	h cutting height Wing
	up to 25% down, Overall length 190 x	_		
	, ,	,	, ,	
	Council	Strategy/Goal		
Strategy: Level	of Service			
Caali Lavial of G	· ·			
Goal: Level of S	Service			
	Fun	ding/Costs		
Funding Sou		unig/Costs		
Types of Fundi				<u>Dollar Amount:</u>
<u>.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</u>	<del></del>		Grants	
			Reserves	
			Utility Revenue	
			Tax Revenue	\$33,000.00
			Total Funding	\$33,000.00
Costs:				
Type of Cost:	h Rotary Cutter			<u>Dollar Amount:</u>
• Mower wit	ii Rotary Cutter			\$33,000.00
			Total Cost	\$33,000.00
		chedule		
Project Starts		Estimate D	ate of Purchase	
Project Ends:			ate of Delivery	2019 12 31
i i oject Liius.	2013 01 01	Latinate	ate of Delivery	-U1J 12 J1



	GILLLIAM	EW CAITTAL EXILID	HORE FORM	
Department:	Operations	Job/Asset ID:	OP19004 & OP19005	5
Area:	Operations	ltem:	Tractor Replacement	S
		Description & Benefits		
The replaceme	ent of two tractors.			
		han 125 hp engine, 4 wheel dr ont brush guard, 14' degelman		on the rear axle, Cab
		Council Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	ervice			
		Funding/Costs		
Funding Soul	2001	runding/Costs		
Types of Fundi				<u>Dollar Amount:</u>
Types of Farial	<del>ng.</del>		Grants	Bonar Amount.
			Reserves	
			<b>Utility Revenue</b>	
			Tax Revenue	\$350,000.00
			Total Funding	\$350,000.00
Costs:				_
Type of Cost:	'. T40			<u>Dollar Amount:</u>
<ul><li>Replacing u</li><li>Replacing u</li></ul>				\$175,000.00 \$175,000.00
• Replacing o	iiiit 119			\$173,000.00
			Total Cost:	\$350,000.00
		Schedule		
Project Starts	:	Estimate D	ate of Purchase	
Project Ends:	2019 01 01	Estimate D	ate of Delivery	2019 12 31



	GREEN	IVIEW CAPITAL EXPEND	ITURE FORM	
Department:	Operations	Job/Asset ID:	OP19006	
Area:	Operations	ltem:	16' Utility Trailer	
		Description & Benefits		
This Trailer is u	utilized in moving cul	verts and other supplies to job site		
	Ü	,,		
Specifications:	This will be Tandem	flat bed trailer with a 7 ton carrying	ng capacity and 96" w	ide.
		Council Strategy/Goal		
Strategy: Level	of Service	council strategy/ cour		
Goal: Level of S	Service			
		Funding/Costs		
Funding Soul	rce:	Funding/Costs		
Types of Fundi				<u>Dollar Amount:</u>
	<del></del>		Grants	
			Reserves	
			Utility Revenue	¢20,000,00
			Tax Revenue Total Funding	\$20,000.00 <b>\$20,000.00</b>
				ΨΞ0,000.00
Costs:  Type of Cost:				<u>Dollar Amount:</u>
• 16' Utility T	railer			\$20,000.00
,				, .,
			Total Cost:	\$20,000.00
		Schedule		, 1,000
Project Starts	:	Estimate D	ate of Purchase	
Project Ends:	2019 01 01	Estimate D	ate of Delivery	2019 12 31



	GRELINVIEW CAPIT	IAL LAPLIND	ITORE FORIVI	
Department:	Operations	Job/Asset ID:	OP19007 - OP19010	_
Area:	Operations	_ Item:	Grader Replacements -	- 4
	Descrin	otion & Benefits		
Grader replace	ements for the following units G30, G			
•	No less than 250 hp, 4 wheel drive way front dozer blade, 12' wing and a		assist, Cab with heat a	and A/C, 1 piece 16"
	Counci	l Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	Service			
<del></del>				
	Fui	nding/Costs		
Funding Sour		-		
Types of Fundi	<u>ng:</u>			<u>Dollar Amount:</u>
			Grants	
			Reserves	
			Utility Revenue	4
			Tax Revenue	\$1,900,000.00
			Total Funding =	\$1,900,000.00
Costs:				_
Type of Cost:				<u>Dollar Amount:</u>
	lacement Unit G30			\$475,000.00
•	lacement Unit G31			\$475,000.00
•	lacement Unit G33 lacement Unit G34			\$475,000.00
• Grauer Kep	racement onit 034			\$475,000.00
			Total Cost:	\$1,900,000.00
		Schedule		
Project Starts	:	Estimate D	ate of Purchase	
Project Ends:	2019 01 01	Estimate D	ate of Delivery 2	019 12 31



	GREE	NVIEW CAPITAL EXPEND	ITURE FORM	
Department:	Operations	Job/Asset ID:	OP19011 & OP1901	2
Area:	Operations	Item:	Pressure Washer Re	placements - 2
		Description & Benefits		
Replacing Unit	ST1 & ST2			
Specifications:				
•				
_		Council Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	Service			
		Funding/Costs		
Funding Soul				5.11
<u>Types of Fundi</u>	<u>ng:</u>		Grants	<u>Dollar Amount:</u>
			Reserves	
			Utility Revenue Tax Revenue	\$90,000,00
			Total Funding	\$80,000.00 <b>\$80,000.00</b>
Costs:				
Type of Cost:				<u>Dollar Amount:</u>
	asher - Unit ST1 asher - Unit ST2			\$40,000.00 \$40,000.00
• Plessure vv	asilei - Ollit 312			\$40,000.00
			Total Cost	\$80,000.00
		Schedule		
Project Starts			ate of Purchase	
Project Ends:			ate of Delivery	2019 12 31
=	1		-	



	GREENVIEW	CAPITAL EXPEND	ITURE FORM	
Department:	Operations	Job/Asset ID:	OP20001	
Area:	Operations	ltem:	25' Gooseneck Traile	r
		Description & Benefits		
25' Gooseneck	Trailer Replacing Unit T62			
Specifications:	: 19.5" long, 102" wide, 10 ton	ne capacity, Spring suspe	nsion, 6" beaver tail.	
		Council Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	Service			
		Funding/Costs		
Funding Sou	rce:			
Types of Fund	<u>ing:</u>			<u>Dollar Amount:</u>
			Grants	
			Reserves Utility Revenue	
			Tax Revenue	\$22,500.00
			<b>Total Funding</b>	\$22,500.00
Costs:				
Type of Cost:				<u>Dollar Amount:</u>
• 25' Goosen	eck Trailer Replacement T62			\$22,500.00
			Total Cost:	\$22,500.00
		Schedule	10141 6051.	Ψ.Σ.,300.00
Droiget Starts			ato of Durchase	
Project Starts			ate of Purchase	2000 40 65
Project Ends:	2020 01 01	Estimate D	ate of Delivery	2020 12 31



Department:	Operations	Job/Asset ID:	OP20002, OP20003	& OP20007	
		•	Mower with Rotary	Cutter - Replacements	
Area:	Operations	Item:	3		
	Descrip	tion & Benefits			
	Greenview policy, mowers are replace ce to the residents of Greenview, this	ced according to	their condition. In		
Specifications: Specifications: 15 foot cutting width, 120 HP, 1.5" - 17.5" cutting height, 190" wide x 190" wide, deck protection rings.					
	Council	Strategy/Goal			
Strategy: Level	of Service				
Goal: Level of Service					
	Fur	nding/Costs			
Funding Soul		<i></i>			
Types of Fundi	<u>'ng:</u>			<u>Dollar Amount:</u>	
			Grants		
			Reserves Utility Revenue		
			Tax Revenue	\$103,950.00	
			Total Funding	\$103,950.00	
Costs:					
Type of Cost:				Dollar Amount:	
<ul><li>Mower wit</li></ul>	h Rotary cutter replacing Unit M20			\$34,650.00	
	h Rotary Cutter replacing Unit M22.			\$34,650.00	
Mower wit	h Rotary Cutter replacing Unit M23			\$34,650.00	
			Total Cost	: \$103,950.00	
Schedule					
Project Starts		Estimate D	ate of Purchase		
Project Ends:	2020 01 01	Estimate D	Pate of Delivery	2020 12 31	



Department:	Operations	Job/Asset ID:	OP20004		
Area:	Operations	Item:	Grader Replacement	G32	
	Descrint	tion & Renefits			
Description & Benefits  The current policy is to replace graders every 5 years or 7,500 hours. As essential equipment is often required to work under adverse conditions, graders are required to be available for service at all times. This unit is due for replacement in 2020.  Grader Replacement G32  Specification: No less than 250 hp, 4 wheel drive with front wheel assist, cab with heat and A/C, 1 piece 16"					
moid board, 2	way front dozer blade, 12" wing and jo	oystick control.			
	Council	Strategy/Goal			
Strategy: Level of Service					
Goal: Level of S	ervice				
	Fun	ding/Costs			
Funding Soul Types of Fundi			Grants Reserves Utility Revenue Tax Revenue <b>Total Funding</b>	\$500,000.00 \$500,000.00	
Costs: Type of Cost: • Grader Rep	olacement Unit G32.			<u>Dollar Amount:</u> \$500,000.00	
			Total Cost:	\$500,000.00	
Schedule					
Project Starts	:	Estimate Da	ate of Purchase		
Project Ends:	2020 01 01	Estimate D	ate of Delivery	2020 12 31	



Department:	Operations	Job/Asset ID:	OP20005 & OP20006	õ
Area:	Operations	Item:	Tractor Replacement	rs - 2
	Descrip	tion & Benefits		
shared betwe	e being replaced because they have in the operations and Agricultural Services the year round needs of Greenvices.	reached the 6,00 ices as required	J	
Specifications: No less than 125 hp engines, 4 wheel drive with dual wheels on the rear axle, Cab with heat and A/C, differential lock, front brush guard, 14' Degelman blade.				
	Council	Strategy/Goal		
Strategy: Level Goal: Level of S	of Service	<i>011</i>		
		ding/Costs		
Types of Fundi			Grants Reserves Utility Revenue Tax Revenue <b>Total Funding</b>	\$370,000.00 \$370,000.00
•	placement T25 placement T24			<u>Dollar Amount:</u> \$185,000.00 \$185,000.00
			Total Cost:	\$370,000.00
Schedule				
Project Starts	1	Estimate D	ate of Purchase	
Project Ends:	2020 01 01	Estimate D	ate of Delivery	2020 12 31



Department:	Operations	Job/Asset ID:	OP20008	
Area:	Operations	Item:	17 ' Pony Pup Trailer	Replacement
	Descript	ion & Benefits		
	of a 17' Pony Pup Trailer according d heavy duty vehicles every 10 years or	to Policy 4006	_	idelines for replacing
Specifications: tarp and 21 to	Tri axle pup trailer, weight capacity on nne capacity.	of approximately	16 cubic yards, 17"	box, equipped with a
	Council	Strategy/Goal		
Strategy: Level				
Goal: Level of S	Service			
		ding/Costs		
Funding Soul				Dallam Amazonata
Types of Fundi	<u>ng:</u>		Grants	<u>Dollar Amount:</u>
			Reserves	
			<b>Utility Revenue</b>	
			Tax Revenue	\$65,000.00
			Total Funding	\$65,000.00
Costs:				5. // .
Type of Cost:  • 17 ' Pony P	up Trailer replacing Unit T64.			<u>Dollar Amount:</u> \$65,000.00
17 101141	ap Trailer replacing officeron.			\$05,000.00
			Total Cost:	\$65,000.00
Schedule				
Project Starts	:	Estimate Da	ate of Purchase	
Project Ends:	2020 01 01	Estimate D	ate of Delivery	2020 12 31



Department:	Operations	Job/Asset ID:	OP20012	
·	·			
Area:	Operations	Item:	Trailer Replacement	: T66
		tion & Benefits		
	tensive wear and tear, this unit nee trailer primarily used to haul heavier	•	d based on condition	n and usability. This is
Specifications: 114' width.	It has a 25 tonne capacity, air ride su	spension, air tilt v	with no ramps, 23' d	eck, 7' beaver tails and
	Council	Strategy/Goal		
Strategy: Level	of Service			
Goal: Level of S	ervice			
	Fun	iding/Costs		
Funding Sour				<u>Dollar Amount:</u>
Types of Fundi	<u>ny.</u>		Grants	<u>Dollar Amount.</u>
			Reserves	
			Utility Revenue Tax Revenue	\$40,000.00
			Total Funding	\$40,000.00
Costs:				
Type of Cost:  • Trailer Repl	acament TEE			<u>Dollar Amount:</u>
• Trailer Kepi	acement 100			\$40,000.00
			Total Cost	\$40,000.00
Schedule				
Project Starts:		Estimate Da	ate of Purchase	
Project Ends:	2020 01 01	Estimate D	ate of Delivery	2020 12 31



Department:	Operations	Job/Asset ID:	OP21003, OP21004		
Area:	Operations	Item:	Backhoe Replaceme	nts 2	
	Descrip	tion & Benefits			
According to Greenview policy, backhoes are replaced every 5 years or 5,000 hours. This unit is due to be replaced.  Specifications: These units are rubber tired, four wheel grader/backhoe with no less than a 109 HP engine. It will include a 12" frost bucket, a 24 " trenching bucket, a two yard bucket with quick attach hydraulics for pallet forks.					
	Council	Strategy/Goal			
Strategy: Level of Service  Goal: Level of Service					
	Fur	ding/Costs			
Funding Sound Types of Fundi			Grants Reserves Utility Revenue Tax Revenue <b>Total Funding</b>	\$330,000.00 \$330,000.00	
	pe Replacement Unit L11 pe Replacement Unit L12		Total Cost	Dollar Amount: \$165,000.00 \$165,000.00	
		Schodule			
Schedule					
Project Starts	:	Estimate D	ate of Purchase		
Project Ends:	2021 01 01	Estimate D	Date of Delivery	2021 12 31	



Department:	Operations	Job/Asset ID:	OP21005	
		•		
Area:	Operations	Item:	Skid Steer Replacem	ent
	Descrip	tion & Benefits		
Regular replac replaced.	ement of vehicles is required by polic	cy for reasons of s	safety and efficiency.	. This unit is due to be
Specifications: This unit has a minimum of 74 HP engine. It has joystick controls, hold rubber tracks and a universal coupler interface to easily quickly change work tools.				
	Counci	l Strategy/Goal		
<u>Strategy</u> : Level	of Service			
Goal: Level of S	Service			
	Fur	nding/Costs		
Funding Soul				
Types of Fundi	<u>ing:</u>		Cuanta	<u>Dollar Amount:</u>
			Grants Reserves	
			Utility Revenue	
			Tax Revenue	\$140,000.00
			Total Funding	\$140,000.00
Costs:				
Type of Cost:	L N CWDOO			<u>Dollar Amount:</u>
<ul> <li>Replacing U</li> </ul>	Jnit SKIDU2			\$140,000.00
			Total Cost	: \$140,000.00
			Total Cost	. 5140,000.00
Schedule Schedule Schedule				
Project Starts	:	Estimate D	ate of Purchase	
Project Ends:	2021 01 01	Estimate D	ate of Delivery	2021 12 31



# REQUEST FOR DECISION

SUBJECT: Acquisition of Right-of-Way for Subdivisions

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION MEETING DATE: November 13, 2018 CAO: MH MANAGER: SAR DEPARTMENT: PLANNING & DEVELOPMENT GM: GG PRESENTER: SAR

STRATEGIC PLAN: Infrastructure

### **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - EES 02 "Dedication of Right-of-Way for Subdivisions"

### **RECOMMENDED ACTION:**

MOTION: That Council approve the "Acquisition of Right-of-Way for Subdivisions" Policy as presented.

MOTION: That Council repeal Policy EES 02 "Dedication of Right-of-Way for Subdivisions."

### BACKGROUND/PROPOSAL:

Currently Greenview has a policy addressing the dedication of right-of-ways for subdivisions under EES 02 "Dedication of Right-of-Ways for Subdivisions." The proposed "Acquisition of Right-of-Way for Subdivisions" policy has been renamed to more accurately describe the intent of the policy. The policy is largely the same but has been updated to our current policy standards, with some additional revisions to language and references to positions in Administration.

In accordance with subdivision and development guidelines and decisions of the Municipal Planning Commission, this policy provides guidelines for the dedication of right-of-way as part of the subdivision process. This policy outlines the process for the acquisition of right-of-way for subdivisions, including Greenview's responsibilities.

Provision 4 was expanded to provide more detail to the public and is now provision 3 in the revised policy.

This policy was presented at the September 25th Policy Review Committee. The Committee recommended the adding of definitions and removing the option to place caveats against title, opting to simply purchase the road widening at the time of subdivision.

### BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a policy in place for the public to reference for acquisition of right-of-way for subdivisions.

### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

### **ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council could amend the policy or send the policy back for Committee review.

### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

### **PUBLIC PARTICIPATION GOAL**

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

### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

### **FOLLOW UP ACTIONS:**

Once Council approves the policy, Administration will update the policy binder and begin its implementation.

### ATTACHMENT(S):

- Proposed "Acquisition of Right-of-Way for Subdivisions" Policy
- Policy EES 02 "Dedication of Right-of-Way for Subdivisions"

Title: Acquisition of Road Right-of-Way for Subdivisions

**Policy No:** 

**Effective Date:** 

**Motion Number:** 

**Supersedes Policy No: EES 02** 

**Review Date:** 



**Purpose:** In accordance with subdivision and development guidelines and decisions of the Municipal Planning Commission, this policy provides guidelines for the dedication of road widening along road right-of-way as part of the subdivision process.

### **DEFINITIONS**

**Road Right-of-Way** means an agreement that confers on the municipality the right to use the land for the construction of a public road.

**Road Widening** means the acquisition of additional right-of-way for road construction.

### **POLICY**

Road Widening will be taken along road right-of-way on all subdivided parcels in accordance with the *Municipal Government Act.* 

- 1. The Municipal District of Greenview No. 16 will require dedicated road widening along the road right-of-way, as recommended by the General Manager of Infrastructure and Planning or designate, adjacent to all subdivided parcels at the time of subdivision.
- Greenview will determine the area required for the dedicated road widening based upon roadway requirements, network importance, future construction considerations and other relevant factors.
- 3. Greenview will enter into an Offer to Sell agreement with the applicant for purchase of road widening along the road right-of way on the balance of the parcel as recommended by the General Manager of Infrastructure and Planning or designate. Land acquisition rates will be those outlined in the Schedule of Fees Bylaw.
- 4. The road widening will be surveyed by Greenview at no cost to the developer.
- 5. Greenview will coordinate all surveys as soon as possible and within the limits of the established budgets and programs.
- 6. Greenview will register a road plan for the dedicated road widening.



# M. D. OF GREENVIEW NO. 16

# POLICY & PROCEDURES MANUAL

Section:

ENGINEERING & ENVIRONMENTAL SERVICES

**POLICY NUMBER: EES 02** 

POLICY TITLE: DEDICATION OF RIGHT-OF-WAY FOR SUBDIVISIONS Page 1 of 1

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

10.04.940

#### **PURPOSE:**

In accordance with subdivision and development guidelines and decisions of the Municipal Planning Commission, this policy provides guidelines for the dedication of right-of-way as part of the subdivision process.

#### **POLICY:**

Dedication of right-of-way will be taken on all subdivided parcels in accordance with the Municipal Government Act.

- 1.0 The Municipal District will require a dedicated right-of-way, as recommended by the Director of Engineering & Environmental Services, adjacent to all subdivided parcels at the time of subdivision.
- 2.0 The Municipality will determine the area required for the dedicated right-of-way based upon roadway requirements, network importance, future construction considerations and other relevant factors.
- 3.0 The dedicated right-of-way will be surveyed by the Municipality at no cost to the developer.
- 4.0 The Municipality will enter negotiation with the developer for purchase of right-of-way balance.
- 5 .0 Fences, trees, or other appurtenances will not be paid for as part of the right-of-way dedication and survey. Such costs will be borne by the landowner.
- 6.0 The Municipality will coordinate all surveys as soon as possible and within the limits of the established budgets and programs.
- 7.0 The Municipality will register a road plan for the dedicated right-of-way.

REEVE	C.A.O.



# REQUEST FOR DECISION

SUBJECT: Certificate of Compliance Policy

REGULAR COUNCIL MEETING SUBMISSION TO: REVIEWED AND APPROVED FOR SUBMISSION

November 13, 2018 MEETING DATE:

CAO: MH MANAGER: SAR **DEPARTMENT:** PLANNING & DEVELOPMENT GM: GG PRESENTER: SAR

STRATEGIC PLAN: Level of Service

## **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - AD 08 "Compliance Certificates"

#### RECOMMENDED ACTION:

MOTION: That Council approve the "Certificate of Compliance" Policy as presented.

MOTION: That Council repeal Policy AD 08 "Compliance Certificates".

# BACKGROUND/PROPOSAL:

The "Certificate of Compliance" Policy is designed to establish a system for the issuance of a "Certificate of Compliance" respecting Greenview's Land Use Bylaw. Greenview currently has a policy addressing this process under Policy AD 08.

The Policy outlines the process for when Greenview issues compliance certificates, and the process landowners or their agents should follow in requesting a compliance certificate. This includes the required documentation from the landowner or their agent. The policy is largely the same as the previous one, but has been updated to our current policy standards. The policy also includes the addition of a disclaimer on behalf of Greenview under procedures stating:

"The Municipal District of Greenview No. 16 issues this compliance letter based on the information provided in the Real Property Report, and assumes no responsibility for errors or omissions provided therein."

This policy was presented at the September 25th Policy Review Committee. The Committee recommended minor wording changes.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have an established system for the issuance of compliance certificates that is available to ratepayers to access and so that they can have an understanding of the process and requirements.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

#### **ALTERNATIVES CONSIDERED:**

Alternative #1: Council could amend the policy or send the policy back for Committee review.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

# STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# PROMISE TO THE PUBLIC

Inform - We will keep you informed.

# **FOLLOW UP ACTIONS:**

Once Council approves the policy, Administration will update the policy binder and begin its implementation.

# ATTACHMENT(S):

- Proposed "Certificate of Compliance" Policy
- Policy AD 08 "Compliance Certificates"

**Title: Certificate of Compliance** 

**Policy No:** 

**Effective Date:** 

**Motion Number:** 

**Supersedes Policy No: AD 08** 

**Review Date:** 



**Purpose:** To establish a system for the issuance of a Certificate of Compliance respecting the location of buildings and structures meeting the requirements of the Land Use Bylaw of the Municipal District of Greenview No. 16.

# **DEFINITIONS**

**Certificate of Compliance** means the preparation of a Letter of Compliance being a report from the M.D of Greenview confirming that all buildings and structures identified on the property have met the regulations under the Land Use Bylaw and have the appropriate development permits.

## **POLICY**

The M.D. of Greenview issues letters of compliance, when required by landowners or their agents, to provide assurance that buildings are located on properties within established bylaw guidelines.

- 1. Any request for a Certificate of Compliance must be in writing and signed by the current registered landowner(s) or an agent acting on their behalf.
- 2. A fee shall be charged for this service as per the Schedule of Fees Bylaw.
- 3. Any request for a Certificate of Compliance must provide a legible Alberta Land Surveyors Real Property Report including:
  - 3.1. The legal location of the property;
  - 3.2. Locations of the buildings on the property.
- 4. The Alberta Land Surveyors Real Property Report must have been issued no earlier than 6 months prior to the request for a Certificate of Compliance if no Statutory Declaration by the landowner is provided. If a Statutory Declaration by the landowner is provided, the Alberta Land Surveyors Real Property Report must have been issued within 2 years of the request for a Compliance.
- Any development constructed or located on a property before January 1, 1994, and for which
  no Development Permit was issued, will be considered as legally non-conforming, and may
  be issued a Letter of Compliance provided it is otherwise in compliance with the Land Use
  Bylaw.

6. Any development constructed or located on the property on or after January 1, 1994, and for which no Development Permit has been issued, will be considered as non-conforming and a compliance will not be issued. Such a property can achieve compliance by obtaining an approved Development Permit from the Municipal District of Greenview No. 16 in respect to the subject property.

# **PROCEDURE**

- 1. The Compliance shall contain the following statement:
  - 1.1 "The Municipal District of Greenview No. 16 issues this compliance letter based on the information provided in the Real Property Report, and assumes no responsibility for errors or omissions provided therein"



# M. D. OF GREENVIEW NO. 16

# POLICY & PROCEDURES MANUAL

Section:

**ADMINISTRATION** 

**POLICY NUMBER: AD 08** 

POLICY TITLE: COMPLIANCE CERTIFICATES Page 1 of 1

Date Adopted by Council / Motion Number: 09.12.661

# **PURPOSE:**

To establish a system for the issuance of a Certificate of Compliance respecting the Land Use Bylaw of the Municipal District of Greenview No. 16.

### **POLICY:**

The M.D. issues compliance certificates, when required by landowners or their agents, to provide assurance that buildings are located on properties within established bylaw guidelines.

- 1.0 Any request for a Compliance Certificate must be in writing and signed by the current registered landowner(s) or an agent acting on their behalf.
- 2.0 Any request for a Compliance Certificate must provide a legible Alberta Land Surveyors Real Property Report including:
  - 2.1 The legal location of the property:
  - 2.2 Locations of the buildings on the property:
- 3.0 Any development constructed or located on a property before January 1, 1994, and for which no Development Permit was issued, will be considered as legally non-conforming, and may be issued a Certificate of Compliance provided it is otherwise in compliance with the Land Use Bylaw.
- 4.0 Any development constructed or located on the property on or after January 1, 1994, and for which no Development Permit has been issued, will be considered as non-conforming and no compliance certificate will be issued. Such a property can achieve compliance by obtaining an approved Development Permit from the Municipal District of Greenview No. 16 in respect to the subject property.
- 5.0 The Certificate of Compliance shall contain the following statement: "The Municipal District of Greenview No. 16 issues this compliance letter based on the information provided in the Real Property Report, and assumes no responsibility for errors or omissions provided therein".
- 6.0 Council shall establish a fee and review the fee annually.

REEVE	C.A.O.



# REQUEST FOR DECISION

SUBJECT: Minor Area Structure Plan Policy

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

November 13, 2018 MEETING DATE:

CAO: MH MANAGER: SAR **DEPARTMENT:** PLANNING & DEVELOPMENT GM: GG PRESENTER: SAR

STRATEGIC PLAN: Development

## **RELEVANT LEGISLATION:**

Provincial (cite) – N/A

Council Bylaw/Policy (cite) - Policy 6001 Area Structure and Concept Plans; Policy 6001-01 Area Structure and Concept Plans Procedure

# **RECOMMENDED ACTION:**

MOTION: That Council approve the "Minor Area Structure Plan" Policy as presented.

Motion: That Council repeal Policy 6001-01.

# BACKGROUND/PROPOSAL:

Currently Greenview has a policy outlining the requirements for the formulation of Area Structure Plans (ASP) and Area Concept Plans (CP). An ASP or CP provides a comprehensive planning framework for the subdivision and development a defined area.

To provide clarity on these plans, this policy was updated to solely address developer-drafted area structure plans, which will be referred to as Minor Area Structure Plans. Plans prepared by Greenview, referred to as Major Area Structure Plans, will follow the requirements found in the MGA. Along with definitions and roles and responsibilities of persons/entities involved, a public engagement component was added to the Minor ASP policy to ensure residents and stakeholders could provide input on future plans that may affect them. The Concept Plans were removed as the General Manager, Infrastructure and Planning now has the discretion to add or remove elements of the Minor Area Structure Plan.

This policy was presented at the September 25th Policy Review Committee. The Committee recommended minor wording changes and the addition of wetland assessments to the list of the required documents.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a detailed policy outlining the requirements for the formulation of a Minor Area Structure Plan available for Council, staff and ratepayers to access.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

#### **ALTERNATIVES CONSIDERED:**

Alternative #1: Council could amend the policy or send the policy back for Committee review.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

# STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

# **FOLLOW UP ACTIONS:**

Once Council approves the policy, Administration will update the policy binder and begin its implementation.

# ATTACHMENT(S):

- Proposed Minor Area Structure Plan Policy
- Policy EES 03 Minor Area Structure Plan

**Title: Minor Area Structure Plan** 

Policy No: 6001

**Effective Date:** 

**Motion Number:** 

**Supersedes Policy No: (None)** 

**Review Date:** 



**Purpose:** To provide Council, Administration and the public with a standard practice of the formulation of Minor Area Structure Plans to ensure developers are responsible to provide to the municipality the required Plan prior to development occurring. The policy establishes definitions, guidelines, and roles and responsibilities related to Minor Area Structure Plans and amendments.

#### **DEFINITIONS**

**Development Guidelines and Municipal Servicing Standards** ("Municipal Servicing Standards") means the Development Guidelines and Municipal Servicing Standards as amended by Greenview for installation of the municipal and local improvements.

Land Use Bylaw (LUB) means Greenview's current Land Use Bylaw, as amended.

**Major Amendment** means a proposed change which impacts the policies or intent of an approved Area Structure Plan and which may include changes to land use, land use areas, servicing concepts, population densities, road networks or park and open space dedications.

**Major Area Structure Plan** means a long range land use plan that will usually encompass a large land area and are prepared by the Municipal District of Greenview and are adopted by Council.

Minor Area Structure Plan means a statutory plan prepared in accordance with the Municipal Government Act by the developer and adopted by Council to provide a comprehensive planning framework for the subsequent subdivision and development and can include the sequence of development anticipated for the lands, the land uses proposed for the area, and the general location of transportation routes and public utilities. A Minor Area Structure Plan can of an area of land within an existing Major Area Structure Plan.

**Municipal Development Plan (MDP)** means Greenview's current Municipal Development Plan, as amended.

**Municipal Government Act (MGA)** means the Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

**Public Engagement Plan (PEP)** means the document authorized by Council prior to public engagement commencing, which describes the strategy for public engagement and outlines the opportunities for landowners, residents and stakeholders to review and provide representation and input on a proposed plan or amendment.

**Technical Amendment** means a proposed change to a Minor Area Structure Plan which is for the purpose of correcting clerical, technical, and grammatical or typographical errors and which does not materially affect the Bylaw in principle or substance.

# **POLICY**

- The purpose of a Minor Area Structure Plan is to ensure Greenview's land use policies, as outlined in the Municipal Development Plan and the Strategic Plan, are implemented in more detailed planning documents. These planning documents will present a comprehensive planning policy framework and a generalized future land use concept for lands under review which will be used by Greenview to:
  - a. Guide the future development of lands,
  - b. Promote orderly development of the lands, and
  - c. Guide Greenview and adjacent property owners when reviewing future redesignation, subdivision and development proposals.
- 2. Greenview shall require the adoption of a Minor Area Structure Plan, prepared in accordance with Section 633 of the Act, prior to the approval of:
  - a. An industrial or commercial subdivision exceeding one (1) lot;
  - b. A country residential subdivision resulting in a cumulative density of four (4) or more lots on the subject quarter section;
  - c. Any multi-lot country residential subdivision or recreational resort located adjacent to a lake or other watercourse; or
  - d. Any subdivision located in proximity to a highway when requested by Alberta Transportation.

# **PROCEDURE**

#### 1. Regulations

- 1.1. The lands that are the subject of a proposed Minor Area Structure Plan or amendment may be subject to other federal and provincial statutes and regulations. It is the responsibility of the applicant to ensure that a proposal complies with any federal or provincial requirement.
- 1.2. An application for a Minor Area Structure Plan or amendment shall comply with all applicable Greenview policies and requirements.

# 2. Document Requirements

- 2.1. The Municipal Development Plan (MDP) for Greenview outlines the types of developments requiring the preparation of a Minor Area Structure Plan. A Minor Area Structure Plan must be adopted by Bylaw.
- 2.2. Minor Area Structure Plans may include the following:
  - A future land use scenario including lot design and configuration, parcel size and density; proposed open space (including active and passive open space, natural areas and pedestrian linkages to other existing or potentially developed on adjacent lands);
  - b) Dedicated lands, including but not limited to, conservation easements, public utility lots, municipal/school reserves, and if necessary, environmental reserves;
  - c) Development phasing for the full build out of the development;
  - Innovative and efficient proposed access and internal road circulation over both the immediate and long term, recognizing municipal and provincial requirements for road standards and development guidelines;

- Measures to ensure the integration of the proposed development with existing and adjacent development in a manner that ensures compatibility with adjacent land uses;
- Mitigation measures such as landscaping treatment, screening and/or berming necessary to address any on or off-site visual impacts, including site lines from existing adjacent developments;
- g) Identification and preservation of existing site lines and views where possible;
- Any and all site constraints to development, including man-made and natural, including but not limited to: geotechnical; environmental; hydrogeological or historical;
- i) Development of a Storm Water Management Plan that demonstrates Best Management Practices for Stormwater Management, taking into consideration Alberta Environment and Sustainable Resource Development standards for no net runoff, minimizing run off coefficients, use of "green growth" and catchment of water for on-site use (irrigation of landscaping) and engineered wetlands;
- j) Water and wastewater servicing strategies, including identification of rights of way required for future tie in to potential regional municipal systems as and when available, and strategies for interim communal servicing strategies where appropriate with deferred servicing agreements to accommodate future tie in;
- k) Wetland Assessment prepared by a Qualified Wetland Science Practitioner.
- Traffic Impact Assessment which includes the analysis of the impact that the proposed plan will have on the existing road network and the proposed layout of the internal road network within the study area, in accordance with Greenview's Municipal Servicing Standards;
- m) Biophysical Assessment prepared by a qualified professional in the environmental field;
- Provide the locations for services such as mail box locations, solid waste management transfer or pick up sites, proposed road names and other municipal services;
- o) Indication of utility rights of way for natural gas, telephone, cable and electricity;
- A summary of the input from all directly and indirectly affected landowners within and adjacent to the Minor Area Structure Plan throughout the preparation of the Minor Area Structure Plan;
- q) Any other matter Greenview deems necessary.
- 2.3. As determined by the General Manager of Infrastructure and Planning, certain elements may not be required.
- 2.4. The development of a Minor Area Structure Plan must be prepared by a professional planner registered as a Member of the Canadian Institute of Planners.

# 3. Public Engagement

- 3.1. All proposed Minor Area Structure Plan and major amendment applications will require a Public Engagement Plan (PEP).
- 3.2. A PEP shall be prepared by an applicant and provide a description of the proposed public engagement, including the anticipated schedule of engagement, the type of communication proposed, and a description of the format of any required meeting. All costs associated with a PEP shall be borne by the applicant.
- 3.3. In accordance with an approved PEP, an applicant shall host at least one public consultation session to present the proposed Minor Area Structure Plan or major amendment to the public.
- 3.4. Public consultation shall be required prior to the draft Minor Area Structure Plan being reviewed by Administration and submitted to Council for consideration.

- 3.5. An applicant may be required to hold an additional public consultation session if the General Manager of Infrastructure and Planning determines that a PEP meeting or communications were not held or conducted in accordance with an approved PEP; or where otherwise deemed necessary by Council.
- 3.6. A technical amendment does not require a PEP.
- 3.7. A Public Hearing regarding a proposed Minor Area Structure Plan or amendment shall be held as part of a regularly scheduled Council meeting, pursuant to the requirements of the Municipal Government Act.

# 4. Roles and Responsibilities

# 4.1. Applicant

- a) Prepare and submit the necessary documents;
- b) The implementation of the PEP; and
- c) Payment of all applicable fees.

# 4.2. Planning and Development staff

- a) Processing of applications;
- b) Meeting with the applicant to provide clarity;
- c) Reviewing and ensuring conformity with legislation, municipal planning guidelines and Greenview Strategic Plan;
- d) Providing comment on the proposal from the perspective of Greenview's Strategic Plan, Municipal Development Plan, and Land Use Bylaw;
- e) Referring applications to internal departments and external agencies;
- f) Attend public engagement sessions; and
- g) Preparing reports and recommendations for Council consideration.

# 4.3. Other Greenview Departments

- a) Reviewing Design Briefs or Reports submitted with applications for conformity with Greenview's Municipal Servicing Standards and other related standards documents, as adopted by Council from time to time;
- b) Providing written comment on engineering issues related to the application to Planning and Development staff; and
- c) Meeting with Planning and Development staff and the applicant(s), as required, to resolve engineering issues related to applications.

# 4.4. General Manager of Infrastructure and Planning

- a) The items noted within this policy to be determined by the General Manager; and
- b) The review and approval of an application for submission to Council.

#### 4.5. Council

- a) The review of the application;
- b) Holding of the Public Hearing;
- c) Approval or refusal of the application; and
- d) Adoption of the bylaw.



# MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Procedure Title: AREA STRUCTURE PLANS (ASP) & CONCEPT PLANS (CP)

Procedure No: 6001-01

**Approval: CAO** 

Effective Date: September 24, 2013

**Supersedes Procedure No: None** 

# 1. **Definitions**

1.1. An Area Structure Plan is considered a "STATUTORY PLAN" by the MDP as it is defined as, the preparation process stated, being in accordance with the Municipal Government Act which states:

633(1) For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan.

#### 2. Responsibilities

- 2.1. Municipal Planning Commission and / or Council to:
- 2.1.1 Determine the level of planning complexity necessary for the application to clearly define the requirements of an Area Structure Plan or a Concept Plan and any additional information that may be required.
- 2.1.2 The purpose of an Area Structure Plan or a Concept Plan is to present a comprehensive planning policy framework and a generalized future land use concept for lands under review which will be used by Greenview to:
  - 1. Guide the future development of lands,
  - 2. Promote orderly development of the lands, and
  - 3. Guide Greenview and adjacent property owners when reviewing future redesignation, subdivision and development proposals.

# 3. Regulations: Area Structure Plan:

3.1 The Municipal Development Plan (MDP) for Greenview requires the preparation of an Area Structure Plan (ASP) for some specific developments, and states that an ASP may be required for other developments. An ASP must be adopted by Bylaw.

- An ASP is considered a "STATUTORY PLAN" by the MDP as it is defined as, the preparation process stated, being in accordance with the Municipal Government Act which states:
  - 633(1) For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan.
  - (2) An area structure plan
  - (a) must describe
    - (i) the sequence of development proposed for the area,
    - (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,
    - (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
    - (iv) the general location of major transportation routes and public utilities, and
  - (b) may contain any other matters the council considers necessary.
  - 636(1) While preparing a statutory plan a municipality must
  - (a) provide a means for any person who may be affected by it to make suggestions and representations,
  - (b) notify the public of the plan preparation process and of the means to make suggestions and representations referred to in clause (a),
  - (c) notify the school boards with jurisdiction in the area to which the plan preparation applies and provide opportunities to those authorities to make suggestions and representations,
  - (d) in the case of a municipal development plan, notify adjacent municipalities of the plan preparation and provide opportunities to those municipalities to make suggestions and representations, and
  - (e) in the case of an area structure plan, where the land that is the subject of the plan is adjacent to another municipality, notify that municipality of the plan preparation and provide opportunities to that municipality to make suggestions and representations.
- 3.3 In addition to the requirements of the Municipal Government Act, the MDP includes the following:
  - Section 6.2.5 The Municipal District may require that an area structure plan be prepared for a proposed rural industrial park. These plans shall address the following issues to the satisfaction of the Municipal District:
  - (a) conformity with this Plan, other statutory plans, if any, and the Land Use Bylaw;
  - (b) proposed lot layout and phasing;
  - (c) impacts on adjacent uses, environmentally sensitive areas, and recreational uses, including provision for buffers;
  - (d) proposed methods of water supply, sewage disposal, and storm drainage;
  - (e) access, internal circulation, and impacts on the transportation network; and
  - (d) allocation of municipal and environmental reserve, if required.
- The following is a sample Table of Contents, as a guide only, and shows the areas to be addressed within an ASP. Information required in an ASP will vary due to differences in density, land use, site constraints, topography and proximity to other development. The level of detail is dependent on the application in terms of the complexity, the location,

the density of development proposed, and the existing and proposed adjacent development.

- a) Introduction
- b) Background
- c) Purpose and Objectives
- d) Municipal Documents and Approvals
- e) Overall goal and objectives
- f) Vision for long term development of the area
- g) Consultation process and summary of input
- h) Policies
- i) Land uses, type, location, densities and uses
- j) Servicing and public utilities
- k) Infrastructure (access and internal road network)
- I) Summary
- m) Background information as appendices

# 3.5 Area Structure Plans may include the following:

- a) A future land use scenario including lot design and configuration, parcel size and density; proposed open space (including active and passive open space, natural areas and pedestrian linkages to other existing or potentially developed on adjacent lands);
- Dedicated lands, including but not limited to, conservation easements, public utility lots, municipal/school reserves, and if necessary, environmental reserves;
- c) Development phasing for the full build out of the development;
- d) Innovative and efficient proposed access and internal road circulation over both the immediate and long term, recognizing municipal and provincial requirements for road standards and development guidelines;
- e) Measures to ensure the integration of the proposed development with existing and adjacent development in a manner that ensures compatibility with adjacent land uses;
- f) Mitigation measures such as landscaping treatment, screening and/or berming necessary to address any on or off-site visual impacts, including site lines from existing adjacent developments;
- g) Identification and preservation of existing site lines and views where possible;
- Any and all site constraints to development, including man-made and natural, including but not limited to: geotechnical; environmental; hydrogeological or historical;
- Development of a Storm Water Management Plan that demonstrates Best Management Practices for Stormwater Management, taking into consideration Alberta Environment and Sustainable Resource Development standards for no net runoff, minimizing run off coefficients, use of "green growth" and catchment of water for on-site use (irrigation of landscaping) and engineered wetlands;
- Water and wastewater servicing strategies, including identification of rights of way required for future tie in to potential regional municipal systems as and when available, and strategies for interim communal servicing strategies where appropriate with deferred servicing agreements to accommodate future tie in;

- Provide the locations for services such as mail box locations, solid waste management transfer or pick up sites, proposed road names and other municipal services;
- Indication of utility rights of way for natural gas, telephone, cable and electricity;
- m) A summary of the input from all directly and indirectly affected landowners within and adjacent to the ASP throughout the preparation of the ASP, including a minimum of one (1) open house to gain feedback from the proposal; and
- n) Any other matter Greenview deems necessary.
- 3.6 The development of an ASP must be prepared by one of the following:
  - a) A professional planner registered as a full Member of the Canadian Institute of Planners;
  - b) A professional engineer registered as a PEng by Association of Professional Engineers and Geoscientists of Alberta; or
  - c) A registered land surveyor.
  - d) Another party provided with prior approval from Council.

# 4. Regulations: Concept Plan

- 4.1 Concept Plans are documents prepared at the request of Council or the Municipal Planning Commission where an ASP <u>may</u> be required, and if approved are adopted by resolution of Council as recommended by the Municipal Planning Commission.
- 4.2 The purpose of a Concept Plan is to present a comprehensive planning policy framework and a generalized future land use concept for lands under review which will be used by Greenview to:
  - a) Guide the future development;
  - b) Promote orderly development; and
  - c) Guide Greenview and adjacent property owners when reviewing future redesignation, subdivision and development proposal.
- 4.3 In some situations the requirements for an Area Structure Plan may be determined to exceed the level of planning needed for the application. Where the MDP permits, Council or the Municipal Planning Commission may request that a Concept Plan be prepared. The level of detail for a Concept Plan will be significantly less than required in an ASP.
- 4.4 Concept Plans shall include, where relevant, the following:
  - a) Future land use including lot design and configuration, including conservation easements, municipal/school reserves, and if necessary, environmental reserves;
  - b) Development phasing for the full build out of the development;
  - c) Proposed access and internal road circulation over the immediate and long term;
  - d) Measures to integrate the proposed development with existing development on adjacent lands;
  - e) Outline of the proposed storm water management plan that demonstrates consideration for Alberta Environment standards for no increase in net runoff from the lands;
  - f) Water and wastewater servicing;
  - g) Utility rights of way or lots for natural gas, telephone, and power servicing;

- h) A summary of the input from all landowners within 0.8 kilometers (0.5 miles) of the boundary of the concept plan area; and
- i) Any other matter(s) Greenview deems necessary.
- 4.5 The development of an Concept Plan shall be undertaken by the applicant, with the information provided:
  - a) In accordance with the Table of Contents;
  - b) Prepared in point form with text typed;
  - c) Drawings provided to scale; and
  - d) Not exceeding three (3) pages, plus drawings, in length.
- 4.6 The following is a Table of Contents for a Concept Plan and shows the areas to be addressed. A single colour original or copy may be submitted:
  - a) Reference to Application File Number;
  - b) Location and site plans with legal descriptions;
  - c) Scope of the proposed development and reason for development (with photos of the lands and existing development);
  - d) Water and wastewater servicing;
  - e) Stormwater drainage pattern (Flow arrows on the site plan); and
  - f) Summary of consultation with adjacent landowners.
- 4.7 The Concept Plan shall be registered on the title of the property by a Developer's Agreement Caveat under the authority of Section 650(2) and/or 655(1)(b) (2) of the MGA.
- 5. **End of Procedure**

Approved: 13.09.588

Title: AREA STRUCTURE PLANS & CONCEPT PLANS

Policy No: 6001

**Approval: Council** 

Effective Date: September 24, 2013

**Supersedes Policy No: (None)** 



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

"A Great Place to Live, Work and Play"

**Policy Statement:** The Municipal District of Greenview No. 16 (Greenview) will ensure that the level of complexity of infrastructure and site requirements for applications and submissions on future developments will be aligned with the complexity of the developments proposed.

**Purpose:** The purpose of: an Area Structure Plan or a Concept Plan is to present a comprehensive planning policy framework and a generalized future land use concept for lands under review which will be used by Greenview to:

- a. Guide the future development of lands,
- b. Promote orderly development of the lands, and
- c. Guide Greenview and adjacent property owners when reviewing future redesignation, subdivision and development proposals.

# **Principles:**

1. In some situations the requirements for an Area Structure Plan may be determined to exceed the level of planning complexity determined necessary for the application. Where the Municipal Development Plan permits, Council or the Municipal Planning Commission may request that a Concept Plan be prepared.

# **Regulations:**

None

Approved: 13.09.587



# REQUEST FOR DECISION

SUBJECT: **MPC Meeting Procedures Policy** 

REGULAR COUNCIL MEETING SUBMISSION TO: REVIEWED AND APPROVED FOR SUBMISSION

November 13, 2018 MEETING DATE:

CAO: MH MANAGER: SAR **DEPARTMENT:** PLANNING & DEVELOPMENT GM: GG PRESENTER: SAR

STRATEGIC PLAN: Level of Service

## **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - Bylaw 03-399 Municipal Planning Commission Bylaw

#### RECOMMENDED ACTION:

MOTION: That Council approve the "MPC Meeting Procedures" Policy as presented.

# BACKGROUND/PROPOSAL:

Currently Greenview does not have a policy addressing meeting procedures of the Municipal Planning Commission. The Municipal Planning Commission is established through Bylaw 03-399 "Municipal Planning Commission." This Bylaw indicates in Section 5.3 that "The Municipal Planning Commission may make rules as are necessary for the conduct of its meetings and its business that are consistent with the Council Policies of the M.D of Greenview No. 16 and the Municipal Government Act." As such, Administration recommends a meeting procedures policy be put in place.

A meeting procedures policy will increase clarity and efficiency in the MPC process for members of the commission and the public as well. This policy outlines requirements for MPC Members, including attendance and voting. The policy also outlines requirements for agenda packages, as well as meeting process. The meeting process outlined is consistent with current meeting practices.

This policy was presented at the September 25th Policy Review Committee. The Committee recommended minor wording changes and modifications.

# BENEFITS OF THE RECOMMENDED ACTION:

1. MPC will have a meeting procedure policy to follow to increase efficiency and clarity of MPC processes for Members and the public.

# DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

# **ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council could amend the policy or send the policy back for Committee review. One area Council may wish to revise is the attendance requirement for Members, particularly in electronic meeting attendance limitations.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

## STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

#### **FOLLOW UP ACTIONS:**

Once Council approves the policy, Administration will update the policy binder and begin its implementation.

# ATTACHMENT(S):

- Proposed MPC Meeting Procedures Policy
- Bylaw 03-399 Municipal Planning Commission Bylaw

**Title: MPC Meeting Procedure** 

Policy No:

**Effective Date:** 

**Motion Number:** 

**Supersedes Policy No: (None)** 

**Review Date:** 



**Purpose:** To establish guidelines on the recording of proceedings of the Municipal Planning Commission (MPC) meetings.

# **DEFINITIONS**

**Chairperson** means the Member who is appointed to preside over the Municipal Planning Commission Meeting.

**Council** means all elected officials pursuant to the provisions of the Act.

**Development Authority** means the persons established under the Development Authority Bylaw to perform the functions of a development authority under the Act.

**Development Officer** means the person(s) occupying the position established under the Development Authority Bylaw.

**Member** means a member of the Municipal Planning Commission duly appointed by Council pursuant to the Municipal Planning Commission Bylaw.

**Municipal Government Act (MGA)** means the Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

**Municipal Planning Commission (MPC)** means the Municipal Planning Commission established under the Bylaw of the M.D. Greenview No. 16.

# **POLICY**

Council will establish procedural guidelines to ensure proper records of proceedings are kept.

- 1. All notifications for meetings for the Municipal Planning Commission will be conducted as required within the MGA or Municipal Bylaws.
- If a member cannot attend a meeting, that member is obligated and responsible to notify Administration of their absence so it can be determined if a quorum will be present to hold a meeting.
- 3. Meetings are open to the general public.

## **PROCEDURE**

**Policy No:** 

# **Municipal Planning Commission Meetings**

- All Municipal Planning Commission Meetings shall be open to the public and everyone has
  the right to be present unless the person chairing the meeting expels any person(s) for
  improper conduct.
- 2. Minutes shall be recorded at each Municipal Planning Commission meeting and placed on a subsequent Municipal Planning Commission meeting agenda for adoption, thus becoming a permanent record of the Municipal Planning Commission.

# **Electronic Participation in Municipal Planning Commission Meetings**

- 1. Any Member may attend a Municipal Planning Commission meeting by means of electronic communication, such as telephone, a personal computer; or other means as technology allows, ensuring that dialogue is available for all parties;
- 2. A Member attending a meeting by means of electronic communication shall:
  - a. advise the Manager, Planning and Development or designate at least one (1) full business day in advance of their intention to participate through electronic communication;
  - b. be permitted to attend Municipal Planning Commission meetings by means of electronic communication to a maximum of three (3) times per calendar year, unless otherwise approved by Council motion;
  - be deemed to be present at the meeting for whatever period of time the connection via electronic communication remains active and be recorded in the minutes as being present via electronic communication;
  - d. advise if any other persons are or will be present in the room during the meeting with this record be noted in the minutes; and
  - e. be asked to state their vote only after all other Members have cast their votes.
- The Chair shall not be permitted to participate in the meeting by electronic communication.
   The Vice Chairperson, or in their absence a Member present in-person at the meeting as selected by a motion of the Municipal Planning Commission, shall be the Chair for that meeting.

# Voting

- 1. A Member (including the Chair) attending a Municipal Planning Commission meeting must vote when the question is called.
- 2. Any member of the Municipal Planning Commission shall not vote in any meeting on any question in which he or she has a conflict of interest or pecuniary interest as determined by the appropriate sections of the Municipal Government Act dealing with these matters.
- 3. The Municipal Planning Commission must ensure that each abstention and the reason for the abstention are recorded in the minutes.
- 4. A member of the Municipal Planning Commission who is for any reason unable to attend the whole or part of any meeting on an application shall not participate in the deliberations or decisions of the Municipal Planning Commission upon that application.
- 5. Voting shall be:
  - a. by electronic means which, once the vote is complete, will display each Councillors vote for or against; or

- b. by show of hands if electronic means is not available.
- 6. A decision of the majority of members present at a duly constituted meeting shall be deemed the decision of the Municipal Planning Commission.

# **Agenda Package**

- 1. The Planning and Development staff shall prepare an agenda package prior to each "Municipal Planning Commission Meeting".
- 2. The agenda package shall:
  - a. include the Proposed Agenda in the following format:
    - MEETING AGENDA

Location

Meeting date and appointed time of the meeting

- ii. CALL TO ORDER
- iii. ADOPTION OF AGENDA
- iv. ADOPTION OF MINUTES
- v. BUSINESS ARISING FROM MINUTES
- vi. DELEGATIONS
- vii. SUBDIVISIONS
- viii. DEVELOPMENT PERMITS
- ix. DATE OF NEXT MEETING
- x. ADJOURNMENT
- b. include Draft Minutes to be reviewed for adoption;
- c. include Business items Arising From Minutes and applicable information;
- d. include Delegation items and applicable information;
- e. include Subdivision applications and applicable information;
- f. include Development Permit applications and applicable information;
- g. be delivered to all Members a minimum of 3 business days prior to the meeting; and
- h. be posted on the Greenview website a minimum of 3 business days prior to the Municipal Planning Commission Meeting.
- 3. Agenda Package items and applicable information must be submitted, in writing, to the Manager, Planning and Development a minimum of 5 business days prior to the Meeting to ensure they will be included in the Agenda Package.
  - a. Staff shall submit a reports and information as directed by the Manager, Planning and Development.
  - b. Delegations shall submit their request to appear before the Municipal Planning Commission on the prescribed form along with written presentation, background information and summary of action being taken by: mail, e-mail, fax or delivering in person.

# **Proceedings**

- 1. Call to Order
  - a. If a quorum is not present 30 minutes after the appointed time the meeting is to start, the Manager, Planning and Development or designate shall record the names of those present and the Municipal Planning Commission shall stand adjourned.

- b. If a quorum is present the Chairperson, if in attendance, shall preside as Chair. As soon as possible after the appointed time the meeting is to start, the Chairperson shall call the meeting to order.
- c. If a quorum is present and the Chairperson is not in attendance at the appointed time the meeting is to start, the Vice Chairperson, if in attendance, shall preside in the absence of the Chairperson and shall call the meeting to order.
- d. If a quorum is present and the Chairperson or Vice Chairperson are not in attendance within 15 minutes after the appointed time the meeting is to start, the Manager, Planning and Development shall call the meeting to order. The Members in attendance shall choose a Chair to preside in the absence of the Chairperson and Vice Chairperson.

# 2. Adoption of Agenda

- a. The Chair shall call for Additions or Deletions to the Proposed Agenda.
- b. If there is any question regarding a proposed change, the question shall be resolved by a vote of the Municipal Planning Commission.
- c. Subdivision and development permit applications shall be added to the Agenda under Subdivisions and Development Permits, respectively.
- d. The Chair shall request a motion to adopt the Agenda as presented or as amended and call the question.

# 3. Adoption of Minutes

- a. The Chair shall ask if there are any errors or omissions in the Draft Minutes.
- b. Municipal Planning Commission shall direct the Manager, Planning and Development to make corrections as required.
- c. The Chair shall request a motion to adopt the Minutes as presented or as amended and call the question.

# 4. Business Arising From Minutes

- a. The Manager, Planning and Development shall introduce each item of Business Arising from the Minutes.
- b. Any Member (including the Chair) may introduce additional items of Business Arising from the Minutes.

# 5. Delegations

- a. The Chair shall ask for each Delegation to be introduced, followed by their presentation, in the order they are listed on the Agenda.
- b. The Delegation presentation shall be restricted to 5 minutes in the Agenda. The Chair may, with the consent of the majority of Members present, extend this time allotment.
- c. Once the Delegation has been heard the Chair shall ensure each Member (including the Chair) has adequate opportunity to address the Delegation regarding points of clarification.
- d. Members shall not enter into debate with the Delegation.
- e. Delegation items shall be included on the Agenda under Delegations.

#### 6. Subdivisions

a. The Development Officer shall introduce each subdivision application as it is listed on the Agenda.

- b. The Chair shall call for a motion to approve or refuse after the Development Officer has presented their report, and Members have deliberated and have asked their questions to the Development Officer, the applicant or other individuals present.
- c. If any Member (including the Chair) considers there to be insufficient information or time to properly deal with the item the Chair shall accept a motion to table the item to a future meeting, the motion shall include the reason for tabling and action required.

# 7. Development Permits

- a. The Development Officer shall introduce each development permit application as it is listed on the Agenda.
- b. The Chair shall call for a motion to approve or refuse after the Development Officer has presented their report, and Members have deliberated and have asked their questions to the Development Officer, the applicant or individuals present.
- c. If any Member (including the Chair) considers there to be insufficient information or time to properly deal with the item the Chair shall accept a motion to table the item to a future meeting, the motion shall include the reason for tabling and action required.

# 8. Date of Next Meeting

a. The Chair shall inform Members of the date of the next Municipal Planning Commission meeting.

# 9. Adjournment

a. The Chair shall adjourn the Municipal Planning Commission Meeting.



# BYLAW NUMBER 03-399 of the Municipal District of Greenview No. 16

# A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to establish the MUNICIPAL PLANNING COMMISSION of the Municipal District of Greenview No. 16

WHEREAS Section 626 of the Municipal Government Act, being Chapter M-26.1, S.A., 1994 as amended July 15, 1996, states a Council may establish a Municipal Planning Commission,

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

# 1. NAME

1.1 This Bylaw shall be cited as the "Municipal Planning Commission Bylaw".

# 2. ESTABLISHMENT AND MEMBERSHIP

- 2.1 The Municipal Planning Commission is hereby established.
- 2.2 The Municipal Planning Commission shall consist of seven members appointed annually by resolution of Council. Four members shall be appointed from the public at large, and three members shall be appointed from Council.
- 2.3 Board members shall be residents of the Municipal District of Greenview and each appointee shall only remain on the Board such time as she/he continues to be a resident.
- 2.4 No person who is an employee of the M.D. of Greenview No. 16 or who is a member of the Subdivision and Development Appeal Board shall be appointed to the Municipal Planning Commission.
- 2.5 Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of Council.
- 2.6 Council may remove a member from the Municipal Planning Commission by resolution at any time.

# 3. TERM OF OFFICE

- 3.1 Each member appointed from the public at large shall be appointed at the pleasure of the Council for a term of one year, and may be re-appointed upon the expiry of the term at the pleasure of Council.
- 3.2 Where a member of Council is appointed as a member of the Municipal Planning Commission, his appointment shall terminate upon his ceasing to be a member of the Council.

# 4. CHAIRPERSON

4.1 At the first meeting of the Municipal Planning Commission, following the appointment of members each year, a Chairperson shall be elected by vote of the majority of members.

- 4.2 A member may be re-elected to the position of Chairperson.
- 4.3 A Chairperson shall preside at the meetings of the Municipal Planning Commission.

# 5. VICE-CHAIRPERSON

- 5.1 A Vice-Chairperson shall be elected at the same time and under the same rules as the Chairperson.
- 5.2 A member may be re-elected to the position of Vice-Chairperson.
- 5.3 The Vice-Chairperson shall preside at the meetings of the Municipal Planning Commission in the absence of the Chairperson.
- 5.4 In the absence of the Chairperson and Vice-Chairperson, one of the other members of the Municipal Planning Commission shall be elected to preside.

# 5. **QUORUM AND MEETINGS**

- 5.1 A quorum of the Municipal Planning Commission shall be a majority of members.
- 5.2 The Municipal Planning Commission shall meet at such intervals as are necessary to consider and decide development and subdivision applications filed with it in accordance with the Act.
- 5.3 The Municipal Planning Commission may make rules as are necessary for the conduct of its meetings and its business that are consistent with the Council Policies of the M.D. of Greenview No. 16 and the Municipal Government Act.
- 5.4 No notification is required once meeting dates have been established.
- 5.5 If there is a meeting to be held other than on the established date(s), Administration shall attempt to notify members three days in advance.
- 5.6 If a member cannot attend a meeting, that member is obligated and responsible to notify Administration of their absence so it can be determined if a quorum will be present to hold a meeting.
- 5.7 The Chairman, in consultation with the Development Officer, shall determine cancellation of meetings when there are insufficient agenda items or lack of a quorum.
- When issues or applications are discussed, any affected ratepayer, as determined by the Chair, has the right to attend meetings.
- Voting, motions, and minutes procedures shall be synonymous with the Council meeting procedures.

# 6. FEES AND EXPENSES

6.1 The remuneration, traveling, living and expenses of the members of the Municipal Planning Commission shall be established by Council by resolution from time to time.

# 7. RESPONSIBILITIES AND FUNCTIONS

- 7.1 The Municipal Planning Commission shall have prepared and maintain a file of written minutes of the business transacted at all meetings.
- 7.2 The Municipal Planning Commission shall carry out all duties and responsibilities defined in the Land Use Bylaw of the M.D. of Greenview No. 16, the Municipal Government Act and regulations thereto, and the Policy Manual of the M.D. of Greenview No. 16.

Bylaw 97-195 is hereby repealed.

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

Read a first time this 14th day of May, AD, 2003.

Read a second time this 14th day of May, AD, 2003.



# REQUEST FOR DECISION

SUBJECT: **SDAB Meeting Procedures** 

REGULAR COUNCIL MEETING SUBMISSION TO: REVIEWED AND APPROVED FOR SUBMISSION

November 13, 2018 MEETING DATE:

CAO: MH MANAGER: SAR **DEPARTMENT:** PLANNING & DEVELOPMENT GM: GG PRESENTER: SAR

STRATEGIC PLAN: Level of Service

## **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - CO 10 "S.D.A.B and A.R.B Meeting Proceedings"

#### RECOMMENDED ACTION:

MOTION: That Council approve the "SDAB Meeting Procedure" policy as presented.

# BACKGROUND/PROPOSAL:

Currently Subdivision and Development Appeal Board (SDAB) meeting procedures are covered under Policy CO 12 "S.D.A.B and A.R.B Meeting Proceedings." In an effort to review this policy, Administration is recommending that separate processes be adopted by Council policy for the SDAB and ARB Boards as they serve separate functions within the municipality.

The proposed SDAB policy takes into account changes to SDAB regulations and training programs. The process has been adapted to reflect these changes, as well as updating the SDAB process to reflect current practices. Having an SDAB Policy also allows members of the public to have a better understanding of SDAB proceedings should they need to engage in the process.

At this time Administration is not recommending the repeal of CO 10 until the ARB policy has been revised. CO 10 currently outlines the meeting proceedings for both the SDAB and the Assessment Review Board (ARB). The ARB policy is currently being revised and is anticipated to come forward at the November 6, PRC Meeting. As it is written, there are no contradictions between the revised SDAB Meeting Procedures Policy and CO12, but the policy has been significantly expanded.

This policy was presented at the September 25th Policy Review Committee. The Committee recommended minor wording changes and clarifications.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a separate SDAB meeting procedure policy independent from other boards or committees.

2. Greenview will also have a policy in place for the public to have a better understanding of the SDAB process.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

#### **ALTERNATIVES CONSIDERED:**

Alternative #1: Council could amend the policy or send the policy back for Committee review.

## FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# PROMISE TO THE PUBLIC

Inform - We will keep you informed.

# **FOLLOW UP ACTIONS:**

Once Council approves the policy, Administration will update the policy binder and begin its implementation.

# ATTACHMENT(S):

- Proposed "SDAB Meeting Procedure" Policy
- Policy CO 10 "SDAB and ARB Meeting Proceedings"

**Title: SDAB Meeting Procedures** 

**Policy No:** 

**Effective Date:** 

**Motion Number:** 

**Supersedes Policy No: (None)** 

**Review Date:** 



**Purpose:** To establish guidelines on the recording of proceedings of the Subdivision and Development Appeal Board (SDAB) meetings.

# **DEFINITIONS**

Act means the Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

**Appellant** means a person or persons who, pursuant to the Act, has served a notice of appeal on the Subdivision and Development Appeal Board.

**Chairperson** means the Member who is appointed to preside over the Subdivision and Development Appeal Board meeting.

Land Use Bylaw (LUB) means Greenview's current Land Use Bylaw, as amended.

**Member** means a member of the Subdivision and Development Appeal Board duly appointed by Council pursuant to the Subdivision and Development Appeal Board Bylaw.

**Subdivision and Development Appeal Board** means the subdivision and appeal board established to hear and make decision on appeals as established by the Subdivision and Development Appeal Board Bylaw.

**Subdivision and Development Appeal Board Secretary ("Secretary")** means the person appointed to the position established under the Subdivision and Development Appeal Board Bylaw.

# **POLICY**

Council will establish procedural guidelines to ensure proper records of proceedings are kept.

- 1. All notifications for meetings for the Subdivision and Development Appeal Board will be conducted as required within the Act or Municipal Bylaws.
- If a member cannot attend a meeting, that member is obligated and responsible to notify Administration of their absence so it can be determined if a quorum will be present to hold a meeting.
- 3. Meetings are open to the general public.
- 4. Deliberations are closed to the general public.

**Policy No:** 

- 5. A "Record of Proceedings" will be kept of each meeting, which will outline the attendance, facts, and happenings that lead to the Board's position.
- 6. The Board's final decision must be rendered within the time limits as set out in the Act and Municipal Bylaws, and will be recorded as part of the "Record of Proceedings".
- 7. The "Record of Proceedings" will be signed by the Chairperson. It is not necessary for the "Record of Proceedings" to be adopted at a subsequent meeting.
- 8. The "Record of Proceedings" will be filed on the appropriate land file with all supporting documentation.
- 9. Quorum will consist of a majority of Board Members.

## **PROCEDURE**

- At the start of the Subdivision and Development Appeal Board hearing, a Chairperson shall be elected by vote of the majority of the members. A member may be re-elected to the position of Chairperson. The Chairperson shall preside at this meeting of the Subdivision and Appeal Board.
- 2. A Vice-Chairperson shall be elected at the same time and under the same rules as the Chairperson. A member may be re-elected to the position of Vice-Chairperson. The Vice-Chairperson shall preside at the meetings of the Subdivision and Appeal Board in place of the Chairperson if the Chairperson, for any reason, does not preside at the meeting.
- 3. Each member of the Board will be given the opportunity to disqualify themselves from hearing the case, if they believe there is a conflict of interest or pecuniary interest.
- 4. Each appellant will then be asked if they have any objection of the membership on the Board hearing their case and reasons. Any affected Board members will then decide if they will choose to hear the matter.
- 5. The advertisement procedure will be reviewed. The method(s) of advertising the Subdivision and Development Appeal hearing will be delivered.
- 6. The Secretary introduces the case and reads the letter of appeal submitted to the Board.
- 7. The Chairperson will outline the procedure to be followed including:
  - a. Recognition of all persons by the Chairperson;
  - b. Each presenter shall identify themselves, their organization (if any), and their legal location;
  - c. If a presenter becomes repetitive, they may be limited by the Chairperson;
  - d. Questions by the members of the Subdivision and Development Appeal Board may be directed to anyone;
  - e. Cross-examination will be provided at the discretion of the Chairperson;
  - f. No questions will be permitted from the floor;
  - g. No audio or video recording of the Hearing will be permitted; and
  - h. Breaks within the Hearing will be called at the discretion of the Chairperson.
- 8. Registration of a person wishing to submit a presentation may be required if it appears there may be several presenters.

- 9. The Development Officer will explain the background of the appeal.
- 10. Comments received from referral agencies will be reviewed and presented by the Secretary.
- 11. Each Appellant will be called upon to explain why they have appealed the decision. The order of presentations will be based on the order the appeals were received by Greenview. The Board members will be allowed to ask questions of any or all of the appellants or to direct any other person to answer the question. Those against the appeal may also be allowed to cross-examine each of the appellants at the discretion of the Chairperson.
- 12. Any written presentations that have been received by Greenview before the advertised deadline that are in favour of the appeal may be read by the Secretary, at the discretion of the Chairperson.
- 13. Any additional speakers that wish to speak in favour of the appeal will then be given the opportunity to present their case. Following any speaker, the Board members are given an opportunity to ask questions or to direct any other person to answer the question. Those speaking against the appeal may also be given the opportunity to cross-examine each speaker at the discretion of the Chairperson.
- 14. Any written presentations that have been received by Greenview before the advertised deadline that are against the appeal may be read by the Secretary, at the discretion of the Chairperson.
- 15. Any speakers that wish to speak against the appeal will then be given the opportunity to present their case. Following any speaker, the Board members are given an opportunity to ask questions. Each of the appellants may be allowed to cross-examine each of the speakers at the discretion of the Chairperson.
- 16. Each of the appellants will be given the opportunity to summarize their case and answer any questions the Board may ask.
- 17. The Chairperson will then ask each appellant if they feel they had their opportunity to state their case. The Chairperson would then bring the Public Hearing to an end by explaining that a written decision will be made within 15 days.
- 18. The Chairperson declares the Hearing closed. No further submission will be entertained.



# M. D. OF GREENVIEW NO. 16

# POLICY & PROCEDURES MANUAL

Section:

**COUNCIL** 

**POLICY NUMBER: CO 10** 

POLICY TITLE: SUBDIVISION & DEVELOPMENT APPEAL BOARD and

ASSESSMENT REVIEW BOARD MEETING

**PROCEEDINGS** 

Page 1 of 1

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

11.05.292

# **PURPOSE:**

To establish guidelines on the recording of proceedings of the Subdivision and Development Appeal Board (SDAB) and the Assessment Review Board (ARB) meetings.

# **POLICY:**

Council will establish procedural guidelines to ensure proper records of proceedings are kept.

- 1. All notifications for meetings for the Boards listed above will be conducted as required within the Municipal Government Act or Municipal Bylaws.
- 2. If a member cannot attend a meeting, that member is obligated and responsible to notify Administration of their absence so it can be determined if a quorum will be present to hold a meeting.
- 3. Meetings are open to the general public.
- 4. Voting, motions, and procedures will be synonymous with the Meeting Procedures Policy.
- 5. A "Record of Proceedings" will be kept of each meeting, which will outline the attendance, facts, and happenings that lead to the Board's position.
- 6. The Board's final decision must be rendered within the time limits as set out in the Municipal Government Act and Municipal Bylaws, and will be recorded as part of the "Record of Proceedings".
- 7. The "Record of Proceedings" will be signed by the Chair. It is not necessary for the "Record of Proceedings" to be adopted at a subsequent meeting.
- 8. The "Record of Proceedings" will be filed on the appropriate land file with all other documentation.

REEVE	C.A.O.



# REQUEST FOR DECISION

SUBJECT: **Subdivision Process Policy** 

REGULAR COUNCIL MEETING SUBMISSION TO: REVIEWED AND APPROVED FOR SUBMISSION

November 13, 2018 MEETING DATE:

CAO: MH MANAGER: SAR **DEPARTMENT:** PLANNING & DEVELOPMENT GM: GG PRESENTER: SAR

STRATEGIC PLAN: Level of Service

## **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

**Council Bylaw/Policy** (cite) – Policy EES 03 Subdivision Process

#### RECOMMENDED ACTION:

MOTION: That Council approve the "Subdivision Process" Policy as presented.

Motion: That Council repeal Policy EES 03 "Subdivision Process".

# BACKGROUND/PROPOSAL:

The Subdivision Process Policy is designed to establish a procedure for the subdivision of land, in accordance with municipal and provincial legislation. Greenview currently has a policy addressing this process under Policy EES 03.

An updated subdivision procedure policy will increase clarity and efficiency in the subdivision process for members of the public. Among the changes in this policy are: the inclusion of bare land condominiums, detailed definitions of key elements in the process, a detailed outline of the process along with the roles and responsibilities of the persons and entities involved.

This policy was presented at the September 25th Policy Review Committee. The Committee recommended minor wording changes.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a detailed policy outlining the subdivision process available for Council, staff and ratepayers to access.

# DISADVANTAGES OF THE RECOMMENDED ACTION:

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

#### ALTERNATIVES CONSIDERED:

Alternative #1: Council could amend the policy or send the policy back for Committee review.

# FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

# STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

# PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# PROMISE TO THE PUBLIC

Inform - We will keep you informed.

# **FOLLOW UP ACTIONS:**

Once Council approves the policy, Administration will update the policy binder and begin its implementation.

# ATTACHMENT(S):

- Proposed Subdivision Process Policy
- Policy EES 03 Subdivision Process

**Title: Subdivision Process** 

**Policy No:** 

**Effective Date:** 

**Motion Number:** 

**Supersedes Policy No: AD 25** 

**Review Date:** 



**Purpose:** The purpose of this policy is to define the process of Subdivision and Bare Land Condominium Plans, set guidelines and procedures, and outline the roles and responsibilities of applicants and those reviewing the applications.

#### **DEFINITIONS**

Area Structure Plan (ASP) means a statutory plan adopted by Council to provide a comprehensive planning framework to guide future development for subsequent subdivision and development an area of land, pursuant to the Municipal Government Act. In Accordance with the Municipal Government Act, the ASP must describe the area for: sequence of the proposed development; proposed land uses; density of population; road network and public utilities and any other matters necessary to ensure orderly development.

**Bare Land Condominium Plan** means a condominium plan consisting of bare land units, as defined by the Condominium Property Act.

**Descriptive Plan** means subdivision of a parcel of land which is described on a plan prepared by an Alberta Land Surveyor and where only a minimal field survey is conducted. Subdivision by descriptive plan may be considered where the parcel is the first from a quarter section and is square or rectangular in shape, but not where there are multiple lots proposed or where land is to be dedicated for roads or reserves.

**Development Agreement** means an agreement which an applicant or developer enters into with Greenview pursuant to the Municipal Government Act (MGA) and which is entered into prior to endorsement of a subdivision approval.

**Development Guidelines and Municipal Servicing Standards** ("Municipal Servicing Standards") means the Development Guidelines and Municipal Servicing Standards as amended by Greenview for installation of the municipal and local improvements.

**Endorsement** means the final approval from Greenview of a subdivision once all the conditions of a Notice of Decision have been completed to Greenview's satisfaction.

Land Use Bylaw (LUB) means Greenview's current Land Use Bylaw, as amended.

**Municipal Development Plan (MDP)** means Greenview's current Municipal Development Plan, as amended.

**Policy No:** 

**Municipal Government Act (MGA)** means the Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

**Plan of Survey** means a plan prepared by an Alberta Land Surveyor where the boundaries of a new parcel of land are identified by legal survey posts placed at the corners of lots. A plan of survey is required after the first parcel out when a parcel is irregular shaped or when subdivided into several lots including the dedicated roads and reserve lands within the proposed subdivision.

**Subdivision** means the division of a single parcel of land into two or more parcels, each given a separate title by an instrument described by a Descriptive Plan or Plan of Survey prepared by an Alberta Land Surveyor.

**Subdivision Authority** means a person or body appointed by Council established under the Subdivision Authority Bylaw to perform the powers and duties of a subdivision authority under the Act. The Subdivision Authority can include the following members: any or all members of Council, a designated officer, a Municipal Planning Commission or another other person or organization under the Act.

**Tentative Plan of Subdivision** means a document prepared by an Alberta Land Surveyor that illustrates the location of the proposed subdivision with legal land location and measurements of all relevant existing and proposed improvements and setbacks on a lot relative to existing and proposed lot boundaries and natural features, including all easements, right of way, roads and stamped by an Alberta Land Surveyor's Permit Stamp.

#### **POLICY**

- 1. The "Municipal Planning Commission" (MPC) is the Subdivision Authority for the Municipal District of Greenview No. 16 subject to the conditions set out in this policy.
- This policy document provides further clarification and direction to the requirements of the MGA and Regulations, however, Greenview is bound by the MGA and the Regulations in processes including, but not limited to:
  - i. administering the subdivision application process;
  - ii. making subdivision application decisions;
  - iii. the subdivision appeal process; and
  - iv. endorsement to finalize the approved subdivision.

#### **PROCEDURE**

#### 1. Application

1.1. Every application for subdivision is reviewed on the basis of site suitability and conformity with local, regional and provincial planning legislation. Some of the considerations include road access, traffic circulation and utility servicing. Legislative considerations include compliance with statutory plans (Municipal Development Plan, Area Structure Plans) and the Land Use Bylaw. Compliance with the Municipal Government Act, the Subdivision and Development Regulations and the Provincial Land Use Policies are mandatory.

#### 2. Pre-application Meeting

- 2.1. 1 A pre-application meeting will be required for any of the following types of developments:
  - a) Multi-lot subdivisions;
  - b) Bare land condominiums;
  - c) All Commercial;

#### **Policy No:**

- d) All Industrial; and
- e) All Recreation
- 2.2. The developer shall contact the Planning and Development department for the scheduling and coordination of the pre-application meeting.
- 2.3. At a minimum, the pre-consultation meeting will provide the applicant with initial considerations to address all those items in the pre-application meeting check list as well as the application fees and additional costs that may arise.
- 2.4. Administration will inform the applicant if their planning objectives complies with the Bylaws, policies and regulations of Greenview.
- 2.5. Relevant internal departments will participate in the pre-application meeting to provide multi-disciplinary insight for the applicant to consider and address, which may including the identification of what documents and studies are required as part of the application (e.g. Traffic Impact Assessment, Geotechnical Report, Wetland Assessment, etc.) and servicing & engineering requirements for road design and approach construction. Signage requirements for internal regulatory and rural addressing.

#### 3. Submission of Application

- 3.1. After the pre-application meeting, the applicant will submit the required materials identified during the pre-application meeting.
- 3.2. The subdivision application must be submitted with a Tentative Plan of Subdivision.
- 3.3. The subdivision application must be accompanied by the application fees, along with any required report, drawing or study to the satisfaction of Greenview. An incomplete application will not be circulated to the referral agencies until such time as all requirements have been met.
- 3.4. The applicant shall submit a copy of the current title search from the Land Titles Office for each parcel affected in the application, including copies of any rights-of-way restrictive covenants, easements, etc. that are registered on the title.
- 3.5. Any report, drawing, or study required in support of an application is to be provided at the applicant's expense.
- 3.6. Administration must advise the applicant of completeness, in accordance with the time frame outlined in the Municipal Government Act.
- 3.7. The 60 day time limit set for the processing of the application will start following the deemed complete date and the referral process will commence. A request to extend the decision due date must be agreed to in writing and written or e-mail confirmation will be provided to the applicant indicating the new decision due date if the request is agreed to.

#### 4. Circulation, Referrals & Inspections

- 4.1. A complete application shall be circulated to internal Greenview departments and external agencies for comment. All departments and agencies are given (30) days to respond.
- 4.2. Adjacent landowners and relevant encumbrances, liens and interests registered on title shall be notified of the application. Adjacent landowners and relevant encumbrances are given thirty (30) days to respond.
- 4.3. Administration must review, resolve potentially conflicting comments, summarize them and provide them to the applicant in writing, and may call a meeting as necessary to deal with any identified issues or challenges.
- 4.4. After the referral process is complete, the applicant will address any feedback received. If significant changes are necessary or additional application requirements are set, recirculation may be required.

4.5. A site inspection and review of the application is to be undertaken of the subject parcel by the Planning and Development staff to ensure legislation requirements have been met.

#### 5. Decision Process

- 5.1. When Administration determines that there is sufficient information to render a decision on the application and all comments and concerns from internal and external departments have been, or can be resolved, the application and recommendation will be forwarded to the Subdivision Authority as a Request for Decision.
- 5.2. The Municipal Planning Commission, as the Subdivision Authority for the Municipal District of Greenview, will decide on the application during one of its regularly scheduled meetings.
- 5.3. Upon considering all information presented, the Subdivision Authority must conditionally approve, refuse, or defer the application.

#### 6. Appeal

- 6.1. If the application is refused, or if the applicant disagrees with a condition(s) of approval, the decision or condition(s) may be appealed within fourteen (14) days after receipt of the written decision from the Subdivision Authority. Other than the applicant, only a Government department or a school authority may appeal a decision rendered by the Subdivision Authority.
- 6.2. If the property is located within close proximity to a highway, water body, sewage treatment plant or waste management facility, appeals will be heard by the provincial Municipal Government Board.
- 6.3. All other appeals are conducted by the local Subdivision and Development Appeal Board. Greenview will advise to which Board the appeal should be directed. Either Board has the authority to uphold or reverse the MPC's decision, or change conditions of the decision in accordance with legislative requirements

#### 7. Approval and Development Agreement

- 7.1. If the subdivision is approved, the applicant may be required to enter into a Development Agreement with Greenview.
- 7.2. No development activity shall commence on the properties until such time as all conditions of the subdivision decision have been met.
- 7.3. Once Greenview and the applicant have agreed to the terms of the Development Agreement, Administration will submit the agreement to the Infrastructure and Planning department for approval.
- 7.4. Once the engineering drawings and the Development Agreement have been approved and signed, Planning and Development will ensure that the Development Agreement is registered on the land title certificate of the property.

#### 8. Construction

- 8.1. In cases where a development agreement is required, the developer will submit detailed engineered reports bi-monthly, throughout the construction process to advise the Planning and Development department of the exact construction stage.
- 8.2. The detailed engineered reports will be reviewed by the Infrastructure and Planning department, with any deficiencies noted. Pre- and post-inspections will be conducted to ensure that the construction meets municipal requirements in accordance with the Development Guidelines & Municipal Servicing Standards.

#### 9. Endorsement of Subdivision

- 9.1. All endorsement requests must be accompanied by the required fee(s), levies, survey and any required report, drawing, study or agreement.
- 9.2. Endorsement may only be considered once all conditions of subdivision have been completed to the satisfaction of Administration.
- 9.3. Submission of a subdivision plan for endorsement will be submitted in accordance with Land Titles Office requirements as either by Descriptive Plan or Plan of Survey.
- 9.4. Submission for endorsement of a bare land condominium will be by Bare Land Condominium Plan.
- 9.5. Once the final subdivision plan has been endorsed by the Chief Administrative Officer, Planning & Development department will return it to the Surveyor who is responsible for registering it with Alberta Land Titles within one (1) year. Once registration is completed, land title certificates can be issued for the newly created lot(s).
- 9.6. Subject to the discretion of Administration, an approval or endorsement which has expired will result in the applicant being required to submit a written request for a one year time extension.
- 9.7. Administration may consider extending the approval or endorsement of an application which has expired if circumstances particular to that file are present, if there have been no changes to municipal or provincial policy or regulation which impact the subdivision, and if a written request has been submitted.

#### 10. Additional Supporting Documentation

- 10.1. Additional supporting documentation may be required by the Municipality, based upon the nature and complexity of the proposed project:
  - a) Surveyed Grading Plan and Preliminary Clearing
  - b) Supporting Design Calculations
  - c) Geotechnical Report
  - d) Traffic Impact Assessment
  - e) Sanitary Sewer Analysis
  - f) Stormwater Management Plan
  - g) Environmental Impact Assessment
  - h) Heritage Site Assessment
  - i) Subdivision signage, including rural addressing and regulatory signage
  - j) Wetland Assessment
- 10.2. Any report, drawing, or study required in support of an application is to be provided at the developer's expense.

#### 11. Roles and Responsibilities

- 11.1. The developer is responsible for:
  - a) Satisfying all design and construction requirements established in Greenview's Development Guidelines & Municipal Servicing Standards;
  - Registration with Alberta Land Titles, all easements including plans and documents for the construction of municipal improvements outside of the municipal right-of way; and
  - c) Satisfying all statutory requirements governing such works and obtaining approvals and permits for compliance with those requirements from authorities having jurisdiction.
- 11.2. Planning and Development is responsible for:
  - a) Ensuring an application is complete;
  - b) Processing of an application;
  - c) Referring an application to internal Greenview departments and external agencies;
  - d) Notifying adjacent landowners of an application where required;

- e) Receiving comments, resolving potentially conflicting comments and preparing a summary for the applicant;
- f) Facilitating meetings between the applicant and members of Greenview's Administration, as required, to resolve planning and engineering issues;
- g) Providing written comment on the application from the perspective of the Greenview's Land Use Bylaw, Municipal Development Plan and other related planning documents;
- h) Preparing the request for decision and recommendation(s) for the Subdivision Authority's consideration;
- i) Preparing and registering the road plan with Alberta Land Titles office for road widening;
- j) Preparing and submitting a Development Agreement to the developer;
- k) Ensure that all conditions are met prior to endorsement of the plan; and
- I) Granting time extensions on approved applications and endorsements.
- 11.3. The Subdivision Authority is responsible for:
  - a) The final review and decision on a subdivision application.
- 11.4. Chief Administrative Officer or designate is responsible for:
  - a) Endorsing the plan and documentation once all conditions have been met.
- 11.5. Other Greenview departments, including but not limited to Infrastructure and Planning, Operations, Agriculture Services, and Emergency Services are responsible for:
  - a) Reviewing applications for conformity with relevant Greenview policies, standards and other guidelines;
  - b) Providing written comment on the application to with respect to issues related to the department's interests;
  - c) Meeting with Planning and Development and the applicant(s), as required, to resolve issues related to an application; and
  - d) Reviewing reports, drawings and studies submitted with an application or endorsement for conformity with the Greenview's Municipal Serving Standard and other related standard documents.



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

Section:

**ADMINISTRATION** 

**POLICY NUMBER: AD 25** 

POLICY TITLE: SUBDIVISION PROCESS Page 1 of 2

Date Adopted by Council / Motion Number: 09.12.661

#### **PURPOSE:**

The purpose of this policy is to have in place a formal process for considering subdivision applications.

#### **POLICY:**

The "Municipal Planning Commission" (M.P.C.) is the subdivision approval authority for the Municipal District of Greenview No. 16 subject to the conditions set out in this policy.

- 1.0 Subdivision applications must be delivered to the Municipal District office, accompanied by the appropriate fees and all required supporting documents as outlined in the application package. Upon receipt, the application will be checked for completeness. Incomplete applications will be returned or must be completed before they will be officially considered; therefore, the time limit will not be started until the application is complete.
- 2.0 Applications received will be forwarded for comment to all affected agencies listed in Schedule A.
- 3.0 Site inspection reports will be included in the information provided to the MPC for each application.
- 4.0 Council will set the public hearing date for subdivision applications at the time of first reading.
- 5.0 Appeals to subdivision decisions shall be made in accordance with provisions of the Municipal Government Act.
- 6.0 The Subdivision Authority Approval and ancillary documents will be returned to the applicant or his agent once the applicant has met all the conditions of the Developer's Agreement.
- 7.0 Final approval of the plan will be provided concurrent with registration of any caveats or easements imposed by the M.P.C.

REFVE	$C \wedge C$	

**POLICY NUMBER: AD 25** 

POLICY TITLE: SUBDIVISION PROCESS Page 2 of 2

Date Adopted by Council / Motion Number: 09.12.661

#### SCHEDULE "A"

#### **COMMENTING AGENCIES (May include but not limited to)**

- 1) Alberta Agriculture, Food & Rural Development;
- 2) Alberta Sustainable Resource Development Public Lands (within Green Area or contains water, except dugout;
- 3) Director of Engineering & Environmental Services (M.D. 16);
- 4) Telus Communications;
- 5) Alberta Community Development (Historical Resources);
- 6) ATCO Electric (local office / please circulate);
- 7) Local School Division/District (only if more than one lot);
- 8) ATCO Gas or East Smoky Gas Co-op;
- 9) ATCO Peace Country Area
- 10) Alberta Environment (creeks, rivers, lakes within 300 meters of a landfill);
- 11) Alberta Transportation (primary highway);
- 12) A.E.U.B. (if within 1.5 km of sour gas facility or building site within 100 meters of any well site);
- 13) Alberta Municipal Affairs Public Safety Division (Provincial Plumbing);
- 14) Adjacent Municipality
- 15) Adjacent Landowners; or
- Any other persons and local authorities the subdivision authority considers necessary.

**POLICY NUMBER: AD 25** 

POLICY TITLE: PROCEDURES FOR SUBDIVISION PROCESS Page 1 of 1

Date Adopted by Council / Motion Number: 09.12.661

#### **PROCEDURE:**

#### 1.0 GENERAL POLICIES:

- 1.1 Once the application has been deemed complete, the M.D. will prepare a subdivision sketch and will circulate the application to the appropriate commenting agencies (see Schedule "A" attached). Commenting agencies will be allowed 30 days to respond. In accordance with the Municipal Government Act, adjacent landowners are to be notified of the proposed subdivision. The Manager of Development will review the application to determine if a Land Use Amendment is required, and will forward the Land Use Bylaw Amendment application form to the applicant if necessary, and ensure a Time Extension is completed for the Subdivision Application.
- 1.2 If rezoning is required, the completed Land Use Amendment application will be forwarded to the M.P.C. for a recommendation to Council. The Manager of Development will prepare an RFD with this recommendation to Council for first reading and to set the public hearing date. Council will decide on the proposed bylaw after the public hearing.
- 1.3 Prior to the subdivision application being heard, the Manager of Development will conduct a site inspection and will research the relevant legislation to determine conformity. A site inspection report will be presented to the M.P.C. by the Manager of Development, outlining the proposed subdivision. The M.P.C., on hearing the presentation and considering the staff recommendations, will rule on the application imposing any necessary conditions.
- 1.4 Following the M.P.C. meeting, written notification will be sent to the applicant and to the Government departments of the decision of the Subdivision Authority in accordance with the M.G.A.
- 1.6 Upon receipt of the plan, the Subdivision Authority Approval will be endorsed by the M.D.'s C.A.O. or alternate.

CAO		



## REQUEST FOR DECISION

SUBJECT: Policy 5001 "Home Support"

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER: DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: LH

STRATEGIC PLAN: Level of Service

#### **RELEVANT LEGISLATION:**

Provincial (cite) -N/A

Council Bylaw/Policy (cite) - N/A

#### **RECOMMENDED ACTION:**

MOTION: That Council approve the revised Policy 5001 "Home Support" as presented.

#### BACKGROUND/PROPOSAL:

The FCSS Board approved the revised Home Support Policy on October 17. The revised policy is updated to our current policy standards. The original policy was largely incorporated. Additional information was included as far as program costs, services provided, and responsibilities of the Board and of FCSS personnel to provide additional clarity to clients looking to utilize this service.

#### BENEFITS OF THE RECOMMENDED ACTION:

 The benefit of the recommended motion is that an updated Home Support Policy will be available and provide clarity for prospective clients and elected representatives as to how the Home Support Service is provided.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

#### ALTERNATIVES CONSIDERED:

Alternative #1: Council may propose additional changes to the policy or points of clarity.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

#### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

#### **PUBLIC PARTICIPATION GOAL**

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

#### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

#### **FOLLOW UP ACTIONS:**

If approved, FCSS will update Administration's policy manuals.

#### ATTACHMENT(S):

- Previous policy 5001
- Revised Policy 5001

Title: HOME SUPPORT

Policy No: 5001

**Approval: Council** 

Effective Date: September 24, 2013

**Supersedes Policy No: (FC 01)** 



**Policy Statement:** Green View FCSS will provide home support service, normally on a cost-sharing basis, to allow eligible people to remain in their own homes.

**Purpose:** To provide guidelines on how to administer the Green View Home Support program.

#### **Principles:**

- 1. The authority to approve Home Support governance policies is vested in the Green View FCSS Board as the governing body.
- 2. Annually, the Board will establish a budget for the Home Support Program.
- 3. Eligibility of clients is based on, but not limited to, the following factors:
  - -income
  - -physical ability
  - -availability of other resources
  - -health agency referral
- 4. Services to be provided may include, but are not limited to:
  - -assistance with light housekeeping
  - -meal preparation
  - -parental substitute to help overburdened families
  - -providing supplemental care for seniors
  - -reasonable travel to medical appointments and shopping

#### **Regulations:**

**NONE** 

Approved: 13.09.585

# POLICY

**Title: Home Support** 

Policy No: 5001

Effective Date: October 17, 2018

FCSS Motion Number: 18.10.65

**Greenview Council Motion Number:** 

Supersedes Policy No: N/A

Review Date: October 17, 2021



**Purpose:** The purpose of the Home Support Policy is to provide guidelines on how to administer the Green View Home Support program.

#### **DEFINITIONS**

Essential Services means grocery shopping, medical appointments and banking.

**Respite Care** means care provided on a short term basis that is provided during regular work day hours.

**The Board** means the Green View Family and Community Support Services Board.

#### **POLICY**

- 1. Green View FCSS believes it is appropriate to provide home support service on a costsharing basis to allow people to remain in their own homes.
- 2. The authority to approve Home Support governance policies is vested in the Green View FCSS Board as the governing body.
- 3. Annually, the Board will establish a budget for the Home Support Program.
- 4. To protect staff and municipality from liability, Home Support workers may not provide current Green View Home Support clients service outside of agreed upon number of hours per week.
- All services will be provided based on a maximum of 4 hours per week per client. Requests for additional hours may be approved by the Home Support Coordinator or the FCSS Manager.

#### **PROCEDURE**

- 1. Eligibility of clients is based on, but not limited to, the following factors:
  - a. Income

- b. Physical ability
- c. Availability of other resources
- d. Health agency referral
- 2. Services to be provided include, but are not limited to:
  - a. Assistance with light housekeeping
  - b. Minimal respite
  - c. Meal preparation
  - d. Travel to essential services

#### 3. Responsibilities

#### 3.1. Staff

- 3.1.1. The Home Support Coordinator will advertise and promote Home Support services through newsletters, brochures, health agencies and other community groups.
- 3.1.2 The Home Support Coordinator will conduct an interview and complete an assessment form, which will include, but not be limited to, the following:
  - a. income
  - b. living and medical expenses
  - c. insurance and utilities
  - d. vehicle expenses
- 3.1.3 When a client is approved for the program, the Home Support Coordinator will coordinate services with the Home Support Worker.
- 3.1.4 The Manager of FCSS will report to the Board on the number of clients, types of services provided, and hours worked in the Home Support Program.
- 3.1.5 The Home Support Coordinator will provide the client with written notice prior to removing them from the program.

#### 3.2 Board

- 3.2.2 The Board will, within thirty (30) days, meet to hear any appeals from clients who have been removed from the program. The Board's decision is final and binding to all parties.
- 3.2.3 The Home Support fee is to be reviewed and approved annually by the Board.

#### 3.3 Members of the Public

- 3.3.2 Individuals or family members may request support through this program by contacting the Home Support Coordinator.
- 3.3.3 In the event a client is removed from the program and disagrees with the decision of the Home Support Coordinator, they may appeal in writing to the Board within seven (7) days of the discontinued service.



# REQUEST FOR DECISION

SUBJECT: Road Allowance Restrictions Policy

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:

DEPARTMENT: INFRASTRUCTURE & PLANNING GM: PRESENTER: GG

STRATEGIC PLAN: Level of Service

#### **RELEVANT LEGISLATION:**

Provincial (cite) -N/A

Council Bylaw/Policy (cite) – Bylaw 16-771 License of Occupation Bylaw

#### **RECOMMENDED ACTION:**

MOTION: That Council approve the "Road Allowance Restrictions" Policy as presented.

#### BACKGROUND/PROPOSAL:

On October 22, 2018 Council tabled the Road Allowance Restriction policy pending the addition of a clause indicating that individuals that are requesting to make changes to a road allowance must own both sides of the road allowance, or hold a long term lease or official agreement with the landowner.

#### Provision 4 was added to the policy:

"Greenview will only consider granting permission for changes on road allowances when the individual making the request owns both sides of the road allowance, or holds a long term lease or has an official agreement with the landowner."

#### BENEFITS OF THE RECOMMENDED ACTION:

Greenview will have a revised and updated Road Allowance Restrictions Policy.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

#### ALTERNATIVES CONSIDERED:

Alternative #1: Council may propose alternative changes in wording or points of clarity.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

$1 \Lambda T 2$	ELIVI	G INADI	$I \subset V \perp$	ЮИ٠

There are no staffing implications to the recommended motion.

#### **PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

#### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

#### **PUBLIC PARTICIPATION GOAL**

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

#### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

#### **FOLLOW UP ACTIONS:**

Administration will update the policy manuals.

#### ATTACHMENT(S):

Revised Road Allowance Restrictions Policy

**Title: Road Allowance Restrictions** 

Policy No: TBD

**Effective Date: TBD** 

**Motion Number: TBD** 

**Supersedes Policy No: EES 12** 

**Review Date:** 



**Purpose:** The revised Road Allowance Restrictions Policy provides further guidelines for road allowance requests and restrictions.

#### **DEFINITIONS**

**Temporary Structure** means a fence, gate or obstruction that remains in place for no longer than 24 hours.

#### **POLICY**

Developed/undeveloped road allowances are for the use of the travelling public, and no private entity may block, fence or otherwise impede access unless special approval is granted by Council.

- Greenview must receive a request from adjacent landowners of any changes intended to the road allowance including, but not limited to temporary approaches, fencing, cultivating, grading, plowing, ditching, removal or deposit of any soil, sand or gravel on to or off of the road allowance or otherwise changes to the contour of a road allowance.
- Greenview must receive a request from adjacent landowners for the removal of any trees and/or vegetation. If it is found that trees and/or vegetation have been removed prior to approval from Council, the responsible party will have to replant the trees or reclaim the road allowance to its original state, at the offending parties cost.
- 3. A fence, gate or other obstruction upon a road allowance will not be permitted unless specifically approved by Council. Undeveloped road allowances may be fenced off when it is considered that doing so would be mutually beneficial for the adjacent landowner and Greenview. Approved fences across road allowances must have gated access.
- 4. Greenview will only consider granting permission for changes on road allowances when the individual making the request owns both sides of the road allowance, or holds a long term lease or has an official agreement with the landowner.
- Fences may be permitted across or along undeveloped road allowances only if Greenview issues a Road Allowance License (RAL) to the landowner, and the landowner abides by all the conditions outlined in the License.
- 6. Community pastures or grazing leases, will be given special consideration due to the nature of the enterprise.

Policy No:

- 7. The construction of Texas Gates on a roadway or road allowance will not be permitted. Council may review and approve applications on a case-by-case basis and will be in exceptional circumstances.
- 8. Greenview will take action if notified of any unauthorized blockages or obstruction on Municipal roads or road allowances.
- 9. Greenview will attempt to determine responsibility for ownership or erection of the obstruction.

#### **PROCEDURE**

- 1. The offending party will receive fourteen (14) days written notification for the removal of permanent structures and twenty-four (24) hours verbal notification for the removal of temporary structures prior to this action.
- 2. An inspection by Greenview staff will take place after the deadline date and if the blockage is still in place, it will be removed by Greenview staff and costs invoiced to the responsible party.





## REQUEST FOR DECISION

SUBJECT: Scholarships Policy

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER: DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: DL

STRATEGIC PLAN: Level of Service

**RELEVANT LEGISLATION:** 

Provincial (cite) -N/A

Council Bylaw/Policy (cite) - N/A

**RECOMMENDED ACTION:** 

MOTION: That Council approve the Scholarships Policy as presented.

MOTION: That Council Repeal Policies CO 18 Sponsoring for a Veterinarian Bursary and CO 19 Sponsoring for a Computer Technician Bursary.

#### BACKGROUND/PROPOSAL:

Upon further review, Council made a number of suggested revisions to the Draft Scholarships Policy at the Committee of the Whole meeting September 15. Council determined that they wanted to dedicate \$25,000 annually to scholarship funding. They also determined that they wanted two streams of funding available: \$1500.00 for 2 year trades/apprenticeship programs and \$2,500.00 for 4 year college or university programs. The scholarship money will be divided based on applications within the limit Council established. The criteria for selection was determined to be:

- 1. Demonstrated financial need
- 2. Volunteering and community involvement
- 3. Grades

Students will submit applications to Greenview Administration. Recipients will be selected by Council annually based on the applications that are received. It was also determined that students may apply for scholarships in each year they are enrolled in post-secondary.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview will have a Scholarship policy that promotes advanced education.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

#### **ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may propose additional changes to the policy or points of clarity.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

#### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

#### **PUBLIC PARTICIPATION GOAL**

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

#### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

#### **FOLLOW UP ACTIONS:**

If approved, Administration will update Policy Manuals, and make applications available to the public.

#### ATTACHMENT(S):

- Revised Scholarship Policy
- Veterinarian Bursary Policy
- Computer Technician Bursary Policy

**Title: Scholarships** 

Policy No: TBD

**Effective Date: TBD** 

**Motion Number: TBD** 

**Supersedes Policy No: (None)** 

**Review Date:** 

**Purpose:** Greenview Council wishes to recognize community involvement and academic achievement of students to enhance the future of individuals within Greenview and to encourage students from Greenview to pursue further education, thereby making meaningful contributions to their community.

#### **DEFINITIONS**

**Eligible Student** means a student who meets the scholarship criteria established in the general principles for selection.

#### **POLICY**

- 1. Greenview Council will dedicate \$25,000 in the annual operating budget for scholarships and bursaries.
- 2. Students enrolled in four (4) year college or university programs are eligible for a \$2,500 scholarship. Students enrolled in two (2) year college programs or apprenticeships programs are eligible for a \$1,500 scholarship.
- The scholarships will be awarded to students who are a resident of Greenview (when not attending post-secondary) and who are enrolled in post-secondary studies at a college, university, or apprenticeship program.
- 4. Council will review the scholarship applications annually and select scholarship recipients.
- 5. General Principles for selection:
  - a. The student is a resident of Greenview
  - b. The student has demonstrated financial need
  - c. The student demonstrates community involvement, volunteering or extra-curricular activities
  - d. The student has demonstrated high academic achievement
  - 6. Students may apply, or re-apply, for the scholarship each year that they are enrolled university, college, or apprenticeship program.



#### **PROCEDURE**

- 1. Application forms will be available at, and should be returned to, any Greenview Administration office. The deadline for applications will be the second Friday in May of each year.
- 2. Successful applicants will be notified by Greenview Administration.
- 3. The successful applicant must provide proof of enrollment through proof of payment of tuition to Greenview Administration in order to receive scholarship funding.





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

Section:

COUNCIL

**POLICY NUMBER: CO 18** 

POLICY TITLE: SPONSORING FOR A VETERINARY BURSARY Page 1 of 2

Date Adopted by Council / Motion Number: 11.05.292

#### **PURPOSE:**

To provide financial assistance to students pursuing education in the veterinarian field as an initiative to recruit a veterinarian for the area.

#### **POLICY:**

The M.D. of Greenview will provide a bursary of up to \$7,000 per year (to include any funding obtained through outside partners), up to a maximum bursary of \$21,000 per student enrolled full-time in a post-secondary Veterinarian Medicine program, specializing in Large Animal Health.

- 1. The M.D. will accept written applications from qualifying veterinarian students.
- 2. The M.D., with input from local veterinarian stakeholders, will select the student for funding. Students will be selected and bursary documents completed prior to the start of the post-secondary academic year (generally May to August).
- 3. To be eligible for the bursary the student must:
  - Be a resident of Alberta based on Students Finance Regulations
    - o Priority consideration will be given to residents of the M.D. of Greenview, Town of Valleyview, Town of Fox Creek and Town of Grande Cache.
    - o Secondary consideration will be given to residents of Northern Alberta
    - o Third consideration will be given to residents of Alberta
  - Be enrolled full time in a post-secondary Veterinarian Medicine program and be specializing in Large Animal Health.
    - o Preference will be given to veterinary students in their 3<sup>rd</sup> or greater year of study.
  - Commit to live and work as a veterinarian within the boundaries of the MD of Greenview or such other location as is specifically approved by the MD of Greenview at the request of the Student, for a specified amount of time upon graduation as set out in article 5 below.
  - While attending University, the student must commit to work between the end of the spring semester and the commencement of the fall semester (summer break), in a location approved by the sponsor in the M.D. of Greenview.
- 4. The bursary amount will be up to \$7,000 per year (maximum of \$3,500 for half an academic year of study), with the maximum total student award being up to \$21,000.
- 5. The M.D. will prepare the return service contract for the bursary. One month of return service is required for each \$500 of total bursary support. For example: A \$5,000 bursary has a return service commitment of 10 months.

**POLICY NUMBER: CO 18** 

POLICY TITLE:	SPONSORING FOR A VETERINARY BURSARY	Page 2 of 2
Date Adopted by Cou	uncil / Motion Number:	11.05.292

- 6. The M.D. will send the bursary directly to the student when written notification from Advanced Education confirms applicant's enrollment in program.
- 7. Annually the student, with the participating veterinarian, will submit follow up to the sponsor about their summer employment return service commitment.
- 8. In subsequent study years, the student will send confirmation of current enrollment to the sponsor.
- 9. Upon completion of studies the student will continue to update the sponsor about the status of their return service commitment.

REEVE	C.A.O.



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

Section:

COUNCIL

**POLICY NUMBER: CO 19** 

POLICY TITLE: SPONSORING FOR A COMPUTER TECHNOLOGY

**BURSARY** 

Page 1 of 2

Date Adopted by Council / Motion Number:

11.05.292

#### **PURPOSE:**

To provide financial assistance to students pursuing education in the computer technology field as an initiative to recruit a computer technician for the area.

#### **POLICY:**

The M.D. of Greenview will provide a bursary of \$7,000 per year up to a maximum bursary of \$14,000 per student enrolled full-time in a post-secondary Computer Technology program.

- 1. The M.D. will accept written applications from qualifying computer technology students.
- 2. The M.D. will select the student for funding. Students will be selected and bursary documents completed prior to the start of the post-secondary academic year (generally May to August).
- 3. To be eligible for the bursary the student must:
  - Be a resident of Alberta based on Students Finance Regulations
    - o Priority consideration will be given to residents of the M.D. of Greenview, Town of Valleyview, Town of Fox Creek and Town of Grande Cache.
    - o Secondary consideration will be given to residents of Northern Alberta
    - o Third consideration will be given to residents of Alberta
  - Be enrolled full time in a post-secondary computer technology program.
  - Commit to live and work for the M.D. of Greenview for a specified amount of time upon graduation as set out in article 5 below.
  - While attending University, the student must commit to work between the end of the spring semester and the commencement of the fall semester (summer break) in a location approved by the sponsor in the M.D. of Greenview.
- 4. The bursary amount will be \$7,000 per year (maximum of \$3,500 for half an academic year of study), with the total student award being up to \$14,000, inclusive of bursary funds provided by NADC.
- 5. The M.D. will prepare the return service contract for the bursary. One month of return service is required for each \$500 of total bursary support. For example: A \$5,000 bursary has a return service commitment of 10 months.

**POLICY NUMBER: CO 19** 

POLIC	CY TITLE:	SPONSORING FOR A COMBURSARY	MPUTER TECHNOLOGY	Page 2 of 2
Date A	dopted by Co	uncil / Motion Number:		11.05.292
6.		l send the bursary directly to the nfirms applicant's enrollment in		on from Advanced
7.	Annually the service comm	student will submit follow up to itment.	the sponsor about their summer	r employment return
8.	In subsequent	study years, the student will sen	d confirmation of current enrol	lment to the sponsor.
REEV	E		C.A.O.	



# **REQUEST FOR DECISION**

SUBJECT: SUBMISSION TO: MEETING DATE: DEPARTMENT: STRATEGIC PLAN:	M.D Smoky River ICF/IDP Committee REGULAR COUNCIL MEETING November 13, 2018 CAO SERVICES Intergovernmental Relations	REVIEWED AND A CAO: MH GM:	APPROVED FOR SUBMISSION MANAGER: PRESENTER: DL
RELEVANT LEGISLAT			
<b>Provincial</b> (cite) –N/	'A		
Council Bylaw/Polic	cy (cite) N/A		
RECOMMENDED AC	TION:		
MOTION: That Cour	ncil Appoint and	to the ICF	<b>Negotiation Committee with</b>
the M.D of Smoky R	liver.		
BACKGROUND/PRO	POSAL:		
and Deputy Reeve members as well fo several times over the will be presented to	scussions. At this meeting, it was discus as members on the ICF Committee. or these Committee Meetings. It is ant ne course of the next year to negotiate th each respective Council for final approv	It was requested icipated that the i ese agreements. T	that Greenview appoint two individuals selected will meet
	ECOMMENDED ACTION: vill have Council representation on the IC	CF negotiating com	mittee.
DISADVANTAGES OF	THE RECOMMENDED ACTION:		
1. There are no	perceived disadvantages of the recomn	nended motion.	
ALTERNATIVES CON	SIDERED:		
Alternative #1: Cou Committee.	uncil has the alternative to appoint of	ther Members of	Council or alternates to the
FINANCIAL IMPLICA	TION:		
There are no financi	al implications to the recommended mo	tion.	
STAFFING IMPLICAT	ION:		

PUBLIC ENGAGEMENT LEVEL:
Greenview has adopted the IAP2 Framework for public consultation.
INCREASING LEVEL OF PUBLIC IMPACT Inform
PUBLIC PARTICIPATION GOAL
Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.
PROMISE TO THE PUBLIC
Inform - We will keep you informed.
FOLLOW UP ACTIONS:
Administration will notify the M.D of Smoky River of the ICF Committee representatives.
ATTACHMENT(S):

There are no staffing implications to the recommended motion.



## REQUEST FOR DECISION

SUBJECT: Termination of Participation in former Little Smoky Ski Hill Agreements

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER: DEPARTMENT: CAO SERVICES GM: PRESENTER: DL

STRATEGIC PLAN: Intergovernmental Relations

#### **RELEVANT LEGISLATION:**

Provincial (cite) -N/A

Council Bylaw/Policy (cite) -N/A

#### **RECOMMENDED ACTION:**

MOTION: That Council terminate participation in The Little Smoky Ski Hill Agreement (AG35-08) signed July 4, 2008 and request the M.D of Smoky River to waive the twelve month notice of termination requirement.

MOTION: That Council terminate participation in the Agreement regarding the Little Smoky Ski Area (AG54-14) signed September 22, 2014 between the M.D of Greenview and the M.D of Smoky River and request the M.D of Smoky River waive any notice of termination requirements associated with the agreement.

#### BACKGROUND/PROPOSAL:

On October 22, 2018 Council agreed to a new agreement with the M.D of Smoky River and Big Lakes County for the Little Smoky Recreation Area. As such, Administration is recommending Council officially terminate Greenview's participation in previous agreements regarding the Little Smoky Ski Hill and request that the M.D of Smoky River waive any notice of termination clauses associated with these agreements.

Greenview's official withdrawal from these agreements will allow us to continue with the new agreement, while allowing the M.D of Smoky River to continue using the previous funding agreements with parties that are not included in the new Little Smoky Recreation Area agreement, such as the Town of Valleyview.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will only have one agreement on record for the Little Smoky Recreation Area.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

#### **ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council could choose not to terminate participation.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

#### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

#### **PUBLIC PARTICIPATION GOAL**

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

#### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

#### **FOLLOW UP ACTIONS:**

Administration will provide written notice of termination of participation to the M.D of Smoky River.

#### ATTACHMENT(S):

- The Little Smoky Ski Hill Agreement (AG35-08) signed July 4, 2008
- Agreement regarding the Little Smoky Ski Area (AG54-14) signed September 22, 2014

AG#35-08

LITTLE SMOKY SKI HILL AGREEMENT

Exp 31/12/2012 xc A /Pay Dr 4/04/28

Between

#### THE TOWN OF VALLEYVIEW

P. O. Box 270, Valleyview, Alberta T0H 3N0

#### THE TOWN OF HIGH PRAIRIE

P.O. Box 179, High Prairie, Alberta T0G 1E0

OF THE FIRST PART (Hereinafter referred to as the "Towns")

And

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

P.O. Box 1079, Valleyview, Alberta T0H 3N0

#### THE MUNICIPAL DISTRICT OF BIG LAKES

P.O. Box 239, High Prairie, Alberta TOG 1E0

OF THE SECOND PART (Hereinafter referred to as the "Municipal Districts")

And

#### THE MUNICIPAL DISTRICT OF SMOKY RIVER

P. O. Box 210, Falher, Alberta T0H 1M0

OF THE THIRD PART (Hereinafter referred to as the "M.D. of Smoky River")

sue/ski hill/AGREEMENTS\Little Smoky Ski Hill Joint Agreement.DOC

# A JOINT AGREEMENT BETWEEN THE TOWNS, THE MUNICIPAL DISTRICTS, AND THE M.D. OF SMOKY RIVER FOR THE OPERATIONS OF THE "LITTLE SMOKY SKI HILL"

WHEREAS, the M.D. of Smoky River owns and operates the Little Smoky Ski Hill located within the boundaries of the M. D. of Smoky River, located on property legally described as:

Part of the South Half of Section Three (03) and Part of the South Half of Section Four (04) in Township Seventy-five (075), Range Twenty-one (21), West of the Fifth Meridian (W5), containing 411.6 acres more or less, (hereinafter referred to as the "Little Smoky Ski Hill"); and

WHEREAS the Towns, the Municipal Districts, and M.D. of Smoky River wish to share the costs for operating and maintaining the Little Smoky Ski Hill, and/or for any approved capital expenditures of the Little Smoky Ski Hill;

THEREFORE, pursuant to the *Municipal Government Act*, the parties hereto, in consideration of the mutual promises and covenants hereinafter contained, AGREE AS FOLLOWS:

- The M.D. of Smoky River shall operate, maintain, and manage the Little Smoky Ski Hill.
- The M.D. of Smoky River shall allow the residents of the Municipal Districts and Towns to use
  the Little Smoky Ski Hill, and the M.D. of Smoky River may impose fees for such use and the
  fees shall not differentiate between the residents of the Municipal Districts and Towns and the
  residents of the M.D. of Smoky River.
- Annually, before the first day of September, the M.D. of Smoky River shall submit to the Municipal Districts and Towns an estimate of proposed expenditures for the ensuing year.
- 4. The M.D. of Smoky River will maintain a record of expenditures and revenues relating to all operations of the Little Smoky Ski Hill, and will, prior to July 31st of each year, provide to the Municipal Districts and Towns a financial statement of such expenditures and revenues.
- 5. The Municipal Districts agree to contribute 20% up to a maximum of TEN THOUSAND DOLLARS (\$10,000.00) each per year towards the operating deficit of the Little Smoky Ski Hill. Payments shall be made annually upon receiving the M.D. of Smoky River's financial statement for the Little Smoky Ski Hill identifying last years' operating deficit.
- 6. The Towns agree to contribute 10% up to a maximum of FIVE THOUSAND DOLLARS (\$5,000.00) each per year towards the operating deficit of the Little Smoky Ski Hill. Payments shall be made annually upon receiving the M.D. of Smoky River's financial statement for the Little Smoky Ski Hill identifying last years' operating deficit.
- The Municipal Districts and Towns may agree to provide additional capital costs for the enhancement and replacement of capital assets upon a presentation from M.D. of Smoky River.
- Major capital replacement or repairs shall be identified in the forthcoming years' budget, and shall obtain approval from the Towns and Municipal Districts prior to proceeding.

- In the event of unforeseen or additional major operating expenditures that may occur within any given year, the M.D. of Smoky River may negotiate with the Municipal Districts and Towns to cost share the additional expenses.
- Any and all excess funds acquired by the M.D. of Smoky River for the operations of the Little Smoky Ski Hill shall be returned proportionally to the Municipal Districts and the Towns.
- The Municipal Districts' and Towns' responsibility and liability under this Agreement shall be limited to the payment of the amount stipulated in clause 5 and 6 above. The M.D. of Smoky River shall bear the responsibility of operating and maintaining the Little Smoky Ski Hill and shall indemnify and save harmless the Municipal Districts and Towns, its agents and employees, from any and all claims, damages, costs, losses, expenses, actions and suits caused by or arising out of anything done or omitted to be done, directly or indirectly, by the M.D. of Smoky River in connection with the operation and maintenance of the Little Smoky Ski Hill.
- The M.D. of Smoky River shall obtain such consent, approvals, or licenses as may be necessary to operate the Little Smoky Ski Hill.
- 13. The M.D. of Smoky River shall at all times maintain comprehensive general liability insurance in an amount of not less than Ten Million Dollars (\$10,000,000.00) to cover any losses or claims which may arise out of the operation of the Little Smoky Ski Hill.
- 14. Notwithstanding any other provisions contained herein to the contrary, any party to this agreement may terminate their participation to this agreement by giving twelve (12) months written notice of their intention to terminate, in advance of the beginning of the year in which termination is to take place, to each of the parties hereto.
- 15. In the event that a dispute arises between any of the parties involved, such dispute shall be determined by the following methods:
  - All parties of the agreement shall hold a special meeting to resolve the dispute.
- This agreement may be amended by mutual consent of the parties hereto.
- Any request for an amendment to this Agreement shall be in writing and shall state the reason(s) for such a request.
- 18. The M.D. of Smoky River shall call a meeting within thirty (30) days of receipt of a request for amendment or at such later date as the parties shall agree to.
- 19. This agreement shall come into effect January 1, 2008, and shall remain in full force and effect for a period of five years ending December 31, 2012.
- 20. Notwithstanding that this agreement is binding for a term of five (5) years as herein before provided, the parties agree that this agreement will be thereafter continuous on a year to year basis unless terminated as provided herein.

SIGNED AND SEALED on the day previously written:

TOWN MANAGER

TOWN OF VALLEYVIEW

TOWN MANAGER TOWN OF HIGH PRAIRIE

MUNICIPAL/MANAGER

MUNICIPAL DISTRICT OF GREENVIEW

MUNICIPAL MANAGER

MUNICIPAL DISTRICT OF BIG LAKES

MUNICIPAL MANAGER

MUNICIPAL DISTRICT OF SMOKY RIVER

MAYOR

TOWN OF VALLEYVIEW

MAYOR

TOWN OF HIGH PRAIRIE

REEVE

MUNICIPAL DISTRICT OF GREENVIEW

REEVE

MUNICIPAL DISTRICT OF BIG LAKES

REEVE

MUNICIPAL DISTRICT OF SMOKY RIVER

#### **AGREEMENT**

regarding the

#### LITTLE SMOKY SKI AREA

THIS AGREEMENT made the 22 day of SEPTEMBER, 2014.

#### Between:

Municipal District of Smoky River No. 130 (hereinafter called "Smoky River")

and

Municipal District of Greenview No. 16 (hereinafter called "Greenview")

WHEREAS Smoky River operates a facility called the Little Smoky Ski Area, used by residents and visitors to the region including Greenview residents and visitors;

AND WHEREAS Smoky River has experienced operating deficits in the annual operation of the Little Smoky Ski Area.

NOW THEREFORE Greenview and Smoky River mutually covenant and agree, each with the other, as follows:

#### ARTICLE 1: SERVICES

Smoky River shall:

- 1.1 Solely be responsible for the ownership and operation of the Little Smoky Ski Area.
- 1.2 Indemnify and hold harmless Greenview from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) to the extent that the Greenview is legally responsible, including those arising out of negligence or wrongful acts by Smoky River or Smoky River's employees or agents. In no circumstance whatsoever shall Greenview be liable to Smoky River or Smoky River's employees or agents, whether in tort, contract, equity, statute or any other legal theory, for damages for indirect or consequential losses or damages, or for loss of anticipated profits, loss of use, loss of business, claims for time value of money or financing costs, or loss of opportunity.
- 1.3 Article 1.2 shall survive the termination of this Agreement.

#### ARTICLE 2: GRANT

- Greenview agrees to provide a grant to Smoky River equalling one third of the annual net operating deficit of the Little Smoky Ski Area to a maximum of SIXTY FIVE THOUSAND DOLLARS (\$65,000.00) per year in addition to the previous Little Smoky Ski Area Agreement known as: THE LITTLE SMOKY SKI HILL AGREEMENT (hereinafter called "the Previous Agreement") between; the Town of Valleyview, The Town of High Prairie, The Municipal District of Greenview No. 16, The Municipal District of Big Lakes and the Municipal District of Smoky River. Where the previous agreement states "the Municipal Districts agrees to contribute 20% up to a maximum of TEN THOUSAND DOLLARS (\$10,000.00) each year towards the operating deficit of the Little Smoky Ski Hill." Therefore the maximum contribution to be made by Greenview is SEVENTY FIVE THOUSAND DOLLARS (\$75,000.00) per year.
- 2.2 "Annual" and "operating year" in this Agreement shall refer to an operating year ending on June 30<sup>th</sup>.
- 2.3 Smoky River shall provide to Greenview a full accounting of the revenues and expenses of the Little Smoky Ski Area for each of the following operating years; 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017. This accounting shall be provided by July 30<sup>th</sup> following the

- end of each operating year. Where the Chief Administrative Officer for Greenview determines, additional supporting documentation may be requested in writing.
- 2.4 The calculation of the amount of one third of the annual net operating deficit of the Little Smoky Ski Area shall, in its sole discretion, be determined by Greenview.
- 2.5 Greenview shall provide a grant under this Agreement as determined by Articles 2.3 and 2.4 during each calendar year following the operating year in which the net operating deficit occur; being 2013, 2014, 2015, 2016 and 2017.

# ARTICLE 3: TERMINATION AND SUSPENSION

- 3.1 In addition to any other rights that Greenview may have hereunder, or in law, Greenview may at any time, in the exercise of its sole discretion, terminate or suspend, without prior notice, this Agreement by giving to Smoky River written notice specifying that the Agreement has been terminated or suspended. Not so as to limit the generality of the foregoing, Greenview shall, in its sole discretion, be entitled to suspend or terminate this Contract if Smoky River:
  - a. discontinued, fully or partially, the operations of the Little Smoky Ski Area;
  - does not provide sufficient information under Article 2.3;
  - ceases to exist as a municipality and/or is amalgamated into a new municipality; or
  - is otherwise in violation of the provisions of this Agreement.
- 3.2 Notice of termination of this agreement is not considered notice of termination of the previous agreement. The previous agreement can only be terminated by the terms set within if

THE PARTIES, intending to be legally bound, have made, accepted and executed this Agreement as of the date first above written.

Municipal District of Greenview No. 16

Municipal District of Smoky River No. 130

Chief Administrative Officer

Chief Administrative Officer



# REQUEST FOR DECISION

SUBJECT: Grande Cache Site Identification Study

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:

DEPARTMENT: CAO SERVICES GM: MH PRESENTER: MH

STRATEGIC PLAN: Development

## **RELEVANT LEGISLATION:**

Provincial (cite) -N/A

Council Bylaw/Policy (cite) -N/A

RECOMMENDED ACTION:

MOTION: That Council award the Grande Cache Site Identification Study to EDS Group Inc. of Spruce Grove, Alberta in the amount of \$90,150.

# BACKGROUND/PROPOSAL:

As part of the approved 2017 budget, Council approved \$120,000 for a study to determine potential development sites in the Grande Cache area. This was done as a part of a strategic initiative to increase Greenview's opportunities for tourism and recreation. The project's focus was to identify areas conducive to residential development, recreation development, and commercial development supportive of recreation activities.

Administration posted a Request for Proposals (RFP) in January 2017 to seek firms willing to undertake the study. The RFP is attached for Council's information, and this was advertised so as to meet the requirements of the New West Partnership Trade Agreement.

A total of four proposals were received by the RFP deadline (a fifth proposal was received after the deadline, and as such, was not considered). Administration used a scoring matrix to evaluate the proposals, and although all firms appeared to be able to deliver the project, the price difference between the proposals ultimately produced a scoring in favour of EDS Group. A summary of proposed fees, submissions, and the scoring matrix is attached for your information.

At the March 28, 2017 Regular Council Meeting, Council made the Motion: 17.03.109 "That Council award the Grande Cache Site Identification Study to EDS Group Inc. of Spruce Grove, Alberta in the amount of \$85,890.00."

The following motion was then made – Motion: 17.03.110 "That Council table motion 17.03.109 until after the Grande Cache Viability Study."

Now that the Grande Cache viability vote has occurred, administration is suggesting that Council approve the project to be completed in 2019. Based on legal counsel advice, EDS Group has been contacted in regards to their ability to continue to complete the work for Greenview as described in the RFP. In a letter dated October 22, 2018 EDS Group has extended their offer for the Grande Cache Site Identification Study. Due to the time lapse since their original proposal, EDS Group is requesting an additional 5% increase from their original quoted fees (\$85,890 + 5% = \$90,150). They have also agreed to the original time frame as requested from Greenview, to start at the end of March 2019, completing the study by July 31, 2019.

Through further discussions with EDS Group, it is our understanding that one of the sub-contractors from their original proposal may be switched out with a more local option who is also capable to do the work as described, and within the set fees.

It is important to note that this 5% increase still brings EDS Group in lower than all the other proponents' original fees.

## BENEFITS OF THE RECOMMENDED ACTION:

- 1. The benefit of re-awarding the project to EDS Group will be to achieve the desired project outcome as originally desired
- 2. EDS Group appears to have a strong engagement background. Administration believes that in addition to cost savings, exposure to different forms of consolation/engagement would have benefit to Greenview.

# DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The award would be made in compliance with purchasing laws and Council policy. As such, there are no perceived disadvantages to the recommended action.

### **ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may choose to go back to all four original proponents and ask for a revised proposal for the project, however this is not recommended due to the fact that council originally approved the project be awarded to EDS Group as per Motion: 17.03.109 and may create legal concerns.

**Alternative #2:** Council may choose to re-tender the entire project, however this is also not recommended because council originally approved the project be awarded to EDS Group as per Motion: 17.03.109 and it is not anticipated that a lower cost will be achieved.

### FINANCIAL IMPLICATION:

Direct Costs: \$90,150 plus miscellaneous costs for room rentals, refreshments, etc.

**Ongoing / Future Costs:** There are no ongoing / future costs.

### STAFFING IMPLICATION:

Management of this project will be built into the 2019 work plan, and will have no additional significant impact on staff.

### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

## **INCREASING LEVEL OF PUBLIC IMPACT**

Consult

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

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

### **FOLLOW UP ACTIONS:**

- 1. Staff will inform EDS Group of the project award and will make plans to start work on the project.
- 2. Staff will inform the Town of Grande Cache as to the award and status of the project. The Town has been identified as a stakeholder that will provide input into the study.
- 3. Staff will inform the representatives of the Coops and Enterprises as to the award and status of the project. All communities, AWN, and the Mountain Metis have all been identified as stakeholders in the project that will also have input into the study.

# ATTACHMENT(S):

- Grande Cache Site Identification Study Request for Proposals
- Summary of original bidders fees, requirements, and scoring matrix as per the RFP

# **Summary of Original Bidders**

The evaluation form scoring the proposals is contained below for Council's information. All proposals received by the deadline submitted valid proposals meeting the requirements of the RFP. All were of high quality and submitted pricing as follows (rounded to the nearest dollar):

EDS Group Inc: \$85,890.00

Opus Stewart Weir: \$93,599.00

ParioPlan: \$109,964.00

Stantec: \$197,688.00

In order to assess the proposals, the following Scoring Matrix was developed. The first step in the process was to determine that each proponent had included all of the information that was asked for. In this case, all proponents met the requirements of the RFP:

# Submission Requirements as per the RFP

	ParioPlan	EDS Group	Opus Stewart	Stantec
			Weir	
Price	Yes	Yes	Yes	Yes
List of Proposed Team Members	Yes	Yes	Yes	Yes
List of Related Projects	Yes	Yes	Yes	Yes
Project Timelines	Yes	Yes	Yes	Yes
Demonstrated Ability	Yes	Yes	Yes	Yes
OHS Requirements	Yes	Yes	Yes	Yes
Insurance Requirements	Yes	Yes	Yes	Yes
References	Yes	Yes	Yes	Yes
Hourly Rates	Yes	Yes	Yes	Yes
List of Sub-Contractors (if present)	Yes	Yes	Yes	Yes

# **Scoring Matrix as per the RFP**

	ParioPlan	EDS Group	Opus Stewart	Stantec
			Weir	
Price (60 points):	47	60	55	26
Project Understanding (15 points):	15	15	15	10
Past Relationship (10 points):	7	5	5	5
Ability to Deliver the Project (15 points):	15	15	15	15
Total Score:	84	95	90	56

Regarding the scoring matrix, Administration notes the following for Council's information:

- **Price:** The lowest price was awarded full points. All other pricing was awarded points based directly on how their price compared to the lowest price (ex. The EDS price was 92% of the Opus price, so Opus was awarded 92% of the possible 60 points).
- **Project Understanding:** If a proposal demonstrated full understanding of the project, they were awarded full points. If the understanding was significant, but partial they were awarded 10 points. No proposal required scoring below this amount.
- Past Relationship: All firms were automatically awarded 5 points so that firms not
  having worked with Greenview are not disadvantaged. Automatically awarding the
  median also allows for points to be added and subtracted based on past performance.
  Firms gained points for positive work done with Greenview and lost points for negative
  work. In two cases, positive and negative factors cancelled each other out and the score
  did not change.
- Ability to Deliver: Full points were awarded to firms demonstrating that their team had
  the experience and ability to deliver a successful project. All proponents did this and
  lower scoring was not required.

As per the scoring matrix, Administration recommended that EDS Group be awarded the project. While all firms appear more than able to deliver the project, the price difference between the proposals ultimately produced a scoring in favour of EDS Group.



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

# **REQUEST FOR PROPOSALS**

Grande Cache Area Recreation & Residential Development:
Site Identification Study

Municipal District of Greenview #16 4806-36th Avenue, PO Box 1079 Valleyview, AB TOH 3N0

# INTRODUCTION AND SUMMARY

# Grande Cache Rural Development Study

The Municipal District of Greenview No. 16 (Greenview) is located in Northwest Alberta and has offices in Valleyview, Grovedale, and Grande Cache. Geographically, the municipality is the third largest in the Province.

Major industries within Greenview include Oil and Gas, Agriculture, Forestry, Tourism, and Mining. All industries, except for Agriculture, are prevalent within the subject area.

Greenview is actively pursuing population growth and as part of that strategy wishes to identify locations within the Grande Cache area that would be suitable for various forms of recreation nodes and residential development as well as estimated costs for the creation/upgrade of infrastructure to service those locations.

The study seeks only to identify suitable locations and perspective costs. It is expected that the study will include ground truthing to verify suitable locations and be completed before July 31<sup>st</sup>, 2017. Liaising with other agencies such as the Town of Grande Cache, Aseniwuche Winewak Nation, Metis Local 1994, representatives from local Cooperatives and Enterprises, Willmore Wilderness Foundation, local school divisions, Municipal Affairs, and Provincial Departments (Transportation, Environment and Parks) will take place.

Detailed planning designs of possible subdivisions are not a part of the required study.

# PROPORAL SUBMISSION AND GUIDELINES

Proposals submitted to Greenview must be received at Greenview's Main Administration Building by 4:30 p.m. on February 27<sup>th</sup>, 2017. The Main Administration Building is located in Valleyview Alberta at:

4806 36 Avenue Box 1079 TOH 3N0

Proposals must be sealed and include one (1) hard copy and one (1) digital copy in .pdf format on either CD or USB. Facsimiles and email submissions will not be accepted.

# Proposals must include:

- Price as detailed in this RFP;
- A list of proposed team members and experience;
- A list of related and relevant projects carried out by your firm; and,
- A suggested timeline of activities leading to project completion.

Any of the above missing from the proposal will cause the proposal to be deemed non-compliant. Proposals and questions should be sent to the attention of Mike Haugen, Chief Administrative Officer.

# PROJECT PURPOSE AND DESCRIPTION

The Municipal District of Greenview No. 16 has a population of approximately 5200 residents. Our strong economy is distributed across the oil and gas, forestry, agriculture, tourism, and service sectors. Our landscapes range from meadows to mountains, with fantastic outdoor recreation opportunities to explore. Council for Greenview has determined that increasing the population of the municipality and developing tourism and recreational opportunities are all strategic goals for the area.

Given the incredible tourism and recreation opportunities, the Grande Cache area has been selected as a priority zone. Nestled on a mountain plateau Grande Cache is 214 km northwest of Jasper National Park in the Canadian Rocky Mountains. The Bighorn Highway 40 provides a paved corridor connecting Hinton, Alberta with Mile Zero of the Alaskan Highway at Dawson Creek, British Columbia. The City of Grande Prairie and Grande Prairie County have a combined population of over 91,600, and are located 180 km north of Grande Cache, less than a two hour drive away.

Grande Cache is the Gateway to Willmore Wilderness Park, Alberta's greatest mountain treasure. Willmore Wilderness Park has an abundance of trails, big game, alpine flowers, and spectacular waterways. To protect its natural splendor, no motorized vehicles are permitted; visitors can access the park by horseback or on foot.

Outside the park, the Grande Cache area offers outdoor adventures with endless trails for motorized activities that include 4WD, all-terrain vehicles and snow-machines. Fishing, golfing, kayaking, canoeing, rafting, wildlife viewing, and photographic opportunities are all prevalent.

The area has spectacular mountain views, sparkling lakes, rushing rivers, green valleys, and a mass of Crown land. The area in question for this study will include the land identified on the map, attached to this RFP as Schedule A and will largely, but not exclusively, focus on areas near the highway corridor.

Within the study area Greenview wishes to identify potential sites suitable for year-round recreation nodes as well as residential development and possibly commercial nodes.

The final report will be presented to Greenview Council in Valleyview, Alberta and include:

- An overall area map(s) depicting all potential sites;
- Detailed maps depicting individual potential sites;
- Possible locations and routes for municipal infrastructure including roads, water, and sewer;
- Availability/needed upgrades for provision of cellular and high speed internet services for the sites;
- Estimated costs associated with development of the node/community including estimated land acquisition costs;
- Locations relative to pipelines, forestry, and other industry infrastructure which may pose conflicts or have emergency services implications (such as sour gas facilities);
- Identification of environmental issues (caribou habitat, etc.); and,
- A recommended priority of site development based on such factors as costs, expected resale viability, and expected availability of water and digital communications.

The final report will be the property of Greenview to be used in the manner and for the purposes as determined by Greenview.

# PROJECT SCOPE

As part of the scope it is expected that the study will include in-person liaising with external agencies such as:

- Northlands School Division
- Grande Yellowhead Public School Division
- Alberta Transportation
- Alberta Environment and Parks;
- Town of Grande Cache;
- Aseniwuche Development Corporation;
- Metis Local 1994;
- Willmore Wilderness Foundation
- Representatives from Muskeg Seepee Cooperative; Susa Creek Cooperative; Grande Cache Lake Enterprises; Victor Lake Cooperative; Joachim Enterprises; and Wanyandie Flats Cooperative;
- Municipal Affairs
- Local Industry (Energy, Forestry, FMA holders, etc.) as needed; and,
- Other agencies as deemed necessary.

In order to achieve the desired outcomes of the report, the following details will be present:

## Potential Development Site Locations

- Maps depicting identified potential sites (based on attached map in Schedule A);
- The location of these sites in relation to the Town of Grande Cache and local Cooperatives and Enterprises
- Possible locations and routes for municipal infrastructure including roads, water, and sewer;
- Estimated costs associated with provision of all potential shared infrastructure (infrastructure such as collectors, lagoons, water treatment, etc. that may service multiple sites);
- Site locations relative to potential/existing recreation sites as identified by Greenview; and,
- A recommended priority of site development.

Site Specific Information: Recreation Nodes and Residential Sites (information to be provided for each site)

- Estimated site development costs including all infrastructure and land purchase;
- Expected availability of water based on any available data;
- Locations relative to pipelines, forestry, and other industry infrastructure which may pose conflicts or have emergency services implications (such as sour gas facilities);
- Identification of environmental issues (caribou habitat, etc.); and,
- Availability/needed upgrades for provision of cellular and high speed internet services for the sites.

The following activities are not considered to be part of the required report:

- Drilling and testing of possible water sources; and
- Detailed design plans for possible subdivision;

Existing aerial photography will be made available by Greenview as required.

# **PROJECT TIMELINES**

It is expected that this project will begin immediately upon a proponent being chosen by the Greenview Council. This is expected to occur in March 2017.

The successful proponent will provide Greenview with the final report by July 31st, 2017.

# **PROJECT COSTING**

Proponents will include the total cost of conducting the project including all disbursements and expenses, detailed on an attached rate sheet.

Packages should include an itemized list of cost areas including such items as time, expenses, mileage, and disbursements.

Packages will include a clear project total and include ALL project costs including expenses and disbursements. This will be an "all in" cost excluding GST.

Greenview will enter into a services agreement depicting this amount as a project limit for the expected deliverables.

Greenview reserves the right to reject all proposals if a suitable price cannot be obtained.

# **BIDDER QUALIFICATIONS**

Packages will include information regarding the proponent's ability to perform the work and will include references regarding similar type work performed in the past.

The proponent should demonstrate their ability to complete the work either through their own resources or through the management of any necessary subcontractors.

Proponents must have an occupational health and safety program in good standing and be capable of assuming the role of Prime Contractor for this project. Proof of such must be included with the proposal, or the proposal will be deemed to be non-compliant.

Proponents must have suitable insurance coverage including liability insurance in the amount of at least \$2,000,000.00. Proof of insurance must be included with the proposal, or the proposal will be deemed to be non-compliant.

Packages received from any proponent engaged in legal action with Greenview at the current time, or at any point in the last five (5) years will not be accepted as per Municipal District of Greenview No. 16 policy. This provision also applies to any subcontractors listed in the proposal.

# PROPOSAL EVALUATION CRITERIA

The following evaluation criteria will be used to determine the successful bidder. All scores applied as part of the evaluation are determined by Greenview.

Component	Weighting
Price	60
Perceived project understanding	15
Past Relationship/Performance with Greenview	10
Perceived ability to perform the work	15

# **QUESTIONS:**

# Proposals and questions should be sent to the attention of:

Mike Haugen, Chief Administrative Officer MD of Greenview No. 16 4806 36 Avenue PO Box 1079 Valleyview, AB. TOH 3N0

Phone: 780-524-7650

Email: mike.haugen@mdgreenview.ab.ca

# **PROPOSAL DEADLINE:**

Proposals submitted to Greenview must be received at Greenview's Main Administration Building by **4:30 p.m.** on February 27<sup>th</sup>, 2017.

# **CHECK LIST:**

# Did you include all of the requirements in your Proposal?

Clear project total
o Itemized list of cost areas (including time, expenses, mileage, disbursements, etc.)
o Hourly Rate Sheet
List of proposed team members and experience
List of related and relevant projects carried out by your firm
Suggested Timeline of activities leading to project completion
List of References
List of subcontractors to be used (if required)
Proof of Occupational Health and Safety Program
Proof of Insurance

Any of the above missing from the proposal will cause the proposal to be deemed non-compliant.

# SCHEDULE A

- Map of Grande Cache Area -



# REQUEST FOR DECISION

SUBJECT: Community Development Initiative Agreement

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:

DEPARTMENT: CAO SERVICES GM: PRESENTER: MH

STRATEGIC PLAN: Intergovernmental Relations

**RELEVANT LEGISLATION:** 

Provincial (cite) - NA

Council Bylaw/Policy (cite) - NA

### **RECOMMENDED ACTION:**

MOTION: That Council authorize the Reeve and Chief Administrative Officer to execute the proposed Community Development Initiative Agreement with the Town of Fox Creek and Town of Valleyview.

MOTION: That Council authorize Administration to make a payment to the Town of Grande Cache in the amount of \$2,700,000.00 in lieu of 2018 Community Development Initiative funding.

## BACKGROUND/PROPOSAL:

For several years the Municipal District of Greenview has provided funding to the Towns of Valleyview, Grande Cache, and Fox Creek. The amount of base funding has increased over the years and yearly amounts increase or decrease based on changes to Greenview's assessment (if assessment increases, the amount of funding increases, etc.). Given the upcoming dissolution (unconfirmed) of the Town of Grande Cache, the proposed agreement deals only with the Towns of Fox Creek and Valleyview.

The agreements expired at the end of 2017. Council has previously indicated that the Community Development Initiative (CDI) funding arrangement should be continued. The continuation of the CDI agreement was also part of the Town of Valleyview's needs expressed during negotiations for the Greenview Regional Multiplex.

Previously, the agreement has largely been without conditions excepting provisions regarding reporting and dissolution/annexation. Council has previously indicated that they would like to see the following provisions either remain or be added to the new CDI Agreement:

- That Greenview is committed to entering into a long-term agreement (5 years);
- That Greenview would like to see 60 % of the funding be used for Capital works;
- That Greenview would like to see the funding amount tied to assessment of the previous year;
   and,
- That the current provisions regarding reporting, annexation, dissolution, etc. remain in place.

I have recently met with both Town Administrations and both have indicated that they are good with Greenview's proposed changes. The one exception is that the Town of Valleyview has requested that the agreement length be 10 years instead of 5 years. Council should note that the 10 year timeframe is the current wording contained in the proposed agreement. The additional changes have been incorporated into the proposed agreement.

The agreement has also been altered to clarify the assessment numbers used for payment calculations and ties them to the previous year's assessment as depicted in the Tax Rate Bylaw. This allows for both Greenview and the Towns to budget specific and confirmed numbers instead of estimates as are used in budgets currently. Having confirmed numbers allows for all partners to budget more accurately.

Administration is also proposing that the base payment amount be set at \$2.7 Million. If the previous agreement had still been in effect, the 2018 amount paid to each Town would have been \$2,636,547.54. Administration is proposing rounding this number up as it would not change from \$2.7 Million in 2019. The rounded number also creates a simpler number from which to perform calculations. The amount contained in Greenview's 2018 budget for each Town is slightly over \$2.4 Million.

As the Town of Grande Cache is not part of the agreement, Administration is proposing that an amount equal to that that would be received by the other Towns in 2018 (\$2.7 Million) be paid to Grande Cache. This is the purpose of the second recommended motion as a formal agreement for this funding would not be put into place.

Once Greenview Council has endorsed the agreement, it will be forwarded to the Towns for endorsement by their respective Councils.

### BENEFITS OF THE RECOMMENDED ACTION:

- 1. Greenview will be fostering a positive relationship with our urban centres.
- 2. The respective Towns will have certainty regarding future funding from Greenview.

# DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The cost of funding is the only perceived disadvantage related to the recommended motions. Most of the costs associated with this funding were accounted for in the 2018 budget.

### **ALTERNATIVES CONSIDERED:**

Alternative #1: Council may opt to make additional amendments to the agreement.

**Alternative #2:** Council may opt not to renew the CDI agreement.

## FINANCIAL IMPLICATION:

**Direct Costs:** \$8.1 Million

Ongoing / Future Costs: \$5.4 Million (+/-) annually

### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

# PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

## **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

## **FOLLOW UP ACTIONS:**

Administration will communicate Council's endorsement of the Agreement to the Towns.

Administration will process payment to the Town of Grande Cache.

# ATTACHMENT(S):

- Proposed CDI Agreement
- Previous CDI Agreement

#### COMMUNITY DEVELOPMENT INITIATIVE AGREEMENT

### **BETWEEN**

### THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16

(an incorporated municipality in the Province of Alberta herein after known as "Greenview")

On the First Part

### **AND**

# TOWN OF FOX CREEK and TOWN OF VALLEYVIEW

(each respectively being incorporated municipalities in the Province of Alberta and referred to collectively in this agreement as the "Towns")

On the Second Part

WHEREAS: Greenview recognizes and is committed to the well-being of its communities, its environment, and to a high quality of life within the Municipal District; and

WHEREAS: Greenview considers the incorporated urban municipalities contained within its boundaries to be part of its community, its environment, and recognizes that the communities contribute to the quality of life in the region; and

WHEREAS: Greenview acknowledges that economic growth outside of a community may cause strain on that community and its various resources as it strives to accommodate, and develop capacity for, the economic growth; and

WHEREAS: Greenview acknowledges that residents and the industries within the Municipal District benefit from the services and facilities provided by the Towns; and

WHEREAS: Greenview and the Towns acknowledge that each municipality is independent, and responsible for their own residents and the provision of services to their residents, and Greenview is not required to provide funding to the Towns except where the parties have entered into written agreement specifying otherwise; and

WHEREAS: the Municipal District and the Towns are desirous of entering into an agreement to support community development;

NOW THEREFORE the parties in consideration of mutual promises, terms, covenants and conditions set out herein agree as follows:

- 1. Greenview shall provide Community Development Initiative (CDI) funding annually as contemplated under this agreement to each of the Towns that are in good standing as per this agreement, once each year prior to October 31<sup>st</sup> of the year in question, in the amount specified within this agreement.
- 2. Each Town shall receive TWO MILLION SEVEN HUNDREDTHOUSAND DOLLARS (\$2,700,000.00) in Community Development Funding from Greenview for the calendar year of 2018. For the remainder of this agreement each Towns shall receive funding from the Municipal District, each year based on the following:
  - For the purposes of calculating the amount to be given by Greenview to each Town each year, the 2018 non-residential assessment for Greenview, as depicted in Greenview's 2018 Tax Rate Bylaw, shall be used as a base and \$2,700,000.00 shall be used as a base contribution amount;
  - For clarity, non-residential assessment will specifically include the "Non-Residential" and "Machinery and Equipment" property classifications.
  - For 2019 and each year of this agreement following, the non-residential
    assessment depicted in the previous calendar year's Tax Rate Bylaw shall be
    used for calculating assessment for Greenview. The total non-residential
    assessment amount used to calculate taxation for that year shall be compared
    with the base non-residential assessment for Greenview, and a percentage
    increase or decrease, as the case may be, will be derived from this comparison;
  - The base contribution of \$2,700,000.00 shall be adjusted applying this derived percentage increase or decrease, as the case may be, as that percentage is derived each year.
- 3. The Towns agree to provide the Municipal District with a report by July 1<sup>st</sup> (or the first working day following should July 1<sup>st</sup> be a non-working day) of the following year to indicate how the funds provided in the previous year by Greenview were used. This report shall be received by Greenview for information purposes only.
- 4. The Towns agree that 60% of the CDI funding received each year must be utilized to provide capital works within the respective Towns. The specific capital works and costs will be reported as part of the reporting requirement outlined in Section 3 of this agreement. Any Towns proposing to spend less than 60% of the annual funding on capital works are required to have Greenview's written approval in advance.
- 5. Should a Town fail to meet the 60% capital threshold without Greenview's written advance approval, Greenview will be entitled to deduct the shortfall from that respective Town's future annual CDI funding payments.

- 6. The parties acknowledge that funding provided pursuant to any other agreements, including, but not limited to, agreements regarding:
  - a. Airports;
  - b. Cemeteries;
  - c. Family and Community Support Services;
  - d. Fire Services;
  - e. Recreation and Culture Services and Facilities; and
  - f. Medical Clinics

is funding in addition to, and separate from, this funding agreement. This agreement does not affect any funding received by the Towns from the Municipal District under any other valid and duly executed agreement.

- 7. During the term of this agreement, residents of Greenview shall have access to all Town facilities and services in the same manner and on the same terms (financial and otherwise) as residents of the respective Towns.
- 8. During the term of this agreement, specific capital funding requests can be made to the Municipal District by any of the Towns and such a request will be reviewed and considered on a case by case basis by Greenview.
- 9. This Agreement shall expire on December 31<sup>st</sup>, 2027. Prior to that date, this Agreement may be terminated by either party giving six (6) months' notice in writing to the other party. Termination will be effective on the 31<sup>st</sup> day of December, first occurring after the expiry of the six (6) month notice period. Notwithstanding the generality of the foregoing, in the event that one or more of the Towns serves notice to terminate this agreement, the agreement shall continue to be valid and apply for the remaining Town which has not served notice.
- 10. During the term of this agreement it is agreed that annexation or dissolution shall not be pursued by the Towns unless there is mutual advance agreement of Greenview and the Town or Towns in question.
- 11. In the event that any of the Towns applies to the Province of Alberta for any annexation or dissolution without first obtaining the expressed written consent of Greenview, the agreement to provide funding to that municipality will be immediately terminated and the Town in question shall return any funding received during the current year and fifty (50%) of the previous year's funding to Greenview within 30 days of such an action. The amounts owed by the Town in question to Greenview are a debt owed to Greenview.
- 12. Notwithstanding Clause 9, funding during the term of this agreement shall terminate immediately if in the sole opinion of Greenview there are legislative or

regulation changes that negatively affect the assessments or the municipal taxes collected within Greenview and Greenview provides written notice of that opinion to the Towns.

- 13. The Towns shall indemnify and hold harmless Greenview, its employees or agents, from any and all claims, demands, actions and costs whatsoever that may arise, including solicitor client costs, directly or indirectly out of any act or omission of the urban municipality, its employees or agents, resulting directly or indirectly from receiving payment from Greenview or resulting from or related to any services to be provided by the urban municipality pursuant to this agreement. Such indemnification shall survive such funding under this agreement.
- 14. This Agreement may be amended by mutual consent, in writing, of all the Parties hereto.
- 15. Written notices under this Agreement shall be addressed as follows:

In the Case of the Municipal District. to:

Municipal District of Greenview # 16 c/o Chief Administrative Officer 4806 – 36 Avenue, Box 1079 Valleyview, AB TOH 3NO

In the Case of the Towns, to:

Town of Fox Creek c/o Chief Administrative Officer 102 Kaybob Drive, Box 149 Fox Creek, AB TOH 1P0

Town of Grande Cache c/o Chief Administrative Officer 10001 Hoppe Avenue, Box 300 Grande Cache, AB TOE 0Y0

Town of Valleyview c/o Town Manager 4802 50<sup>th</sup> Street, Box 270 Valleyview, AB TOH 3N0

Dated this day of	, 2018.
Municipal District of Greenview	
Reeve	Chief Administrative Officer
Town of Fox Creek	
Mayor	Chief Administrative Officer
Town of Valleyview	
Mayor	Town Manager

# REGIONAL COMMUNITY DEVELOPMENT MEMORANDUM OF AGREEMENT

### BETWEEN

THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16
(an incorporated municipality in the Province of Alberta herein after known as the "Municipal District")
On the First Part

#### AND

# TOWN OF GRANDE CACHE TOWN OF FOX CREEK TOWN OF VALLEYVIEW

(each respectively being incorporated municipalities in the Province of Alberta and referred to collectively in this agreement as the "Towns")

On the Second Part

WHEREAS: the Municipal District recognizes and is committed to the sustainability of its communities, its environment and to a high quality of life within the Municipal District; and

WHEREAS: the Municipal District's Mission Statement is "Providing leadership and services in making our communities strong and vibrant"; and

WHEREAS: the Municipal District considers the incorporated urban municipalities contained within its boundaries to be part of its community, its environment and recognizes that the communities contribute to the quality of life in the region; and

WHEREAS: the Municipal District acknowledges that economic growth outside of a community may cause strain on that community and its various resources as it strives to accommodate, and develop capacity for, the economic growth; and

WHEREAS: the Municipal District acknowledges that residents and the industries within the Municipal District benefit from the services and facilities provided by the Towns; and

WHEREAS: the Municipal District and the Towns acknowledge that each municipality is independent, and responsible for their own residents and the provision of services to their residents, and the Municipal District is not legally required to provide funding to the Towns except where the parties have entered into written agreement specifying otherwise; and

WHEREAS: the Municipal District and the Towns are desirous of entering into an agreement to support community development;

NOW THEREFORE the parties in consideration of mutual promises, terms, covenants and conditions set out herein agree as follows:

- The Municipal District shall provide unconditional Regional Community
  Development Funding as contemplated under this agreement to each of the Towns,
  once each year prior to October 1<sup>st</sup> of the year in question, in the amount specified
  within this agreement.
- Each Town shall receive TWO MILLION DOLLARS (\$2,000,000.00) in Regional Community Development Funding from the MD of Greenview for the calendar years of 2012 and 2013. For 2014-2017, inclusive, each Town shall receive funding from the Municipal District, each year based on the following:
  - For purposes of calculating the amount to be given by the Municipal District to each Town each year, the 2012 non-residential assessment for the MD of Greenview shall be used as a base and \$2,000,000 shall be used as a base contribution amount;
  - Each year, starting in 2014, for which year the 2013 non-residential assessment is
    used for calculating taxation for the MD, the total non-residential assessment
    amount used to calculate taxation for that year shall be compared with the 2012
    non-residential assessment for the Municipal District, and a percentage increase
    or decrease, as the case may be, will be derived from this comparison;
  - The base contribution of \$2,000,000 shall be adjusted applying this derived percentage increase or decrease, as the case may be, as that percentage is derived each year.
- The Towns agree to provide the Municipal District with a report by July 1 of the following year to indicate how the funds provided in the previous year by the Municipal District were used. This report shall be received by the Municipal District for information purposes only.
- 4. The parties acknowledge that funding provided pursuant to any other agreements, including, but not limited to, agreements regarding:
  - a. Airports;
  - b. Cemeteries;
  - c. Family and Community Support Services;
  - d. Fire Services;
  - e. Recreation and Culture Services and Facilities; and
  - f. Medical Clinics

is funding in addition to, and separate from, this funding agreement. This agreement does not affect any funding received by the Towns from the Municipal District under any other valid and duly executed agreement.

- During the term of this agreement, residents of the Municipal District shall have
  access to all urban municipal public facilities and services in the same manner and on
  the same terms (financial and otherwise) as residents of the respective Towns.
- During the term of this agreement, specific capital funding requests can be made to the Municipal District by any of the Towns and such a request will be reviewed and considered on a case by case basis by the Municipal District.
- 7. This Agreement shall expire on December 31, 2017. Prior to that date, this Agreement may be terminated by either party giving six (6) months notice in writing to the other party. Termination will be effective on the 31<sup>st</sup> day of December, first occurring after the expiry of the six (6) month notice period. Notwithstanding the generality of the foregoing, in the event that one or more of the Towns serves notice to terminate this agreement, the agreement shall continue to be valid and apply for the remaining town or towns which have not served notice.
- During the term of this agreement it is agreed that annexation or dissolution shall not be pursued by the Towns unless there is mutual agreement of the Municipal District and the Town or Towns in question.
- 9. In the event that any of the Towns applies to the Province of Alberta for any annexation or dissolution without first obtaining the expressed written consent of the Municipal District, the agreement to provide funding to that municipality will be immediately terminated and the Town in question shall return any funding received during the current year and fifty (50%) of the previous year's funding to the Municipal District within 30 days of such an action. The amounts owed by the Town in question to the Municipal District are a debt owed to the Municipal District.
- 10. Notwithstanding Clause 7, funding during the term of this agreement shall terminate immediately if in the sole opinion of the Municipal District there are legislative or regulation changes that negatively affect the assessments or the municipal taxes collected within the Municipal District and the Municipal District provides written notice of that opinion to the Towns.
- 11. The Towns shall indemnify and hold harmless the Municipal District, its employees or agents, from any and all claims, demands, actions and costs whatsoever that may arise, including solicitor client costs, directly or indirectly out of any act or omission of the urban municipality, its employees or agents, resulting directly or indirectly from receiving payment from the Municipal District or resulting from or related to any services to be provided by the urban municipality pursuant to this agreement. Such indemnification shall survive such funding under this agreement.
- 12. This Agreement may be amended by mutual consent, in writing, of all the Parties hereto.
- 13. Written notices under this Agreement shall be addressed as follows:

In the Case of the Municipal District, to:

Municipal District of Greenview # 16 c/o Chief Administrative Officer 4707 - 50 Street, Box 1079 Valleyview, AB T0H 3N0

In the Case of the Towns, to:

Town of Fox Creek c/o Town Manager

Town of Grande Cache c/o Town Manager

Town of Valleyview c/o Town Manager

14. This agreement replaces the Regional Community Development agreements existing as of the date of this agreement, between the parties. Those existing agreements are terminated as of the date of this agreement.

15. Dated this 13<sup>th</sup> day of March , 2012.

Municipal District of Greenview

Reeve Chief Administrative Officer

Town of Fox Creek

Town of Grande Cache

X Krewisek

Town of Valleyview

Mayor

Chief Administrative Officer

Chief Administrative Officer



# REQUEST FOR DECISION

SUBJECT: Grande Cache Transition Services

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:

DEPARTMENT: CAO SERVICES GM: PRESENTER: MH

STRATEGIC PLAN: Level of Service

## **RELEVANT LEGISLATION:**

Provincial (cite) - NA

Council Bylaw/Policy (cite) - NA

### **RECOMMENDED ACTION:**

MOTION: That Council authorize the Chief Administrative Officer to negotiate and enter into an agreement with Denise Thompson for the provision of transition services related to the dissolution of the Town of Grande Cache.

## BACKGROUND/PROPOSAL:

Confirmation regarding the dissolution of the Town of Grande Cache has not been received from the Province. Despite this, Greenview continues to make preparations for absorbing the municipality of Grande Cache.

To this end, Administration is seeking Council's approval to negotiate and enter into an agreement with the Town's current Chief Administrative Officer so as to retain that individual in order to assist with the transition. The agreement will be dependent upon the dissolution of the Town and its length will depend on the date of dissolution.

The individual would be acting as a contractor for Greenview, as their contract with the Town would expire upon dissolution. The costs of this contract would be comparable to other contractor rates and it is expected that the costs would be funded from transition funding received from the Province. Should this not be an option, funding would have to come from Greenview's own financial resources.

Administration feels that the current Town CAO is in the best position to assist with the transition given their knowledge of Town operations, familiarity with Town staff, and working relationship with Greenview's Chief Administrative Officer. Entering into this arrangement would give the staff of Grande Cache some reassurance and prevent the Town's CAO from being viewed as a "lame duck". As discussed during the facility tour, it is anticipated that many Grande Cache operations would be transitioned over a period of time. The proposed arrangement would also allow for a day to day Greenview presence in Grande Cache to oversee those operations.

### BENEFITS OF THE RECOMMENDED ACTION:

1. It is believed that this arrangement will facilitate a smoother transition while easing concerns that staff and the public may have.

### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion other than cost.

## **ALTERNATIVES CONSIDERED:**

Alternative #1: Council has the option to deny this request.

### FINANCIAL IMPLICATION:

**Direct Costs:** Unknown at this time.

**Ongoing / Future Costs: NA** 

## STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

## PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

## **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

## **FOLLOW UP ACTIONS:**

Administration will continue negotiations with finalize a contract.

# ATTACHMENT(S):

None



# REQUEST FOR DECISION

SUBJECT: DeBolt Land Purchase

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION MEETING DATE: November 13, 2018 CAO: MH MANAGER: SW DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW

STRATEGIC PLAN: Development

**RELEVANT LEGISLATION:** 

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

### **RECOMMENDED ACTION:**

MOTION: That Council authorize Administration to purchase 2.28 acres located on NW12 – 72 -1 W6M, with the purchase price not to exceed \$65,000.

MOTION: That Council authorize Administration to transfer \$65,000 from contingency reserves for the purpose of purchasing 2.28 acres located on NW12 – 72 – 1 W6M.

## BACKGROUND/PROPOSAL:

In August of 2018, Council directed Administration to pursue the purchase of a 2.28 acre parcel of land on the northwest border of the hamlet of DeBolt for the purpose of establishing seniors' housing units. This direction was precipitated by the need to relocate the existing seniors' housing buildings, Edna Stevenson and Laura DeBolt Manor. Currently, they are located on the bank of DeBolt Creek within the Hamlet of DeBolt and are owned by the Alberta Social Housing Corporation and offered a total of 8 self-contained living accommodation units. In recent years, after the slide of the creek bank, Alberta Health Services determined that the buildings were located too close to the unstable banks and deemed the units as unsafe to live in, as well as not fiscally prudent to allocate funds to stabilize the deteriorating bank due to the land being privately owned by the Grande Spirit Foundation.

The support for seniors housing to remain in the hamlet of DeBolt was formally explored in the fall of 2017 when Greenview conducted a Senior Housing Survey. The result of the survey clearly indicated local desire to retain senior housing. When this desire was conveyed to the Alberta Social Housing Corporation, they expressed to Greenview that they may consider the possibility of providing funding to have the buildings moved if Greenview could secure alternate serviced land.

The purchase of the 2.28 acres will allow the buildings to be relocated approximately 150 meters north, on the same street which they are currently located. The asking price for the land is \$82,000.00 and was established from a table top appraisal review upon the landowners' request. However, after completing a site visit, Administration believes that approximately 1 acre of the 2.28 acres is suitable for development for

the intended purpose with the remaining landbase being limited due to topographic slope and the existing footprint from DeBolt Creek. As a result, Administration had a detailed third party land appraisal completed, which determined the value to be \$52,000.00.

Administration recommends a spending limit of \$65,000.00 for the purchase of the land, including all associated purchase fees. This price does not include any land development such as access to electricity, water, sewer and gas which occur up to the property line or any required land preparation and subsequent landscaping. It has also been noted that the buildings to be moved were constructed in the 1970's resulting in the likelihood of structural and finishing upgrades being required if moved.

### BENEFITS OF THE RECOMMENDED ACTION:

- The benefit of Council accepting the recommended motion is that Greenview will secure land that can be used to accommodate seniors housing in the Hamlet of DeBolt, which, as identified through a survey is the desire of the community.
- 2. The benefit of Council accepting the recommended motion is that the secured land can accommodate both the Edna Stevenson Building and the Laura DeBolt Manor or other housing options on the property can be explored.

### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that the development area of the property is limited due to topographic slope and the existing footprint of the DeBolt Creek.

## **ALTERNATIVES CONSIDERED:**

### Alternative #1:

Council has the alternative to purchase the property for the asking price of \$82,000.00, however, Administration research has shown that this price in not reflective of its actual value.

## Alternative #2:

Council has the alternative to not purchase the property and direct Administration to continue searching for other suitable properties in the area, however, Administration has not been able to locate other properties for sale in the immediate area at this time.

## FINANCIAL IMPLICATION:

### **Direct Costs:**

Direct costs to the recommended motion is \$65,000.00.

### STAFFING IMPLICATION:

Staffing implications to the recommended motion include time required to purchase the property.

## PUBLIC ENGAGEMENT LEVEL:

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

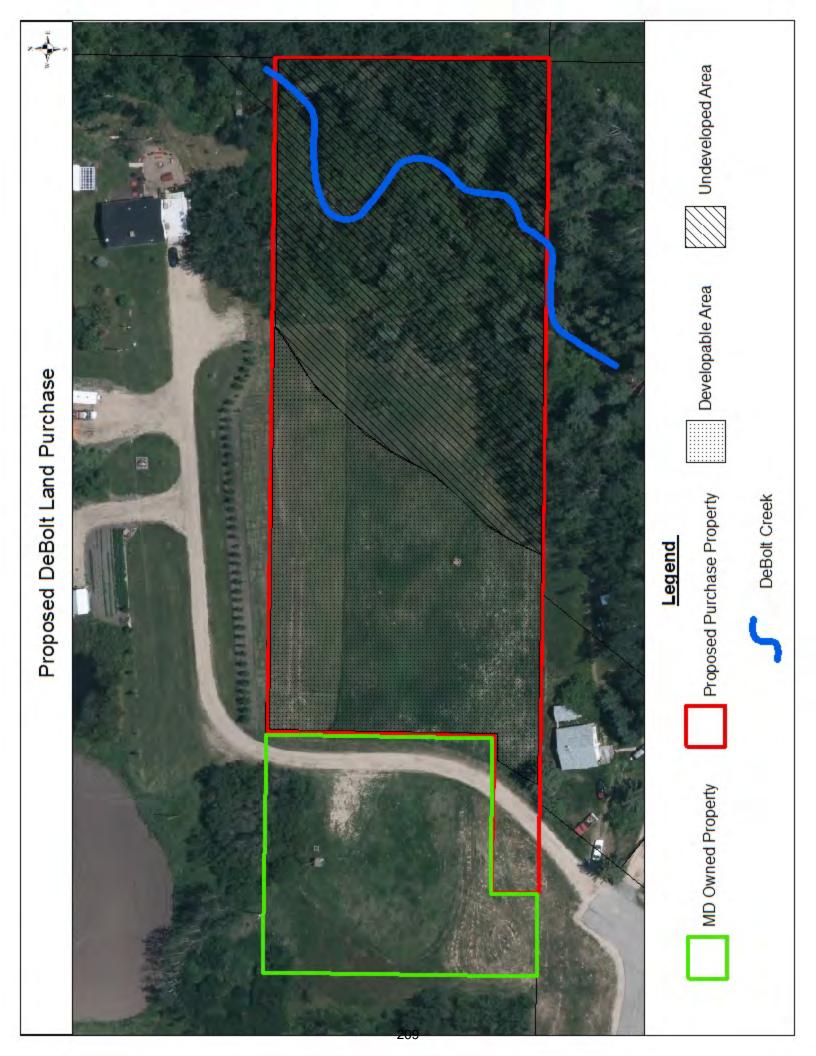
Inform - We will keep you informed.

# **FOLLOW UP ACTIONS:**

Administration will proceed accordingly with Council's decision.

# ATTACHMENT(S):

- Land Purchase Map
- Area Map
- Land Appraisal Report



# Edna Stevenson and Laura DeBolt Relocation Option Map



VL-18-AD0392-DBR

File No. Vacant Lot

# APPRAISAL OF



A vacant 2.28 acre rural lot

# LOCATED AT:

No civic address assigned Municipal District of Greenview No.16, AB

# FOR:

The MD of Greenview No.16 Box 1079, 4806 36 Avenue Valleyview, AB T0H 3N0

# BORROWER:

## AS OF:

October 16, 2018

# BY:

Alan A. Duncan AACI

#### Plant & Associates Appraisal Services Inc.

Unit #105 - 9507 100 Avenue Peace River, AB T8S 1J3

October 17, 2018

### The MD of Greenview No.16

Attention: Stacey Wabick, Community Services Box 1079, 4806 36 Avenue

Valleyview, AB TOH 3NO

Address of Property:

No civic address assigned

Municipal District of Greenview No. 16, AB

Market Value: \$

52,000

In accordance with your request and authorization, an investigation, analysis and valuation report, on the above described property, a vacant 2.28 acre rural lot, has been completed for the purpose of estimating the 'Market Value' of the subject property as of the effective date of this valuation report for the purpose of municipal planning.

After careful consideration of all the factors that affect value, the 'Market Value' of the property has been estimated to be as referenced above. The estimation of market value has been performed based on the extraordinary assumptions that full utility servicing is available to the subject property and that no geotechnical issues exist which would prevent or impair the development of the westerly portion of the subject property.

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

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

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

The analysis, opinions and conclusions were developed, and this report has been prepared in conformity with the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP) as promulgated by the Appraisal Standards Board of the Appraisal Institute of Canada.

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

Alan A. Duncan AACI

Form produced using ACI software, 800 234,6727 www.aciweb.com

# RESIDENTIAL LAND APPRAISAL REPORT

				100	-						
ATTENTION: S	he MD of Green			~		Alan A. Du					
	and the state of the state of	Community Services		- 1	COMPANY:	Plant & As	sociates Apprais	sal Services Inc.			
Tallet and the Control	ox 1079, 4806 3	W. W. S			ADDRESS:	#105 - 950	7 100th Avenue	173			
The second second	alleyview, AB T	0H 3N0		0 0		Peace Riv	er, AB T8S 1J3				
E+MAIL:				A A	E-MAIL:	plantgp@t	elus.net			App	raisal Institu
PHONE:		FAX:			PHONE	(780) 624-	1836	FAX:			of Canada
PROPERTY ADDR	ESS: No civio	address assigned				CITY: Mun	cipal District of (	Greenview No.16	PROVINCE:	AD DOOT	
LEGAL DESCRIP	TION: That po	rtion of the NW 1/4 of S	Section 12, Towns	ship 72, Range	1, W6M as	narratively d	escribed within (	Certificate of Title 91	2.072.062./654	AD PUBLI	L CODE: TOH 3NO
117 2 1							Secretary William				
MUNICIPALITY A	ND DISTRICT: M	unicipal District of Gree	enview No.16					Source:	Alberta Land	i illes Spatial I	nformation System
ASSESSMENT:	Land \$ 53	222	Assessment Date: 20	017		Tiv	25 \$ 282.73	V 0046			
EXISTING USE:	Vacant / Unimp					744	5 2 202.75	Year 2018	3		
NAME: The Mur	icipal District of	Greenview No.16							-	2577777	
	X To estimate n					-			Name Type:	Client of this re	port
INTENDED USE:			ond mortgage financing	was Dia	Charles I	E.L.	and the same				
		e Municipal District of (			onventional	X Municipa	l planning				
REQUESTED BY			Greenview No. 16	and its represe	entatives						
VALUE:	X Current										
PALUE.		Retrospectiv	- 12 ch - 1								
DDODEDTY DIGH		riginal report completed on	-	with an effec	ctive date of	n/a			File No. n/	a	
PROPERTY RIGH			Leasehold	Condominiu							
		NTEREST, PHYSICAL SEC		HOLDING7	X No	Yes (if yes,	see comments)				
APPROACHES US		DIRECT COMPARISON AP									
		& LIMITING CONDITIONS	NO		X YES (see	e attached adde	ndum)				
HYPOTHETICAL (			X NO		YES (see	e attached adde	ndum. A hypothetica	al condition requires an ex	traordinary assum	notion)	
JURISDICTIONAL	EXCEPTION		X NO			e attached adde			o documenty mander	priory	
NATURE OF DIST	RICT: X Resid	ential Commercial	Industrial	X Agricultur						r.	
TYPE OF DISTRIC	T: X Urban	Suburban	Rural	Recreatio	nal 🗍			AGE RANGE OF PROP	CDTICE I	From	Ta
TREND OF DISTR	ICT: Improv	ring X Stable	Transition	Deteriorat				A CONTRACTOR OF STREET		4	40+
BUILT-UP:	Over 7	5% 25 - 75%	Under 25%	X Rural	9			PRICE RANGE OF PRO		\$ 80,000	\$ 740,000
CONFORMITY 5	Size: Larger	Similar	X Smaller					As per information p			
			[X] Sinding.					MARKET OVERVIEW:	Supply:	High X	verage Low
									Demond		
							0		Demand:	High/	werage X Low
COMMENTS:								PRICE TRENDS:	=	Increasing X S	
COMMENTS:	anneal renyimes to a									Increasing X S	table Declin
Value trends, market a	ippeal, proximity to e	roloyment and amenities, antic	ipated public/private imp	rovements, apparer	if detrimental con	nditions (railroad tr	acks, unkempt propert	es, majortraffic artivies, hum	m facilities commun	Increasing X S	itable Declin
Value trends, market a	berry is a vacar	t rural lot which is local	ted within the MD	of Greenview	and adjacer	nt to the Ham	acks, unkempt properti	ies, major traffic arteries, trydi	ro facilities, commer	Increasing X S	table Declin
Value trends, market a The subject pro- residents as per	the 2016 Fede	ral Census. The prope	erty is located in a	of Greenview rural area whi	and adjacer ch includes r	nt to the Ham rural acreage	icks, unkempt propertiet of DeBolt mu	ks, major traffic arteries, hydr nicipal boundary. Th	ro facilities, commer	increasing X s	dfill sizes)  Junity with +/- 121
Value trends, market a The subject propresidents as per no known negat	the 2016 Fede ive influences v	ral Census. The proper within the neighbourhoo	erty is located in a od which would ha	of Greenview rural area whi ve an adverse	and adjacer ch includes r impact on the	nt to the Ham rural acreage he market va	acks, unkempt properties of DeBolt must, home quarter, up of the subler	es, major traffic arteries, hydr nicipal boundary. Th s, agricultural use qu	ro facilities, commer ne Hamlet of D larter sections	cial/industrial sites, lar eBolt is a command forested cre	odfil stes) nunity with +/- 121 nown lands. There a
Value trends, market in The subject pro- residents as per no known negat neighbourhood	the 2016 Fede ive influences vare available wi	ral Census. The proper within the neighbourhoothin the neighbouring of	erty is located in a od which would ha	of Greenview rural area whi ve an adverse	and adjacer ch includes r impact on the	nt to the Ham rural acreage he market va	acks, unkempt properties of DeBolt must, home quarter, up of the subler	es, major traffic arteries, hydr nicipal boundary. Th s, agricultural use qu	ro facilities, commer ne Hamlet of D larter sections	cial/industrial sites, lar eBolt is a command forested cre	odfil stes) nunity with +/- 121 nown lands. There a
Value trends, market a The subject pro- residents as per no known negat neighbourhood +/-61 km's SW	the 2016 Fede ive influences v are available wi along Highway	ral Census. The proper within the neighbourhoothin the neighbouring of	erty is located in a od which would ha	of Greenview rural area whi ve an adverse	and adjacer ch includes r impact on the	nt to the Ham rural acreage he market va	acks, unkempt properties of DeBolt must, home quarter, up of the subler	es, major traffic arteries, hydr nicipal boundary. Th s, agricultural use qu	ro facilities, commer ne Hamlet of D larter sections	cial/industrial sites, lar eBolt is a command forested cre	odfil stes) nunity with +/- 121 nown lands. There a
Value trends, market in The subject pro- residents as per no known negat neighbourhood in 61 km's SW	the 2016 Fede ive influences v are available wi along Highway	ral Census. The proper within the neighbourhoothin the neighbouring of	erty is located in a od which would ha	of Greenview rural area whi ve an adverse	and adjacer ch includes r impact on the population: 1	nt to the Ham rural acreage he market va	icks, unkempt properties let of DeBolt mu s, home quarter ue of the subject 1+1-53 km's SE	ies, major traffic arteries, hyd nicipal boundary. Th s, agricultural use qu at property. Shopping along Highway 43) a	rofacilities, commer ne Hamlet of D larter sections g and services and Grande Pr	cial/industrial sites, iar eBolt is a command forested con for the resident: airie, AB (popula	orable Declar
Value trends, market at The subject properties as per no known negat neighbourhood at +/-61 km's SW SITE DIMENSIONS:	the 2016 Fede ive influences v are available wi along Highway	rural forwhich is local ral Census. The prope within the neighbourhoo thin the neighbouring of 43).	erty is located in a od which would ha	of Greenview rural area whi ve an adverse lleyview, AB (	and adjacer ch includes r impact on the population: 1	nt to the Ham rural acreage he market va 1,863, located	icks, unkempt properties of DeBolt must, home quarter use of the subject +/-53 km's SE	ies, major traffic arteries, trydinicipal boundary. This, agricultural use quet property. Shopping along Highway 43) a	ro facilities, commer ne Hamlet of D parter sections g and services and Grande Pr	increasing X s cial/industrial sites, lar eBolt is a comm and forested on for the resident airie, AB (popula	contable Declinication Declini
Value tronds, market in The subject properties as per no known negat neighbourhood in +/- 61 km's SW STE DIMENSIONS: .OT SIZE:	the 2016 Fede ive influences vare available wi along Highway Irregular 2.28	rural forwhich is local ral Census. The prope within the neighbourhoo thin the neighbouring of 43).	ted within the MD arty is located in a od which would ha communities of Va  Unit of Measurement	of Greenview rural area whi ve an adverse lleyview, AB (	and adjacer ch includes r impact on the population: 1	nt to the Ham rural acreage he market va 1,863, located	icks, unkempt properties of DeBolt muss, home quarter use of the subject +/- 53 km's SE  X Telephone  Open Ditch	ies, major traffic arteries, trydinicipal boundary. This, agricultural use quet property. Shopping along Highway 43) a	ro facilities, commer ne Hamlet of D varter sections g and services and Grande Pr Storm St X Electric	increasing X s cial/industrial sites, lar eBolt is a comm and forested on for the resident aine, AB (populi ewer X San	brighte Declinication Declinic
Value trends, market i, The subject proj residents as per no known negat neighbourhood +/- 81 km's SW SITE DIMENSIONS: .OT SIZE: Source:	the 2016 Fede ive influences vare available wi along Highway Irregular 2.28 Alberta Land 1	rural forwhich is local ral Census. The prope within the neighbourhood thin the neighbouring of 43).	ted within the MD arty is located in a od which would ha communities of Va  Unit of Measurement of System	of Greenview rural area whi we an adverse illeyview, AB (i	and adjacer ch includes r impact on the population: 1	nt to the Ham rural acreage he market va 1,863, located ITILITIES:	ocks, unkempt properties of DeBolt muss, home quarter use of the subject +/-53 km's SE  X Telephone Open Dirch X Municipat	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a	ro facilities, commer ne Hamlet of D sarter sections g and services and Grande Pr Storm Si X Electric X Municip	increasing X s cial/industrial sites, lar eBolt is a comm and forested cr for the resident airie, AB (popula ewer X San city pal water and se	orbitable Declar  bedfill sizes)  country with +/- 121  country with e/- 121  country with e/- 121  country lands. There a  s in the rural  ation: 63,166, local  tary Sewer Sep
Value trends, market i, The subject proj residents as per residents as per neighbourhood +/- B1 km's SW SITE DIMENSIONS: LOT SIZE: Source:	the 2016 Fede ive influences vare available wi along Highway Irregular 2.28 Alberta Land 1	rural forwhich is local ral Census. The prope within the neighbouring of this the neighbouring of 43).	ted within the MD arty is located in a od which would ha communities of Va  Unit of Measurement of System	of Greenview rural area whi we an adverse illeyview, AB (i	and adjacer ch includes reimpact on the population: 1	nt to the Ham rural acreage the market va 1,863, located ITILITIES: WATER SUPPLY: issumed to be	acks, unkempt properties of DeBolt muss, home quarter use of the subject +/- 53 km's SE  X Telephone Open Ditch X Municipal e available to the	ies, major traffic arteries, hydinicipal boundary. This, agricultural use quet property. Shopping along Highway 43) a X Natural Gas Holding Tank Private Welter State, based on its lo	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm S X Electric X Municipated adjacen	increasing X s calindustrial sizes, iar eBolt is a comm and forested on for the resident airie, AB (popula ewer X San sity bal water and se t to the Hamlet of	idable Declin
Value trends, market; The subject projection for subject projection	the 2016 Fede ive influences ware available wi along Highway Irregular 2.28 Alberta Land 1 Partially level	rural forwhich is local ral Census. The prope within the neighbouring of this the neighbouring of 43).	ted within the MD arty is located in a od which would ha communities of Va  Unit of Measurement of System	of Greenview rural area whi we an adverse illeyview, AB (i	and adjacer ch includes reimpact on the population: 1	nt to the Ham rural acreage he market va 1,863, located ITILITIES:	cks, urkempt properties of DeBolt mu s, home quarter ue of the subject y+f-53 km's SE  X Telephone Open Ditch X Municipal available to the	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a   X Natural Gas Holding Tank Private Welt esite, based on its lo	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm St X Electric X Municip cated adjacen Lang	increasing X s cial/industrial sites, lar eBolt is a comm and forested cr for the resident airie, AB (popula ewer X San city pal water and se	idable Declin
Value trends, market a The subject propresidents as per no known negat	the 2016 Fede ive influences ware available wi along Highway Irregular 2.28 Alberta Land 1 Partially level	rural forwhich is local ral Census. The prope within the neighbouring of this the neighbouring of 43).	ted within the MD arty is located in a od which would ha communities of Va  Unit of Measurement of System	of Greenview rural area whi we an adverse illeyview, AB (i	and adjacer ch includes r impact on th population: 1	nt to the Ham nural acreage he market va 1,863, located ITILITIES: WATER SUPPLY: ISSUMED to be EATURES:	cks, urkempt properties of DeBolt mu s, home quarter ue of the subject y +/- 53 km's SE  X Telephone Open Ditch X Municipal available to the X Gravel Road	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a  X Natural Gas Holding Tank Private Welt e site, based on its lo	ro facilities, commerce me Hamilet of D marter sections g and services and Grande Pr  Storm S  X Electric X Municip cated adjacen  Lane	increasing X s calindustrial sizes, iar eBolt is a comm and forested on for the resident airie, AB (popula ewer X San sity bal water and se t to the Hamlet of	idable Declin
Value trends, market; The subject proj residents as per no known negat neighbourhood +/- 61 km's SW SITE DIMENSIONS: .OT SIZE: CONFIGURATION:	the 2016 Fede ive influences vare available wi along Highway Irregular 2.28 Alberta Land 1 Partially level	rural lot which is local rail Census. The proper rail Census. The proper rail thin the neighbouring of thin the neighbouring of the reighbouring of the rail that the reighbouring of the reighbouring of the rail that the rail t	ted within the MD arty is located in a od which would ha communities of Va  Unit of Measurement of System	of Greenview rural area whi we an adverse illeyview, AB (i	and adjacer ch includes r impact on th population: 1	nt to the Ham nural acreage he market va 1,863, located ITILITIES: WATER SUPPLY: ISSUMED to be EATURES:	cks, urkempt properties of DeBolt muss, home quarter use of the subject #1-53 km's SE  X Telephone Open Ditch X Municipal available to the X Gravel Road Street Lights Overhead	ies, major traffic arteries, hydinicipal boundary. This, agricultural use quet property. Shopping along Highway 43) a   X Natural Gas Holding Tank Private Welt a site, based on its loo Paved Road Cablevision X Underground	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm S X Electric X Munici cated adjacen	increasing X s cial/industrial sizes, iar eBolt is a comm and forested on for the resident aine, AB (popula ever X San city bal water and se t to the Hamlet of	idable Declin  Idable
Value trends, market; The subject proj residents as per no known negat neighbourhood +/- 61 km's SW SITE DIMENSIONS: .OT SIZE: CONFIGURATION:	the 2016 Fede ive influences vare available wi along Highway Irregular 2.28 Alberta Land 1 Partially level	rural lot which is local rail Census. The proper proper proper thin the neighbouring of thin the neighbouring of the thin thin the neighbouring of the thin thin the thin thin the neighbouring of the thin thin thin thin thin thin the neighbouring of the thin thin thin thin thin thin thin thin	ted within the MD  orty is located in a  od which would ha  communities of Va  Unit of Measurement  o System  ong a natural cree	of Greenview rural area whi ve an adverse illeyview, AB (i Acres	and adjacer ch includes r impact on th population: 1	nt to the Ham nural acreage he market va 1,863, located ITILITIES: WATER SUPPLY: ISSUMED to be EATURES: LECTRICAL: ANDSCAPING:	icks, unkempt properties of DeBolt muss, home quarter use of the subject in 4-53 km/s SE  X Telephone Open Disch X Municipal e available to the X Gravel Road Street Lights Overhead Good	ies, major traffic arteries, hydricipal boundary. This, agricultural use quest property. Shopping along Highway 43) a   X Natural Gas Holding Tank Private Welt e site, based on its lo Paved Road Cablevision X Underground Average	ro facilities, commercial land and services and Grande Programmer Storm St. X. Electric X. Municipated adjacen Lane	increasing X s cial/industrial sites, lar eBolt is a comm and forested cro for the resident airie, AB (popula ewer X San city bal water and se t to the Hamlet of X Poor	idable Declar
Value trends, market; The subject proj residents as per no known negat neighbourhood +/- 61 km's SW site DIMENSIONS: LOT SIZE: TOPOGRAPHY: CONFIGURATION:	the 2016 Fede ive influences vare available wi along Highway Irregular 2.28 Alberta Land 1 Partially level	rural lot which is local rail Census. The proper rail Census. The proper rail census. The proper rail census thin the neighbouring of 43).  It ittle Spatial Information o rolling with banks alcoholing with banks alcoholi	ted within the MD  arty is located in a but which would ha  communities of Va  Unit of Measurement of System  and a natural cree  Source: Bylaw No.1	of Greenview rural area whi ve an adverse illeyview, AB (i Acres	and adjacer ch includes r impact on th population: 1  W  a  FI  CI	nt to the Ham nural acreage he market va 1,863, located ITILITIES: WATER SUPPLY: ISSUMED to be EATURES: LECTRICAL: ANDSCAPING: URB APPEAL:	icks, unkempt properties, home quarter use of the subject in 47-53 km's SE  X Telephone Open Ditch X Municipal is available to the Street Lights Overhead Good Good	ies, major traffic arteries, hydricipal boundary. This, agricultural use quest property. Shopping along Highway 43) a   X Natural Gas Holding Tank Private Welt e site, based on its loo Paved Road Cablevision X Underground Average X Average	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Fair	increasing X s calindustrial sites, lar eBolt is a comm and forested cm for the resident airie, AB (populi ever X San city Dal Water and se t to the Hamlet of X Poor Poor	idable Declin  confil sizes)  uunity with +/- 121  own lands. There as in the rural  ation: 63,166, locat  tary Sewer Sep  swer services are  of DeBolt.  walk Curt  Natural regrows
Value tends, market i, The subject proj residents as per no known negat neighbourhood i r/- 61 km's SW SITE DIMENSIONS: COT SIZE: COPOGRAPHY: CONFIGURATION: CONFIGURATION: CONFIGURATION: CONFIGURATION:	the 2016 Fede ive influences vare available wi along Highway Imegular 2.28 Alberta Land 1 Partially level Irregular Agricultural Or	rural lot which is local rail Census. The proper in the neighbourhood thin the neighbouring of 43).  If the Spatial Information or rolling with banks also reliance (A-1) District	ted within the MD  arty is located in a but which would ha  communities of Va  Unit of Measurement of System  and a natural cree  Source: Bylaw No.1	of Greenview rural area whi ve an adverse illeyview, AB (i Acres	and adjacer ch includes r impact on th population: 1  W a Fi  El  U Cl	nt to the Ham nural acreage he market va 1,863, located ITILITIES: VATER SUPPLY: ISSUMED to be EATURES: LECTRICAL: ANDSCAPING: URB APPEAL: he subject pr	icks, unkempt properties, home quarter use of the subject in 1-1-53 km's SE  X Telephone Open Ditch X Municipal B available to the Street Lights Overhead Good Good Operty is well look	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a   X Natural Gas Holding Tank Private Welt a site, based on its locatile vision X Underground Average X Average	ro facilities, commerce ne Hamlet of De narter sections g and services and Grande Pr Storm St X Electric X Municip cated adjacen Lane Fair Fair Hamlet of Det	increasing X s  calindustrial sites, lar  eBolt is a comm  and forested cri  for the resident  airie, AB (populi  ewer X San  city  Dal Water and se  t to the Hamlet of  X Poor  Poor  poolt and has goo	idable Declar  Idable
Value tends, market i,  If he subject projection in the subject project projec	the 2016 Fede ive influences v are available wi along Highway Imegular 2.28 Alberta Land 1 Partially level Irregular Agricultural Or CONTROLS (see	rural lot which is local rail Census. The proper within the neighbourhood thin the neighbouring of 43).  If the Spatial Information or rolling with banks also re (A-1) District  Scomments): None known	ted within the MD  arty is located in a but which would ha  communities of Va  Unit of Measurement of System  and a natural cree  Source: Bylaw No.1	of Greenview rural area whi ve an adverse illeyview, AB (i Acres	and adjacer ch includes r impact on th population: 1  W a Fi  El  G G TT si	nt to the Ham nural acreage he market va 1,863, located ITILITIES: VATER SUPPLY: ISSUMED to be EATURES: LECTRICAL: ANDSCAPING: URB APPEAL: the subject pr tet for potenti	icks, unkempt properties of DeBolt muss, home quarter use of the subject 1+7-53 km's SE  X Telephone Open Ditch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Operty is well local single family r	ies, major traffic arteries, hydinicipal boundary. This, agricultural use quet property. Shopping along Highway 43) a Natural Gas Holding Tank Private Welt esite, based on its lower age X Average adjacent to the residential development.	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Hamlet of Det ant. The subje	increasing X standard stees, tare eBolt is a command forested crufor the resident airie, AB (popularie, AB (popularie), AB (po	idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable 121  Idable 121  Idable 122  Idable 123  Idable 124  Idable 125
Value tends, market i,  Fhe subject projection of the subject project projec	the 2016 Fede ive influences vare available wi along Highway Imegular 2 28 Alberta Land 1 Partially level Irregular Agricultural Or CONTROLS (see	rural lot which is local rail Census. The proper within the neighbouring of thin the neighbouring of thin the neighbouring of the control of	ted within the MD  orty is located in a od which would ha communities of Va  Unit of Measurement or System  ong a natural cree	of Greenview rural area whi ve an adverse illeyview, AB (i Acres	and adjacer ch includes r impact on th population: 1  W a Fi  El  U Cc  TTI si re	nt to the Ham nural acreage he market va 1,863, located ITILITIES: VATER SUPPLY: ISSUMED to be EATURES: LECTRICAL: ANDSCAPING: URB APPEAL: the subject pr tet for potenti	icks, unkempt properties of DeBolt muss, home quarter use of the subject 1+7-53 km's SE  X Telephone Open Ditch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Operty is well local single family r	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a   X Natural Gas Holding Tank Private Welt a site, based on its locatile vision X Underground Average X Average	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Hamlet of Det ant. The subje	increasing X standard stees, tare eBolt is a command forested crufor the resident airie, AB (popularie, AB (popularie), AB (po	idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable 121  Idable 121  Idable 122  Idable 123  Idable 124  Idable 125
Value tends, market i, The subject proj residents as per no known negat neighbourhood i r/- 61 km's SW SITE DIMENSIONS: COT SIZE: CONFIGURATION: CONING: OTHER LAND USE USE CONFORMS: SSSEMBLAGE ITLE SEARCHED:	the 2016 Fede ive influences v are available wi along Highway Imegular 2.28 Alberta Land 1 Partially level Irregular Agricultural Or CONTROLS (see	rural lot which is local rail Census. The proper within the neighbourhood thin the neighbouring of 43).  If the Spatial Information or rolling with banks also re (A-1) District  Scomments): None known	ted within the MD  orty is located in a od which would ha communities of Va  Unit of Measurement or System  ong a natural cree	of Greenview rural area whi ve an adverse illeyview, AB (i Acres	and adjacer ch includes r impact on th population: 1  W a Fi  El  U Cc  TTI si re	nt to the Ham nural acreage he market va 1,863, located ITILITIES: VATER SUPPLY: ISSUMED to be EATURES: LECTRICAL: ANDSCAPING: URB APPEAL: the subject pr tet for potenti	icks, unkempt properties of DeBolt muss, home quarter use of the subject 1+7-53 km's SE  X Telephone Open Ditch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Operty is well local single family r	ies, major traffic arteries, hydinicipal boundary. This, agricultural use quet property. Shopping along Highway 43) a Natural Gas Holding Tank Private Welt esite, based on its lower age X Average adjacent to the residential development.	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Hamlet of Det ant. The subje	increasing X standard stees, tare eBolt is a command forested crufor the resident airie, AB (popularie, AB (popularie), AB (po	idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable 121  Idable 121  Idable 122  Idable 123  Idable 124  Idable 125
Value tends, market i, The subject proj residents as per no known negat neighbourhood i neighb	the 2016 Fede ive influences vare available will along Highway Irregular 2.28 Alberta Land Teartially level if Irregular Agricultural Or CONTROLS (see	rai Census. The proper inthin the neighbourhood thin the neighbourho	ted within the MD  arty is located in a ad which would ha communities of Va  Unit of Measurement a System  ong a natural cree  Source: Bylaw No.1	of Greenview rural area whi ve an adverse illeyview, AB (i Acres k	and adjacer ch includes r impact on th population: 1  W a FI  CI  TI si re	nt to the Ham nural acreage he market va 1,863, located ITILITIES: WATER SUPPLY: ISSUMED to be EATURES: LECTRICAL: ANDSCAPING: URB APPEAL: he subject printer for potential pro-	cks, urkempt properties of DeBolt muss, home quarter use of the subject #1-53 km's SE  X Telephone Open Ditch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Operty is well local single family repetities and it is a	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a X Natural Gas Holding Tank Private Well a site, based on its low Cablevision X Underground Average X Average cated adjacent to the residential developments assumed that full utilities.	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm S X Electric X Municip cated adjacen Lane Fair Fair Hamlet of Det ant. The subje	increasing X standard stes, and and forested care for the resident airie, AB (popular air	idable Declar  Idable
Value tends, market i, The subject proj residents as per no known negat neighbourhood i H-61 km's SW SITE DIMENSIONS: CONFIGURATION: CONFIGURATION: CONFIGURATION: SEE CONFORMS: SEE CONFORMS: SEE CONFORMS: SEE CONFORMS: SEE CONFORMS: HE SEARCHED: COMMENTS: The subject prop	the 2016 Fede ive influences vare available wi along Highway Irregular 2.28 Alberta Land Terregular Agricultural Or CONTROLS (see	rural for which is local rail Census. The proper within the neighbourhood thin the neighbourhood thin the neighbourhood thin the neighbouring of 43).  If the Spatial Information or rolling with banks also rolling with bank	ted within the MD arty is located in a ad which would ha communities of Va Unit of Measurement a System and a natural cree  Source: Bylaw No.1  Imiting conditions) of land. Based on	of Greenview rural area whi ve an adverse illeyview, AB (i Acres k	and adjacer ch includes r impact on th population: 1  W  a  FI  CI  TI  si  re  um	nt to the Ham nural acreage he market va 1,863, located 1,863, loc	cks, urkempt properties of DeBolt muss, home quarter use of the subject of +/- 53 km's SE  X Telephone Open Ditch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Openty is well local single family reperties and it is abble it is estimated.	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a X Natural Gas Holding Tank Private Well esite, based on its low Cablevision X Underground Average X Average cated adjacent to the residential developments assumed that full utilities and that the subject of the seal of the subject of the subject of the seal of the subject	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm S X Electric X Municip cated adjacen Lane Fair Fair Hamlet of Det ant. The subje	increasing X s  calindustrial sites, lar eBolt is a comm and forested crit for the resident airie, AB (populi ewer X San  airie, AB (populi ewer X San  city  pal water and se t to the Hamlet of  X Poor  poor  cost and has good ct is located bef available to the	idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable Declar  Idable 121  Idable 121  Idable Declar  Idable 122  Idable 122  Idable 123  Idable 123  Idable 123  Idable 123  Idable 123  Idable 124  Idable 125  Idable 12
Value trends, market is The subject proj residents as per no known negat neighbourhood i +/- 81 km's SW SITE DIMENSIONS: COT SIZE: SOURCE: CONFIGURATION: CONFIGURATION: SSEMBLAGE ITLE SEARCHED: COMMENTS: The subject prop een previously i	the 2016 Fede ive influences vare available will along Highway Irregular 2.28 Alberta Land 1 Partially level Irregular Agricultural Or CONTROLS (see	rural for which is local rail Census. The proper rail Census and rail Census a	ted within the MD arty is located in a ad which would ha communities of Va  Unit of Measurement a System and a natural cree  Source: Bylaw No. 1  Imiting conditions) of land. Based on ant. The remainde	of Greenview rural area whi ve an adverse illeyview, AB (i Acres k  17-779  See addend the most rece if +/- 1 acre ex	and adjacer ch includes r impact on th population: 1  W a Fi  Ci  Ti  si  re  um	nt to the Ham nural acreage he market va 1,863, located 1,863, loc	cks, urkempt properties of DeBolt muss, home quarter use of the subject of +/- 53 km's SE  X Telephone Open Disch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Openty is well local single family reperties and it is able it is estimate.	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a Samuel Matural Gas Holding Tank Private Welt esite, based on its lower assumed that full utilized that the subject press a natural creek who	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Hamlet of Det ant. The subjective servicing is	increasing X s  calindustrial sites, lar eBolt is a comm and forested crit for the resident airie, AB (populi ewer X San  airie, AB (populi ewer X San  city  pal water and se t to the Hamlet of  X Poor  poor  cost and has good ct is located bef available to the	idable Declar  control sizes)
Value trends, market is The subject proj residents as per no known negat neighbourhood i +/- 81 km's SW SITE DIMENSIONS: COT SIZE: SOURCE: CONFIGURATION: CONFIGURATION: SSEMBLAGE ITLE SEARCHED: COMMENTS: The subject prop een previously i	the 2016 Fede ive influences vare available will along Highway Irregular 2.28 Alberta Land 1 Partially level Irregular Agricultural Or CONTROLS (see	rural for which is local rail Census. The proper rail Census and rail Census a	ted within the MD arty is located in a ad which would ha communities of Va  Unit of Measurement a System and a natural cree  Source: Bylaw No. 1  Imiting conditions) of land. Based on ant. The remainde	of Greenview rural area whi ve an adverse illeyview, AB (i Acres k  17-779  See addend the most rece if +/- 1 acre ex	and adjacer ch includes r impact on th population: 1  W a Fi  Ci  Ti  si  re  um	nt to the Ham nural acreage he market va 1,863, located 1,863, loc	cks, urkempt properties of DeBolt muss, home quarter use of the subject of +/- 53 km's SE  X Telephone Open Disch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Openty is well local single family reperties and it is able it is estimate.	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a Samuel Matural Gas Holding Tank Private Welt esite, based on its lower assumed that full utilized that the subject press a natural creek who	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Hamlet of Det ant. The subjective servicing is	increasing X s  calindustrial sites, lar eBolt is a comm and forested crit for the resident airie, AB (populi ewer X San  airie, AB (populi ewer X San  city  pal water and se t to the Hamlet of  X Poor  poor  cost and has good ct is located bef available to the	idable Declin Steps)  John Steps Declin Step
Value trends, market is The subject proj residents as per no known negat neighbourhood +/- 61 km's SW SITE DIMENSIONS: LOT SIZE: SOURCE: CONFIGURATION: CONF	the 2016 Fede ive influences ware available will along Highway Irregular 2.28 Alberta Land 1 Partially level Irregular  Agricultural Or  CONTROLS (see X YES X NO X YES X NO X AVES X NO X	rair Census. The proper	unit of Measurement of Source: Bylaw No.1  limiting conditions)  of land. Based on ent. The remainde ce to the current z	of Greenview rural area whi ve an adverse fleyview, AB (  Acres k  17-779  See addend the most rece or +/- 1 acre ex coning regulations	and adjacer ch includes r impact on th population: 1  W  a  Fi  CC  TT  si  re  um  ent satellite in tists in a natuons as stipul	nt to the Ham nural acreage he market va 1,863, located 1,863, loc	cks, urkempt properties of DeBolt muss, home quarter use of the subject of +/- 53 km's SE  X Telephone Open Disch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Openty is well local single family reperties and it is able it is estimate.	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a Samuel Matural Gas Holding Tank Private Welt esite, based on its lower assumed that full utilized that the subject press a natural creek who	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Hamlet of Det ant. The subjective servicing is	increasing X s  calindustrial sites, lar eBolt is a comm and forested crit for the resident airie, AB (populi ewer X San  airie, AB (populi ewer X San  city  pal water and se t to the Hamlet of  X Poor  poor  cost and has good ct is located bef available to the	idable Declin Steps Declin Step
Value trends, market is The subject proj residents as per no known negat neighbourhood +/- 61 km's SW SITE DIMENSIONS: LOT SIZE: SOURCE: CONFIGURATION: CONFIGURATION: CONFIGURATION: CONFIGURATION: CONFIGURATION: CONFIGURATION: COMENTS: C	the 2016 Fede ive influences ware available will along Highway Irregular 2.28 Alberta Land 1 Partially level Irregular  Agricultural Or  CONTROLS (see X YES X NO X YES X YES X NO X YES X	rural for which is local rail Census. The proper rail Census and rail Census a	unit of Measurement of Source: Bylaw No. 1  limiting conditions)  of land. Based on ent. The remainde ce to the current will set of the current with the control of the current of the cur	of Greenview rural area whi ve an adverse fleyview, AB (r  Acres k  17-779  See addend the most rece or +/- 1 acre ex coning regulation the subject	and adjacer ch includes in impact on it population: 1  W. a  Fi  CC  TT  si re  um  ent satellite in reists in a natuons as stipul ct property.	nt to the Ham nural acreage he market va 1,863, located 1,863, loc	cks, urkempt properties of DeBolt muss, home quarter use of the subject of +/- 53 km's SE  X Telephone Open Disch X Municipal available to the X Gravel Road Street Lights Overhead Good Good Openty is well local single family reperties and it is able it is estimate.	ies, major traffic arteries, hydricipal boundary. This, agricultural use quet property. Shopping along Highway 43) a Samuel Matural Gas Holding Tank Private Welt esite, based on its lower assumed that full utilized that the subject press a natural creek who	ro facilities, commer ne Hamlet of D narter sections g and services and Grande Pr Storm Si X Electric X Municip cated adjacen Lane Fair Hamlet of Det ant. The subjective servicing is	increasing X s  calindustrial sites, lar eBolt is a comm and forested crit for the resident airie, AB (populi ewer X San  airie, AB (populi ewer X San  city  pal water and se t to the Hamlet of  X Poor  poor  cost and has good ct is located bef available to the	idable Declin Steps)  John Steps Declin Step

Form produced using ACI software, 800.234.8727 www.acuweb.com Appraisal Institute of Canada © Ottowa, Canada 2018 Pagé 1 of 4

AIC Vacant 05/18 AICLAND18 06112018

EXISTING USE: Vacaint / Underwileped  ANALYSES AND COMMENTS:  The subject property is located in an agricultural area and is zoned for agricultural use. With consideration given to the physical characteristics of the subject alte with the most emphasis given to its 228 acro land size and its location adjacent to the Hamilet of DeBolt, the highest and best use of the subject property as vacant is concluded to be in its development with a single family residence as its use in a single family residence land use. This type of development is legally compliant under the current 'Agricultural One (A-1)' zoning.    COMPARABLE NO.1	FERENCE: VL-18-AD0392	-DBR			PRAISAL REPOR	<1	FILE MA. Visagui Lai	
The subject pipoperly as located in an approximate and is zoned for agricultural use. With consideration given to the physical characteristics of the subject also with the most enignates given to its 2.28 acre in a single family residence as to use of the subject properly as succent in concluded to be in its development with a single family residence as to use in a single family residencial land use. This type of development is legally compliant under the current Agricultural Chre (A-1) corring.    COMPARASE FIG. 1	to the second second second		and a recodul	rippie	THE PARTY INC.		FILE NO.: Vacant Lot	
2 28 ages and size and size and size band is boasten adjacent to the Hamilet of DeBott, the Inghest and best use of the subject property as vacant is concluded to be in its Development with a single family residence a size and single family residence a size and single family residence a size and siz	Child Will Harman and the							
2 28 ages and size and size and size band is boasten adjacent to the Hamilet of DeBott, the Inghest and best use of the subject property as vacant is concluded to be in its Development with a single family residence a size and single family residence a size and single family residence a size and siz								
2 28 ages and size and size and size band is boasten adjacent to the Hamilet of DeBott, the Inghest and best use of the subject property as vacant is concluded to be in its Development with a single family residence a size and single family residence a size and single family residence a size and siz	The subject property is loc	ated in an agricultural area an	d is zoned for agricultural use.	With consideration	on given to the physical characte	enstics of the sub	ject site with the most emphasis	given to its
It is use in a single femily residented land use. This type of development is legally compliant under the cument. Agricultural Circle (A-1)* coning.    COMPARABLE NO.1   COMPARABLE NO.2   COMPARABLE NO.2	2.28 acre land size and its	location adjacent to the Hamile	et of DeBolt, the highest and be	st use of the sub	ject property as vacant is conclu	uded to be in its o	levelopment with a single family	residence ar
SUBJECT Description \$ 1,4 distances   Description   Subjection   Subje							I MARKET MARKET	
SUBJECT Description \$ 1,4 distances   Description   Subjection   Subje		CANTON CO.						
SUBJECT Description \$ 1,4 distances   Description   Subjection   Subje								
SUBJECT Description \$ 1,4 distances   Description   Subjection   Subje								
SUBJECT Description \$ 1,4 distances   Description   Subjection   Subje								
SUBJECT Description \$ 1,4 distances   Description   Subjection   Subje			-					
No cylic address assigned  So Creeks Cressing Road Defect. AB County of Grande Praire No. 1, AB MD of Greenview No. 16, AB TOH 19NO Defect. AB County of Grande Praire No. 1, AB MD of Greenview No. 16, AB TOH 28-70-23, WSM MCARD Defect AB County of Grande Praire No. 1, AB MD of Greenview No. 16, AB DATA SOURCE IN 18. SEL 125099 MS.SEL 112886 MS.SEL 125099 MS.SEL 125886 MS.SEL 125099 MS.SEL 12					COMPARABLE NO	). 2.	COMPARABLE NO.	.3
Municipal District of Greenview No.16, AB TOH 3NO DeBoit, AB  Country of Grande Praine No.1, AB  MLS# L12866 DAYS ON MARKET n/a 1	The State of the S		Control of the Contro	\$ Adjustment		-	Description	\$ Adjustmen
DATA SOURCE    N/E   128699					Part of the SE 1/4 of 25-71-3,	W6M	Part of the NW 1/4 of 28-70-23	8, W5M
DATE OF SALE    19.May-2018	The state of the s		Control Control			, AB	MD of Greenview No.16, AB	
SALE PRICE \$ 1/4 \$ 37,000 \$ 772,000 \$ 44,500 DAYS ON MARKET n/a 1 38 294 Improvements None present Police of Market Power at roadside Rural / Power on-site 10,000 Roral / Power at roadside Rural / Power on-site 10,000 Roral / Power at roadside Rural / Power on-site 10,000 Roral / Power at roadside 10,001 Adjacent to DeBolt Hamlet of DeBolt + 14-8 km's SE of Bezanson 25,000 4-/-11 km's NW of Valleyview 10,001 SIE DME NSIONSLOT SIZE 228 Acres 107 Acres 15,000 Part Residential A-Agriculture 1000 Part Residential Power at roadside 10,000 Roral Power Residential Power Adjacent Power Residential Power Re			No. April V. La-Jan		Total Control of the		MLS# L120490	
DAYS ON MARKET    Name			A CONTRACT OF THE PARTY OF THE		13 4 4 4 4 4		24-Sep-2018	
Improvements None present None present Older storage shed -5,000 None present Services Full muril / at roadside Full municipal / at roadside Rural / Power on-site 10,000 Rural / Power at roadside 10,000 Rural / Rural	A STATE OF A STATE OF		\$ 37,000		301001		\$ 47,500	T.
Services Full mursi / at roadside Full mursicipal / at roadside Rural / Power on-site 10,000 Rural / Power at roadside 10,002 Rural / Power at roadside 10,000 Rural / Power Ru	Lat of English and English and English	ty a series	1		38		294	
Adjacent to DeBoit Hamlet of DeBoit + re km's SE of Bezanson 25,000 + f-11 km's NW of Valleyview 10,00 SIE DMKNSIONSIOT SEE 2.28 Acres 1.07 Acres 15,000 2 Acres 9.98 Acres 2.20 ACRES 2.20 A-1 District HIR, Hamlet Residential CR-5, Country Residential A. Agriculture CMPOGRAPHY Level to rolling (w/ c bank) Level Level Level Level Level LOT / BLOCK / PLAN Na (narrative legal desc.) Lot 1, Block 2, Plan 0725943 Na (narrative legal desc.) Lot 1, Block 2, Plan 0725943 Na (narrative legal desc.) Lot 1, Block 2, Plan 0725943 Na (narrative legal desc.) Lot 1, Block 1, Plan 1722704 Na (narrative legal desc.) Lot 1, Block 2, Plan 0725943 Na (narrative legal desc.) Lot 1, Block 2, Plan 0725943 Na (narrative legal desc.) Lot 1, Block 1, Plan 1722704 Na (narrative legal desc.) Lot 1, Block 2, Plan 0725943 Na (narrative legal desc.) Lot 1, Block 1, Plan 1722704 Na (narrative legal desc.) Na (narrative legal desc.) Lot 1, Block 1, Plan 1722704 Na (narrative legal desc.) Lot 1, Block 2, Plan 0725943 Na	TATAL W. I	12/3/April 19 Print 1	None present		Older storage shed	-5,000	None present	
SITE DIMENSIONS LOT SIZE 2 28 Acres 1.07 Acres 15,000 2 Acres 9,98 Acres -20, 20, 20, 20, 20, 20, 20, 20, 20, 20,					Rural / Power on-site	10,000	Rural / Power at roadside	10,0
ZOMINGLAND USE CONTROLS  A-1 District  HR. Hamilet Residential  CR-5, Country Residential  A. Agriculture  Level  Level to rolling (w/ c.bank)  VIEW  Average / Typical  Average / Typical  Average / Typical  Lot 1, Block 2, Plan 0725943  N/a (narrative legal desc.)  Lot 1, Block 2, Plan 0725943  N/a (narrative legal desc.)  Lot 1, Block 1, Plan 1722704  ADJUSTMENTS (Gross, Nett)  Gross: \$ 15,000 Net \$ 15,000 Net \$ 15,000 Net \$ 20,000 Net \$ 20,000 Net \$ 20,000 Net \$ 30,000 Net \$ 30,0	Logica, Martine Martine and Company	With the second	1,000		+/- 8 km's SE of Bezanson	-25,000	+/-11 km's NW of Valleyview	10,0
TOPOGRAPHY Level to rolling (w/ c bank) Level Average / Typical Av	Formula of the bottom and	Car Section Company		15,000	The second second		9.98 Acres	-20,0
VIEW Average / Typical Nova (narrative legal desc.)  Lot 1, Block 2, Plan 0725943 Nova (narrative legal desc.)  Lot 1, Block 2, Plan 0725943 Nova (narrative legal desc.)  Lot 1, Block 1, Plan 1722704  ADJUSTMENTS (Gross 1, Nets)  Gross: \$ 15,000 Net \$ 15,000 Net \$ 15,000 Net \$ 40,000 Net \$ -20,000 Gross \$ 40,000 Net \$ -20,000 Net \$ -20,	The state of the s	A-1 District	HR, Hamlet Residential		CR-5, Country Residential		A. Agriculture	77
LOT / BLOCK / PLAN  In/a (narrative legal desc.)  Lot 1, Block 2, Plan 0725943  In/a (narrative legal desc.)  In/a (narrative legal desc.)  Lot 1, Block 1, Plan 1722704  Lot 1, Block 1, Plan 1722704  Lot 1, Block 1, Plan 1722704  ADJUSTMENTS (Gross), Netb  Cross: \$ 15,000 Net \$ 15,000 Gross: \$ 40,000 Net \$ 20,000 Gross: \$ 40,000 Net \$ 30,000		Level to rolling (w/ c.bank)	Level		Level		Level	
ADJUSTMENTS (Gross Nets)  Gross \$ 15,000 Net \$ 15,000 Net \$ 15,000 Net \$ 20,000 Net	V. A. S. A. V. A. S	Average / Typical	Average / Typical		Average / Typical		Average / Typical	
ADJUSTMENTS (Gross%, Net%)  Gross: 40.5 % Net: 40.5 % Gross: 55.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  \$ 52,000 \$ 5.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  ANALYSES AND COMMENTS:  Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No. 16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	LOT/BLOCK/PLAN	n/a (narrative legal desc.)	Lot 1, Block 2, Plan 0725943		n/a (narrative legal desc.)	-	Lot 1, Block 1, Plan 1722704	
ADJUSTMENTS (Gross%, Net%)  Gross: 40.5 % Net: 40.5 % Gross: 55.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  \$ 52,000 \$ 5.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  ANALYSES AND COMMENTS:  Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No. 16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated		III. AND ALL						
ADJUSTMENTS (Gross%, Net%)  Gross: 40.5 % Net: 40.5 % Gross: 55.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  \$ 52,000 \$ 5.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  ANALYSES AND COMMENTS:  Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No. 16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated								
ADJUSTMENTS (Gross%, Net%)  Gross: 40.5 % Net: 40.5 % Gross: 55.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  \$ 52,000 \$ 5.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  ANALYSES AND COMMENTS:  Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No. 16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated								
ADJUSTMENTS (Gross%, Net%)  Gross: 40.5 % Net: 40.5 % Gross: 55.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  \$ 52,000 \$ 5.6 % Net: 27.8 % Gross: 84.2 % Net: 0.0 % ADJUSTED VALUES  ANALYSES AND COMMENTS:  Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No. 16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated								
ADJUSTED VALUES \$ 52,000 \$ 52,000 \$ 52,000 \$ 47.  ANALYSES AND COMMENTS:  Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No. 16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000, assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	ADJUSTMENTS (Gross\$, Net\$)		Gross: \$ 15,000 Net: 5	15,000	Grass: \$ 40,000 Net:	-20,000	Grass: \$ 40,000 Net: \$	
ANALYSES AND COMMENTS:  Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No. 16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development.	ADJUSTMENTS (Gross\$, Net\$) ADJUSTMENTS (Gross%, Net%	(a)	Gross: 40.5 % Net:	40.5 %	Gross; 55.6 % Net:	-27.8 %	Gross: 84.2 % Net:	0.0 %
Real estate transactions were researched using the regional MLS system. Vacant land transactions within the Municipal District (MD) of Greenview No.16 which occurred within the previous 90 day period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performed the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	ADJUSTED VALUES		\$	52,000	3	52,000	\$	47,5
period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performs the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	ANALYSES AND COMMENTS:							
period were reviewed. Due to a shortage of recent sales (<90 days in age) the breadth of the sale search was expanded to include all sales aged 2 years or less. To strengthen the analysis performs the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated								
the sale search was also additionally expanded to include lot sales from within the Hamlet of DeBolt and from the rural Bezanson area. Market conditions within the area have been stable over the previous 2 year period. No adjustments for time and/or market conditions were required.  Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	Real estate transactions w	ere researched using the region	onal MLS system. Vacant land t	transactions with	in the Municipal District (MD) of	Greenview No.1	6 which occurred within the prev	ious 90 day
Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	period were reviewed. Du	e to a shortage of recent sales	(<90 days in age) the breadth of	of the sale search	was expanded to include all sa	les aged 2 years	or less. To strengthen the analy	sis performe
Based on the sale analysis performed the sale comparables after adjustments for differences between each comparable and the subject have been made support a value range of \$47,500 to \$52,00 for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated					from the rural Bezanson area.	Market conditions	within the area have been stable	e over the
for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	previous 2 year period. No	adjustments for time and/or r	market conditions were required					
for the subject vacant lot; assuming all utility services are available and no geotechnical issues exist which would prevent building development. The sale comparable with the smallest overall gross adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	Harabas W. Caylos, 6th	Programme and the second		70.00				
adjustment was Sale Comparable #1, a 1 acre lot sold within the Hamlet of DeBolt in 2018. This sale comparable directly supports an adjusted value indication for the subject of \$52,000; assuming utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated								
utility services are available and no geotechnical issues exist which would prevent building development.  Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated								
Overall, and after careful consideration of the analysis performed as well as the adjusted sale values expressed by the sale comparables, the estimated market value of the subject property has been estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	adjustment was Sale Com	parable #1, a 1 acre lot sold w	ithin the Hamlet of DeBolt in 20	18. This sale cor	mparable directly supports an a	djusted value ind	ication for the subject of \$52,000	); assuming a
estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	utility services are available	e and no geotechnical issues of	exist which would prevent building	ng development.				
estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated	According to the control of	A TO STORY OF LINE WILL AND						
estimated to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development. This value has been estimated within the indicated adjusted value range of the sale comparables with the most weight given to the adjusted value indication of Sale Comparable #1, the strongest sale comparable available.	Overall, and after careful c	onsideration of the analysis pe	erformed as well as the adjusted	sale values exp	ressed by the sale comparables	, the estimated n	narket value of the subject proper	rty has been
adjusted value range of the sale comparables with the most weight given to the adjusted value indication of Sale Comparable #1, the strongest sale comparable available.	estimated to be \$52,000; a	assuming all utility services are	available and no geotechnical	ssues exist whic	h would prevent building develo	pment. This valu	e has been estimated within the	indicated
	adjusted value range of the	e sale comparables with the m	ost weight given to the adjusted	value indication	of Sale Comparable #1, the str	ongest sale comp	parable available	
	1						The Links	

assuming all utility services are available and no geotechnical issues exist Form produced using ACI software, 800 234 8727 www.activeb.com Appraisal Institute of Canada © Chawa, Canada 2018 Page 2 of 4 Plant & Associates Appraisal Services Inc.

AIC Vacant 05/18 AICLAND18 06112018

# RESIDENTIAL LAND APPRAISAL REPORT

		COMPARABLE NO		aisal Services Inc.	3.6	FILE NO.		_	
SUBJECT No civic address assigned		Description		COMPARABLE NO. 5		COMPARABLE NO. 6			6
			\$ Adjustment	Description	\$ Adjustment	4-39	Description		\$ Adjustr
등 이 것이다. 맛으로 하는 이번 생각이 끊었다.	view No.16, AB TOH 3NO	Part of the NE 1/4 of 1-69-6,	W6M	Part of the NE 1/4 of 31-69-6,	W6M	- 1			
DATA SOURCE	And the second of the second o	MD of Greenview No.16, AB	r	MD of Greenview No.16, AB					
	n/a	MLS# L106778		MLS# L107186					
DATE OF SALE	n/a	11-May-2017		17-Oct-2017					
SALE PRICE	\$ n/a	\$ 88,000		\$ 70,000		3		1	
DAYS ON MARKET	n/a	91		231					
mprovements	None present	None present		None present				- 1	
Services	Full muni / at roadside	Rural / Power at roadside	10,000	Rural / Power at roadside	10,000			- 1	
OCATION	Adjacent to DeBolt	+/-11 km's SE of Grovedale		+/-2 km's W of Grovedale				- 1	
SITE DIMENSIONS/LOT SIZE	2.28 Acres	10.87 Acres		3.26 Acres	-25,000			- 1	
ONING/LAND USE CONTROLS	A-1 District	CR-1, Country Residential	-20,000		-5,000			- 1	
TOPOGRAPHY	Level to rolling (w/ c.bank)	Level to rolling		CR-1, Country Residential				- 1	
VIEW	Average / Typical	And the second s		Level to rolling				- 1	
OT/BLOCK/PLAN	n/a (narrative legal desc.)	Average / Typical		Average / Typical					
	(Harrauve legal desc.)	Lot D, Blk 1, Plan 0426948	1 5-1	Lot 2, Blk 1, Plan 8120453				- 1	
						1			
DJUSTMENTS (Gross\$, Net\$)		Count of the							
DJUSTMENTS (Gross%, Net%)		Gross: \$ 60,000 Net: \$		Gross: \$ 40,000 Net: \$	-20,000	Gross: \$		Net: 5	
DJUSTED VALUES		Gross: 68.2 % Net:	<b>-45.5 %</b>	Gross: 57.1 % Net:	-28.6 %	Gross:	%	Net:	
NALYSES AND COMMENTS:			48,000		50,000	3			

Form produced using ACI software, 800,234,8727 www.aciweb.com Appraisal Institute of Canada © Ottawa, Canada 2018. Comparable Sales 4,5,5 Plant & Associates Appraisal Services Inc.

AIC Vacant 05/18 AICLAND18 06112018

# RESIDENTIAL LAND APPRAISAL REPORT

п	Plant & Associates Appraisal Services Inc. FILE NO.: Vacant Lot
ш	SUBJECT SOLD WITHIN 3 YEARS OF EFFECTIVE DATE: YES X NO
ı	ANALYSES OF SALE TRANSFER HISTORY: (minimum of three years)
ı	The last registration on the land title of the subject property was a TRANSFER OF LAND which was registered in April, 1981. This registration was not researched or reviewed by the author of this
þ	eport. This registration was not researched or reviewed by the author of this
JOSTOIL	
2	SUBJECT LISTED WITHIN 1 YEAR OF EFFECTIVE DATE: YES X NO SUBJECT CURPORATIVE LISTED.
2	ANALYSES OF AGREEMENTS FOR SALE, OPTIONS, LISTINGS OR MARKETING OF THE SUBJECT: (minimum of one year)
	A review of the local MLS existence and the second of the subject (minimum of one year)
	A review of the local MLS system was performed. The subject property has not been listed for sale through MLS within the previous three year period. The author is not aware of the subject property
	being listed for sale privately within that same three year period, nor is the author aware of any offers to purchase or sale agreements presently relating to the subject property
	ANALYSES OF REASONABLE EXPOSURE TIME:
TIME	Exposure time relates to the hypothetical consummation of a sale at the estimated market value, on the effective date of the appraisal. The sale comparables utilized demonstrate observed marketing
	This ministration is considered to be wide but inline with other marketing periods for install
9	y presents. Subsect of this information and other information including the location of the subject properly within the Municipal Distance Co.
FXPOSIBE	if the subject property had been marketed appropriately for sale a reasonable exposure time for the property would have been between 30 and 240 days:
Ž	The state of the s
u	
	RECONCILIATION AND FINAL ESTIMATE OF VALUE:
4	
M	The final estimate of market value for the subject property, as of the effective date of this report, October 16, 2018, has been estimated using the Direct Comparison Approach to value and concluded within to be \$52,000; assuming all utility services are available and procedured.
>	within to be \$52,000; assuming all utility services are available and no geotechnical issues exist which would prevent building development.
RECONCILIATION AND FINAL	
Ē	
9	
₹	
5	
4	
1	
۶	
3	UPON REVIEWING AND RECONCILING THE DATA AND ANALYSES AND CONCLUSIONS, THE MARKET VALUE OF THE INTEREST IN THE SUBJECT PROPERTY
¥	
ĸ	College 16, 2018 (Effective Date of the Appraisal) IS ESTIMATED AT \$ 52,000
Ш	COUNTY OF CALLS AND COUNTY DECOME
	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhere in this report this report in this report i
	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report.  Competition market value: The most probable price, as of a specified date, in cash, or in other precisely revealed terms, for which the specified request value and conditions required to the specified property days and conditions.
2	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report.  DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consumination of a sale as of a specified property rights should sell after reasonable exposure in a implicit in this definition is the consumination of a sale as of a specified property rights.
IONS	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhiere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue durest. (Appraisa of Real Extinct Prince of Real Extin
SNOTIN	COMPLETED ON October 17, 2018 (Date of Report). As set out elsewhere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report.  DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby, buyer and seller are typically motivated, both parties are well informed or well advised, and acting the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sales or in terms of financial arrangements comparable thereto; and the price represents
CNOTHING	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhiere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. Competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue dures. (Appraisal of Real Estate, Third Canadian Edition 2010) in what they consider their own best interests, a reasonable interest is time to allowed for exposure in the open market payment is made in terms of cash in Canadian dollars or in terms of financial arrangements comparable thereto, and the price represents open processing the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable): The perimated anyone for which are understance of this report.
מני	COMPLETED ON October 17, 2018 (Date of Report). As set out elsewhitere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report.  DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of the from seller to buyer under conditions whereby. buyer and seller are typically motivated; both parties are well informed or well advised, and acting the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET REST (if applicable): The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (international Valuation Standards 2017)
ביבו	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhere in this report. This report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report.  DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of the from seller to buyer under conditions whereby: buyer and seller are typically motivated; both parties are well informed or well advised, and acting the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET REST (if applicable): The estimated amount for which an interest in real property should be leased on the valuation date between a willing lesser and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (International Valuation Standards 2017)
1	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhiere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. Competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue dures. (Appraisal of Real Existe, Thric Canadian Edition 2010) in what they consider their own best interests, a reasonable interest is time to allowed for exposure in the open market, payment is made in terms of cash in Canadian dollars or in terms of financial arrangements comparable thereto, and the price represents  DEFINITION OF MARKET RENT (if applicable). The estimated arrangement arrangement or well-increased arrangement or self-increased arrangement or self-increased with the sale.
UEL	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhiere in this report. This report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. October 17, 2018 (Date of Report) As set out elsewhiere in this report. This report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. Competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress. (Appraisal of Real Existe, Third Canadian Edition 2010) in what they consider their own best interests a reasonable time is allowed for exposure in the open market payment is made in terms of cash in Canadian dollars or in terms of financial arrangements comparable thereto, and the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by amyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable): The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (Priemational Valuation Standards 2017)  DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)
UEF	COMPLETED ON October 17, 2018 (Date of Report) As set out elsewhiere in this report. This report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. Competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming their neither is under undue durest. (Appraisad of Real Extite, Third Canadian Extitor, 2010) in what they consider their own best interests; a reasonable time is allowed for exposure in the open market; payment is made in terms of cash in Canadian dollars or in terms of financial arrangements comparable thereto; and the price represents of the property soid unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (international Valuation Standards 2017)  DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible. maximally productive and that results in the highest value. (CUSPAP 2018)  The scope of the appraisal encompasses the due diligence undertaken by the appraiser (consistent with the terms of reference from the client, the purpose and intended use of the report) and the necessary research and analyses to excession and any intended use of the report) and the necessary research and analyses to excession and any the purpose and intended use of the report) and the necessary research and analyses to excession and any three temps.
UEL	COMPLETED ON October 17, 2018 (Date of Report). As set out elsewhiere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. Competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress. (Appraisal of Real Estate, Third Canadian Edison 2010) in what they consider their own best interests; a reasonable time is allowed for exposure in the open market, payment is made in terms of cash in Canadian dollars or in terms of financial arrangements comparable thereto; and the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  **DEFINITION OF MARKET RENT** (if applicable).** The estimated amount for which an interest in real property should be leased on the valuation date between a willing lesser and a willing lessee on appropriate lease terms in an arm's length parasaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (international Valuation Standards 2017)  **DEFINITION OF HIGHEST AND BEST USE:** The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  **The scope of the appraisal encompasses the due diligence undertaken by the appraiser (consistent with the terms of reference from the client, the purpose and intended use of the report) and the necessary research and analyses, and reporting data and its corrective relevant procedures and reasoning details supporting the analyses, and provide the reason for the processor of several procedures and reasoning details supporting the analyses, and provide the reason for the processor of several procedures and reasoning details supporti
UEL	COMPLETED ON October 17, 2018 (Date of Report). As set out elsewhere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. Competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress. (Appraisal of Real Estate, Third Canadian Edison 2010) in what they consider their own best interests; a reasonable time is allowed for exposure in the open market; pobling in the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lesser and a willing lessee on appropriate lease terms in an arm's length practical property and where the parties had each acted knowledgeably, prudently and without compulsion. (International Valuation Standards 2017)  DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  The scope of the appraisal encompasses the due diligence undertaken by the appraiser (consistent with the terms of reference from the client, the purpose and intended use of the report) and the necessary research and analyses to prepare a report analyses, describe relevant procedures and reasoning details supporting the analyses, and provide the reason of the process of collecting, confirming and reporting data and its conditions.
UEL	COMPLETED ON October 17, 2018 (Date of Report). As set out elsewhere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of the from seller to buyer under conditions whereby; buyer and seller are typically motivated, both paries are well informed or well advised, and acting the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length personal proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (international Valuation Standards 2017)  DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  The scope of the appraisal encompasses the due diligence undertaken by the appraiser (consistent with the terms of reference from the client, the purpose and intended use of the report) and the necessary research and analyses to prepare a report ready set, describe relevant procedures and reasoning details supporting the analyses, describe relevant procedures and reasoning details supporting the analyses, and provide the reason for the exclusion of any usual valuation procedures.
UEL	COMPLETED ON October 17, 2018 (Date of Report). As set out elsewhere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a limpted in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby, buyer and seller are typically motivated; both parties are well informed or well advised, and acting the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable): The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length prantice, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion, (international Valuation Standards 2017)  DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible. maximally productive and that results in the highest value. (CUSPAP 2018)  The scope of the appraisal encompasses the due diligence undertaken by the appraiser (consistent with the terms of reference from the client, the purpose and intended use of the report) and the necessary research and analyses to prepare a report analyses, describe relevant procedures and reasoning details supporting the analyses, and provide the reason for the exclusion of any usual valuation procedures.  The appraisal issue that is the focus of this engagement has been discussed and defined with the client, the work required to solve the issue planned, an
UEL	DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in in implicat in this definition is the consummation of a sale as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in in implicat in this definition is the consummation of a sale as of a specified date and the passing of the form seller to buyer under conditions whereby: buyer and seller are typically motivated; both parties are well informed or well advised, and acting the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anytine associated with the sale.  DEFINITION OF MARKET RENT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an ann's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (International Valuation Sandards 2017)  DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  The scope of the appraisal encompasses the due diligence undertaken by the appraiser (consistent with the terms of reference from the client, the purpose and intended use of the report) and the necessary research and analyses to prepare a report nalyses, describe relevant procedures and reasoning details supporting the analyses, and provide the reason for the exclusion of any usual valuation procedures.  The appraisal issue that is the focus of this engagement has been discussed and defined with the client, the work req
UEL	DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consummation of a sell-ask of sell-ask of the report. As set out elsewhere in this report. This report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report. Competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting proceeding the constitution of the constitution of the constitution of the processed relation for the processed relation for the property solid unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a that results in the highest value. (CUSPAP 2018)  DEFINITION OF MARKET RENT (if applicable). The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP) of the Appraisal Institute of Canada. The following comments describe the extent of the process of collecting, confirming and reporting data and its nacroal reasonable procedures and reasoning details supporting the analyses, and provide the reason for the exclusion of any usual valuation procedures.  The appraisal issue that is the focus of this engagement has been discussed and defined with the client, th
UET	DEPARTION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a limiting conditions, the verification of which is outside the scope of this report.  DEPARTION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a limiting to make a specified property rights should sell after reasonable exposure in a limiting to make a specified property rights should sell after reasonable exposure in a limiting to make a specified property rights should sell after reasonable exposure in a limiting to make a specified property rights should sell after reasonable exposure in a limiting to make a specified property specified property specified property specified the specified date and the passing of the form seller to buyer under conditions whereby: Duyer and seller are typically motivated; both parties are well informed or well advised, and acting the normal consideration for the property sold unaffected by special or reasonable time is allowed for exposure in the open market, payment is made in terms of relative to seller at terms of an allowed on the sale.  DEPARTION OF MARKET REXT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lesser and a willing lessee on appropriate lesse terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, proderly and without compulsion. (Prematically feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  DEPARTION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that resul
UEF	DEPENTION OF MARKET YAUDE. The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other procesely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of the form seller to bugst under all conditions requisite to a far sale, with the buyer and seller each acting prodently, knowledgeably, and for self-interest, and assuming that neither is under under durings. (Apraicas of Real Extex, Third Canadian Guistra 2010) in what they consider their own best interests; a reasonable time is allowed for exposure in the open market, payment is made in terms of cash in Canadian Guistra or interest of Interest in terms of the property sold unaffected by special or creative financing or sales concessions grained by anytorize associated with the sale.  DEFINITION OF MARKET REALT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and
JEC DEL	DEPENTION OF MARKET YAULE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other procesely revealed terms, for which the specified property rights should sell-after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of table from sell-or to the procesely revealed terms, for which the specified property rights should sell-after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of table from sell-or to buyer understood and seller acts of the property soid unaffected by special date and the passing of table from seller to buyer understood with the sale.  DEPINITION OF MARKET REIT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing les
UEF	DEPARTION OF MARKET YAULE: The most probable price, as of a specified dails, in cash, or in terms equivalent to cash, or in other processly revealed terms, for which the specified property rights should sell after reasonable exposure in a imprice in this definition is the consumation of a sell as of a specified dails, in cash, or in terms equivalent to cash, or in other processly revealed terms, for which the specified property rights should sell after reasonable exposure in a imprice in this definition is the consumation of a sell as of a specified date and the passing of the from sell reasonable terms is allowed for exposure in the open market, payment is made in terms of cash in Canadan dolars or in terms of financial arrangements comparable their own best elicrosis; a reasonable term is allowed for exposure in the open market, payment is made in terms of cash in Canadan dolars or in terms of financial arrangements comparable their own best elicrosis; a reasonable term is allowed for exposure in the open market, payment is made in terms of cash in Canadan dolars or in terms of financial arrangements comparable their own best elicrosis; a reasonable term is allowed by special or reader financing or sales concessions granted by anyone associated with the sale.  DEFINITION OF MARKET RENT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessoe on appropriate lease terms in an arran's length parasaction, after proper marketing and where the parties had each acted knowledgenthy, prudently and without compulsion. (Permittional Valuation date between a willing lessoe and a proportate lease terms in an arran's length property and without property and without compulsion. (Permittional Valuation date between a willing lessoe on appropriate lease terms in an arran's length arrangements. The figure of the parties of the parties of the sprassal financial Valuation date between a willing lessoe and a willing lessoe on
UEF	DEPARTION OF MARKET YAULE: The most probable price, as of a specified dails, in cash, or in terms equivalent to cash, or in other procesely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consumation of a sell-as as of a specified dails, in cash, or in terms equivalent to cash, or in other procesely revealed terms, for which the specified property rights should sell after reasonable exposure in a implicit in this definition is the consumation of a sell-as as of a specified date and the passing of the formation processes are sell-as as as as as a specified date and the passing of the formation of the consumation of a sell-as as a
UEF	DEPENTION OF MARKET YAULE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other procesely revealed terms, for which the specified property rights should sell-after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of table from sell-or to the procesely revealed terms, for which the specified property rights should sell-after reasonable exposure in a implicit in this definition is the consummation of a sale as of a specified date and the passing of table from sell-or to buyer understood and seller acts of the property soid unaffected by special date and the passing of table from seller to buyer understood with the sale.  DEPINITION OF MARKET REIT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing les
OEF DEP	DEPARTON OF MARKET YAUTE: The most probable price as of a specified date, in cash, or in terms couvalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions; the verification of which is outside line scene and appropriate for inthe definition is the consumation of a sale as of a specified date; in cash, or in terms couvalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions; the consumation of a sale as of a specified date; and of the passing of the from selet to buget under conditions whereby; buyer and assuming that entered users. Pagnasar direct exam, the Canadian Entan 2010 in what they consider their own best interests, a reasonable terms is definition in the consumation of a sale as of a specified date and the passing of the horn selet to buget under conditions whereby; buyer and seller are typically montrated, then passing are well informed an evel advised, and activity the hard the property sold unaffected by special or realwise financing or sales concessions granted by anyone associated with the sale.  DEPHITTION OF MARKET REAT! (If applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessed on appropriate lease terms in an arm's length and a second property and where the parties had each accid knowledgeably, prudently and without compulsion, (international Valuation Standards) and a willing lessed on appropriate lease terms in an arm's length and accordance with the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP) of the Appraisal Institute of Canadia. The following comments describe the activity of the property research and analyses to prepare a report rialyses, describe nelicarly procedures and reasonable property and analyses of Professional Appra
DEFIN	DEPIRTION OF AWART VAILE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other processly revealed terms, for which the specified properly rights should sell after reasonable exposure in a finitive of into definition is the consummation of a sale as of a specified date and the passaging of the following control of the self-interest, and assumed the sale interest, assuming that neither is under undue dures. (Appraisal fixer Exam. The Clanical national protection, which they expected the row best interests a reasonable exposure in a finitive to into definition is the consummation of a sale as of a specified date and the passaging of the from self-interest, and assuming that neither is under undue dures. (Appraisal of the Exam. The Clanical national proteins in the consummation of a sale as of a specified date and the passaging of the from self-interest, and for self-interest, and assuming that neither is under undue dures. (Appraisal of the property soil undeficial by special or creative financing or sales consistioning shared by anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything lease on appropriate lease terms in an arms's length property and without compution. (Permatical Valueton Sandares 2017)  DEPIRTION OF HIGHEST RAID REST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  DEPIRTION OF HIGHEST AND REST USE: The reasonably probable use of real property, t
DEF	DEPIRTION OF AWART VAILE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other processly revealed terms, for which the specified properly rights should sell after reasonable exposure in a finitive of into definition is the consummation of a sale as of a specified date and the passaging of the following control of the self-interest, and assumed the sale interest, assuming that neither is under undue dures. (Appraisal fixer Exam. The Clanical national protection, which they expected the row best interests a reasonable exposure in a finitive to into definition is the consummation of a sale as of a specified date and the passaging of the from self-interest, and assuming that neither is under undue dures. (Appraisal of the Exam. The Clanical national proteins in the consummation of a sale as of a specified date and the passaging of the from self-interest, and for self-interest, and assuming that neither is under undue dures. (Appraisal of the property soil undeficial by special or creative financing or sales consistioning shared by anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything lease on appropriate lease terms in an arms's length property and without compution. (Permatical Valueton Sandares 2017)  DEPIRTION OF HIGHEST RAID REST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  DEPIRTION OF HIGHEST AND REST USE: The reasonably probable use of real property, t
DEF	DEPARTON OF MARKET YAUTE: The most probable price as of a specified date, in cash, or in terms couvalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions; the verification of which is outside line scene and appropriate for inthe definition is the consumation of a sale as of a specified date; in cash, or in terms couvalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions; the consumation of a sale as of a specified date; and of the passing of the from selet to buget under conditions whereby; buyer and assuming that entered users. Pagnasar direct exam, the Canadian Entan 2010 in what they consider their own best interests, a reasonable terms is definition in the consumation of a sale as of a specified date and the passing of the horn selet to buget under conditions whereby; buyer and seller are typically montrated, then passing are well informed an evel advised, and activity the hard the property sold unaffected by special or realwise financing or sales concessions granted by anyone associated with the sale.  DEPHITTION OF MARKET REAT! (If applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessed on appropriate lease terms in an arm's length and a second property and where the parties had each accid knowledgeably, prudently and without compulsion, (international Valuation Standards) and a willing lessed on appropriate lease terms in an arm's length and accordance with the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP) of the Appraisal Institute of Canadia. The following comments describe the activity of the property research and analyses to prepare a report rialyses, describe nelicarly procedures and reasonable property and analyses of Professional Appra
DEL DEL	DEPIRTION OF AWART VAILE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other processly revealed terms, for which the specified properly rights should sell after reasonable exposure in a finitive of into definition is the consummation of a sale as of a specified date and the passaging of the following control of the self-interest, and assumed the sale interest, assuming that neither is under undue dures. (Appraisal fixer Exam. The Clanical national protection, which they expected the row best interests a reasonable exposure in a finitive to into definition is the consummation of a sale as of a specified date and the passaging of the from self-interest, and assuming that neither is under undue dures. (Appraisal of the Exam. The Clanical national proteins in the consummation of a sale as of a specified date and the passaging of the from self-interest, and for self-interest, and assuming that neither is under undue dures. (Appraisal of the property soil undeficial by special or creative financing or sales consistioning shared by anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything association for the property soil undeficial by special or creative financing or sales consistioning shared variety of anything lease on appropriate lease terms in an arms's length property and without compution. (Permatical Valueton Sandares 2017)  DEPIRTION OF HIGHEST RAID REST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)  DEPIRTION OF HIGHEST AND REST USE: The reasonably probable use of real property, t
DEL DEL	DEPIRTION OF AWART VAILE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other processy revealed terms, for which the specified property rights should self after reasonable exposure in a impact in this definition is the consummation of a sale as of a specified date and feel seath cannot be price. And delive each cannot be price and self-each can
700	DEPIRTION OF AWART VAILE: The most probable price, as of a specified date, it cash, or in terms equivalent to cash, or in other processly revealed terms, for which the specified property rights should self after reasonable exposure in a limptic in this definition is the consummation of a sale as of a specified date and dealer each canadary and for self-interest, and assuming the nether is under undue dures. Reprosed feet Easte, The Clarison Easter acting which the specified property rights should self after reasonable exposure in a limptic in this definition is the consummation of a sale as of a specified date and the passing of the from self-interest, and assuming the nether is under undue duress. Reprosed feet Easte, The Clarison Easter acting which the sales were all information or well advised, and acting which the soles are acting to the property sold undeficied by special or creative financing or sales consistsing granded by anymore associated the sales.  DEPIRTION OF MARKET REAT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessor a
1	DEPIRTION OF AWART VAILE: The most probable price, as of a specified date, it cash, or in terms equivalent to cash, or in other processly revealed terms, for which the specified property rights should self after reasonable exposure in a limptic in this definition is the consummation of a sale as of a specified date and dealer each canadary and for self-interest, and assuming the nether is under undue dures. Reprosed feet Easte, The Clarison Easter acting which the specified property rights should self after reasonable exposure in a limptic in this definition is the consummation of a sale as of a specified date and the passing of the from self-interest, and assuming the nether is under undue duress. Reprosed feet Easte, The Clarison Easter acting which the sales were all information or well advised, and acting which the soles are acting to the property sold undeficied by special or creative financing or sales consistsing granded by anymore associated the sales.  DEPIRTION OF MARKET REAT (if applicable). The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessor a

Form produced using ACI software, 800.234 8727 www.acweb.com Appraisal Institute of Canada © Ottawa, Canada 2018 Page 3 of 4

AIC Vaccant 05/18 AICLAND18 06112018



# REQUEST FOR DECISION

SUBJECT: Evergreens Foundation – Pembina Housing Authority

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:

DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW

STRATEGIC PLAN: Quality of Life

### **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

#### **RECOMMENDED ACTION:**

MOTION: That Council approve the recommended statement from the Evergreens Foundation regarding Greenview's acknowledgement that the Evergreens Foundation Board of Directors unanimously passed a motion to consolidate with Pembina Housing Authority and will be incorporating 51 additional housing units into their operations.

#### BACKGROUND/PROPOSAL:

Evergreens Foundation is a board established under the Alberta Housing Act. This board is one of three within Greenview and is comprised of member municipalities, including the MD of Yellowhead #94, the Towns of Grande Cache, Hinton, Evansburg and Edson, and the MD of Greenview. Their mandate is to deal with issues regarding the senior's lodge, apartments, and low income housing in the respective municipalities.

Evergreens Foundation has provided correspondence to inform that the Alberta Government Department of Seniors and Housing requested that the Evergreens Foundation assume operations of the Pembina Housing Authority. This will be a 51 unit addition to the Government owned properties that the Foundation manages. These additional properties are funded in their entirety by the Provincial Program and in no way impact Greenview's municipal requisition.

The following motion was passed and accepted by the Evergreens Foundation Board of Directors at the September 24, 2018 Regular Board Meeting:

**Pembina Housing Authority** 

Motion: 087-18

Vice Chair Janet Wilkinson moved to approve the takeover of Pembina Housing Authority Schedule A

properties. UNANIMOUSLY CARRIED.

The Evergreens Foundation is requiring that Greenview sign a statement confirming that the municipality is aware of Evergreens Foundation taking over the operation of an additional 51 housing units effective January 1, 2019.

#### BENEFITS OF THE RECOMMENDED ACTION:

 The benefit of Council accepting the recommended motion is that Administration will receive authorization to endorse the statement regarding Evergreens Foundation takeover of the operation of additional units effective January 1, 2019.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

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

#### **ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to not accept the recommended motion, however the correspondence does state that the additional properties are funded in their entirety by the Provincial Program and in no way impact Greenview's requisition and the Evergreens Foundation Board unanimously passed the motion to approve the takeover of the Pembina Housing Authority properties.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

#### **PUBLIC PARTICIPATION GOAL**

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

#### PROMISE TO THE PUBLIC

Inform - We will keep you informed.

#### **FOLLOW UP ACTIONS:**

Administration will submit the signed statement on Greenview letterhead by November 15, 2018 to Evergreens Foundation, pending Council provides the authorization for this course of action.

# ATTACHMENT(S):

- Evergreens Foundation Letter
- Pembina Housing Authority Awareness Statement

At the November 13, 2018 Council Meeting, the M.D. of Greenview No. 16 Council was advised that The Evergreens Foundation Board of Directors has unanimously passed a motion to consolidate with Pembina Housing Authority and will be incorporating 51 additional housing units into their operations. Municipal District of Greenview No. 16 Reeve and Council are aware of this decision.

Signature



# REQUEST FOR DECISION

SUBJECT: Society of Local Government Managers Sponsorship

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:

DEPARTMENT: CAO SERVICES GM: PRESENTER: MH

STRATEGIC PLAN: Intergovernmental Relations

#### **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

#### **RECOMMENDED ACTION:**

MOTION: That Council sponsor \$1,000.00 to the Society of Local Government Managers Conference, with funds to come from Council's 2019 Hospitality Budget.

#### BACKGROUND/PROPOSAL:

The professional Society of Local Government Managers regulates the practices of local government managers and ensures its members act in the best public interest. Under Alberta Statute, the Society sets practice standards along with remedial actions. As well, the Society recognizes professional managers with a Certified Local Government Managers (CLGM) designation.

Each year the Society holds a professional development conference attended by municipal staff. Session topics general include items from legal and legislative education to leadership and ethics. Each year the Society seeks sponsorship to help offset the cost of the conference. There is no specific sponsorship tiers, but generally an amount of \$1000.00 is sought. While it changes from year to year, some municipalities do provide sponsorship.

Greenview does provide sponsorship of other professional conferences.

# BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Greenview will be supporting the Society of Local Government Managers.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion other than cost.

### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to approve, alter or deny the sponsorship to the Society of Local Government Managers Conference.

**Alternative #2:** Council has the alternative to sponsor a different amount to the Society of Local Government Managers.

# FINANCIAL IMPLICATION:

Direct Costs: \$1,000.00 from the Council Hospitality Budget

# STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

# PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

# FOLLOW UP ACTIONS:

Administration will inform the SLGM of Council's decision.

# ATTACHMENT(S):

None



# REQUEST FOR DECISION

SUBJECT: Additional Policing Hours

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER:
DEPARTMENT: PROTECTIVE SERVICES GM: SW PRESENTER: DR

STRATEGIC PLAN: Level of Service

**RELEVANT LEGISLATION:** 

**Provincial N/A** 

Council Bylaw/Policy N/A

#### RECOMMENDED ACTION:

MOTION: That Council authorize Administration to provide additional policing hours with funding from Protective Services Administration budget.

# BACKGROUND/PROPOSAL:

In a number of instances, the general public, Council and Administration has voiced a growing concern regarding a potential significant increase of moving violations occurring on the Forestry Trunk Road (FTR), including dangerous driving and speed offences. As an example, in the past 30 days Administration has confirmed incidents that included a motor vehicle accident and a near miss resulting in a pick up being run off of the FTR into the shoulder/ditch.

Recently, as per Council's direction, Administration requested an increased enforcement presence on the FTR through an existing contract with the County of Grande Prairie. Upon doing so, the County of Grande Prairie Peace Officers confirmed the presence of violations through the issuance of two overweight tickets in excess of \$5,500.00 within hours of the first patrol.

Hours allocated to Greenview in the County of Grande Prairie contract is limited to 40 hours per month and is used throughout Greenview, including the FTR. Administration has contacted the County of Grande Prairie about the possibility of allocating an additional 30 hours for the month of November to enhance the policing presence on the FTR at an estimated cost of \$4,500.00. The additional hours will be used on the FTR with a focus on speed, dangerous driving, and overweight and dimension.

The County is currently investigating how many hours they could provide to Greenview as a result of the request. At this time it is unknown if the County can provide the requested number of hours. Greenview currently has unallocated funds in the Protective Services 2018 budget that can cover the cost of additional policing.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration will have the financial resources to increase a policing presence on the Forestry Truck Road, if the County of Grande Prairie agree to provide the additional requested services.

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

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

#### **ALTERNATIVES CONSIDERED:**

- 1. Council has the alternative to not accept the recommended motion, however, Administration believes moving violations and safety on the Forestry Truck Road will continue to be a concern.
- 2. Council has the alternative to alter the additional 30 hours of enforcement services requested, however, Administration is currently unclear of the how many hours the County of Grande Prairie is able to provide and believes the suggested 30 hours is a reasonable starting point.

#### FINANCIAL IMPLICATION:

#### **Direct Costs:**

The estimated costs of the additional policing is \$4,500.00.

#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

#### PUBLIC ENGAGEMENT LEVEL:

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

# **FOLLOW UP ACTIONS:**

Administration will respond to the County of Grande Prairie accordingly to Councils direction.

# ATTACHMENT(S):



# REQUEST FOR DECISION

SUBJECT: Clay Shoot Donation 2018

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 13, 2018 CAO: MH MANAGER: DEPARTMENT: CAO SERVICES GM: PRESENTER:

STRATEGIC PLAN: Quality of Life

#### **RELEVANT LEGISLATION:**

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

#### **RECOMMENDED ACTION:**

MOTION: That Council donate the excess amount of \$1,030.61 from the Stakeholder Outreach Clay Shoot Event Budget to Lili's Angels Travel Foundation.

# BACKGROUND/PROPOSAL:

Greenview hosted the annual Stakeholder Outreach Event at Shot Shell Shooting Range south of Valleyview on Thursday, September 20, 2018. This Clay Shoot Tournament was held to raise funds for Valleyview's Lila's Angels Travel Foundation.

The event raised \$15,240.00 in from donations from our generous sponsors who contributed \$15,000.00, and cash donations of \$240.00 received on the day of the event.

Administration proposes that Council approve the remaining funds of \$1,030.61 from the event budget of \$20,000.00 be added to the donation total, giving a final total of \$16,270.61 to be donated to Lili's Angels Travel Foundation.

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The Benefit of the recommended action is that Council would formally establish a clear position regarding future actions regarding excess funds from Stakeholder Outreach Event Budgets.

# DISADVANTAGES OF THE RECOMMENDED ACTION:

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

#### **ALTERNATIVES CONSIDERED:**

Council has the alternative to not accept the recommended motion for information.

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion. Greenview has set the budget at \$20,000.00 and this will not exceed the budget amount.

# STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

# PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

# **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

# **PUBLIC PARTICIPATION GOAL**

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

# **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

### **FOLLOW UP ACTIONS:**

Once Council makes a decision Administration will issue the final cheque for future presentation to Lili's Angels Travel Foundation.

# ATTACHMENT(S):

• 2018 Clay Shoot Report.

Greenview Clay Shoot 2018				
			To	tal Budget \$20,000
Expense	Cost	Quantity	Total	Notes
Registration Fees	80.00	11.00	880.00	11 Staff took part in the clayshoot.
Supper Costs	555.67	1	555.67	Subway \$132.30, Captain Pizza \$423.37
				Prizes: Outfitter Cooler \$291, Superday Back Pack \$299.95, Gift Cards 2x
Trapper Gord	720.50	1.00	720.50	\$50 = \$100
Prizes	250.00	10.00	2,500.00	Prizes for Male & Female 1st, 2nd, 3rd, Class A, B, C, Most Honest
				31 Shooting Stand signs \$22 each, 3x8 banner FREE, Easel Board x1 \$45,
Signage	847.35	1.00	847.35	Easel Board x 1 \$15 plus shipping.
Sportswear Plus	30.00	54.00	1,620.00	Registration Gifts (insulated thermos)
4Imprint	5.00	54.00	270.00	Registration Gifts (camo tote bag)
Greenview Promo	10.00	75.00	750.00	
Misc. Supplies	500.00	1.00	500.00	
Prizes	300.00	4.00	300.00	CT GC \$100, \$50, Keg GC \$100 & \$50
Costco Supplies	111.92		111.92	Cutlery, Snacks etc
Reynolds, Mirth,				
Richards & Farmer	798.95	1.00	798.95	Legal fees for drafting of legal waivers.
Rexall	300.00	2.00	300.00	2 Gift cards
Shot Shell Enterprises				
Ltd.	8,815.00	1.00	8,815.00	Cost of 54 Shooters @ \$160 and 7 extra meals @ \$25
Total			18,969.39	

			Clav	Shoot 2018 Revenue	ie
Source	Cost	Quantity	•	Notes	
Registration Fees	80.00	43.00	3,440.00	43 registered	
Total			3,440.00		
		Cl	ay Shoot 20	18 Fundraising - Spo	onsor
Source	Cost	Quantity	Total	Notes	
Tiger Calcium	3,000.00	1	3,000.00	Platinum Sponsor	
Encana	1,000.00	1.00	1,000.00	Silver Sponsor	
WSP	1,000.00	1.00	1,000.00	Silver Sponsor	
Grande Cache Fire					
Dept.	1,000.00	1.00	1,000.00	Silver Sponsor	
Paramount	1,000.00	1.00	1,000.00	Silver Sponsor	
AEP	1,000.00	1.00	1,000.00	Silver Sponsor	
Seven Generations	1,000.00	1.00	1,000.00	Silver Sponsor	
Town of Fox Creek	1,000.00	1.00	1,000.00	Silver Sponsor	
Benevity Social	1,000.00	1.00	1,000.00	Silver Sponsor	
ProWest	1,000.00	1.00	1,000.00	Silver Sponsor	
Big Lakes County	500.00	1.00	500.00	Bronze Sponsor	
PCIT	500.00	1.00	500.00	Bronze Sponsor	
Chrenek RBC	500.00	1.00	500.00	Stand Sponsor	
RMA	500.00	1.00	500.00	Stand Sponsor	
Accurate Assessment					
Group Ltd	500.00	1.00	500.00	Bronze Sponsor	
Sameng	500.00	1.00	500.00	Stand Sponsor	
Total			15,000.00		

Clay Shoot 2018 Fundraising - Other					
Source	Cost	Quantity	Total	Notes	
Council Donation?			1030.61	Remaining tournament budget funds (with Council's permission)	
				Reynolds Mirth Richards & Farmer LLP donated 2 x Oilers tickets & Piece	
Prize Donations				of Luggage. No monetary value attributed.	
Cash Donations		3.00	240.00	Eric Rosendahl \$40, Todd Loewen \$100, Anonymous \$100.	
Total			1,270.61		



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Function: Corporate Services** 

Submitted by: Rosemary Offrey, General Manager Corporate Services

Date: 10/31/2018

# **General Manager Corporate Services, Rosemary Offrey**

Revising a new contract for the Auditors - Metrix Group, they will be on site early November.

Due to scheduling issues, the Asset training will begin in early November. The consultant that was booked to do the training had a few health issues that delayed the scheduling.

The Corporate Services team surprised Donna D. and myself with lunch and gifts to celebrate Boss's Day. We are very blessed to have such a wonderful group working with us!

A number of Corporate Services staff met with Grande Cache staff on October 16<sup>th</sup>. The intent of the meeting was to introduce our staff to their staff, gather information to help us gain an understanding of how we are going to integrate their finance procedures and processes as well as staff into our organization.

A follow up meeting is booked for the end of November for us to host our Grande Cache group at the Administration Office.

I am happy to report that Erin Klimp has returned to work from her maternity leave. While Jocelyn did a fine job covering for Erin, Erin's presence was greatly missed.

I have been Researching and preparing schedules to understand the impact of Council losing the 1/3 reduction in remuneration on the upcoming 2019 T4. While the biweekly take home pay for Councillors will not be affected, the amount of potential federal and provincial taxes based on the increased income may be affected. I hope to share this information with Council at the November 26th Council meeting and get Council's direction for the 2019 budget. Based on Council's decision, the Council and Board Remuneration Policy may change.

Faraja, the finance intern was away for the last two weeks of October. One week of scheduled holidays and the second week for the Intern Executive Week in Edmonton, he will return to the office for November 5th. He has

prepared the Third Quarter Report, which I have reviewed, and we need to answer a few questions on the actuals. This report will be on the Council Agenda for November 26<sup>th</sup>.

I was out of the office for the week of October 29<sup>th</sup> to November 2<sup>nd</sup> due to a scheduled surgery and returned to the office November 5<sup>th</sup> for half day until November 9<sup>th</sup>. All goes will I should be back full time by the week of November 12<sup>th</sup>.

I am happy to report that Carey has returned to work half days the first week of November. Bill is still off recovering from surgery, he is doing well.

# Finance & Administration Manager, Donna Ducharme

Preparing for Auditors (Metrix Group), the interim work begins on November 14<sup>th</sup> to 16<sup>th</sup>. Reception and Taxation are extremely busy dealing with tax payments, the due date is November 15<sup>th</sup>. To assist ratepayers, the Administration Building will remain open during lunch hour on November 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> to accept payments. Working on various items in preparation for Grande Cache joining the organization. Will be attending the CMML (Certificate in Municipal Management and Leadership) course on November 5<sup>th</sup> & 6<sup>th</sup>.

Dealing with insurance claims, issues, day to day duties as well as the usual month end.

# Human Resources (Recruitment), Asima Jabeen (Temporary)

**Position filled:** Facilities Maintenance Technician, to join Greenview on the 5<sup>th</sup> of November, 2018. Administrative Support, Corporate Services, to join on the 19<sup>th</sup> November, 2018. Assistant General Manager, I & P, to join on December 3rd.

**Open positions**: 1.) Equipment Operator, Grovedale - recruitment ongoing. 2.) Manager Construction & Engineering, I & P - recruitment ongoing. 3.) Municipal Engineer – I & P – recruitment ongoing. Vacancies are posted on the MD website, in local newspapers and on other Job Boards.

Resignations: 1.) Development Officer 2.) Administration Assistant, DeBolt

# **Information Systems, Shane Goalder**

Shane, along with other members of the Corporate Services staff members visited the Town of Grande Cache to become familiar with where the towns currently sits regarding their technical needs and/or issues. This will help to provide a benchmark on what will be priority upon the town coming on board.

Shane is currently on vacation until November 13<sup>th</sup>. PCIT are on site twice a week for any support issues that may arise.



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

Function: Infrastructure & Planning

Submitted by: Grant Gyurkovits, General Manager Infrastructure & Planning

Date: 10/31/2018

# General Manager, Infrastructure & Planning, Grant Gyurkovits

- Conducted an interview for the Manager of Construction & Engineering. Reference checks to follow.
- Offer presented for the position of Assistant General Manager.
- Request for Proposals for consulting services for road construction projects closed October 31<sup>st</sup>. A total of 9 consultants submitted proposal packages on 6 separate road projects. Reviewing the proposals in progress with presentation to Council tentatively scheduled for December 10<sup>th</sup>
- Request for Proposals for consulting services for legal survey of the forestry trunk road closed November 2<sup>nd</sup>. A total of 13 consultants submitted proposal packages. Reviewing the proposals in progress with presentation to Council tentatively scheduled for December 10<sup>th</sup>

# Manager Construction & Engineering (Acting-Grant Gyurkovits)

- Farmland access SW 1-72-25 W5 (Cauchie) rip rap, culvert ends, seeding and final surface compaction will be completed in the spring.
- Township Road 692 (Landfill connector road) approach onto Little Smoky Road completed.
- Williamson approach off of the Narrows road postponed until the spring.
- Back slope on the Gordey Drainage ditch is under repairs.
- Residential approach installed at SE-9-74-1 W6 (Shellie Morrison).
- Goodwin Road Phase 2 has one remaining land owner with negotiations for land purchase to sign.
   Administration does not intend for this to be a road block, administration expects to tender this project prior to December 31, 2018.

# **Manager Operation, Gord Meaney**

#### East

Completed gravel program in Sunset House, Little Smoky, South Valleyview.

- Gravel program working in North Valleyview & New Fish creek areas.
- Mowing crews mowed FTR, Puskwaskau and Valleyview areas.
- Brushing crews cleaned ditches Twp. 681 RR 232, Sunset House.
- Cleaned out Beaver dams and ponds various locations.
- Gravelling Program working North Valleyview area.
- Various culverts repaired/replaced, rip rap installed, seeding around culverts affected by flooding.
- Prepping trucks and tractors for winter Operations.
- Crack sealing completed, line painting completed.
- Various signs repairs on going.
- Starting Emergency on call for Operations.

#### West

- Victor Lake brushing (Mulcher) completed.
- 2 approaches installed on Twp. 700.
- Prepping equipment for winter Operations.
- Jobson approach completed.
- Crack sealing and line painting completed.
- Mowing crews worked on FTR.
- South FTR guardrail replaced various locations.
- Various culverts repaired/replaced, rip rap work on going.
- Completed various ditching requests.
- Install/ repair signs multiple areas.
- Met with Grande Cache Public Works staff, gain insight into staffing and operations.
- Assisting construction on FTR loading gravel.
- Starting Emergency on call for Operations.

# Shop

- Hired new Rap student.
- Ordered tractor analysis data on John Deere tractors, data comparison for motor issues.
- Replaced motor in T 25 tractor.
- A213 tailgate replaced from theft.

- Coordinated with new Grovedale mechanic on CVIP tools and equipment, waiting for some backordered tools and the final Audit.
- Prepped vehicles for transfer to Grande Cache and auction.

# **Manager Environmental Services, Gary Couch**

# Administration

• Working on budget presentation for Nov 26 Council meeting. Some corrections in previous budget entries required prior to finalizing numbers.

#### Water

- Applications for grant funding have been submitted for Grovedale Water Supply System to Investing in Canada Infrastructure Program and Alberta Municipal Water and Wastewater Program.
- Land acquisition for Utility Right-of-Ways ongoing in Grovedale.
- An abandoned water well in the road allowance in Sandy Bay was reclaimed.
- Preparing to demolish the olds Puskwaskau Waterpoint in preparation of new building in 2019.
   Plans to install a system to continue to provide water through the winter direct from well.
- Scheduling to meet with Town of Grande Cache staff to review services and department.

#### Wastewater

- Sturgeon Lagoon expansion is well underway and construction is hoped to be completed in late fall. The lagoon is closed for the remainder of the upgrade.
- Old Grovedale lagoon dewatering and sludge application plans have changed and cannot be performed in 2018. Project will carry over to 2019.
- We will be lining three manholes as part of rehabilitation program and to minimize infiltration issues.
- Grovedale lagoon liner proposed to become a capital project in 2019. Estimates are in 2 phases at approx. \$1M in total cost.

#### **Solid Waste**

- GRWMC will meet again before end of year. Budget to be proposed for 2019 operations.
- Transfer Station upgrades are going very well at Puskwaskau and Little Smoky.
- New staff at the GRWMC have been doing a great job with site maintenance and daily operations.

# Manager Planning & Development, Sally Rosson

# **Sturgeon Lake Area Structure Plan**

• The first Citizens' Panel meeting held October 22, 2018 and an Open House was held on October 29, 2018 with a reasonable turnout.

### Valleyview Inter-municipal Development Plan

The first Citizens' Panel meeting was held October 17, 2018.

# **Municipal Planning Commission**

 The Municipal Planning Commission meeting was held on October 10, 2018. The Municipal Planning Commission approved four first parcel out subdivision applications and two discretionary development permit applications.

#### **Updated Policies**

The following policies has been drafted to be reviewed by the Policy Review Committee meeting:
 Development Enforcement Policy. The Access to Subdivision and Development Policy will be
 forthcoming.

# **Rural Addressing Signage**

• The approximately 30 rural address signs have been installed. A new sign for Victor Lake has been received and delivered for installation by a contractor.

# **Summary of Development Activity**

• The following information provides a breakdown of the new applications received in the various development categories:

Monthly Summary of Activity in September 2018						
TYPE OF PLANNING & DEVELOPMENT ACTIVITY	NUMBER OF APPLICATIONS					
BUSINESS LICENSES:	0					
DEVELOPMENT PERMIT APPLICATIONS:	31					
LEASE REFERRALS:	5					
LAND USE AMENDMENTS (RE-DESIGNATION):	3					
SUBDIVISION APPLICATIONS:	2					
APPROACH APPLICATIONS:	5					

- Development permits received for major projects in October were:
  - Meritage Midstream Addition to Oil And Gas Facility- 11-21-66-3-W6 Ward 7 Karr Area for \$21,600,000.00

- Keyera Energy 48-person Work Camp SW-19-67-7-W6– Ward 8 –Wapiti Area \$2,357,857.00
- Eclipse Regulatory Addition to Oil and Gas Facility 8-13-63-5-W6 Ward 8 Kakwa Area for \$1,500,000.00
- Keyera Energy Outdoor Storage SW-15-67-7-W6 Ward 8 Wapiti Area \$1,200,000.00
- Harvest Operations 630 HP Compressor 13-1-65-6-W6 Ward 8 Wapiti area for \$1,360,000.00

# **Ridgevalley Walking Trails**

• The Offer to Purchase has been signed by the Landowner and the Land Use Amendment applications to update zoning on both parcels are being processed.

#### **Town of Grande Cache**

- Meeting was held with Town of Grande Cache Development Officer and Contractor and Planner, Greg Hofmann, to understand documents and procedures currently being used.
- Two members from Coops attended the meeting held at Greenview's GC Office regarding Development Permit requirements.

#### **Forecast**

The Land Use Bylaw will go to Council for Third Reading hopefully no later than December. A further amendment to create a district for Small Scale Agriculture for lands designated such under the Grovedale Area Structure Plan is being considered, along with minor corrections in accordance with Council direction after Second Reading.

234



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Function:** Community Services

Submitted by: Stacey Wabick, General Manager

Date: 11/2/2018

# **General Manager Community Services, Stacey Wabick**

# **Recreation Agreements**

Administration reviewed existing recreations agreements between Greenview and the Crooked Creek, East Smoky and Grovedale Recreation Boards. New agreements have been drafted and will be circulated.

# **Community Grants Program**

Community Services is in the process of receiving grant applications for the 2019 budget year. Each grant is being reviewed and a corresponding list is being compiled which will be brought forward to Committee of the Whole at a later date.

### **Policy**

Three different documents regarding policy and procedure have been drafted and will be coming to the Policy Review Committee in the near future. They include, Greenview Incident Reporting & Investigation Procedure, Harassment Policy and Workplace Violence Prevention Policy.

# **Greenview Regional Multiplex**

Teamwork was at the center of completing the landscaping at the Greenview Regional Multiplex (GRM). The Recreation Department meet with a neighbouring landowner on multiple occasions to review how the impacts of construction infringed on their land. Once all of the concerns were noted, the Agricultural Department completed the final grade and seeding at the GRM including debris clean up and reseeding a narrow strip of the neighbours land to an agreed upon mix. Administration and the landowner have been in contact again and they are extremely happy with how both Recreation and Agriculture staff were pleasant and professional.

#### **DeBolt Land Purchase**

Administration continued to work towards securing land for seniors housing and the potential relocation of the Edna Stevenson and Laura DeBolt Manor. Discussions with the existing landowner took place along with the completion of a land appraisal report. As a result, Administration is now in a position to review the information with Council and proceed accordingly.

# Agricultural Services Manager, Quentin Bochar

#### Vegetation

Vegetation Management Crews will be continuing roadside spraying in Wards 2 and 7. These projected locations are highly weather specific, if the weather is not conducive to spraying then the crews will move onto alternate areas. If the crews are not able to spray, then manual control of weeds and brush using weed whackers is conducted for Greenview Bridges and guardrails.

# **Inspectors**

Weed/Pest inspectors are continuing with the pest inspections for Clubroot, approximately 200 + fields have been surveyed so far. Six suspect samples have been found to date, and sent in to the lab for DNA analysis. Clubroot inspections are just about completed for the year. Weed inspection activities will be put on hold for this until the Clubroot surveys are completed.

#### **SARDA**

Working with SARDA and PCBFA to have a list of workshops and seminars that will be available for residents to attend.

# **Rental Program**

Rental program is moderately busy and one sprayer unit is down for servicing of spray control unit.

# **Pest Control Program**

The Pest Control Program has seen a large influx in skunk problems, there are a number of traps available at the Grovedale rental yard and a number of traps available in the Valleyview yard, problem wildlife officer and other Agriculture Department staff are available to offer assistance if the residents are not having success with the traps. Pest Control program has a number of beaver dams slated for flood control measures using explosives and equipment where appropriate. Currently dealing with a livestock predation concern south of Valleyview.

# **Economic Development Officer, Kevin Keller**

# **Grande Prairie Regional Hospital Gap Analysis Community response**

Members of the 2016 Hospital Gap analysis met to discuss next steps in tackling the identified gaps in the report. Most of the actions are located within the City of GP limits, but Greenview does have

input of regional transportation needs and also Health Care professionals attractions and retention - GP Chamber of commerce is leading on actions.

# **Website Upgrades**

Members of Administration have been requested to review the beta version of the new Ec. Dev website tools (shown to Council at Ec. Dev budget presentation) to ensure continuity of information and identify any gaps or missing links before this website goes live to the public.

#### **CARES Grant**

The submission of the CARES Grants application for the Tri-Municipal Industrial Partnership has been submitted for \$500,000.00 in financial assistance in the continued development of the Heavy Industrial project.

#### **Small Business Week events**

Economic Development presented the Eagle Feather Awarded to the First Nations small business owner and hosted a trade show booth at small business trade show in GP.

#### **TMIP Administration**

- Initial meetings with First Nations
- 2 sessions of Public Engagement (open houses) regarding the Area Structure Plan
- Technical working group meeting (Meeting with multiple Ministries (province of Alberta)
- Meeting with Aboriginal Consultative Office (Alberta Government) to outline future discussions with identified First nations around the TMIP project.
- 2 Strategic Working Group meetings These are industry and community groups that provide feedback and guidance on the potential needs of the future TMIP project
- Received feedback from Deputy Minister of Alberta Environment and Parks regarding Greenview Council concerns for purchasing Crown lands for this project.
- Meeting with Alberta Environment and Parks (Water and Air use specialist) to discuss steps necessary to amend /add to Greenview's water licence on the Smoky river to include the industrial water needs of the TMIP

# Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford

#### **Domestic Violence Awareness**

November is domestic violence awareness month. The HEART Team (Health, Education, & Action in Relationships Team) will Host the third annual Breakfast With the Guys on November 1 at the Burnside Performing Arts Building. This Breakfast, sponsored by Pembina Pipeline, is an

opportunity to discuss the issue of domestic violence and explore how men can be part of the solution. The Red Silhouettes will be displayed during the month of November to create awareness of those who have lost their life due to domestic violence.

# **Adult Information Day**

The Older Adult Information Day took place in partnership with the Town of Valleyview at the Greenview Multiplex took place on October 11 from 10:00-4:00 p.m. This event was geared towards seniors and older adults in the community. A variety of information sessions were offered including: pensions and benefits, stress management, cannabis medication; elder abuse and fraud, plus fitness orientations. Approximately 35 people attended the day and the surveys indicated that participants had increased knowledge of community resources.

# Skills Program

Two members of the Green View FCSS board had planned to attend an information session on a senior's housing project on October 2<sup>nd</sup> in Calgary. This Age in Place Laneway House Research Project is a portable adaptive living unit for seniors. The information session will include an interactive session to get feedback on how deploying the unit in a rural setting could be optimized. The workshop is an important step in establishing a long-term rural test for the prototype unit in early 2019. Unfortunately, due to weather conditions, the workshop was cancelled, but we are hopeful it will be rescheduled in the New Year.

The SKILLS program is being delivered at Hillside High School. This is an 8 week program that focusing on healthy relationships. I Can Handle Anger and Hands Are Not for Hitting programs are being delivered to the grade 1 classes at St. Stephens School.

# **Finding Our Voices and Growth Circle**

Finding Our Voices and Growth Circle, programs for women who want to improve their selfesteem will be offered in the month of November. Other current programming includes Balance, therapeutic yoga, which is offered in Valleyview and DeBolt. In the month of November, 455 people visited the resource center for employment assistance and information and referral.

#### **Presentation**

The Judy Arnall presentation at the library on October 23 drew a crowd of approximately 30 people. The surveys indicated that participants had an increase in knowledge about how computers effect childhood brain architecture. In addition, the questionnaire revealed that many community residents were interested in attending a workshop on mental health, thus, we are planning a seminar to be delivered in December.

The FCSS Board and three staff members will attend the annual FCSSAA conference in Edmonton from November 28-30. The Northwest region is co-hosting this year's conference, and the theme is "The Times, they are a Changing".

On a final note, the FCSS manager has been gathering information on FCSS programs in Grande Cache. We are investigating current programming needs, looking at organizational structure and budget.

# **Acting Protective Services Manager, Derian Rosario**

# **Emergency Planning**

Protective Service has been working with Communications Tools Inc. To complete a review of Greenview Emergency Plan. Our Emergency plan is a document that guides Greenview through large scale events and disasters where a local state of emergency has been declared. An interim report has been delivered on Oct 31 and is currently under review by our Director of Emergency Management.

# **Bylaws**

The Animal Control bylaw has passed third reading and has been placed into force. The new Animal Control Bylaw 18-799 been shared with our enforcement contractors at the County of Grande Prairie and is being enforced today. One of the largest changes in the bylaw is that it will be enforceable throughout the Greenview, not only within the hamlets as the old one was.

# **Enforcement**

County Enforcement is conducting a blitz on the Forestry Trunk road. Currently there have been a number of incidents on the FTR and including a fatality this year. Our enforcement provider has been instructed to travel the length of the road and enforce all violations. Violations include weights and measures and speeding. Also any abandoned equipment such as jeep's, boosters and trailers will be towed at the owner's expense as per Greenview bylaw. These recent enforcement measures are a result of a number of concerns raised related to safety and negative impact to Greenview infrastructure. In addition, recently a Greenview vehicle was run into a guard rail by a loaded log truck. Our Greenview employee did not sustain any injury.

# **Administration**

Protective Services Administration is working on costs and needs of adding a peace officer program to Greenview. Currently administration is in the data collection phase and hopes to have a completed brief for councils review first week of December.

# **Capital Project**

The capital project for the replacement of the Valleyview Type five Fire Engine is currently on time and on budget with expected delivery of the new unit at the end of November. The Fire Services Coordinator will be traveling with the Valleyview Fire Department to complete the pre delivery inspection mid-November.

#### **Recreation Services Manager, Matthew Norburn**

# **Moody's Crossing Campground**

Mainline Construction has completed the general construction of Phase 1 for Moody's Crossing as per the approved budget. This portion of the project includes a parking lot and camping loop with 16 campsites. Furnishing including picnic tables, fire pits, garbage facilities, signage and fencing are anticipated to be completed in the early spring of 2019.

During construction many curious residents and passer byers stopped by to inform the project manager how pleased they are that Greenview has decided to develop in this area and look forward to using the location. A large grand opening will follow the completion of furnishing in 2019.



Parking lot; vehicle and boat parking.



Entrance to Moody's **Crossing Campground** 

# **Johnson Park Grand Opening**

A grand opening was held on October 9th for Johnson Park. The opening featured a ribbon cutting ceremony and guests included multiple Council members, the Recreation Department, the Johnson Family as well as members from the public. This opening was a large milestone for Recreation Services as it was the first opening of a new recreation area since the department was developed.



# **GPRRC Administrative Working Group**

Administration will be updating information for the working group on Greenview arenas and Curling Rinks. Discussion have also taken place regarding the types of recreational activities that are currently covered by the GPRRC. Administration feel that recreational activities provided by Greenview and used by non Greenview residents are not included in this list.

# **DeBolt Walking Trail**

Hollingworth Construction completed the construction of 1.5 km of walking trails in DeBolt. All North completed inspections of the project and all contract requirements were satisfactory. Garbage containers will be allocated for the project in the spring of 2019.



#### **Grande Cache**

Greenview Recreation Administration had the opportunity to meet with Recreation staff from Grande Cache. This was an opportunity for both organizations to meet their counterparts and begin the process of getting to know each other. Grande Cache staff provided a tour of the facility for Greenview administration.

# 2018 Annual Conference & Energize Workshop

Recreation administration attended the 2018 annual Conference and Energize Workshop in Jasper. Administration attended workshops which included Greenview Regional Multiplex, Partnerships and Collaborations in Indigenous Communities, Building Community through Recreation, Creating

Parks through Partnerships and Horseshoe Canyon – Roadside Global Attraction. Administration also had the opportunity to interact with other recreation staff from around the province to share experiences.

# **Recreation Master Plan**

Recreation administration had a telephone conference with a representative from McElhanney regarding finalizing the Recreation Master Plan. Administration will follow up by reviewing the recreation inventory, updating pictures and provide this information to McElhanney.



# **COUNCIL MEMBERS BUSINESS REPORT**

Ward 2 Reeve I	Dale Gervais	
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
10/23/2018	Other	Hemp Seminar
10/23/2018	Nitehawk Ski Recreation	
	Board	
10/26/2018	Conference	Presentation to Recreation Conference on Partnerships
11/1/2018	Other	Breakfast with the Guys
11/2/2018	Fox Creek/Greenview	
	Multiplex Grande Opening	
	Planning Meeting	
11/5/2018	Grande Cache Facilities Tour	
11/6/2018	Policy Review Committee	
11/8/2018	Golden Triangle Consortium	



# **COUNCIL MEMBERS BUSINESS REPORT**

Ward 4 Council	lor Shawn Acton	
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
10/22/2018	Organizational Meeting	
10/22/2018	Regular Council Meeting	
10/23/2018	Fox Creek Synergy Group	
10/24/2018	Alberta Recreation & Parks	
	Association Conference	
10/29/2018	Sturgeon Lake Area	
	Structure Plan Open House	
10/30/2018	Other	Wetlands Education Seminar
11/1/2018	FCSS	
11/6/2018	Other	Grande Cache Facilities Tour
11/6/2018	Policy Review Committee	



# **COUNCIL MEMBER Dale Smith BUSINESS REPORT**

Ward 5 Counci	llor Dale Smith	
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
10/22/2018	Regular Council Meeting	
10/30/2018	Agriculture Service Board	Regional meeting Had presentations from AF on department reorg, on farm energy programs, federal policy on drug use, CAP.
11/1/2018	Smoky Applied Research & Demonstration Association	Review of business for the last 3 months. Planning for trade show in march 2019, joint meeting with PCBFA
11/1/2018	Event	NFC hall board meeting. Planning to get the outdoor skating rink working this year.
11/3/2018	Event	50 <sup>th</sup> anniversary supper of the Valleyview Ag Society. Represented MD of Greenview
11/5/2018	Other	Tour Grande Cache town to view some infrastructure projects. Meet with some town staff and CEO.
11/6/2018	Event	Wetland assessment seminar at Entrec centre.
11/6/2018	Heart River Housing Foundation	Teleconference to review 2019 budget. Greenview projected expense will increase slightly.
11/8/2018	Event	Teleconference for the HANA project. Looking for municipality and ag producer support to a decortication plant in operation in northern Alberta. Seems to be support for these hemp fibre bales to be sold at a premium.
11/10/2018	Veterinary Services Incorporated	Our annual meeting in Peace river
1/6/2018		
1/6/2018		
1/6/2018		
1/6/2018		
1/6/2018		
1/6/2018		
1/6/2018		
1/6/2018		
1/6/2018		
1/6/2018		

1/6/2018	
1/6/2018	
1/6/2018	