



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

December 14, 2020

9:00 AM

Administration Building  
Valleyview, AB

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#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Council Meeting minutes held November 23, 2020	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	4.1 Bylaw 20-856 Road Closure Request	12
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 20-858 Fire Services	18
		6.2 Bylaw 20-859 Re-Designate from Agriculture Two District to Industrial Light District	58
		6.3 Bylaw 20-863 Grovedale Area Structure Plan Update	67
		6.4 Bylaw 20-865 Sturgeon Lake Area Structure Plan	72
		6.5 Bylaw 20-866 Temporary Requirements for Face Coverings	144
#7	BUSINESS	7.1 2021 Capital and Interim Operating Budgets and 3 Year Operating Plan	151
		7.2 Council Compensation	170
		7.3 Request for Property Tax Exemption	172

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7.5 Fire Extinguisher Simulator	176
7.6 STARS Sponsorship	191
7.7 Transfer Request on Portion of Iosegun Lake Road E 1/2 03-63-19 W5	204
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7.10 Policy 4023 Licensing Undeveloped Road Allowances	237
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7.12 MD of Greenview Library Board Appointments	251
7.13 MD of Greenview Library Board Staggered Appointments	255
7.14 Valleyview & District Recreation Board Appointment	257
7.15 Manager Reports	261

#8 NOTICE OF MOTION

#9 CLOSED SESSION

#10 MEMBERS REPORTS/EXPENSE CLAIMS	<ul style="list-style-type: none"> <li>• Ward 1</li> <li>• Ward 2</li> <li>• Ward 4</li> <li>• Ward 5</li> <li>• Ward 6</li> <li>• Ward 7</li> <li>• Ward 9</li> </ul>	288
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#11 ADJOURNMENT

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
Greenview Administration Building,  
Valleyview, Alberta on Monday November 23, 2020

**#1**  
**CALL TO ORDER**

Reeve Dale Smith called the meeting to order at 9:03 a.m.

**Present**

Ward 5	Reeve Dale Smith
Ward 8	Deputy Reeve Bill Smith(Virtual)
Ward 1	Councillor Winston Delorme
Ward 2	Councillor Dale Gervais(Virtual)
Ward 3	Councillor Les Urness(Virtual)
Ward 4	Councillor Shawn Acton
Ward 6	Councillor Tom Burton(Virtual)
Ward 7	Councillor Roxie Rutt
Ward 9	Councillor Duane Didow(Virtual)
Ward 9	Councillor Tyler Olsen

**ATTENDING**

Chief Administrative Officer	Denise Thompson
Deputy Chief Administrative Officer	Stacey Wabick
Director Infrastructure & Planning	Roger Autio
Interim Director, Community Services	Dennis Mueller
Chief Financial Officer	Aleks Nelson
Marketing & Communication Manager	Stacey Sevilla
Recording Secretary	Lianne Kruger

**ABSENT**

**#2**  
**AGENDA**

MOTION: 20.11.596. Moved by: COUNCILLOR TYLER OLSEN  
That Council adopt the November 9, 2020 Regular Council Meeting  
Agenda with the addition of

- Addition Agenda Item 9.1 Closed Session Section 19 Confidential Evaluations

CARRIED

**#3**  
**MINUTES**

MOTION: 20.11.597. Moved by: COUNCILLOR TOM BURTON  
That Council adopt the minutes of the Regular Council Meeting held on  
Monday November 9, 2020 as presented.

CARRIED

**#3.1**  
**BUSINESS ARISING**  
**FROM THE MINUTES**

**3.1 BUSINESS ARISING FROM MINUTES**

## **7.1 2021 MARKET (COLA) ADJUSTMENT**

### **2021 MARKET ADJUSTMENT**

MOTION: 20.11.598. Moved by: COUNCILLOR SHAWN ACTON  
That Council approve a 0% Market (COLA) adjustment for Council and staff, effective January 1, 2021.

CARRIED

## **7.2 STARS FUNDING**

### **STARS FUNDING**

MOTION: 20.11.599. Moved by: COUNCILLOR ROXIE RUTT  
That Council approve funding in the amount \$210,000.00 to STARS for the 2021 calendar year, with funds to come from Economic Development Operations Budget.

CARRIED

### **STARS AGREEMENT**

MOTION: 20.11.600. Moved by: COUNCILLOR ROXIE RUTT  
That Council authorize Administration to enter into an agreement with STARS as to award funding in the amount of \$500,000.00 over a five-year term, with funds to come from Economic Development Operations Budget.

MOTION: 20.11.601. Moved by: COUNCILLOR TOM BURTON  
That Council defer motion 20.11.600. STARS Funding, to Budget Discussion.

CARRIED

## **7.3 GREENVIEW INDUSTRIAL GATEWAY NAME**

### **GREENVIEW INDUSTRIAL GATEWAY NAME**

MOTION: 20.11.602. Moved by: COUNCILLOR WINSTON DELORME  
That Council approve the Greenview Industrial Gateway as the reference name for the industrial development area as defined in Bylaw No. 19-815 Tri-Municipal Industrial Partnership Area Structure Plan.

CARRIED

### **#4 PUBLIC HEARING**

## **4.0 PUBLIC HEARING**

### **4.1 BYLAW 19-828 RE-DESIGNATE FROM AGRICULTURAL ONE DISTRICT TO COUNTRY RESIDENTIAL ONE DISTRICT**

Chair Dale Smith opened the Public Hearing regarding Bylaw 20-828 at 9:16 a.m.



<b>IN ATTENDANCE</b>	Development Officer Representative for Applicant (Virtual)  Applicant (Virtual)	Leona Dixon Blake Lange Beairsto & Associates Engineering Ltd Bonnie Hein Viola Hein Brian Fox
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<b>REFERRAL AGENCY &amp; ADJACENT LAND OWNER COMMENTS</b>	Development Officer, Leona Dixon, provided a summary of the responses from referral agencies.
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<b>APPLICANT BACKGROUND INFORMATION</b>	For estate planning purposes, the landowner wishes to subdivide the proposed parcel which contains an existing residence and services. Concurrent land use amendment application A19-005, rezones the existing CR-1 lot to the north, which is owned by her daughter, and consolidates the lands with the balance of agricultural lands on the quarter, to Agricultural Two (A-2) District.
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<b>QUESTIONS FROM COUNCIL</b>	The Chair called for any questions from Council. None were heard.
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<b>IN FAVOUR</b>	The Chair requested that anyone in favour of the application come forward. None were heard.
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<b>OPPOSED</b>	The Chair requested that anyone opposed of the application come forward. None were heard.
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<b>QUESTIONS FROM THE APPLICANT OR PRESENTER</b>	The Chair called for any questions form the Applicant or those that had spoke in favour or against the application. None were heard.
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<b>FAIR &amp; IMPARTIAL HEARING</b>	The Chair asked the Applicant if they had a fair and impartial hearing. The Applicant responded, yes.
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<b>CLOSING BYLAW</b>	Chair Dale Smith closed the Public Hearing regarding Bylaw 20-828 at 9:33 a.m.
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**4.2 BYLAW 19-829 RE-DESIGNATE FROM COUNTRY RESIDENTIAL ONE DISTRICT AND AGRICULTURAL ONE DISTRICT TO AGRICULTURAL TWO DISTRICT**

Chair Dale Smith opened the Public Hearing regarding Bylaw 20-829 at 9:34 a.m.

<b>IN ATTENDANCE</b>	<div> <div>Development Officer</div> <div>Representative for Applicant (Virtual)</div> <div>Applicant (Virtual)</div> </div> <div> <div>Leona Dixon</div> <div>Blake Lange</div> <div>Beirsto &amp; Associates Engineering Ltd</div> <div>Bonnie Hein</div> <div>Viola Hein</div> <div>Brian Fox</div> </div>
<b>REFERRAL AGENCY &amp; ADJACENT LAND OWNER COMMENTS</b>	Development Officer, Leona Dixon, provided a summary of the responses from referral agencies.
<b>APPLICANT BACKGROUND INFORMATION</b>	The landowner wishes to re-designate Plan 0722233, Block, 1 Lot 1, containing 3.01 hectares (7.44 acres) ± from Country Residential One (CR-1) District, and 28.43 hectares (70.23 acres) ± on the balance of the quarter from Agricultural One (A-1) District, both to Agricultural Two (A-2) District. This will allow for a future boundary adjustment to accommodate estate planning for the current owner of the agricultural lands.
<b>QUESTIONS FROM COUNCIL</b>	The Chair called for any questions from Council. None were heard.
<b>IN FAVOUR</b>	The Chair requested that anyone in favour of the application come forward. None were heard.
<b>OPPOSED</b>	The Chair requested that anyone opposed of the application come forward. None were heard.
<b>QUESTIONS FROM THE APPLICANT OR PRESENTER</b>	The Chair called for any questions form the Applicant or those that had spoke in favour or against the application. None were heard.
<b>FAIR &amp; IMPARTIAL HEARING</b>	The Chair asked the Applicant if they had a fair and impartial hearing. The Applicant responded, yes.
<b>CLOSING BYLAW</b>	Chair Dale Smith closed the Public Hearing regarding Bylaw 20-829 at 9:39 a.m.

**#5  
DELEGATIONS**

**5.0 DELEGATIONS**

There are no Delegations presenting.

**#6  
BYLAWS**

**6.0 BYLAWS**

**6.1 BYLAW 19-828 RE-DESIGNATE FROM AGRICULTURE ONE DISTRICT  
TO COUNTRY RESIDENTIAL ONE DISTRICT**

**BYLAW 19-828  
SECOND READING**

MOTION: 20.11.603. Moved by: DEPUTY REEVE BILL SMITH  
That Council give Second Reading to Bylaw No. 19-828, to re-designate a  
4.27-hectare ± area from Agricultural One (A-1) District to Country  
Residential One (CR-1) District within SE-06-70-06-W6.

CARRIED

**BYLAW 19-828  
THIRD READING**

MOTION: 20.11.604. Moved by: COUNCILLOR ROXIE RUTT  
That Council give Third Reading to Bylaw No. 19-828, to re-designate a  
4.27-hectare ± area from Agricultural One (A-1) District to Country  
Residential One (CR-1) District within SE-06-70-06-W6.

CARRIED

**6.2 BYLAW 19-829 RE-DESIGNATE FROM COUNTRY RESIDENTIAL ONE  
DISTRICT AND AGRICULTURE ONE DISTRICT TO AGRICULTURE TWO  
DISTRICT**

**BYLAW 19-829  
SECOND READING**

MOTION: 20.11.605. Moved by: DEPUTY REEVE BILL SMITH  
That Council give Second Reading to Bylaw No. 19-829, to re-designate a  
31.44-hectare ± area consisting of a 3.01-hectare ± area within Plan  
0722233, Block 1, Lot 1 from Country Residential One (CR-1) District,  
and a 28.43-hectare ± area within SE-06-70-06-W6 from Agricultural  
One (A-1) District, to Agricultural Two (A-2) District.

CARRIED

**BYLAW 19-829  
THIRD READING**

MOTION: 20.11.606. Moved by: COUNCILLOR TOM BURTON  
That Council give Third Reading to Bylaw No. 19-829, to re-designate a  
31.44-hectare ± area consisting of a 3.01-hectare ± area within Plan  
0722233, Block 1, Lot 1 from Country Residential One (CR-1) District,  
and a 28.43-hectare ± area within SE-06-70-06-W6 from Agricultural  
One (A-1) District, to Agricultural Two (A-2) District.

CARRIED

### **6.3 BYLAW 20-864 BORROWING BYLAW 2021**

**BYLAW 20-864  
THIRD READING**

MOTION: 20.11.607. Moved by: COUNCILLOR TYLER OLSEN  
That Council give third reading to Bylaw 20-864 "Borrowing 2021".  
CARRIED

### **6.4 BYLAW 20-862 ELECTIONS**

**BYLAW 20-826  
THIRD READING**

MOTION: 20.11.608. Moved by: DEPUTY REEVE BILL SMITH  
That Council give third reading to Bylaw 20-862 "Elections".  
CARRIED

**#7  
BUSINESS**

### **7.0 BUSINESS**

#### **7.4 OFFICE CLOSING – DECEMBER 2020**

**RESCIND MOTION  
20.11.582**

MOTION: 20.11.609. Moved by: COUNCILLOR TOM BURTON  
That Council rescind motion 20.11.582., 2020 Christmas Party, due to  
COVID-19 restrictions.  
CARRIED

**OFFICE CLOSURE  
DECEMBER 2020**

MOTION: 20.11.610. Moved by: COUNCILLOR ROXIE RUTT  
That Council approve the closure of all Greenview offices and facilities  
on Thursday December 31, 2020 from 2:00 p.m. to 4:30 p.m. for staff.  
CARRIED

#### **7.5 GRANDE CACHE KARATE CLUB FACILITY RENTAL FEE REDUCTION**

**GRANDE CACHE KARATE  
CLUB**

MOTION: 20.11.611. Moved by: COUNCILLOR DUANE DIDOW  
That Council approve the Grande Cache CASK Karate Club to use the  
Recreation Curling Rink at a reduced rate of \$8.00 per hour for the  
remainder of the 2020 calendar year.  
CARRIED

Reeve Dale Smith recessed the meeting at 10:01 a.m.  
Reeve Dale Smith reconvened the meeting at 10:13 a.m.

**#8  
NOTICE OF MOTION**

### **8.0 NOTICE OF MOTION**

NOTICE OF MOTION Councillor Shawn Acton put forward a Notice of  
Motion for Administration to contact Alberta Transportation to clarify  
cost of scale house on highway 40 and bring back for information.

**#10  
MEMBER REPORTS &  
EXPENSE CLAIMS**

**11.0 MEMBERS BUSINESS**

**WARD 1**

**COUNCILLOR WINSTON DELORME** updated Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
November 16, 2020 Committee of the Whole

**WARD 2**

**COUNCILLOR DALE GERVAIS** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
November 16, 2020 Committee of the Whole Meeting

**WARD 3**

**COUNCILLOR LES URNESS** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
November 16, 2020 Committee of the Whole Meeting

**WARD 4**

**COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
2020 Fox Creek Synergy Group Annual General Meeting  
Valleyview and District Recreation Board Meeting  
Elected Officials Education Program – Council’s Role in Service Delivery  
November 16, 2020 Committee of the Whole Meeting  
Fox Creek Library Board Meeting  
Valleyview and District Library Board Meeting  
Elected Officials Education Program – Council’s Role in Service Delivery  
South Peace Archives Zoom Meeting

**WARD 5**

**REEVE DALE SMITH** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
Agriculture Services Board Budget Meeting  
Veterinary Services Incorporated Meeting  
November 16, 2020 Committee of the Whole Meeting  
SARDA Meeting

**WARD 6**

**COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
November 16, 2020 Committee of the Whole Meeting  
East Smoky Recreation Board Meeting

Town Hall call with Honourable Tracy Allard, Minister of Municipal Affairs, Honourable Travis Toews, Finance Minister, Honourable Jason Kenney, Premier of Alberta, and Deena Hinshaw, Chief Medical Officer.  
Greenview Municipal Library Board Meeting

**WARD 7**

**COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;  
November 9, 2020 Regular Council Meeting  
Grande Prairie Public Library Board Meeting  
Northern Transportation Advocacy Bureau  
November 16, 2020 Committee of the Whole Meeting  
FCSS Board Meeting  
Grande Spirit Foundation Meeting

**WARD 8**

**DEPUTY REEVE BILL SMITH** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
November 16, 2020 Committee of the Whole Meeting

**Ward 9**

**COUNCILLOR DUANE DIDOW** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
November 16, 2020 Committee of the Whole

**Ward 9**

**COUNCILLOR TYLER OLSEN** submitted his update to Council on his recent activities, which include;  
November 9, 2020 Regular Council Meeting  
November 16, 2020 Committee of the Whole Meeting  
Community Futures West Yellowhead Meeting  
River of Death & Discovery Dinosaur Museum Society Meeting  
MD of Greenview Library Board Meeting

**MEMBERS BUSINESS**

MOTION: 20.11.612. Moved by: COUNCILLOR TOM BURTON  
That Council accept the Members Business Reports as presented.  
CARRIED

**#9  
CLOSED SESSION**

**9.0 CLOSED SESSION**

**CLOSED SESSION**

MOTION: 20.11.613. Moved by: COUNCILLOR ROXIE RUTT  
That the meeting go to Closed Session, at 10:30 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta

2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

CARRIED

**OPEN SESSION**

MOTION: 20.11.614. Moved by: COUNCILLOR SHAWN ACTON  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 10:58 a.m.

CARRIED

MOTION: 20.11.615. Moved by: COUNCILLOR DALE GERVAIS  
That Council authorize a one step increase for Chief Administrative Officer, Denise Thompson, effective January 1, 2021.

CARRIED

**#11  
ADJOURNMENT**

**12.0 ADJOURNMENT**

MOTION: 20.11.616. Moved by: COUNCILLOR TOM BURTON  
That Council adjourn this Regular Council Meeting at 11:03 a.m.

CARRIED

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CHIEF ADMINISTRATIVE OFFICER

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REEVE



## December 14, 2020 Bylaw No. 20-856 Public Hearing Background Information

### PROPOSAL

Greenview received a road closure request from John Pozniak on June 22, 2020, requesting to close 1.618 hectares (4.0 acres) ± of the undeveloped road allowance lying between NW-19-72-20-W5 and NE-24-72-21-W5 as shown on Schedule 'A' hereto. The area would be consolidated with the existing titles to NE-24-72-21-W5 and the portion of NW-19-72-20-W5 lying west of the Old High Prairie Road, as shown in Schedule 'B' hereto.

### BACKGROUND AND DISCUSSION

The applicant's existing residence and majority of structures were developed on NE-24-72-21-W5, with much of the farming operation occurring over the undeveloped road allowance and on the portion of NW-19-72-20-W5 that lies west of the Old High Prairie Road.

By the road closure moving forward, the applicant's existing yard site developed in the mid-1980s, which included a hog operation, corrals, and hay yard, would be consolidated onto one title.

### STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

**August 19, 2020** – a copy of the application was circulated to Greenview's internal departments. No concerns were received.

**August 19, 2020** – a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Energy Regulator GP Field Centre, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McNaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Municipal Affairs – David Dobson, Alberta Transportation, ATCO Electric, East Smoky Gas Co-op, Northern Gateway Schools, and Telus Communication. No concerns were received.

**October 13, 2020** – Council gave First Reading to Bylaw 20-856.

**November 4, 2020** – a copy of the application and notice of the Public Hearing was circulated to adjacent landowners within 804.0 metres of the property. The public hearing was advertised on Greenview's website. No comments or concerns were received.



SE25 72-21-5

SW30 72-20-5

20.12 GOVERNMENT ROAD ALLOWANCE

20.12 GOVERNMENT ROAD ALLOWANCE



NE24 72-21-5

NW19 72-20-5

NW19 72-20-5

SE24 72-21-5

SW19 72-20-5



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

**SCHEDULE 'A'**

SHOWING PROPOSED ROAD CLOSURE OF  
GOVERNMENT ROAD ALLOWANCE  
BETWEEN N.W. 1/4 SEC. 19, TWP. 72, RGE. 20, W.5M. &  
N.E. 1/4 SEC. 24, TWP. 72, RGE. 21, W.5M.

LAND DEALT WITH BY THIS  
PLAN IS SHOWN OUTLINED THUS: ———  
AND CONTAINS: 1.618 HECTARES ( 4.00 ACRES)

SCALE: 1:5000



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

**SCHEDULE 'A'**

SHOWING PROPOSED ROAD CLOSURE OF  
GOVERNMENT ROAD ALLOWANCE  
BETWEEN N.W. 1/4 SEC. 19, TWP. 72, RGE. 20, W.5M. &  
N.E. 1/4 SEC. 24, TWP. 72, RGE. 21, W.5M.

LAND DEALT WITH BY THIS  
PLAN IS SHOWN OUTLINED THUS: ———  
AND CONTAINS: 1.618 HECTARES ( 4.00 ACRES)

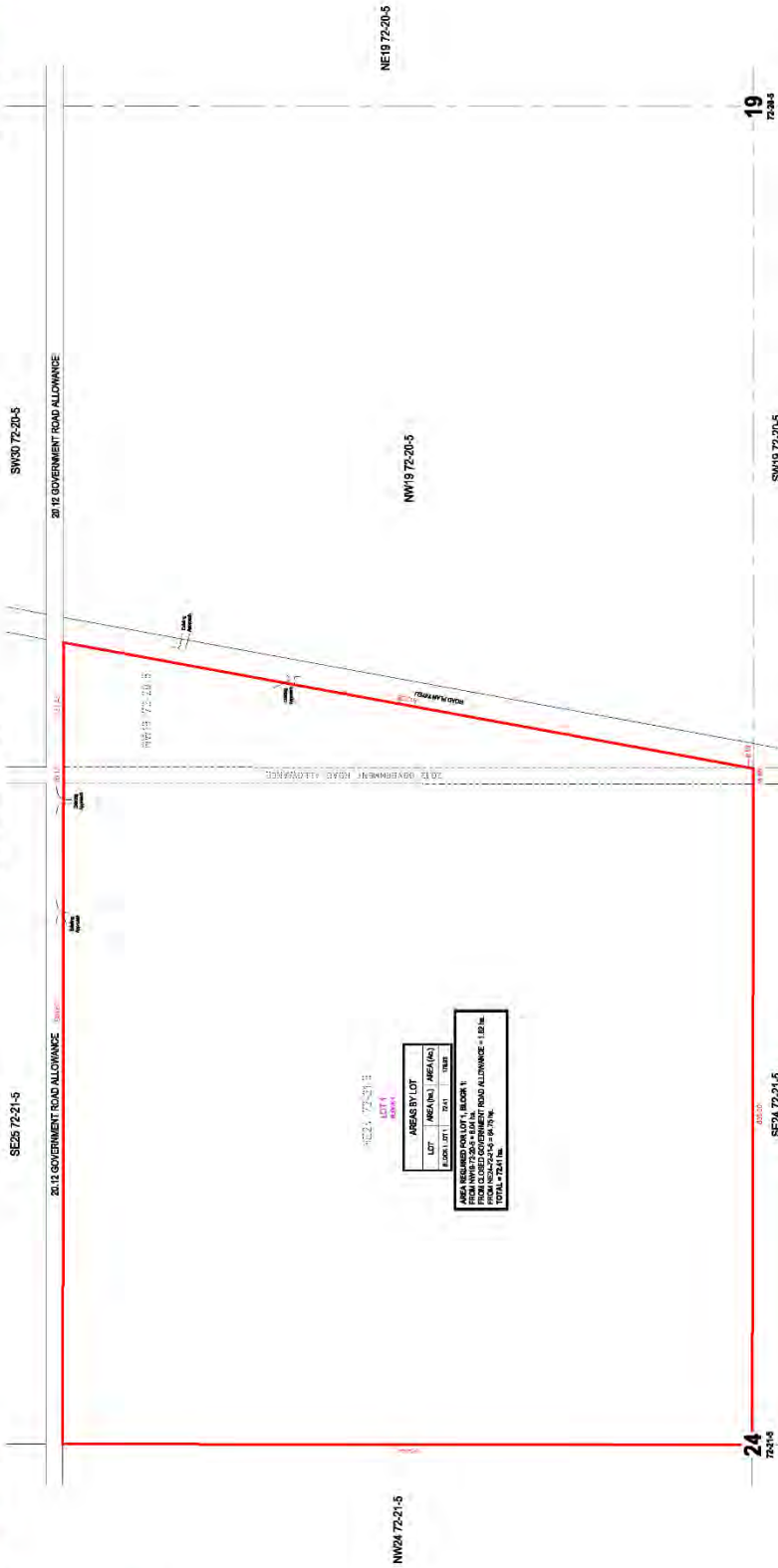
SCALE: 1:5000

# SCHEDULE 'B'



FILE No.: 20GLML7151  
SHEET 1 OF 2

## LOCATION PLAN



### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

TENTATIVE PLAN  
SHOWING PROPOSED SUBDIVISION OF  
PART OF THE N.W. 1/4 SEC. 19, TWP. 72, RGE. 20, W. 5M.,  
CLOSED GOVERNMENT ROAD ALLOWANCE  
BETWEEN NW19-72-20W5 & NE24-72-21W6 &  
ALL OF THE  
N.E. 1/4 SEC. 24, TWP. 72, RGE. 21, W. 5M.

LAND DEALT WITH BY THIS  
PLAN IS SHOWN OUTLINED THUS: ———  
AND CONTAINS: 72.42 HECTARES ( 178.86 ACRES )

BURIED PIPE CONTAINING VARIOUS SUBSTANCE: \_\_\_\_\_  
BURIED PIPE CONTAINING SOLID SUBSTANCE: \_\_\_\_\_

\*NO FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN

INSTRUMENTS APPEARS IN ( NOT NECESSARILY SHOWN ON THE PLAN )

Map No. \_\_\_\_\_ Name \_\_\_\_\_

PROJECT: \_\_\_\_\_

DRAFTED BY: \_\_\_\_\_

CHECKED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

SCALE: 1:5000

AUGUST 2020 20GLML7151-TEAL DWG

REVISIONS

1 BR- 07/24/20 ADDED NE 24

2

3

4

5

6

PROJECT DETAILS

SURVEYOR: SLAVE LANGE A.L.S.

PROJECT: PODNAK

DRAFTED BY: SLAVE KISSOL

CHECKED BY: SLAVE LANGE

DATE: JULY 22, 2020

SCALE: 1:5000

AUGUST 2020 20GLML7151-TEAL DWG

REVISIONS

1 BR- 07/24/20 ADDED NE 24

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AUGUST 2020 20GLML7151-TEAL DWG

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AUGUST 2020 20GLML7151-TEAL DWG

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AUGUST 2020 20GLML7151-TEAL DWG

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AUGUST 2020 20GLML7151-TEAL DWG

REVISIONS

1 BR- 07/24/20 ADDED NE 24

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SCALE: 1:5000

AUGUST 2020 20GLML7151-TEAL DWG

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1 BR- 07/24/20 ADDED NE 24

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PROJECT: PODNAK

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DATE: JULY 22, 2020

SCALE: 1:5000

AUGUST 2020 20GLML7151-TEAL DWG

REVISIONS

1 BR- 07/24/20 ADDED NE 24

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6

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PROJECT: PODNAK

DRAFTED BY: SLAVE KISSOL

CHECKED BY: SLAVE LANGE

DATE: JULY 22, 2020

SCALE: 1:5000

AUGUST 2020 20GLML7151-TEAL DWG

REVISIONS

1 BR- 07/24/20 ADDED NE 24

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PROJECT DETAILS

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PROJECT: PODNAK

DRAFTED BY: SLAVE KISSOL

CHECKED BY: SLAVE LANGE

DATE: JULY 22, 2020

SCALE: 1:5000



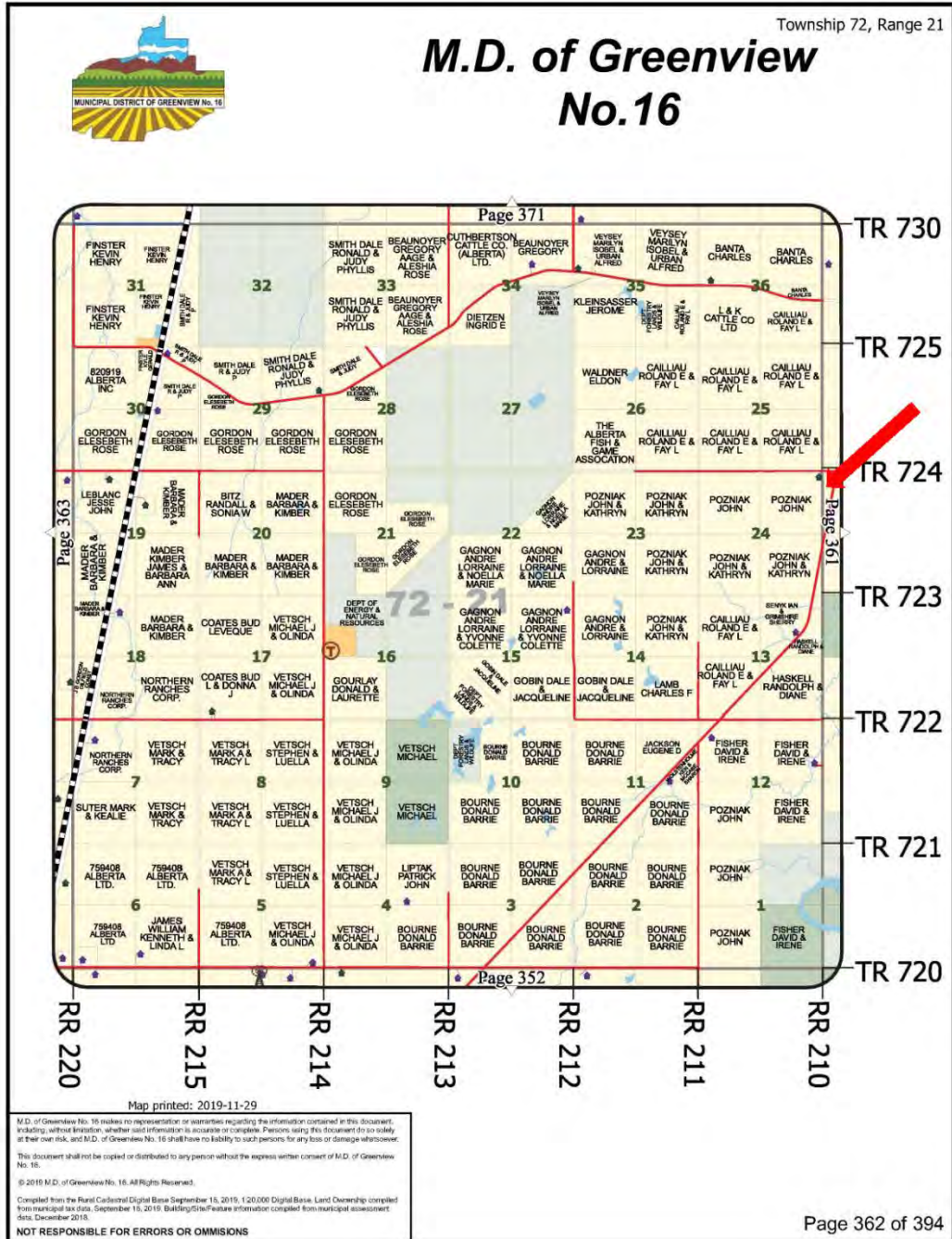
# OWNER LOCATION MAP

FILE NO. R20-002

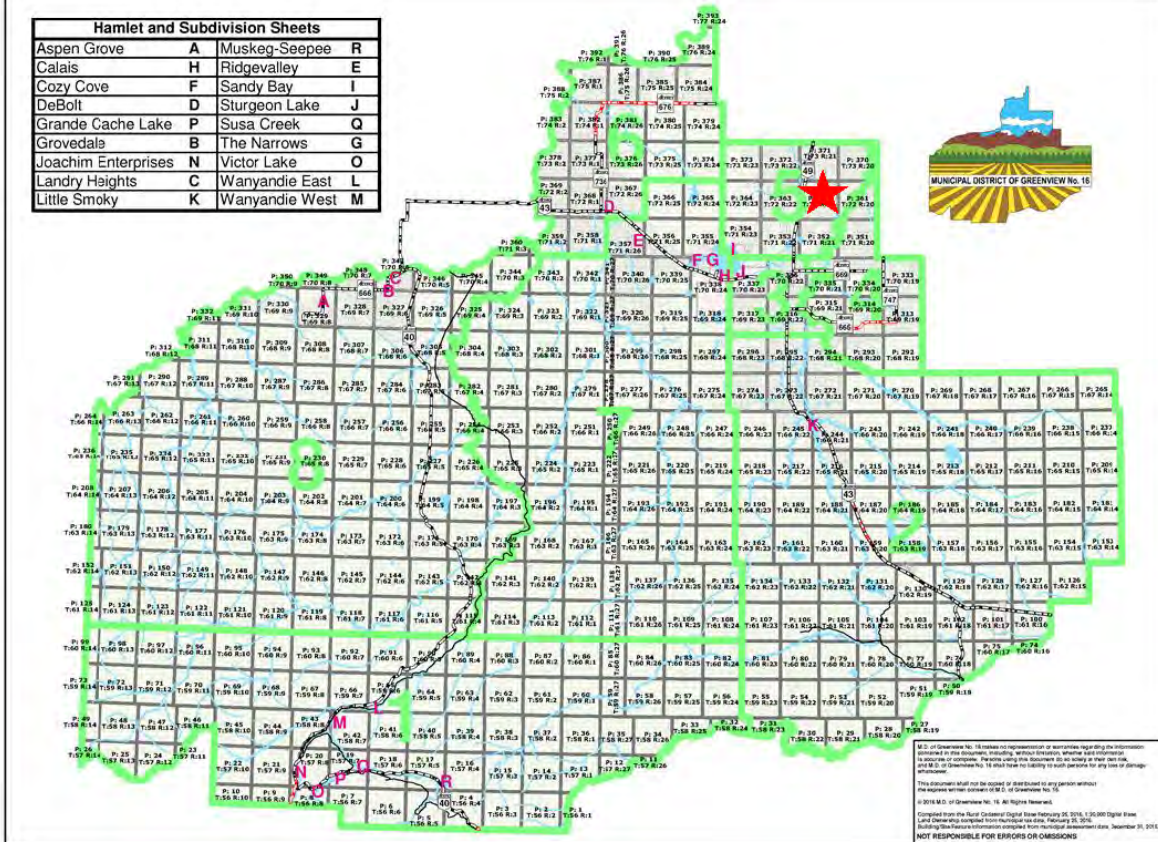
APPLICANT: POZNIAK JOHN

LEGAL LOCATION: NE-24-72-21-W5

LANDOWNER: SAME



Hamlet and Subdivision Sheets			
Aspen Grove	A	Muskeg-Seepee	R
Calais	H	Ridgevalley	E
Cozy Cove	F	Sandy Bay	I
DeBolt	D	Sturgeon Lake	J
Grande Cache Lake	P	Susa Creek	Q
Grovedale	B	The Narrows	G
Joachim Enterprises	N	Victor Lake	O
Landry Heights	C	Wanyandie East	L
Little Smoky	K	Wanyandie West	M





# REQUEST FOR DECISION

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SUBJECT: **Bylaw 20-858 Fire Services**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: December 14, 2020  
DEPARTMENT: PROTECTIVE SERVICES  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM:  
MANAGER: WB  
PRESENTER: WB

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## RELEVANT LEGISLATION:

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

**Council Bylaw/Policy** (cite) – Grande Cache Bylaw 699 and M.D. of Greenview Bylaw 07-517.

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## RECOMMENDED ACTION:

**MOTION: That Council give second reading to Bylaw 20-858 “Fire-Rescue Services”.**

**MOTION: That Council give third reading to Bylaw 20-858 “Fire-Rescue Services”.**

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## BACKGROUND/PROPOSAL:

Greenview currently operates under Bylaw 07-517. Greenview with the addition of Grande Cache has undergone significant changes in the Fire Services model. Greenview has moved away from the separate fire departments model to a regional fire services model to allow for greater efficiencies and more effective deployment of resources.

This fire services bylaw provides for the establishment, organization, and regulation of this fire-rescue services within the M.D. of Greenview #16 as per the Municipal Government Act, Part 2, Section 7. This Bylaw will replace current Grande Cache Bylaw 699 and Greenview Bylaw 07-517.

At first reading Council recommended that a fee schedule be added for offenses committed under the bylaw. Schedule B was added and outlines fees for a first, second and third offense. Additionally, after discussions with Council regarding safety codes, provisions 7 and 8 were added.

Grande Cache currently has a bylaw that prohibits the use of fireworks within the boundaries of the hamlet without a permit. Administration is seeking direction on whether Council wants to continue to prohibit the use of fireworks in the Hamlet of Grande Cache or if they want to have them adhere to the guidelines established in Section 12 of the Fire-Rescue Services bylaw. If Council would like Grande Cache to follow the same guidelines as the rest of Greenview, we would have to repeal Grande Cache Bylaw 766 “Fireworks”. If Council would like this bylaw to stay in place, we will right in section 12 that fireworks are prohibited in Grande Cache in accordance with Grande Cache Bylaw 766 or something similar.

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**BENEFITS OF THE RECOMMENDED ACTION:****The Fire-Rescue Services Bylaw:**

- 1 Is an enabling piece of legislation that gives Council the authority to create a fire-rescue services and gives the authority for the fire-rescue services to function under.
- 2 Establishes and provides direction in the operation a fire service, authorizes the prevention and control of fires, and authorizes the recovery of related fees, expenses, and charges.
- 3 Ensures that an acceptable level of life safety for all ratepayers and visitors, protection by aligning Council expectations, fire-rescue activities, and defined an acceptable organizational level of risk.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to the recommended Motion

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**ALTERNATIVES CONSIDERED:**

Council has the alternative to include fire permits as an additional level of service for Fire and Rescue Services.

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**FINANCIAL IMPLICATION:**

There are no anticipated financial implications to the recommended motion

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Administration will update the bylaw register and the public on the changes.

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ATTACHMENT(S):

- Bylaw 20-858
- Bylaw 699
- Bylaw 07-517
- Bylaw 766





## **BYLAW NO. 20-858** **of the Municipal District of Greenview No. 16**

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**A Bylaw of the Municipal District of Greenview #16 (Greenview), in the Province of Alberta, to establish and operate a Fire-Rescue Services, authorize the prevention and control of fires, and authorize the recovery of related fees, expenses, and charges.**

**Whereas**, the *Municipal Government Act*, R.S.A 2000, Chapter M-26 provides that a council of a municipality may pass bylaws for municipal purposes respecting the following matters:

- A) The safety, health and welfare of people, and the protection of people and property;
- B) Services provided by or on behalf of the municipality; and
- C) The enforcement of bylaws;

**Whereas**, the *Municipal Government Act* further provides that a municipality may impose a system of licences, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires;

**Whereas**, the *Forest and Prairie Protection Act*, R.S.A 2000, Chapter F-19 provides that a council of a municipal district is responsible for fighting and controlling all fires within the boundaries of the municipal district, other than areas contained in a forest protection area;

**Whereas**, under the provisions of Section 44 of the *Provincial Offence Procedures Act*, and under the provisions of Section 7 of the *Municipal Government Act*, Council may by bylaw provide for the payment of Violation Tickets or Summons out of Court.

**Whereas**, Council wishes to establish Fire-Rescue Service within Greenview and provide for the efficient operation of such a service; and

**Whereas**, Council wishes to provide for the prevention, regulation and control of the lighting of fires within Greenview;

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

### **1. Title and Interpretation**

- 1.1 This Bylaw may be cited as the “Fire-Rescue Services” Bylaw.
- 1.2 In the event that any provision of this bylaw is inconsistent with any provincial or federal legislation, the provincial or federal legislation shall prevail.

### **2. Definitions**

- 2.1 **CAO** means the Chief Administrative Officer of the Municipal District of Greenview No. 16.
- 2.2 **Council** means the Council for the M.D. of Greenview No. 16, duly elected.

- 2.3 **Dangerous Goods** means any product, substance, or organism specified in the regulations, or included by its nature, in any of the classes listed in the regulations under the *Dangerous Goods Transportation and Handling Act*, R.S.A 2000, Chapter D-4.
- 2.4 **Deputy CAO** means the Deputy Chief Administrative Officer of the M.D. of Greenview No. 16.
- 2.5 **Emergency Incident** means a fire or medical situation where a fire or explosion is imminent, or any other situation presenting a danger or possible danger to life, property, or the environment, and to which the Fire-Rescue Services has responded.
- 2.6 **Enforcement Officer** means a Community Peace Officer appointed by the Solicitor General of Alberta in accordance with the Peace Officers Act, RSA 2006, c P-3.5. and includes a member of the Royal Canadian Mounted Police (R.C.M.P.).
- 2.7 **Environmental Protection and Enhancement Act** means primary provincial act through which regulatory requirements for air, water, land, and biodiversity are managed.
- 2.8 **Equipment** means any tools, contrivances, devices or materials used by the Fire-Rescue Services to combat any incident, and includes rolling apparatus such as, but not limited to, fire truck, pumper truck, ladder truck, rescue truck, rescue boat, mobile command unit, brush truck, auxiliary truck, tender, or any vehicle provided with machinery, devices, equipment or materials used to transport members or supplies to combat any incident;
- 2.9 **False Alarm** means any notification, by whatever means received, to the Fire-Rescue Services respecting the existence of a condition, circumstance, fire or other event containing an imminent, serious danger to persons or property, wherein such condition, circumstances, fire or other event does not exist.
- 2.10 **Fire** means the burning of any combustible or flammable material or any combustible material in a state of combustion;
- 2.11 **Fire Ban** means an order issued by the Minister responsible for the *Forest and Prairie Protection Act*, or an order issued pursuant to this bylaw, for the purposes of cancelling all fire permits, prohibiting the lighting of, and requiring the extinguishment of all fires within Greenview.
- 2.12 **Fire Guardian** means any individual appointed as a Fire Guardian pursuant to *the Forest and Protection Act*.
- 2.13 **Fire Permit** means a permit issued for all fires in the Forest Protection Area.
- 2.14 **Fire-Rescue Services** means the department as established by Council and organized by Greenview consisting of, all person appointed or recruited to the various positions within the Fire-Rescue Services, including all members.
- 2.15 **Fire-Rescue Services Property** means all real and personal property owned or controlled by Greenview and designated for use by the Fire-Rescue Services, including, but not limited to apparatus, equipment and fire stations.

- 2.16 **Fire Hazard** means combustible and flammable material that, through its nature, location, condition, arrangement, or any combination of these factors, may be ignited, and if ignited, could create a burning hazard.
- 2.17 **Fire Protection** means any and all of the services enumerated in this bylaw and includes any other service delivered by Fire-Rescue Services that is authorized by Council.
- 2.18 **Fire Protection Charges** means all costs incurred by or for the Fire-Rescue Services in providing fire protection both within and outside Greenview's boundaries.
- 2.19 **Fireworks** means the fireworks listed in Class 7, Division 1, and Class 7, Division 2, Subdivision 1 and 2 in Section 14 of the Explosives Regulations (Canada) and Section 5.2 of the Alberta Fire Code.
- 2.20 **Greenview** means the Municipal District of Greenview No. 16.
- 2.21 **Level of service** means the services provided by Fire-Rescue Services as approved by Council.
- 2.22 **Member** means any person who is duly appointed as a member of the Fire-Rescue Services and includes the Regional Fire Chief.
- 2.23 **Member in Charge** means the Regional Fire Chief, or in the absence of the Regional Fire Chief, the highest-ranking member who first arrives at the scene of an emergency incident.
- 2.24 **Owner** means the person or persons listed on title as the registered owner of property at the Land Titles Office.
- 2.25 **Person** means any individual, firm, partnership, association, or corporation.
- 2.26 **Prohibited debris** means any material that when burned, will result in the release to the atmosphere of dense smoke, offensive odors, or a substance, and the release of which is regulated, prohibited or controlled by the *Environmental Protection and Enhancement Act*. This includes but is not limited to animal carcasses; manure; chemicals and chemical containers; combustible material in automobiles or their bodies; household refuse; non- wooden material; paints and painting materials; pathological waste; rubber; plastic, or anything containing or coated with rubber, plastic or similar substances; tires; and used oil, wood or wood products containing substances for the purposes of preserving wood, or personal property;
- 2.27 **Recreational Fires** means fire confined within a non-combustible structure or container, that is lit for the purpose of cooking, obtaining warmth, or viewing pleasure and is fueled solely by dry wood, charcoal, natural gas, or propane.
- 2.28 **Running fire** means a fire burning without being under the control of any person;
- 2.29 **SOGs** means Standard Operating Guidelines.
- 2.30 **Violation Ticket** means a violation ticket issued for an offence committed against any of the provisions of this bylaw under Part 2 of the *Provincial Offences Procedures Act*, R.S.A 2000, Chapter P-34.

### **3. Establishment and Purpose of Fire-Rescue Services**

3.1 Greenview's Fire-Rescue Services is hereby established for the purpose of:

- A) Preventing and extinguishing structural and wildland fires;
- B) Preserving life, property, and the environment, and protecting persons and property from injury or destruction by fire;
- C) Emergency medical co-response;
- D) Providing rescue services, these may include specialized and technical rescue (water rescue, rope rescue) dependent on the availability of the necessary equipment and certified personnel;
- E) Mitigating, combating, and controlling emergency incidents;
- F) Purchasing and operating Apparatus and Equipment for extinguishing fires, rescue, preserving life, property, and the environment;
- G) Preventing prairie or running fires and enforcing the provisions of the *Forest Prairie and Protection Act*;
- H) Fulfilling the requirements of any mutual aid, memorandum of agreement, and contract with other municipalities and agencies;
- I) Leading and directing emergency management (Regional Fire Chief is DEM)
- J) Providing public education and information regarding fire and life safety;
- K) Education, training, or other member development.
- L) Providing fire inspection and fire investigation services.
- M) Enforcing this Bylaw and any other applicable bylaws and policies of Greenview and any applicable enactments.
- N) Mitigating emergency incidents involving Dangerous Goods (DG), more complex and technical DG incidents may require assistance from partnered fire services with technical hazardous materials personnel; and
- O) Otherwise providing emergency services as required.

In accordance with Greenview Fire-Rescue Services Level of Service, policies, and Standard Operating Guidelines (SOGs) established by Greenview from time to time and all applicable legislation and regulation.

### **4. Authority and Responsibility of the Fire Chief**

4.1 The Regional Fire Chief shall be responsible for leading and maintaining the overall delivery of emergency services and fire protection by Greenview Fire-Rescue Services, subject to:

- A) This bylaw;
- B) Greenview Fire-Rescue Services – Level of Service
- C) Greenview Fire-Rescue Services – SOGs.
- D) All applicable Greenview policies;
- E) The direction of the CAO and ACAO; and
- F) Any agreements and contracts Greenview has with other municipalities or other entities, however constituted, that provide emergency services and fire protection in Greenview.

4.2 The Regional Fire Chief may prescribe rules, regulations and policies for the ongoing organization, administration, and day to day operation of Fire-Rescue Services, including:

- A) Use, care, maintenance, and protection of Fire-Rescue Services property;

- B) The appointment, recruitment, conduct, discipline, duties, training, and responsibilities of all Members; and
- C) The efficient operation of Fire-Rescue Services; and may perform such other functions and have other powers and responsibilities that the CAO and ACAO may prescribe.

4.3 The Regional Fire Chief may, subject to ratification by Council, negotiate and enter into agreements with the Province of Alberta, other municipalities, hamlets, or other entities, however constituted, for the purchase, joint use, control and management of Fire-Rescue Services Property, and for the purpose of providing emergency services and Fire Protection within or outside of Greenview.

4.4 The Regional Fire Chief is authorized to delegate, and to authorize further delegations of any powers, duties and functions delegated to the Regional Deputy Fire Chief(s) by Council under this Bylaw.

## **5. Authority and Responsibility of Members**

5.1 Members are responsible to the Regional Fire Chief in the performance of their duties and responsibilities pursuant to this Bylaw and applicable policies of Greenview.

## **6. Authority and Responsibility of Member in Charge**

6.1 The Member in Charge at an emergency incident shall have control, direction and management of all apparatus, equipment and manpower assigned to that emergency incident and shall continue to act as the Member in Charge until relieved by another Member authorized to do so.

6.2 The Member in Charge shall take action as deemed necessary for preserving life and property and protecting persons and property from injury or destruction by fire or other emergency and is authorized to:

- A) Enter, pass through or over buildings, structures, or property whether adjacent or in proximity to an emergency incident and to cause Members or Apparatus to enter or pass through or over the building, structure, or property without permission;
- B) Establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Member in Charge;
- C) Request Enforcement Officers to enforce restrictions on persons entering within the boundaries or limits outlined in Section 12(b);
- D) Cause a building, structure, or thing to be pulled down, demolished or otherwise removed;
- E) Secure Greenview manpower and equipment that is considered necessary to deal with an Emergency Incident;
- F) Secure and/or commandeer privately owned equipment that is considered necessary to deal with an Emergency Incident and authorize payment for use of the equipment;
- G) Require any able-bodied adult person who is not a Member, to assist in:
  - i. Extinguishing a fire or preventing the spread thereof;
  - ii. Removing furniture, goods and merchandise from any building or structure on fire or in danger thereof and in guarding and securing same; and
  - iii. Demolishing a building or structure at or near the fire or other emergency incident.

## **7. Fire Prevention**

- 7.1 The Fire Chief may establish a fire prevention program within Greenview, including but not limited to:
- A) Preventative fire and life safety inspections of properties or structures within Greenview in accordance with the Quality Management Plan approved by the Safety Codes Council,
  - B) Review of designs, plans, specifications and processes to ensure conformance with the Safety Codes Act as amended from time to time,
  - C) Preparation of pre-fire plans for high and medium hazard occupancies,
  - D) Dissemination of fire prevention information to the general public.
- 7.2 Greenview Fire-Rescue Services, subject to the direction and control of Council and approval by the Alberta Safety Codes Council, may enter into agreements with other municipalities to provide fire inspection services.
- 7.3 Council, may by resolution, restrict the lighting of fires within Greenview including, but not limited to, open burning, the discharge of fireworks, the use of burning barrels and the use of all wood and briquette fires for cooking or warmth purposes.

## **8. Fire Investigations**

- 8.1 The Fire Chief or designate may investigate the cause, origin, and circumstances of every fire within his/her jurisdiction in accordance with the Quality Management Plan approved by the Safety Codes Council.
- 8.2 If the person investigating an incident has information that indicates a fire is or may be of an incendiary origin or has resulted in serious injury and/or loss of life, the RCMP are to be advised immediately of the incident.
- 8.3 Greenview Fire-Rescue Services, subject to the direction of Council, and approval by the Alberta Safety Codes Council may enter into agreements with other municipalities to provide fire investigation services.

## **9. Fire Bans**

- 9.1 The Regional Fire Chief may from time to time, prohibit all fires within Greenview or a portion of Greenview when the Regional Fire Chief determines that the prevailing environmental conditions may give rise to an increased risk of fire or increased risk of a fire running out of control.
- 9.2 A Fire Ban imposed pursuant to sub-section 7.1 of the Bylaw shall remain in force until either the date provided in the notice of the Fire Ban or until such time the Regional Fire Chief provides notice to the public that the Fire Ban is no longer in effect.
- 9.3 Notice of a Fire Ban shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, or by any means, that the Regional Fire Chief determines is appropriate for the purpose of informing the public of the Fire Ban.
- 9.4 When a Fire Ban is in place, no person shall:
- A) Ignite a fire, and every person shall immediately extinguish any fire lit once the person knows or ought reasonably to know of the Fire Ban; or

- B) Sell, purchase, handle, discharge, fire or set off Fireworks within Greenview.

## **10. Fire and Dangerous Goods Emergency Incident Reporting Requirements**

- 10.1 The Owner or authorized agent of any property damaged by fire must immediately report the particulars of the fire to Greenview Fire-Rescue Services in the manner and form prescribed by and to the satisfaction of the Regional Fire Chief.
- 10.2 The Owner or authorized agent of any property containing Dangerous Goods that sustains an accidental or unplanned release of the Dangerous Goods must immediately report the particulars of the release to Greenview Fire-Rescue Services in the manner and form prescribed by and to the satisfaction of the Regional Fire Chief.

## **11. Fire Protection Charges**

- 11.1 When Greenview Fire-Rescue Services has extinguished a fire within or outside Greenview for the purpose of preserving life, property, and the environment from injury or destruction, the Regional Fire Chief may after consultation with the ACAO and CAO, charge any costs (see Schedule 'A') incurred by Greenview Fire-Rescue Services in taking such action to
  - A) the person or persons causing or contributing to the fire; or
  - B) the Owner or occupant of the parcel of land;and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to Greenview.
- 11.2 When Greenview Fire-Rescue Services has responded to a highway/roadway involving fire, vehicle entrapment or a Dangerous Goods incident within or outside Greenview for the purpose of preserving life, property, and the environment from injury or destruction, the Regional Fire Chief may charge any costs (see Schedule A) incurred by Greenview Fire-Rescue Services in taking such action to
  - A) the person or persons causing or contributing to the incident; or
  - B) the Owner or occupant of any vehicle, goods, or equipment;and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to Greenview.
- 11.3 Fire Protection Charges shall be paid within thirty (30) days of receipt. Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which Greenview is entitled to on the parcel of land in respect of which the indebtedness is incurred.
- 11.4 Without limiting sub-section 11.1, the Owner of a parcel of land within Greenview is liable for Fire Protection Charges incurred in relation to Greenview Fire-Rescue Services extinguishing fires on that parcel and Greenview may add to the tax roll of the parcel of land all unpaid Fire Protection Charges. This will form a special lien against the parcel of land in favour of Greenview from the date the amount is added to the tax roll.
- 11.5 Notwithstanding the provisions of sub-sections 11.1, 11.2, and 11.3, Greenview may elect to recover Fire Protection Charges from person(s) responsible for those charges pursuant to the Forest and Prairie Protection Act.
  - A) Inspection and Enforcement

- B) Offences
- C) Violation Tickets
- D) Voluntary Payment
- E) Severability

## 12. Fire Works

- 12.1 Neighbors should be contacted informing them of plans to discharge fireworks so they can take necessary precautions to protect livestock and animals. Further, we recommend that fireworks be discharged as far away from neighboring properties as possible.
- 12.2 18 years of age is required to purchase, possess, handle, discharge, and set off fireworks.
- 12.3 Storage considerations:
  - A) No more than 10 kilograms of fireworks can be stored in a dwelling unit.
  - B) If consumer fireworks are stored in a dwelling unit, they must be stored:
    - i. Away from flammable substances and sources of ignition
    - ii. In a manner that protects them from theft
    - iii. In a manner that ensures access to them is limited to adults
- 12.4 Discharging fireworks
  - A) Follow Natural Resources Canada's recommended practices for the discharge of fireworks.
  - B) Read and follow all instructions on the fireworks packaging. It is your responsibility to maintain a safe discharge radius, as identified on the fireworks.
  - C) Fireworks must be set up so that, when ignited, the projectile will go into the air in a vertical direction with no more than 10 degrees variance.
  - D) You must not discharge fireworks:
    - i. In a place or manner that could cause a risk of injury, death or damage to persons or property
    - ii. Within 30 meters of a highway, road allowance, range road or township road
    - iii. On a public beach, park or municipal reserve
    - iv. Within 30 meters of any building, tent, trailer, canvas shelter or motor vehicle
    - v. Within 30 meters of a stand of trees, brush or power lines
    - vi. When a fire ban or fire restriction is in place or when the weather conditions create an undue fire hazard such as when winds exceed 30 kilometers per hour.
- 12.5 Consumer fireworks are not toys. Consumer fireworks are, in fact, powerful pyrotechnic articles and, for this reason, both their sale and purchase are regulated.

## 13. Inspection and Enforcement

- 13.1 Where a parcel of land does not comply with this Bylaw or a person contravenes this Bylaw, Greenview may pursue its enforcement alternatives in accordance with this Bylaw, any enactment or any common law right, including issuing an order to remedy contraventions or dangers, remedying contraventions or dangers by Greenview, adding amounts to tax rolls and pursuing injunctions pursuant to the *Municipal Government Act*.

## 14. Offences

- 14.1 No person shall:
  - A) Contravene any provision of this Bylaw;
  - B) Damage or destroy Fire-Rescue Services Property;



- C) Falsely represent himself as a Member;
- D) Obstruct or otherwise interfere with access by the Fire-Rescue Services or Fire-Rescue Services Property to:
  - i. The scene of an Emergency Incident;
  - ii. A fire hydrant, cistern or other body of water designated for firefighting purposes; or
  - iii. To connections to fire mains, standpipes, or sprinkler systems.
- E) Cross any boundaries or limits established by the Fire-Rescue Services in accordance with this Bylaw, without the express authorization of the Member in Charge;
- F) Cause or permit a Burning Hazard or fire hazard to exist on a parcel of land;
- G) Deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard;
- H) Light a fire or cause a fire to be lit during a Fire Ban;
- I) Light a fire on any land not his own without the written consent of the Owner of the land;
- J) Permit a fire lit by that person to pass from his own land to the land of another person;
- K) Light a fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times;
- L) Conduct any activity that might reasonably be expected to cause a fire unless that person exercises reasonable care to prevent a fire from occurring;
- M) Conduct any activity that involves the use of a fire, where smoke produced by the fire may impede the visibility of vehicular and pedestrian traffic on any road or highway;
- N) Light a fire on lands owned the Forest Protection Area without a provincial Fire Permit between March 1 and October 31.
- O) Impede, obstruct, or otherwise hinder a Member of Fire-Rescue Services or Enforcement Officer in carrying out their duties under this Bylaw or related legislation; or
- P) Impede, obstruct, or otherwise hinder access to property or Equipment required for use by a member of Fire-Rescue Services or Enforcement Officer in carrying out their duties under this Bylaw or related legislation.

## **15. Offence Committed**

- 15.1 A person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and is liable to a fine in an amount not less than \$250.00 and not more than \$2,500. No person found guilty of an offence under this Bylaw is liable to imprisonment.

## **16. Violation Tickets**

- 16.1 An Enforcement Officer is authorized and empowered to immediately issue a violation ticket pursuant to the Provincial Offences Procedure Act to any person that the Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 16.2 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- i. Specify the fine amount established by this Bylaw in Schedule B for the offence; or
  - ii. Require a person to appear in court without the alternative of making a voluntary payment.

## **17. Voluntary Payment**

- 17.1 A person who commits an offence may:
- i. If the Violation Ticket is issued in respect of the offence; and

- ii. If the Violation Ticket specifies the fine amount established by this Bylaw for the offence;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

## **18. Severability and Effect**

18.1 In the event that any provision of this bylaw is found to be invalid by a court of competent jurisdiction, that provision shall be severed, and the remainder of the bylaw shall remain valid and enforceable.

18.2 Bylaw 07-517 “Fire Protection” and Grande Cache Bylaw 699 “Fire/Rescue Department” and all amendments thereto are hereby repealed.

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

Read a first time this 13<sup>th</sup> day of October, 2020.

Read a second time this \_\_\_\_ day of \_\_\_\_, 2020.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_, 2020.

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

**Schedule 'A'**  
**Fire Protection Charges**  
**(if deemed necessary)**

**1. Response to Fire Incidents**

- |                                  |                  |
|----------------------------------|------------------|
| a. Within the M.D. of Greenview  | \$600.00/hr/unit |
| b. Outside the M.D. of Greenview | \$600.00/hr/unit |

**2. Response to Motor Vehicle Collision (MVC), Rescue and Dangerous Goods Incidents:**

- |                                  |                                |
|----------------------------------|--------------------------------|
| a. Within the M.D. of Greenview  | \$600.00/hr/unit               |
| b. Outside the M.D. of Greenview | \$600.00/hr/unit               |
| c. Provincial Highways           | As per AB Transportation rates |

**NOTE: Administrative costs and the cost for replacement of equipment and/or materials used, lost, or damaged by responding emergency crews will be charged in addition to the above.**

**Schedule 'B'**  
**Violation Tickets**  
(if deemed necessary)

A notice of Form (commonly called a Violation Ticket) may be issued by a Peace Officer to any person charged with a breach of any provisions of this Bylaw and the hereto mentioned Acts shall apply in regards to the payment. Section

<b>Charge</b>	<b>First Offence</b>	<b>Second Offence</b>	<b>Third Offence</b>
Either directly or indirectly, ignite a fire and let it become a running fire on any property or allow a running fire to pass from his/her property to another property.	\$ 500	\$ 1,000	\$ 5,000
Light an outdoor fire, structure fire, incinerator fire, or smudge fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times.	\$ 500	\$ 1,000	\$ 5,000
Light an outdoor fire, structure fire, incinerator fire, smudge fire, barbecue/fire pit, or portable appliance not fuelled by propane or natural gas during an applicable municipal and/or a provincial fire ban.	\$ 500	\$ 1,000	\$ 5,000
Obstruct a Peace Officer, fire guardian, member of the Fire Chief's office or firefighters in the performance of their duties.	\$ 500	\$ 1,000	\$ 5,000
Light any fire that contains prohibited debris that results in the	\$ 500	\$ 1,000	\$ 5,000

release to the atmosphere of dense smoke, offensive odors, or a substance, and the release of which is regulated, prohibited or controlled by the *Environmental Protection and Enhancement Act*.

Damage, destroy, or unlawfully remove apparatus or equipment belonging to the Fire Service.	\$ 500	\$ 1,000	\$ 5,000
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Obstruct a member or any person from carrying out duties imposed by this Bylaw or by the Fire Chief or designate, or an Incident Commander.	\$ 500	\$ 1,000	\$ 5,000
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Falsely represent themselves as a member of the Fire Service or wear or display a badge, cap, button, insignia, or other paraphernalia for the purpose of such false representation.	\$ 500	\$ 1,000	\$ 5,000
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Obstruct or otherwise interfere with access roads or streets or other approaches to an Incident or emergency scene, fire alarm, fire hydrant, cistern or body of water that may be required for firefighting purposes.	\$ 500	\$ 1,000	\$ 5,000
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**BYLAW NUMBER 07-517**  
**of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16, in the  
Province of Alberta, for the purpose of providing  
FIRE PROTECTION SERVICES  
within the Municipal District of Greenview**

**WHEREAS** the *Municipal Government Act*, R.S.A. 2000 c M-26 and amendments thereto, provides that a Council of a municipality may pass a by-law for the safety, health and welfare of people and property and the prevention and extinguishing of fires; and

**WHEREAS** the *Forest and Prairie Protection Act*, R.S.A. 2000 c F-19 and amendments thereto, provides certain additional powers and authority to the municipality to enforce provisions of the *Forest and Prairie Protection Act* within the boundaries of the municipality;

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

**SECTION 1 - NAME OF BYLAW**

1.1 This Bylaw may be cited and referred to as the “Fire Protection Bylaw”.

**SECTION 2 - DEFINITIONS**

2.1 In this bylaw:

- a) **“APPARATUS”** means any vehicle provided with machinery, devices, equipment, or materials for firefighting as well as vehicles used to transport firefighters or supplies;
- b) **“APPROVED”** means approved by the Municipal District of Greenview No. 16;
- c) **“CONSUMABLES”** means any articles that are intended to be used up, including, but not limited to, fire fighting foam and breathing air;
- d) **“COUNCIL”** means the Council of the Municipal District of Greenview No. 16;
- e) **“DANGEROUS GOODS”** means any product, substance or organism specified in the regulations or included by its nature in any of the classes listed in the regulations under the *Dangerous Goods Transportation and Handling Act*, R.S.A. 2000 c D-4, as amended;
- f) **“EQUIPMENT”** means any tools, contrivances, devices or materials used by the Fire Department(s) to combat an incident or other emergency;
- g) **“FALSE ALARM”** means any fire alarm that is set out needlessly, through willful human or mechanical error, and to which Fire Services responds;
- h) **“FIRE CHIEF”** is the person appointed by the Municipal district to perform the duties and responsibilities of a fire chief;

- i) **“FIRE GUARDIAN”** means the Reeve, Chief Administrative Officer, each member of the Council, and each Fire Guardian appointed by Council prior to April 1<sup>st</sup> of each year, or such other person as Council shall appoint to perform such functions as are set forth in the Bylaw, which are consistent with the *Forest and Prairie Protection Act*;
- j) **“FIRE PERMIT”** shall mean a Fire Permit issued pursuant to this Bylaw;
- k) **“FIRE PROTECTION”** means all aspects of fire safety including, but not limited to, fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training, or other staff development and advising;
- l) **“FIRE SERVICES”** means fire Services as established and organized for the Municipal District pursuant to the provisions of this Bylaw consisting of, *inter alia*, all persons appointed or recruited to the various positions described herein, all equipment, apparatus, materials and supplies used in the operation, maintenance and administration of Fire Services, including fire stations;
- m) **“HIGHWAY”** means as defined in the *Highway Traffic Act*, R.S.A. 2000 c H-8;
- n) **“INCIDENT”** means a fire, a situation where a fire or explosion is imminent or in process, or any other situation where there is a danger or a possible danger to life or property, and to which Fire Services has responded;
- o) **“INCINERATOR FIRE”** means a fire that is confined within a non-combustible structure or container that has the draft and smoke vents thereof covered with a heavy gauge metal screen having a mesh size not larger than 13 millimeters and which is ventilated in such a manner as to preclude the escape of combustible materials including ash;
- p) **“MEMBER”** means a fire fighter of another municipality in which the Municipal District of Greenview No. 16 has an agreement for fire fighting services; a firefighter of a municipality while acting in a Mutual Aid Fire Agreement; or any person duly appointed a member of Fire Services who receives remuneration for his or her services (at a rate of pay established by Council), or who gratuitously performs his or her functions under this bylaw, including a part-time member, a fire protection officer, the Protective Services Coordinator, a constable, the Fire Chief, or a firefighter of the Municipal District of Greenview No. 16.
- q) **“OPEN FIRE”** shall mean any fire which is not an Incinerator Fire, Pit Fire, Public Park Site Fire and Smudge Fire, and which, without limiting the generality of the foregoing, shall include grass fires, forest and brush fires, running fires, structure fires, building fires, wood scrap fires, ground thawing fires and chattel fires;
- r) **“PIT FIRE”** means a fire which is totally confined within a non-combustible structure or container that has the draft and smoke vents thereof covered with a heavy gauge metal screen having a mesh size no larger than 13 millimeters and which is ventilated in such a manner as to preclude the escape of combustible materials including ash, and which fire is set for the purpose of cooking or obtaining warmth, and such fire may only be fuelled with dry wood, charcoal, coal, natural gas or propane;
- s) **“PREMISES”** shall mean structure or building;
- t) **“PROTECTIVE SERVICES OFFICER”** means a person who is employed by the Municipal District of Greenview No. 16 and is duly appointed to perform the duties and responsibilities of the Protective Services Officer. Without restricting the generality of the foregoing, the Protective Services Officer will be responsible for the provision of Fire Services within the Municipal District of Greenview No. 16;

- u) **“PUBLIC PARK SITE FIRE”** means a fire on land owned or leased by the Municipal District of Greenview No. 16 or its agents or subcontractors for recreational purposes and is confined to a non-combustible container supplied by the Municipal District as approved by the Protective Services Officer or Fire Chief, or a portable appliance which is set for the purpose of cooking food, obtaining warmth or viewing for pleasure. Such fire may only be fuelled with dry wood, charcoal, coal, natural gas or propane;
- v) **“RUNNING FIRE”** means a fire burning without being under the proper or any control of any person;
- w) **“SMUDGE FIRE”** means a fire confined within a non-combustible structure or container that is set on land for the purpose of protecting livestock from insects or for protecting garden plants from frost;
- x) **“VEHICLE”** means a device in, upon, or by, which a person or thing may be transported or drawn upon a highway.
- y) **“VIOLATION TAG”** means a tag or similar document issued by the Municipal District of Greenview No. 16 pursuant to the *Municipal Government Act*.
- z) **“VIOLATION TICKET”** means a ticket issued pursuant to Part II of the *Provincial Offences Procedure Act*, R.S.A. 2000 c P-34, as amended, and regulations thereunder.

### **SECTION 3 - GEOGRAPHICAL APPLICATION OF BYLAW**

This Bylaw applies within the geographical boundaries of the Municipal District of Greenview No. 16 to such extent as a Bylaw respecting fires may be passed in accordance with Section 75 of the *Municipal Government Act*, or its successor. For greater certainty, but not so as to restrict the generality of the foregoing, this Bylaw applies to any part of a Hamlet within a forest protection area in the Municipal District of Greenview No. 16 and all non Forest Protection areas within the Municipal District of Greenview No. 16.

### **SECTION 4 - FIRE SERVICES**

4.1 The Council does hereby establish Fire Services for the purpose of:

- a) preventing and extinguishing fires;
- b) investigating the cause of fires;
- c) preserving life and property and protecting persons and property from injury or destruction by fire;
- d) preventing prairie or Running Fires and enforcing the provisions of the *Forest and Prairie Protection Act*;
- e) preventing, combating and controlling Incidents;
- f) carrying out prevention patrols;
- g) entering into agreements with other municipalities or persons for the joint use, control and management of fire extinguishing apparatus and equipment;
- h) purchasing and operating apparatus and equipment for extinguishing fires or preserving life and property.

4.2 Fire Services is hereby authorized to control and mitigate Incidents involving Dangerous Goods to the level of their training and equipment available.

### **SECTION 5 - PROTECTIVE SERVICES OFFICER**

- 5.1 The Protective Services Officer shall be appointed by Council upon the recommendation of the Chief Administrative Officer.
- 5.2 The Protective Services Officer shall be responsible to the Council through the Chief Administrative Officer.



- 5.3 The Protective Services Officer has complete responsibility and authority over Fire Services, subject to the direction of Council, and shall, upon approval of Council, prescribe rules, regulations and policies for the ongoing organization and administration of Fire Services, including but not limited to:
- a) the use, care and protection of Fire Services property;
  - b) the appointment, recruitment, conduct, discipline, duties and responsibilities of the Members;
  - c) the efficient operation of Fire Services.
- 5.4 Regulations, rules or policies made pursuant to Section 5.3 of this Bylaw, shall not be inconsistent with the legislation and regulations of the Province of Alberta.
- 5.5 The Protective Services Officer shall:
- a) upon approval of the Council, through the approved budget, be authorized to purchase or otherwise acquire Equipment, Apparatus, materials or supplies required for the operation, maintenance and administration of Fire Services to be used in connection therewith;
  - b) keep or cause to be kept, in proper form, records of all business transactions of Fire Services, including the purchase or acquisition of Equipment, Apparatus, materials or supplies and records of fires attended, actions taken in extinguishing fires, inspections carried out and actions taken on account of inspections and any other records incidental to the operation of Fire Services;
  - c) upon approval of the Council, negotiate on behalf of the Council with the Provincial Government of Alberta, other municipalities, and persons for the purpose of establishing mutual aid agreements and fire control agreements with recommendations and concerns regarding the establishing or renewing of any mutual aid agreement or fire control agreement or amendments thereto;
  - d) perform such functions and have such powers and responsibilities as Council may from time to time prescribe.

## **SECTION 6 - FIRE CHIEF**

- 6.1 The Fire Chief shall report to the Protective Services Officer.
- 6.2 The Fire Chief, or any other Member in charge at a fire, is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things.
- 6.3 The Fire Chief, or any other Member in charge at an Incident, is empowered to cause Fire Services to enter on any land or Premises, including adjacent land or Premises, to combat, control or deal with the Incident in whatever manner he deems necessary.
- 6.4 The Fire Chief or any member shall be given access at reasonable hours to both public and private places for the purpose of inspecting the Premises to ascertain whether the same constitutes, or is likely to constitute, a fire hazard.
- 6.5 The Fire Chief or any other Member in charge at an Incident shall have the authority and power to:
- a) require any able-bodied adult person, who is not exempt by the regulations of the *Forest and Prairie Protection Act*, to assist in extinguishing fires and to assist in the prevention or spread thereof, and to assist in the protection of people or property;
  - b) commander and authorize payment for the possession or use of any Equipment for the purpose of fighting a fire;

- c) enter a closed area under the *Forest and Prairie Protection Act* without a permit or written permission of a forest officer, subject only to the regulations of the *Forest and Prairie Protection Act*;
- d) upon approval of Council, issue a Fire Permit in respect of any land within the Municipal District of Greenview No. 16 to which this Bylaw applies;
- e) upon approval of Council, issue a Fire Permit unconditionally or impose conditions upon the applicant which the Fire Chief, in his discretion, considers appropriate;
- f) suspend or cancel, at any time, a Fire Permit;
- g) without warrant enter on any land and Premises, except a private dwelling house, for the purpose of discharging his duties under this Bylaw or the *Forest and Prairie Protection Act*;
- h) without a warrant enter any private dwelling house or other structure which is on fire and proceed to extinguish the fire or to prevent the spread thereof;
- i) direct the operations of extinguishing or controlling the fire or the operations to preserve life and property;
- j) prevent interference with the efforts of persons engaged in the extinguishing of fires or preventing the spread thereof by regulating the conduct of the public at or in the vicinity of any fire or incident.

## **SECTION 7 - FIRE GUARDIANS**

- 7.1 Fire Guardians may be appointed by Council annually upon the recommendation of the Fire Chief.

## **SECTION 8 - POWERS OF FIRE GUARDIANS**

- 8.1 Each Fire Guardian which may be appointed shall have the authority and power to:
- a) enter a closed area under the *Forest and Prairie Protection Act* without a permit or written permission of a forest officer, subject only to the regulations of the *Forest and Prairie Protection Act*;
  - b) upon approval of Council, issue a Fire Permit in respect of any land within the Municipal District of Greenview No. 16, not otherwise under the control of the Alberta Forest Service with respect to Fire Permits;
  - c) upon approval of Council, issue a Fire Permit unconditionally or impose conditions upon the applicant which the Fire Guardian, in his discretion, considers appropriate;
  - d) suspend or cancel, at any time, a Fire Permit to which he has issued or to which he is directed to do so by the Fire Chief.

## **SECTION 9 - CONTROL OF FIRE HAZARDS**

- 9.1 If the Municipal District of Greenview No. 16 finds, within its Municipal boundaries, on privately owned land or occupied public land conditions that in its opinion constitute a fire hazard, it may order the owner or the person in control of the land on which the fire hazard exists to reduce or remove the hazard within a fixed time and in a manner prescribed by the Municipal District of Greenview No. 16;

- 9.2 When the Municipal District of Greenview No. 16 finds that the order it made pursuant to Section 9.1 has not been carried out the Municipal District of Greenview No. 16 may enter on the land with any Equipment and any person it considers necessary and may perform the work required to eliminate or reduce the fire hazard;
- 9.3 The owner or the person in control of the land on which work was performed pursuant to Section 9.2 shall on demand reimburse the Municipal District of Greenview No. 16 for the cost of the work performed, and in default of payment the Municipal District may place a lien for the amount against the land and improvements on it, and such amounts shall be a debt owing to the Municipal District of Greenview No. 16 which may be charged against the Tax Roll for the land;
- 9.4 For the purpose of fire control the Fire Chief may:
- a) suspend or cancel within any part or all of the municipality to which this Bylaw applies, all Fire Permits; or
  - b) prohibit the lighting of or require the extinguishing of a fire set other than under the authority of a Fire Permit.
- 9.5 In any area affected by an order made pursuant to Section 9.4, the notice shall be immediately published for at least 2 weeks and announced at least daily during the period of the ban.
- 9.6 In any area affected by an order made pursuant to Section 9.4, every person shall immediately proceed to extinguish every open outdoor fire lit by him or under his authority and every fire located on land occupied or owned by him.
- 9.7 In Hamlets affected by an Order made pursuant to Section 9.4, incineration fire shall not be allowed within residential property.

## **SECTION 10 - REQUIREMENT TO REPORT**

- 10.1 The owner or occupant of any property damaged by fire, or their authorized agent, shall immediately report to Fire Services all particulars of the fires that are required by the Fire Chief;
- 10.2 The owner or occupant of any property containing a Dangerous Good(s) product which sustains an accidental or unplanned release of the Dangerous Good(s) product, or their authorized agent, shall immediately report to Fire Services particulars of the release which are satisfactory to the Fire Chief.

## **SECTION 11 - FIRE PERMIT**

- 11.1 No person shall ignite, cause, fuel, supervise or maintain an Open Fire within those areas of the Municipal District of Greenview No. 16 to which this Bylaw applies except when he is the holder of a subsisting Fire Permit issued pursuant to this Bylaw, unless:
- a) the fire is a Smudge Fire confined within a non-combustible structure or a container that is set on land for the purpose of protecting livestock from insects or for protecting garden plants from frost; or
  - b) the fire has been set by Fire Services for the purpose of training; or
  - c) the fire is a Public Park Site Fire; or
  - d) the fire is for personal warmth or the cooking of food.
  - e) the fire is in an incinerator and the materials are burnable as permitted by the Environmental Protection Enhancement Act.

- 11.2 No person shall permit an Open Fire upon land owned or occupied by him or which is under his control within those areas of the Municipal District of Greenview No. 16 to which this Bylaw applies except when he is the holder of a subsisting Fire Permit issued pursuant to this Bylaw unless:
- a) the fire is a Smudge Fire confined within a non-combustible structure or a container that is set on land for the purpose of protecting livestock from insects or for protecting garden plans from frost; or
  - b) the fire has been set by Fire Services for the purpose of training; or
  - c) the fire is a Public Park Site Fire; or
  - d) the fire is for personal warmth or the cooking of food.
  - e) the fire is in an incinerator and the materials are burnable as permitted by the Environmental Protection Enhancement Act.
- 11.3 Upon receipt of proper information from an applicant the Fire Chief / Fire Guardian may:
- a) refuse to grant a Fire Permit; or
  - b) upon the approval of Council:
    - i) grant a Fire Permit without terms and conditions;
    - ii) grant a Fire Permit upon such terms and conditions as Fire Services deems appropriate.
- 11.4 A Fire Permit shall not be transferrable;
- 11.5 Fire Permits issued pursuant to this Bylaw are valid for such period of time as shall be determined and set by the Fire Guardian and the Fire Permit shall have endorsed therein the period of time for which the said Permit is valid, not exceeding ten days;
- 11.6 The Fire Chief or a Fire Guardian may extend the period of time that a Fire Permit is valid, provided the Fire Permit has not expired and the application is by the original permittee;
- 11.7 The Fire Chief may, in his sole and absolute discretion, terminate and suspend or cancel a Fire permit;
- 11.8 A Fire Guardian may, at any time, in his sole and absolute discretion, terminate and suspend or cancel a Fire Permit which he has issued or to which he is directed to do so by the Fire Chief;
- 11.9 Each Fire Permit shall contain the following information:
- a) the name, address and telephone number of the applicant;
  - b) the reason a Fire Permit is required;
  - c) the legal description of the land on which the applicant proposes to set a fire;
  - d) location of fire upon the land as described in Section 11.9(c);
  - e) the type and description of material which the applicant proposes to burn;
  - f) the period of time for which the Fire Permit is valid;
  - g) the precautions, if any, that will be taken by the applicant to ensure that the proposed fire remains under his control;

- h) the signature of the applicant; and
- i) the signature of the Fire Guardian issuing the Fire Permit.

## **SECTION 12 - COSTS OF SERVICES**

- 12.1 Costs may be incurred by the Municipal District of Greenview No. 16 for extinguishing fires or providing fire services within the Municipal District of Greenview No. 16 including costs of apparatus, equipment and consumables. Council may charge all costs incurred by the Municipal District of Greenview No. 16 for the purposes of extinguishing fires or providing fire services to the person who caused the fire, the owner of the land on which the fire occurred, the occupier of the land on which the fire occurred, or the owner of a Vehicle in which a fire occurred;
- 12.2 Such costs may be placed on the accounts receivable ledger of the Municipal District of Greenview No. 16 in which case such costs will be subject to Bylaw 94-122 (or its successor) in respect to interest rates;
- 12.3 In the event that such costs, with any interest charges which may have accrued, remain unpaid for three months after the time that they have been placed on the accounts receivable ledger of the Municipal District of Greenview No. 16, the costs shall be charged against the land of the person or persons to whom the costs have been charged as taxes due and owing. The Chief Administrative Officer or his designate is also authorized to take any proceedings under the *Municipal Government Act* or otherwise, as he may deem appropriate.
- 12.4 Any person who has been charged with costs pursuant to this section may appeal to Council to rescind their decision. Written notice of any such appeal must be provided to the Municipal District of Greenview No. 16 within 30 days of the person, or their agent, being advised that such costs have been placed on the accounts receivable ledger of the Municipal District of Greenview No. 16, in which case Council will hear the appeal within 30 days of the notice being provided.
- 12.5 In the event that a written notice of appeal is not received by the Municipal District of Greenview No. 16 within the 30-day period referred to herein, no further right of appeal shall exist.

## **SECTION 13 - EQUIPMENT AND EQUIPMENT CHARGES**

- 13.1 No part of the fire Apparatus or Equipment shall be used beyond the geographic limits of the Municipal District of Greenview No. 16 without express approval, in the form of a written contract or agreement, providing for the supply of firefighting services outside of the boundaries of the Municipal District of Greenview No. 16;
- 13.2 The Municipal District of Greenview No. 16 may, and is hereby authorized to, charge for Apparatus, Equipment and Consumables used for Fire Services rendered at such rates as are established by the Alberta Road Builders and Heavy Construction Association Equipment Rental Rates Guide, as amended from time to time, or in the absence of such rates, at rates which may be set by Council from time to time;
- 13.3 All Consumables will be charged on a cost recovery basis only.

## **SECTION 14 - OFFENCES**

- 14.1 No person shall ignite, cause, fuel, supervise, maintain or permit an Open Fire, within those parts of the Municipal District of Greenview No. 16 to which this Bylaw applies, without a valid Fire Permit as required by this Bylaw, or contrary to conditions applicable to a Fire Permit, unless:

- a) the fire is a Smudge Fire confined within a non-combustible structure or a container that is set on land for the purpose of protecting livestock from insects or for protecting garden plants from frost;
  - b) the fire has been set by the Fire Services for the purpose of training;
  - c) the fire is a Public Park Site fire; or
  - d) the fire has otherwise been authorized by Fire Services or a Fire Guardian;
- 14.2 The owner or occupier of the land or the person having control of the land upon which a fire occurs contrary to Section 14.1, shall:
- a) extinguish the fire immediately; or
  - b) where he is unable to extinguish the fire immediately, report the fire to Fire Services.
- 14.3 No person shall, either directly or indirectly, personally or through an agent, servant or employee kindle a fire and let it become a Running Fire on any land not his own property, or allow a Running Fire to pass from his own property to the property of another;
- 14.4 No person shall:
- a) light, ignite, cause, maintain or supervise an Open Fire, Pit Fire or Smudge Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times;
  - b) light, ignite, cause, maintain or supervise an Open Fire, Pit Fire or Smudge Fire when the weather conditions are conducive to creating a Running Fire;
  - c) place a Pit Fire less than 3.0 metres from any structure including but not limited to a fence, deck, garage, shed or house;
  - d) burn in a Pit Fire garbage, painted wood, treated construction materials and items made of or containing rubber, plastic, tar or any materials deemed appropriate for disposal by means other than burning for the purpose of cooking or obtaining warmth;
  - e) fail to take adequate steps to control a fire for the purpose of preventing it from becoming a Running Fire or from spreading onto land other than his own;
  - f) deposit, discard or leave any burning matter of substance where it might ignite other material and cause a fire;
  - g) conduct any activity that involves the use of fire that could be expected to cause a fire, unless he exercised sufficient care to prevent another fire from occurring;
  - h) provide false, incomplete or misleading information to the Municipal District of Greenview No. 16 or to Fire Services on or with respect to the Fire Permit application on any investigation as to the cause or origin of a fire;
  - i) interfere with the efforts or persons authorized in this bylaw to extinguish fires or preserve life or property;
  - j) interfere with the operation of any Fire Services Equipment or Apparatus required to extinguish fires or preserve life or property;
  - k) damage or destroy Fire Services property;

- l) falsely represent himself as a Fire Services Member or wear or display any Fire Services badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.
- 14.5 No person shall use a fire to burn
- a) manure;
  - b) livestock or other animal carcasses except as required under the *Animal Diseases Control Act*;
  - c) material that will result in the production of dense black smoke including insulation from electrical wiring or equipment, asphalt roofing materials, hydrocarbons, plastics, household plastics, rubber materials or creosote wood, except for bona-fide oilfield flaring facilities;
  - d) herbicides, pesticides or any other toxic material or substance;
- 14.6 No person shall use a fire without obtaining a valid Fire Permit, prior to using a fire, as required;
- 14.7 Any person who contravenes the provisions of section 14 or any other provisions of this Bylaw, is guilty of an offence pursuant to this Bylaw and is subject to the penalties set out in this Bylaw;
- 14.8 Nothing in this Bylaw shall be deemed to authorize any fire, burning or other act which is in contravention of the *Environmental Protection and Enhancement Act*, R.S.A. 2000 c. E-12, as well as the *Alberta Safety Codes Act*, R.S.A. 2000 c. S-1, and the *Forest and Prairie Protection Act* and amendments thereto, or any regulation made thereunder, and in the event of any conflict between the provisions of this Bylaw and the said Act(s) or Regulation(s), the provisions of the said Act(s) or Regulation(s) shall govern.

## **SECTION 15 - VIOLATION TAG AND PENALTIES**

- 15.1 A municipal constable is hereby authorized and empowered to issue a Violation Tag to any person whom the municipal constable has reasonable and probable grounds to believe has contravened any provision of this Bylaw. A Violation Tag may be issued to such person:
- a) either personally; or
  - b) by mailing a copy to such person at his last known post office address;
- 15.2 The Violation Tag shall be in a form approved by the Municipal District of Greenview No. 16 and shall state:
- a) the name of the person;
  - b) the offence;
  - c) the appropriate penalty for the offence as specified in this Bylaw;
  - d) that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag;
  - e) any other information as may be required by the Municipal District of Greenview No. 16;
- 15.3 Any person who contravenes or fails to comply with this Bylaw, any Permit, any condition on a Permit, or with any Order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Tag, to pay:

- a) a fine of \$300.00 for a first offence;
  - b) a fine of \$500.00 for a second offence within any one year period;
  - c) a fine of \$1,000.00 for a third, or subsequent, offence within any one year period;
- 15.4 Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by the municipal constable provided that no more than one Violation tag shall be issued for each day that the contravention continues;
- 15.5 Where a Violation Tag is issued pursuant to this Bylaw, the person to whom the Violation tag is issued may, in lieu of being prosecuted for the offence, pay to the Municipal District of Greenview No. 16 the penalty specified on the Violation Tag;
- 15.6 Nothing in this Bylaw shall prevent a municipal constable from immediately issuing a Violation Ticket for mandatory Court appearance of any person who contravenes any provision of this Bylaw.

**SECTION 16 - VIOLATION TICKET AND PENALTIES**

- 16.1 A municipal constable is hereby authorized and empowered to issue a Violation Ticket in respect to any contravention or failure to comply with any Permit or condition of a Permit, pursuant to the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended;
- 16.2 If the penalty specified on a Violation Tag is not paid within the prescribed time period, a municipal constable is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*;
- 16.3 Any person who contravenes or fails to comply with this Bylaw, any Permit, any condition on a Permit, or with any Order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Ticket, to pay a fine of not less than \$300.00 and not more than \$10,000.00.

**SECTION 17 - SEVERABILITY**

- 17.1 Should any section or part of this Bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

That Bylaw 01-353 is hereby repealed.

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

**READ** a first time this \_\_\_\_ day of \_\_\_\_\_, 2007.

**READ** a second time this \_\_\_\_ day of \_\_\_\_\_, 2007.

**READ** a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER



**THE TOWN OF GRANDE CACHE  
BY-LAW NO. 699**

**BEING A BY-LAW OF THE TOWN OF GRANDE CACHE, IN THE PROVINCE OF ALBERTA,  
TO PROVIDE FOR THE ESTABLISHMENT AND OPERATION OF THE GRANDE CACHE  
FIRE/RESCUE DEPARTMENT**

**WHEREAS** the Alberta Municipal Government Act , RSA 2000, being Chapter M-26-1, as amended, provides that Council of a municipality may pass by-laws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property and;

**WHEREAS** the Town of Grande Cache has entered into agreements for services for other municipalities and;

**WHEREAS** the Council for the Town of Grande Cache wishes to establish a fire/rescue department and provide for the operation of the fire service and;

**NOW THEREFORE**, the Council for the Town of Grande Cache in the Province of Alberta, duly assembled, hereby enacts as follows:

**SECTION 1 - NAME**

- 1.1 This by-law may be referred to as "The Grande Cache Fire/Rescue Department By-Law".

**SECTION 2 - DEFINITIONS**

2.1 In this by-law:

- a) **CHIEF ADMINISTRATIVE OFFICER** shall mean the Chief Administrative Officer for the Town of Grande Cache pursuant to the Alberta Municipal Government Act, RSA 2000, Chapter M-26-1;
- b) **COUNCIL** shall mean the Council of the Town of Grande Cache;
- c) **TOWN** shall mean the Town of Grande Cache;
- d) **DANGEROUS GOODS** means any material or substance that may constitute an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances and organisms covered by the Transportation of Dangerous Goods regulations;
- e) **DEPARTMENT** shall mean the Grande Cache Fire/Rescue Department;
- f) **EMERGENCY UNIT** shall mean any vehicle operated for emergency purposes by the Grande Cache Fire/Rescue Department whether on land, water or by air;
- g) **EQUIPMENT** shall mean any tools, contrivances, devices or materials used by the Department to combat an incident or other emergency;
- h) **FIRE CHIEF** means the Public Safety Officer hired by Council as head of the Department;
- i) **FIRE PROTECTION** shall mean all aspects of fire safety, including but not limited to, fire prevention, firefighting or suppression, pre-fire planning, fire inspection, public education and information, training or other staff development and advising;
- j) **INCIDENT** shall mean a fire or situation where an explosion is imminent, or any other situation where there is a danger or a possible danger to health, life or property or both, and to which the Department has responded;

- k) **INCIDENT COMMANDER** shall mean that member of the Grande Cache Fire/Rescue Department responsible for the Department resources and actions at an Incident;
- l) **MEMBER** shall mean any person that is a duly appointed member of the fire department or those persons conscripted to assist by the Incident Commander at an emergency;
- m) **STRUCTURE FIRE** shall mean a fire confined to and within any building, structure, machine or vehicle which will, or is likely to cause the destruction of or damage to such building, structure, machine or vehicle;
- n) **PROHIBITED DEBRIS** shall mean:
  - i. All animal or vegetable matter, including materials resulting from the handling, preparation, cooking, consumption and storage of food;
  - ii. Broken dishes, tins, glass, rags, cast-off clothing, waste paper, cardboard, sawdust, food containers, plastic, grass cuttings, shrubbery and tree pruning waste, weeds, garden waste, manure, tree stumps, roots, turf, earth, furniture, major household appliances, discarded auto parts or such waste matter as may accumulate as a result of building construction, renovation, repair, or demolition, including "treated wood";
  - iii. Any waste referred to in the Environmental Protection Act.

### **SECTION 3 - THE DEPARTMENT**

- 3.1 The Council of the Town of Grande Cache in the Province of Alberta does hereby authorize the establishment of the Grande Cache Fire/Rescue Department.
- 3.2 The Grande Cache Fire/Rescue Department shall consist of a Fire Chief, Deputy Fire Chiefs, Officers, Members, buildings, emergency units and equipment as is deemed necessary by Council to safeguard the safety, health and welfare of people and to protect people and property.
- 3.3 The Fire Chief shall be hired by Council.
- 3.4 Deputy Fire Chiefs, Officers and members shall be appointed by the Fire Chief.
- 3.5 No emergency unit shall be used beyond the limits of the Town without the permission of the Fire Chief except where duly approved agreements are in effect.
- 3.6 The Fire Chief may, upon the approval of Council, purchase or otherwise acquire equipment, emergency units, material and supplies necessary for the operation, maintenance and administration of the Grande Cache Fire/Rescue Department.
- 3.7 The Public Safety Officer, subject to municipal policy, has complete and full authority over the Grande Cache Fire/Rescue Department, its organization, administration and management.
- 3.8 The Fire Chief has complete responsibility and authority over the department, subject to the direction and control of the Council, and in particular he may be required to carry out all fire protection activities and such other activities as Council directs, including but not limited to:
  - Structural Firefighting
  - Wildland Firefighting
  - Pre-fire Planning
  - First Response Dangerous Goods
  - Rescue, Vehicle Extrication
  - Fire Inspections
  - Fire Investigations
  - Fire Prevention and Education
  - Preventing, combating and controlling incidents
- 3.9 The Fire Chief, subject to the ratification by Council, may establish rules, regulations, standard operating guidelines, policies and committees necessary for the proper organization and administration of the Fire/Rescue Department.

#### **SECTION 4 - FIRE CHIEF**

- 4.1 The Fire Chief or Incident Commander is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things.
- 4.2 The Fire Chief or Incident Commander is empowered to cause the Department to enter on any land or premises, including adjacent land or premises, to combat, control or deal with an Incident in whatever manner he deems necessary.
- 4.3 The Fire Chief or Incident Commander may at his discretion establish boundaries or limits and keep persons from entering the area within the prescribed boundary or limits unless authorized to enter by him.
- 4.4 No person shall enter the boundaries or limits of an area prescribed in accordance with section 4.3 unless he has been authorized to enter by the Fire Chief or Incident Commander.
- 4.5 The Fire Chief or Incident Commander is empowered to commandeer privately-owned equipment which he considers necessary to deal with an incident.
- 4.6 The Fire Chief or Incident Commander may compel adults for the time being in the municipality to assist in the mitigation of any incident in a capacity approved by the Fire Chief.

#### **SECTION 5 – FIRE PERMITS**

- 5.1 No person shall ignite, fuel, supervise, maintain or permit an open fire or incinerator fire within the municipal boundaries of the Town of Grande Cache without a valid Fire Permit, unless;
  - a) The fire is totally confined within a non-combustible structure or container that has the draft and smoke vents thereof covered with a heavy gauge metal screen, having a mesh size no larger than 13 millimeters and which is ventilated in such a manner as to preclude the escape of combustible materials including ash, and such fire may only be fueled with seasoned wood, charcoal, coal, natural gas or propane;
  - b) The fire has been set by the Fire/Rescue Department for the purpose of training its members.
- 5.2 No person shall be allowed to transfer a Fire Permit.
- 5.3 Fire Permits issued pursuant to this by-law are valid for such period of time as shall be determined and set by the Fire Chief or designate, and the Fire Permit shall have endorsed therein the period of time for which said Permit is valid.
- 5.4 The Fire Chief or designate may extend the period of time that a Fire Permit is valid, provided the Fire Permit has not expired.
- 5.5 The Fire Chief or designate may, in his sole and absolute discretion, terminate a Fire Permit and suspend or cancel a Fire Permit at any time.
- 5.6 Each application for a Fire Permit must contain the following information:
  - a) the name and address of the applicant;
  - b) the legal description of the land on which the applicant proposes to set a fire;
  - c) the type and description of material which the applicant proposes to burn;
  - d) the period of time for which the Fire Permit is valid;
  - e) the precautions, if any, that will be taken by the applicant to ensure that the proposed fire remain under the applicants control;
  - f) the signature of the applicant;
  - g) the signature of the Fire Chief or designate issuing the Fire Permit

- 5.7 Costs shall be recovered by the Town of Grande Cache if the Grande Cache Fire/Rescue Department has to respond to extinguish a fire, notwithstanding if a permit has been issued or not.
- 5.8 Fireworks:
- a) the firing and setting off of fireworks, both low level and "family" fireworks, shall be prohibited within the corporate limits of the Town of Grande Cache;
  - b) Special event fireworks permits may be applied for, and approval may be given by the Fire Chief or his designate.

**AMENDED ~** s. 5.8, 5.9  
Bylaw No. 767  
Date 2014/02/12

#### **SECTION 6 - OPEN AIR FIRES**

- 6.1 No person shall permit an open air fire or any other fire upon land owned, occupied or under his or her control within the Town, unless a permit has been obtained, the provisions outlined on the permit are complied with, and burnable debris is burned.
- 6.2 Fire pits, outdoor fireplaces and stationary barbeques that burn combustible materials require a Fire Pit Permit and shall meet the following requirements:
- a) a minimum of 3.00 meters (10 feet) clearance shall be maintained from buildings, property lines and combustible materials, or as approved by the authority having jurisdiction;
  - b) the installation shall have a surface or cooking top not exceeding 3800 square centimeters (634 square inches), enclosed sides not exceeding 46 cms (18 inches) above ground level, and shall be constructed of bricks, concrete blocks, heavy gauge metal or other suitable non-combustible components, as approved by the authority having jurisdiction.
  - c) recreational burning or the cooking of food in acceptable fire pits or fireplaces is permitted, provided:
    - i. only clean fuel is used such as natural gas, dry wood or charcoal in amounts which will be contained within the fire pit or fireplace below the mesh screen
    - ii. the fire pit or fireplace is not used to burn prohibited debris;
- 6.3 Notwithstanding Section 6.1, a permit shall not be required under this by-law to conduct:
- a) the cooking of food using a portable barbecuing appliance;
  - b) a means, acceptable to the Fire Chief or designate, of controlling or extinguishing the fire is available on the property and within reasonable distance from where the fire occurs; and
  - c) a responsible adult is present on the property when the fire is burning;
  - d) burning in fireplaces in or attached to dwellings as provided by legislation;
  - e) burning in Town owned campgrounds and parks where fireplaces, stoves and fire pits are provided or approved by the Town
  - f) burning in an incinerator for which a permit to construct and license to operate has been issued pursuant to the applicable legislation; or
  - g) burning by the Fire/Rescue Department for the purpose of training its members.

#### **SECTION 7 - RECOVERY OF FIREFIGHTING COSTS**

- 7.1 Where the Department has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or incident in the Town, or for the purpose of preserving life or property from injury or destruction by fire or other incident on land within the Town, including any action taken by the Department on a false alarm, the Chief Administrative Officer may in respect of any costs and expenses incurred by the Department in taking such action, if the Chief Administrative Officer is of the opinion that grounds for doing so exist, charge any costs and expenses so incurred to the owner or occupant of the land in respect of which the action was taken.
- 7.2 The costs and fees to be charged by the Department for services rendered pursuant to this by-law shall be determined by Council, by resolution, from time to time.

**AMENDED ~** s. 7.2  
Bylaw No. 824  
Date 2017/03/22

- 7.3 The Grande Cache Fire/Rescue Department may charge fees on a cost recovery basis for any service provided by the Department. Fees in excess of cost recovery rates or for emergency services must be approved by Council.
- 7.4 In the event that the owner or occupant of any land within the Town shall feel aggrieved by any action taken by the Chief Administrative Officer pursuant to Section 7.1, such owner or occupant shall have a period of thirty (30) days from the date of mailing or notice of the action taken by Chief Administrative Officer, to appeal to Council the action taken by the Chief Administrative Officer, and the decision of Council on any such appeal shall be final and binding upon the owner or occupant of the land and shall not be subject to any further appeal.
- 7.5 In respect of land within the Town, in the event that the amount levied by the Chief Administrative Officer shall not be paid within sixty (60) days after the mailing of a notice by the Chief Administrative Officer pursuant to Section 7.1, or in the event of an appeal, within sixty (60) days of the date of mailing of the decision of Council on the appeal, the amount levied and unpaid shall be charged against the land upon which the action was taken as taxes due and owing in respect of that land pursuant to the Alberta Municipal Government Act, section 553(1)(g).
- 7.6 The costs and fees to be charged by the Grande Cache Fire/Rescue Department for services rendered pursuant to this by-law shall be set out in Schedule "A" attached to and forming part of this by-law.

#### **SECTION 8 - OFFENSES**

- 8.1 No person shall enter the boundaries or limits of an area prescribed in accordance with Section 4.3 unless he has been authorized to enter by the Fire Chief or Incident Commander.
- 8.2 No person shall, either directly or indirectly, personally or through an agent, servant or employee, kindle a fire and let it become a running fire on any land not his own property, or allow a running fire to pass from his own property to the property of another.
- 8.3 No person shall light an outdoor fire, a structure fire or an incinerator fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times.
- 8.4 No person shall conduct any activity that involves the use of fire that might reasonably be expected to cause a fire, unless he exercises reasonable care to prevent the fire from occurring.
- 8.5 No person shall:
- a) interfere with the efforts of persons authorized in this by-law to extinguish fires or preserve life or property;
  - b) interfere with the operation of the Department's equipment or apparatus required to extinguish fires or preserve life or property;
  - c) damage or destroy the Department's property;
  - d) falsely represent himself as a Member or wear or display any emergency services badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.;
  - e) obstruct or otherwise interfere with access roads or streets or other approaches to any fire alarm, fire hydrant, cistern or body of water designated for firefighting purposes, or any connections provided to a fire main, pipe, standpipe, sprinkler system, cistern or other body of water designated for firefighting purposes.
- 8.6 a) The Owner or his authorized agent of any property containing a dangerous good(s) product which sustains an accidental or unplanned release of the dangerous good(s) product shall immediately report to the Fire Chief or designate the particulars of the release which are satisfactory to the Fire Chief or designate.

- b) The Owner or his authorized agent of any property damaged by fire shall immediately report to the Fire Chief or designate the particulars of the fire which are satisfactory to the Fire Chief or designate.

### **SECTION 9 - PENALTIES**

- 9.1 Every person who violates any of the provisions of this by-law, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this by-law, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this by-law, or who does any act or thing or omits any act or thing thus violating any of the provisions of this by-law, and upon a summary conviction is liable to a fine of not less than \$1,000.00 and not more than \$2,500.00.

### **SECTION 10 – SUITS**

- 10.1 The Public Safety Officer or a member of the Fire/Rescue Department charged with the enforcement of this by-law or delivery of services pursuant to this by-law, acting in good faith and without malice for the municipality in the discharge of his duties, shall not hereby render himself liable personally and he is hereby relieved from all personal liability or any damage that may accrue to persons or property as a result of any act required or by reason of any act or omission in the discharge of his duties.
- 10.2 Any suit brought against the Fire Chief or a member of the Fire/Rescue Department because of an act or omission performed by him in the enforcement of this by-law or delivery of services pursuant to this by-law, shall be defended by the Town of Grande Cache until final determination of the proceedings.

### **SECTION 11 - SEVERABILITY**

- 11.1 Should any section or part of this by-law be found to have been improperly enacted, for any reason, then such section or part shall be regarded as severable from the rest of this by-law and this by-law remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this by-law.


### **SECTION 12 - REPEAL, EFFECT AND TRANSITIONAL**

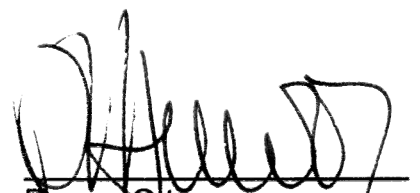
- 12.1 This by-law rescinds By-Law Nos. 495, 535 and 569, and all amendments thereto, and shall take force and have effect upon the final reading thereof.

Read a first time this tenth day of February, 2010 A.D.

Read a second time this tenth day of February, 2010 A.D.

Read a third and final time this tenth day of February, 2010 A.D.

  
Louise Krewusik  
Mayor

  
Darren Ottaway  
Chief Administrative Officer

**SCHEDULE "A"**  
**FEES AND CHARGES**

- 1. Response to Fire Calls
  - (a) within Town of Grande Cache \$600.00/hour/unit
  - (b) within MD of Greenview Costs as per Agreement
  - (c) Mutual Aid and other jurisdictions \$600.00/hour/unit
  
- 2. Response to Motor Vehicle Accidents, Rescue, And Dangerous Goods Incidents:
  - (a) within Town of Grande Cache \$400.00/hour/unit
  - (b) within MD of Greenview \$400.00/hour/unit
  - (c) on primary and secondary Provincial Government Highways \$400.00/hour/unit
  
- 3. False Alarms:
  - (a) 1 unit responding 1<sup>st</sup> incident – Warning  
2<sup>nd</sup> incident - \$150.00/Call
  - (b) General Alarm 1<sup>st</sup> incident - Warning  
2<sup>nd</sup> incident - \$250.00/Call
  
- 4. Requested Fire Inspections and Occupant Loads \$40.00/hour
  - (a) Petroleum Tank Installation/Removal \$40.00/hour
  
- 5. Permits:
  - (a) Fireworks Permit \$25.00
  - (b) Burning Permit \$25.00/location
  - (c) Fire Pit Permit \$10.00/location
  
- 6. Fire Investigations \$125.00/hour

**NOTE:** Administrative costs and the cost for replacement of equipment and/or materials used, lost or damaged as a result of the response are charged in addition to the above.

**AMENDED ~ s. 2, 4**  
Bylaw No. 824  
Date 2017/03/22



**THE TOWN OF GRANDE CACHE  
BY-LAW NO. 766**

**BEING A BYLAW OF THE TOWN OF GRANDE CACHE, IN THE PROVINCE OF ALBERTA, TO PROHIBIT THE POSSESSION, SALE, STORAGE, PURCHASE AND DISCHARGE OF FIREWORKS BY ANY PERSON OTHER THAN A PERSON IN POSSESSION OF A VALID FIREWORKS OPERATORS CERTIFICATE ISSUED BY THE GOVERNMENT OF CANADA, PURSUANT TO THE EXPLOSIVES ACT OF CANADA AND ITS REGULATIONS AND AUTHORIZED BY THE TOWN OF GRANDE CACHE**

**WHEREAS** the *Alberta Municipal Government Act, RSA 2000, being Chapter M-26, as amended*, provides that Council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property and provides for municipalities to enact bylaws to regulate or prohibit and provide for a system of licenses, permits or approvals;

**WHEREAS** the Council for the Town of Grande Cache recognizes that fireworks are explosive devices which are classified as 'Dangerous Goods' under the Alberta Fire Code and which, when used improperly by untrained persons, can cause injury, damage, fire and death;

**WHEREAS** the Council for the Town of Grande Cache has determined that the possession, sale, storage, purchase and discharge of fireworks not authorized by the Town and by persons not in possession of a Fireworks Operator Certificate, creates an unacceptable level of risk to life, health and safety of people and property.

**NOW THEREFORE**, the Council for the Town of Grande Cache in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0 NAME**

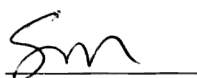
1.1 This bylaw may be referred to as 'Fireworks Bylaw'.

**2.0 DEFINITIONS**

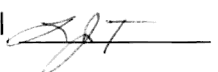
2.1 In this bylaw:

- a) **CHIEF ADMINISTRATIVE OFFICER** shall mean the Chief Administrative Officer or his/her designate for the Town of Grande Cache pursuant to the *Alberta Municipal Government Act, RSA 2000, Chapter M-26*.
- b) **ENFORCEMENT OFFICER** means a Community Peace Officer, Bylaw Enforcement Officer or Police Officer with the authority to enforce the bylaws of the Town of Grande Cache.
- c) **FIRE CHIEF** means the Public Safety Officer hired by Council as head of the Grande Cache Fire/Rescue Department.
- d) **FIREWORKS** means and includes one single item of explosive device listed under the *Explosives Act (RSC 1985, c. E-17) as Class 7, Division 1 or Class 7, Division 2, Subdivision 1 or 2 of the Explosive Regulations, CRC, c. 599*, excluding the items commonly referred to as sparklers or toy pistol caps.
- e) **FIREWORKS OPERATION CERTIFICATE** means a certificate issued by the Government of Canada under the *Explosives Act (RSC 1985, c E-17)* and its Regulations to discharge fireworks. This includes both levels of the Fireworks Operators Certificate – Assistant and Supervisor.
- f) **FIREWORKS PERMIT** means an approved application form issued by the Town of Grande Cache allowing the use of fireworks within the Town.

Chair Initial



CAO Initial





- g) **OWNER** means:
- i. a person who is registered on title at the Alberta Land Titles Offices;
  - ii. a person who is recorded as the owner of the property on the assessment role of the Town of Grande Cache;
  - iii. a person who has purchased or otherwise acquired the property, whether purchased or otherwise acquired from the owner or from another purchase and has not become the registered owner thereof;
  - iv. a person controlling the property under construction; or
  - v. a person who is the occupant of the property under a lease, rental, license or permit.
- h) **PERSON** means an individual and includes a firm, partnership, joint venture, proprietorship, corporation, association, society and any other legal entity.
- i) **PROPERTY** means any lands, buildings, structures or premises, or any personal property located thereupon, within the municipal boundaries of the Town.
- j) **PYROTECHNIC DISPLAY** means twenty-five (25) units or more of fireworks placed in an area to be discharged to present a show.
- k) **TOWN** shall mean the Town of Grande Cache.
- 2.2 For words not defined in this bylaw, the definitions in the following enactments, as amended in order of precedence shall be used, *Alberta Municipal Government Act (RSA 2000, c. M-26)*, *Alberta Safety Codes Act (RSA 2000, c. S-1)*, *Alberta Fire Code*, *Explosives Act (RSC 1985, c. E-17)*, for words not defined above, reference should be made to the Canadian Oxford dictionary.

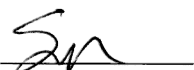
### 3.0 PROHIBITIONS

- 3.1 No person shall:
- a) display for sale,
  - b) offer for sale,
  - c) sell,
  - d) purchase, or
  - e) possess to sell
- any fireworks within the Town.
- 3.2 No person shall store fireworks within the Town.
- 3.3 No person shall, without authorization pursuant to Section 4.4:
- a) obtain;
  - b) give;
  - c) discharge, or
  - d) otherwise possess
- fireworks within the Town.
- 3.4 No person, other than an individual who has a valid Fireworks Operator Certificate and with authorization under Section 4.4, shall set up, operate or discharge a pyrotechnic display within the Town.
- 3.5 No person shall transport fireworks within the Town without a permit from another municipality to possess fireworks. Permits issued in any other municipality may be used to transport any fireworks through the Town directly out of the Town without stopping only.

### 4.0 PERMISSIONS

- 4.1 A person holding a valid Fireworks Operator Certificate may conduct a show after receiving an approved Fireworks Permit in writing from the Fire Chief.

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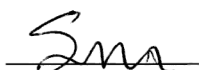


- 4.2 A person with a valid Fireworks Operator Certificate will apply in writing, a minimum of twenty-eight (28) calendar days prior to an event to the Fire Chief for a Fireworks Permit to conduct a display or show. The application, in writing, will cover all the information required by the *Explosives Act* and the Alberta Fire Code. It will include, but not be limited to:
- date, time and location of the proposed event,
  - names, addresses and certification numbers of all display supervisors or pyro technicians and assistants participating in the show,
  - the name of the sponsor or purchaser of the event, including names and contact phone numbers of sponsors,
  - a full description of the planned event and a list of all materials to be fired, detonated, burnt or energized during the event,
  - the location, including a drawing of the area with safety zones,
  - the emergency plan for the event,
  - verification of liability insurance in an amount of five (5) million dollars, listing the Town of Grande Cache as an additional insured,
  - payment of the designated application fee, and
  - any other information deemed necessary by the Fire Chief.
- 4.3 Fireworks Permits will only be issued for the following:
- New Year, December 31
  - Canada Day, July 1
  - Labour Day, first Monday in September
  - Special Events specifically approved by a resolution of Council.
- 4.4 The Fire Chief may choose to issue to a person with a valid Fireworks Operator Certificate, in the form of a signed and approved Fireworks Permit, giving permission for a show or display to take place. The Fireworks Permit must be present at the event to be valid.
- 4.5 The Fire Chief may choose not to issue a Fireworks Permit to anyone for a display or show if, in their opinion, such a display or show may create a risk to life, safety or property or the display is not in the best interest of the community.
- 4.6 The Fire Chief may attach any terms and conditions in a Fireworks Permit that he or she deems appropriate for the individual event.
- 4.7 The Fire Chief may choose to revoke any previously issued Fireworks Permit for reasons of non-compliance with:
- the Alberta Fire Code,
  - the Explosives Act,
  - letter of permission, including any terms and conditions,
  - changes in environmental conditions, and/or
  - for any reasons of safety to life, limb or property.
- 4.8 A copy of the Fireworks Permit issued under section 4.4 with conditions must be present at the time of the display and provided to an Enforcement Officer when requested.
- 4.9 No Fireworks Permit issued in any other municipality shall be valid in the Town to discharge fireworks in the Town.
- 4.10 Council from time to time may, by resolution, establish a fee for a Fireworks Permit authorizing a pyrotechnic display.

## 5.0 ENFORCEMENT

- 5.1 An Enforcement Officer with reasonable and probable grounds, may seize, take, remove or cause to be seized, taken or removed, any fireworks offered or exposed for sale or being held or possessed or used in contravention of this bylaw.

Chair Initial



CAO Initial

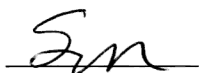


- 5.2 Any costs incurred as a result of the seizure or disposal of the fireworks by an Enforcement Officer, in accordance with section 5.1, shall be borne by the person in possession of the fireworks at the time of the seizure or property owner at the time of seizure.
- 5.3 On reasonable and probable grounds, an enforcement Officer may enter and inspect any place, other than a dwelling, in which fireworks are stored, transported or used and may open and inspect any room, container, vehicle or package that the Enforcement Officer has reasonable and probable grounds to believe contains fireworks in contravention of this bylaw. Entering a dwelling must only be done under the authority of a warrant.
- 5.4 Authority to issue a warrant where on ex parte application to a justice is satisfied by information on oath that:
- a) the conditions for entry described in subsection 5.3 exist in relation to a dwelling/house,
  - b) entry to the dwelling/house is necessary for any purpose relating to the administration of this bylaw, and
  - c) entry to the dwelling/house has been refused or there are reasonable grounds to believe that entry will be refused, the justice may issue a warrant authorizing the Enforcement Officer named in the warrant to enter the dwelling/house, subject to any conditions that may be specified in the warrant.
- 5.5 Any person who obstructs, interferes with or hinders an Enforcement Officer in the performance of the Enforcement Officer's duties pursuant to this bylaw is guilty of an offence pursuant to this bylaw.
- 5.6 Nothing in this bylaw shall be read as intending to replace any provision under the Safety Codes Act or Regulations, federal or provincial Acts or Regulations.

## 6.0 PENALTIES

- 6.1 A breach of this bylaw is an offence.
- 6.2 An individual who is convicted of an offence pursuant to this bylaw for which no specific penalty has been provided is liable to a fine of not less than \$250.00 and not more than \$10,000.00 or imprisonment for a period not exceeding sixty (60) days unless such fine and costs including the costs of committal are sooner paid.
- 6.3 Where an Enforcement Officer has reasonable grounds to believe that a person has violated any provision of this bylaw, the Enforcement Officer may commence court proceedings against such person by issuing the person a Part 2 violation ticket pursuant to the provisions of the Provincial Offences Procedure Act.
- 6.4 When a conviction under this bylaw becomes final, any fireworks and containers in respect of which the offence was committed that were seized as part of the penalty for the conviction, shall be forfeited to the Town.
- 6.5 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- a) specify the fine amount established by this bylaw in Schedule 'A' for the offence, or
  - b) require a person to appear in court without the alternative of making a voluntary payment.

Chair Initial



CAO Initial



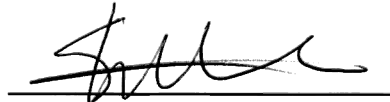
**7.0 REPEAL, EFFECT AND TRANSITIONAL**

7.1 This bylaw shall take force and have effect upon the final reading thereof.

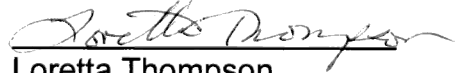
Read a first time this twelfth day of February, 2014 A.D.

Read a second time this twelfth day of February, 2014 A.D.

Read a third and final time this twelfth day of February, 2014 A.D.



Shawn Moulun  
Deputy Mayor



Loretta Thompson  
Chief Administrative Officer

---

**SCHEDULE 'A'**  
**PENALTIES**

<b>Section</b>	<b>Item</b>	<b>Cost</b>
3.1 (a)	display fireworks for sale	\$500.00
3.1 (b)	offer fireworks for sale	\$500.00
3.1 (c)	sell fireworks	\$1,000.00
3.1 (d)	purchase fireworks	\$500.00
3.1 (e)	possess fireworks to sell	\$500.00
3.2	storage of fireworks	\$250.00
3.3 (a)	obtain fireworks	\$250.00
3.3 (b)	give fireworks	\$250.00
3.3 (c)	discharge fireworks	\$250.00
3.3 (d)	possess fireworks	\$250.00
3.4	set up, operate or discharge a pyrotechnic display	\$500.00
3.5	transport fireworks	\$250.00
5.5	obstruct, interfere or hinder an Enforcement Officer	\$500.00



# REQUEST FOR DECISION

---

**SUBJECT:** Bylaw No. 20-859 Re-designate from Agricultural Two (A-2) District to Industrial Light (M-1) District

<b>SUBMISSION TO:</b>	REGULAR COUNCIL MEETING	<b>REVIEWED AND APPROVED FOR SUBMISSION</b>	
<b>MEETING DATE:</b>	December 14, 2020	<b>CAO:</b> DT	<b>MANAGER:</b> SAR
<b>DEPARTMENT:</b>	PLANNING & DEVELOPMENT	<b>GM:</b> RA	<b>PRESENTER:</b> LD
<b>STRATEGIC PLAN:</b>	Development		

---

**RELEVANT LEGISLATION:**

**Provincial** – Municipal Government Act, RSA 2000

**Council Bylaw/Policy** – Municipal Development Plan No. 15-742; Grovedale Area Structure Plan No. 17-785; Land Use Bylaw No. 18-800

---

**RECOMMENDED ACTION:**

**MOTION:** That Council give First Reading to Bylaw No. 20-859, to re-designate a 4.86 hectare ± (12.0 acre) parcel from Agricultural Two (A-2) District to Industrial Light (M-1) District within Plan 102 4120 Block 1 Lot 1, SW-05-70-06-W6.

**MOTION:** That Council schedule a Public Hearing for Bylaw No. 20-859, to be held on January 26, 2021, at 9:15 a.m. for the re-designation of a 4.86 hectare ± (12.0 acre) parcel from Agricultural Two (A-2) District to Industrial Light (M-1) District within Plan 102 4120 Block 1 Lot 1, SW-05-70-06-W6.

---

**BACKGROUND/PROPOSAL:**

The application for Land Use Amendment A20-006 has been submitted by Bearisto & Associates Engineering Ltd. on behalf of R.B. Curry Auto Transport Ltd. (Curry), to re-designate a 4.86-hectare± (12.0-acre) parcel from Agricultural Two (A-2) District to Industrial Light (M-1) District within Plan 102 4120 Block 1 Lot 1, SW-05-70-06-W6, in the Grovedale area, Ward 8. The proposal is located approximately 1.0 kilometre west of the Hamlet of Grovedale via Highway 666, with access from Range Road 64A. Curry has cleared the site of all debris and equipment bringing it into conformity with Greenview's previous enforcement notices, and advise that their yard would be stored in a neat, orderly, and clean manner and that business would *not* take place over a twenty-four hour per day basis.

The proposed rezoning would enable the subsequent subdivision of the site and allow the owner to operate within the use of Trucking Operation, listed as discretionary in the Industrial Light (M-1) District of Greenview's Land Use Bylaw, leaving the balance of lands zoned Agricultural Two (A-2) District. Currently there is an existing 7,200 square foot metal clad shop on the site. Business operations would include Curry and Tower Oilfield Services (Tower), who both may operate from the site from time to time to accommodate work south of Grande Prairie. Both companies have main office and shop yards north of Grande Prairie.

Equipment that would be found on site would include tow truck or trucks, heavy truck or trucks and trailers to be used for transportation of equipment or supplies to and from sites or jobs. A vehicle or vehicles may be stored there before returning it to the company's main yard. Heavy equipment pieces may include a dozer or dozers, wheel loader, excavator or excavators, packers or other construction equipment that may be needed for work in the Crown Land area. The scope of the operation would be further reviewed at the development permit stage and monitored through conditions.

The proposal is located within the Centralized Living area of the Grovedale Area Structure Plan (GASP), where the lands are designated for Agricultural. Four Country Residential One (CR-1) District lots and an internal subdivision road are located immediately to the north of the proposed lot, and two additional residences on agricultural quarters are located at the end of Range Road 64A. The quarter immediately across Highway 666 from the proposal is designated for future Industrial Light in the GASP, along with three additional quarter sections to the east. Both s. 4.5.1 Agriculture and s. 4.5.5. Light Industry, discourage industrial use on Agriculture lands and outside of industrial parks.

Alberta Transportation commented that the department does not generally support isolated industrial development preferring instead to have development, industrial in nature, occur within established industrial parks or other urban industrial/commercial areas where existing highway and municipal road networks can safely and efficiently support traffic generated from industrial developments. Further, the municipality and their developers will be responsible for any improvements to the highway network required to accommodate traffic associated with the industrial lot. ATCO Pipelines, ATCO Gas and Alberta Energy Regulator, Field Operations North, responded they have no concerns with the application and other concerns could be addressed through conditions at the subdivision and permitting stages.

The application meets the requirements of the Municipal Government Act. However, with regard to the Municipal Development Plan, while the location may be considered to be in 'proximity to the hamlet' (s. 5.3.3), it must also be compatible with residential development (s. 5.3.6), which is arguable. Administration has reviewed the land use amendment application and has concerns with rezoning the lands to Industrial Light (M-1) District. This concern has been discussed with the applicant who has indicated readiness to upgrade Range Road 64A to an industrial grade, provide screening to buffer the lot, along with control of hours of operation at the subdivision and permit stage.

The Grovedale Area Structure Plan would need to be amended concurrent with this application as the proposed area is outside the designated lands for Industrial Light development. Administration is recommending that Council give First Reading to Bylaw 20-859 and establish a public hearing date to obtain public input on this application concurrent with Bylaw 20-863.

---

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that legislation is followed, and the applicant, referral bodies and adjacent landowners are given an opportunity to provide input into the proposed land use amendment at the Public Hearing, which must be held upon receipt of an application for redistricting.

---

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is that industrial development may conflict with surrounding land uses.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to table Bylaw No. 20-859 for further discussion or information.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

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

---

**FOLLOW UP ACTIONS:**

Administration will notify the landowner of the decision of Council and send an advertisement for the public hearing.

---

**ATTACHMENT(S):**

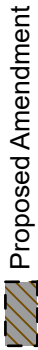
- Schedule 'A' – Proposed Land Use Amendment Maps
- Schedule 'B' – Bylaw No. 20-859
- Schedule 'C' – Legislation – Municipal Development Plan, Grovedale Area Structure Plan and Land Use Bylaw



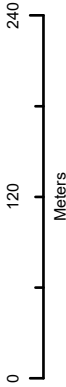
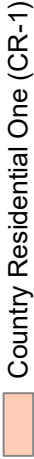
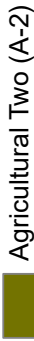
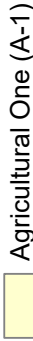


# Proposed Land Use Amendment

Long Legal: SW-5-70-6-6  
Short Legal: L1 B1 P102 4120



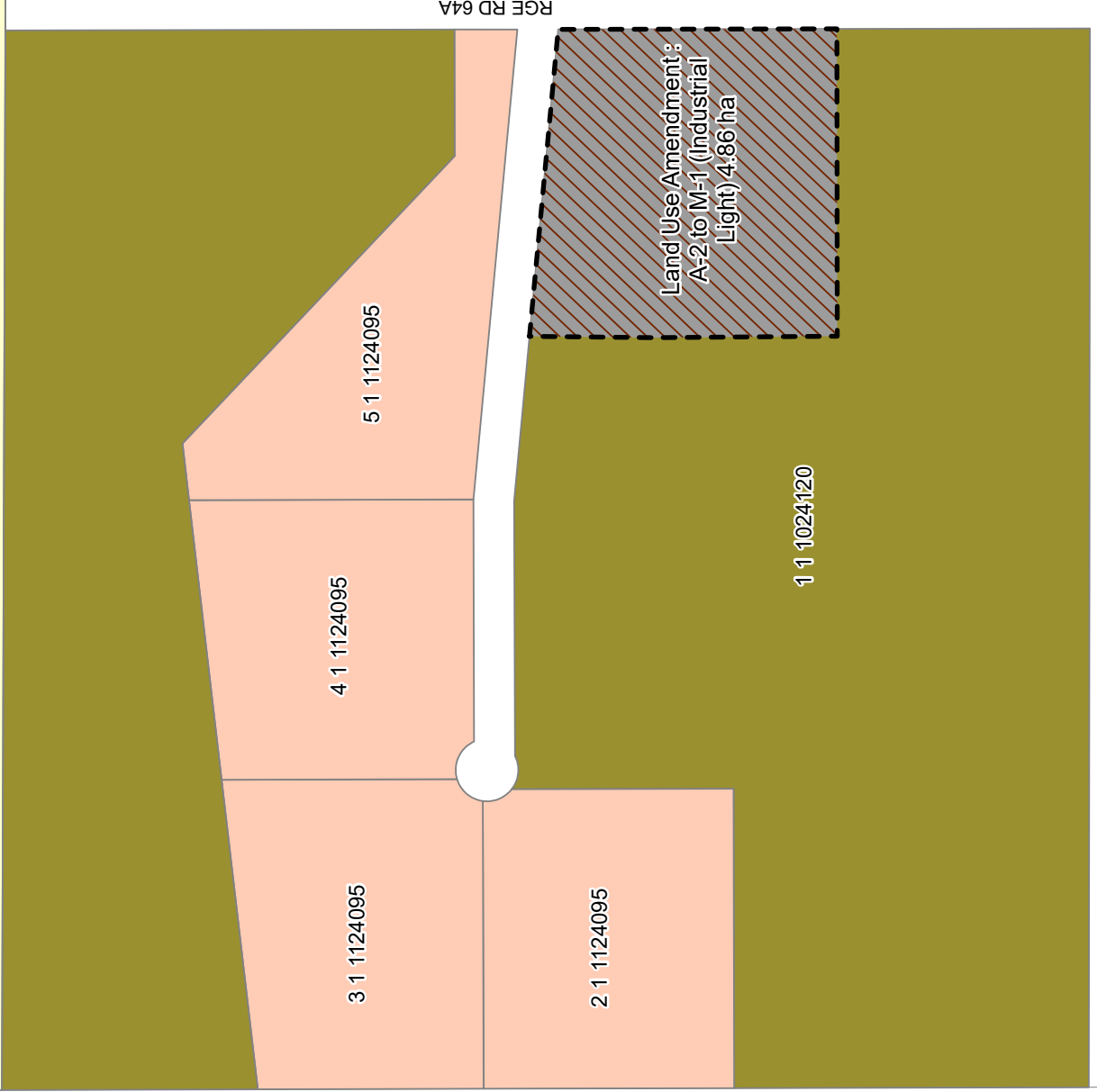
## Zoning Type



**Produced:** September, 2020  
**Projection:** UTM Zone 11N NAD 83  
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## Schedule 'A'



HWY 666

RGE RD 65

2A 8822349

1A 8822349





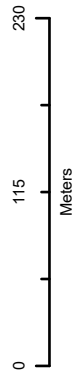
## Proposed Land Use Amendment

Long Legal: SW-5-70-6-6

Short Legal: L1 B1 P102 4120



Proposed Amendment



**Produced:** September, 2020  
**Projection:** UTM Zone 11N NAD 83  
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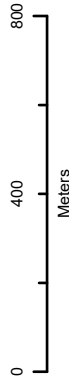
# Proposed Land Use Amendment

Long Legal: SW-5-70-6-6  
Short Legal: L1 B1 P102 4120



## Zoning Type

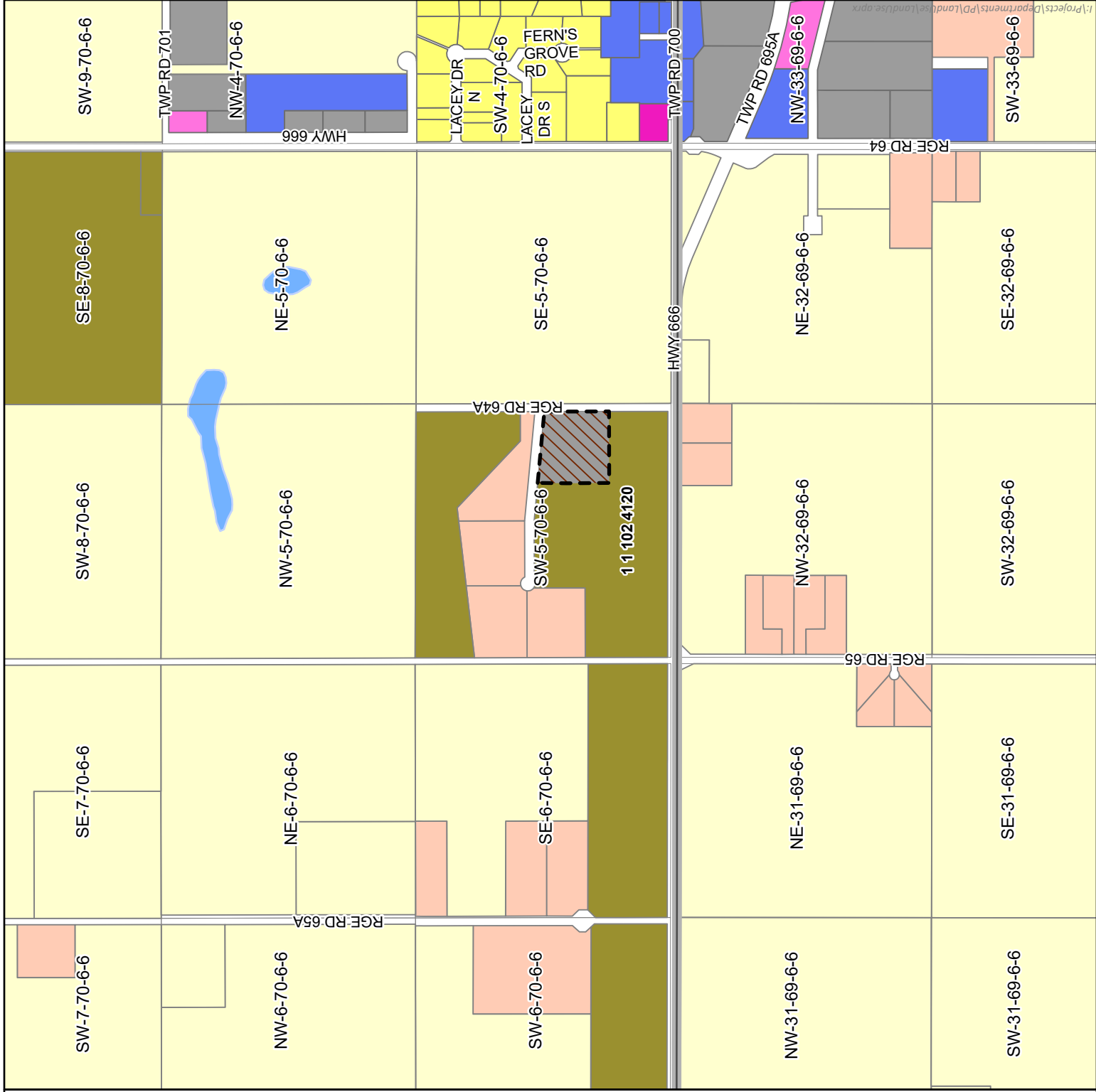
- Agricultural One (A-1)
- Agricultural Two (A-2)
- Country Residential One CR-1)
- Hamlet Commercial (HC)
- Hamlet Residential (HR)
- Industrial Light (M-1)
- Institutional (INS)
- Rural Commercial (RC)
- Rural Settlement (RS)



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# **BYLAW No. 20-859**

## **of the Municipal District of Greenview No. 16**

---

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

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

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

All that Portion of the  
Southwest (SW) Quarter of Section Five (5)  
Within Township Seventy (70)  
Range Six (6) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this \_\_\_\_ day of November, A.D., 2020.

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

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

---

**REEVE**

---

**CHIEF ADMINISTRATIVE OFFICER**

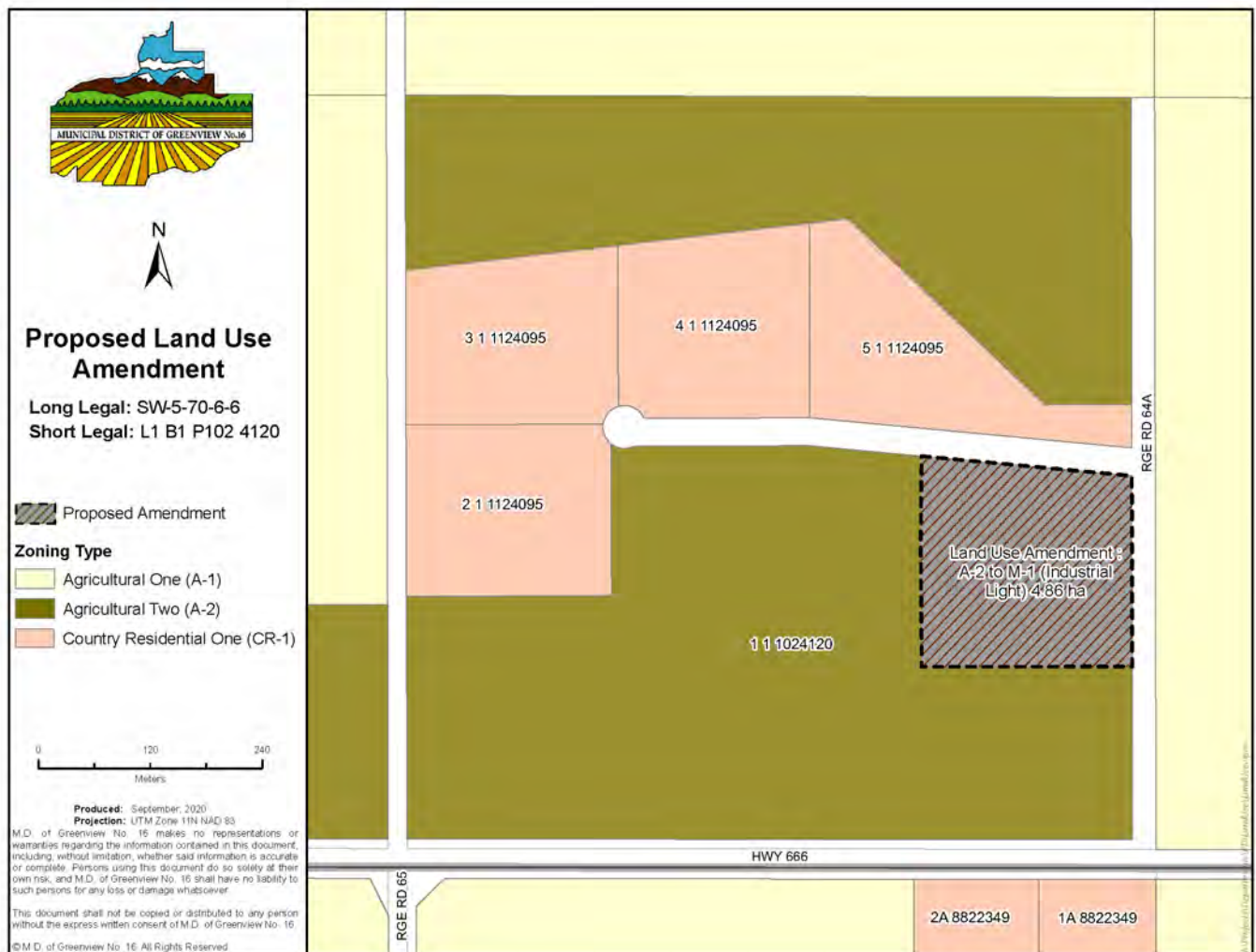
## SCHEDULE "A"

To Bylaw No. 20-859

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the  
Southwest (SW) Quarter of Section Five (5)  
Within Township Seventy (70)  
Range Six (6) West of the Sixth Meridian (W6M)

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



## Schedule 'C'

Greenview's Municipal Development Plan (MDP), provides:

- s. 5.3.3 encourages that industrial uses locate in or in proximity to hamlets where possible.
- s. 5.3.6 states that the types of industrial uses permitted in or in close proximity to hamlets shall be limited to light industrial development which are *compatible with residential development*.
- s. 9.3.5 Applicants for major development proposals may be required to prepare traffic impact assessments ("TIA") as a means of determining road access and roadway improvement and upgrading requirements. If required, TIAs shall be submitted prior to subdivision or development permit approval.

Grovedale Area Structure Plan (GASP), provides:

- s. 4.5.1 Agriculture, Policy 2, states 'Do not permit the use of agriculturally designated lands for non-agricultural related activities; such as, trucking operations, oilfield services, heavy equipment repair, etc., which would be more appropriately located in an industrial setting; and
- Section 4.5.5 Light Industry, intends that light Industrial development servicing the agricultural, forestry and oil and gas sector is focused in future industrial parks along the Highway 666 and Township Road 695A corridor in order to provide a local employment opportunity for residents, easy access to the regional and provincial road networks, and to promote synergies between industrial users while minimizing the impact on non-industrial land uses.

Land Use Bylaw 18-800 (LUB) provides:

- Industrial Light (M-1) District lists Trucking Operations as a Discretionary Use.



# REQUEST FOR DECISION

---

SUBJECT:	<b>Bylaw No. 20-863 Grovedale Area Structure Plan Update</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 14, 2020	CAO: DT	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: LD
STRATEGIC PLAN:	Development		

---

## RELEVANT LEGISLATION:

**Provincial** – Municipal Government Act, RSA 2000

**Council Bylaw/Policy** –Grovedale Area Structure Plan No. 17-785

---

## RECOMMENDED ACTION:

**MOTION:** That Council give First Reading to Bylaw No. 20-863, to amend Figure 5: Development Concept and Figure 6: Development Concept – Centralized Living within the Grovedale Area Structure Plan, re-designating a 4.86 hectare ± (12.0 acre) parcel from Agricultural to Light Industrial within Lot 1 Block 1 Plan 1024120, SW-05-70-06-W6.

**MOTION:** That Council schedule a Public Hearing for Bylaw No. 20-863, to be held on January 26, 2021, at 9:15 a.m. to amend Figure 5: Development Concept and Figure 6: Development Concept – Centralized Living within the Grovedale Area Structure Plan, re-designating a 4.86 hectare ± (12.0 acre) parcel from Agricultural to Light Industrial within Lot 1 Block 1 Plan 1024120, SW-05-70-06-W6.

---

## BACKGROUND/PROPOSAL:

The application to amend the Grovedale Area Structure Plan, specifically Figure 5: Development Concept, and Figure 6: Development Concept – Centralized Living, has been submitted by Bearisto & Associates Engineering Ltd. on behalf of R.B. Curry Auto Transport Ltd. (Curry). The proposed amendment would re-designate a 4.86-hectare± (12.0-acre) parcel within Lot 1 Block 1 Plan 102 4120, SW-05-70-06-W6, from Agricultural to Light Industrial in the GASP. The amendment would permit application for subdivision and a development permit to operate a trucking business on the parcel. This bylaw must be processed concurrent with Bylaw 20-859 that requests to rezone the same lands from Agricultural Two (A-2) District to Industrial Light (M-1) District in Greenview's Land Use Bylaw.

The proposal is located approximately 1.0 kilometer west of the Hamlet of Grovedale, gaining access from Range Road 64A. The proposal is located within the Centralized Living area of the Grovedale Area Structure Plan (GASP), where the lands are designated for Agricultural. Four Country Residential One (CR-1) District lots and an internal subdivision road are located immediately to the north of the proposed lot, and two additional residences on agricultural quarters are located at the end of Range Road 64A. The quarter across Highway 666 from the proposal is designated Industrial Light in the GASP, along with three additional

quarter sections to the east. Both s. 4.5.1 Agriculture and s. 4.5.5. Light Industry, do not permit industrial use on Agriculture lands and discourage it outside of industrial park area designated by the GASP.

Administration is recommending that Council give First Reading to Bylaw 20-863 to revise Figure 5: Development Concept and Figure 6: Development Concept – Centralized Living, to amend the 4.86-hectare± (12.0-acre) parcel within Lot 1 Block 1 Plan 102 4120 from Agricultural to Industrial Light, and establish a Public Hearing date to obtain public input on this application.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that legislation is followed, and referral bodies and adjacent landowners are given an opportunity to provide input into the proposed amendment to the Grovedale Area Structure Plan at the Public Hearing.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of Council accepting the recommended motion is that industrial development may conflict with surrounding land uses.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to table Bylaw No. 20-863 for further discussion or information.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

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

---

**FOLLOW UP ACTIONS:**

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



---

ATTACHMENT(S):

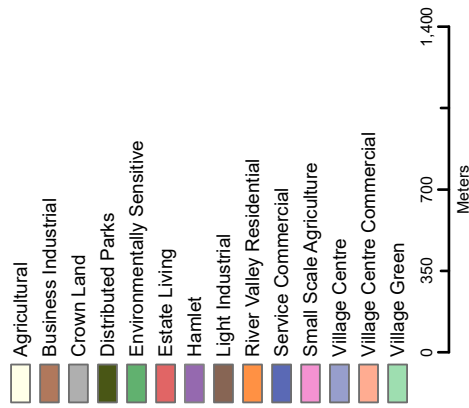
- Schedule 'A' – Proposed Figure 6 – Grovedale Area Structure Plan
- Schedule 'B' – Bylaw No. 20-863



**Long Legal:** SW-5-70-6-6  
**Short Legal:** L1 B1 P102 4120

- Proposed Amendment
- Centralized Living Boundary

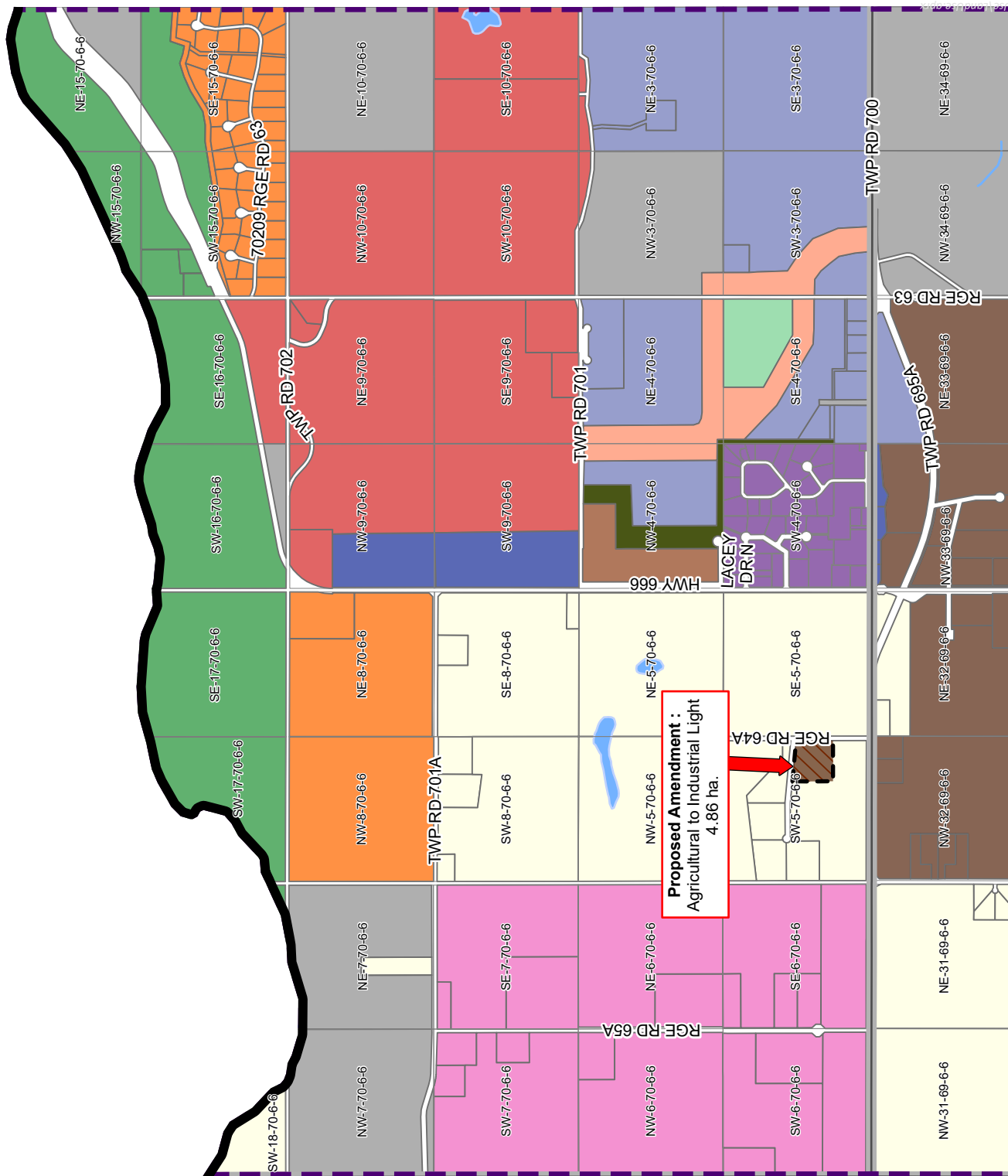
## Area Structured Plan



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## BYLAW NO. 20-863 of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw 17-785, being the 'Grovedale Area Structure Plan.'**

**Whereas**, under the provisions of the Municipal Government Act, R.S.A. 2000, Chapter M-26, Section 191(1) the power to pass a bylaw includes a power to amend or repeal a bylaw.

**Now Therefore**, the Council of the Municipal of Greenview No. 16, duly assembled, hereby amends the following:

1. That this bylaw be cited as the 'Grovedale Area Structure Plan'.
2. Figure 5: Development Concept and Figure 6: Development Concept – Centralized Living is amended by designating a 4.86 hectare  $\pm$  (12.0 acre) parcel from Agricultural to Light Industrial within Lot 1 Block 1 Plan 1024120, SW-05-70-06-W6.
3. The amended Figure 6: Development Concept – Centralized Living is attached hereto as Schedule A reflecting the amendment.

This Bylaw shall come into force and effect upon the date of the final passage thereof.

Read a first time this \_\_\_\_ day of December, A.D., 2020.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, A.D., 2021.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, A.D., 2021.

\_\_\_\_\_  
REEVE

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



# REQUEST FOR DECISION

---

SUBJECT: **Bylaw 20-865 Sturgeon Lake Area Structure Plan to give First Reading**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: December 14, 2020 CAO: DT MANAGER: SAR  
DEPARTMENT: PLANNING & DEVELOPMENT GM: RA PRESENTER: PL  
STRATEGIC PLAN: Development

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, RSA 2000

**Council Bylaw/Policy** (cite) – Sturgeon Lake Area Structure Plan Bylaw No. 01-344

---

## RECOMMENDED ACTION:

**MOTION: That Council give First Reading to Bylaw 20-865 being the replacement document for the Sturgeon Lake Area Structure Plan.**

**MOTION: That Council tentatively schedule a Public Hearing to Bylaw 20-865 to receive public input into the Sturgeon Lake Area Structure Plan to be scheduled on February 9, 2020 in the Council Chambers at 9:15 a.m.**

---

## BACKGROUND/PROPOSAL:

Greenview retained ISL Engineering & Land Services as a consultant to complete a review of Greenview's Sturgeon Lake Area Structure Plan (SLASP). Greenview's existing SLASP was first approved in 1985, and updated in 1991 and in 2002.

The review process was prompted by concerns over:

- restrictive and arbitrary development densities;
- lakeshore protection and development setbacks;
- public access to the lake;
- increasing demands for services; and
- enforcement.

The review of the existing Sturgeon Lake Area Structure Plan included open houses and surveys, as well as sessions involving Council and the Citizen's Panel that focused on identifying future development areas, water and wastewater servicing, housing form and density, recreation opportunities along with open space and reserve dedications.

Open houses were conducted at Sturgeon Heights Hall on October 29, 2018 and September 15, 2020 supplemented by surveys for attendees and interested parties. The Citizen's Panel met on five separate occasions between October 2018 and December 2019.

As a result of those public engagement sessions, the following visions and guiding principles were incorporated into the Sturgeon Lake Area Structure Plan:

- Establish standard requirements for development based on location, type and intensity;
- Implement a site-specific, evidence-based approach to environmental protection; and
- Promote diverse development options that utilize existing or potential private or municipal infrastructure.

With these new guiding principles, we have proposed new approaches to density, environmental and conservation reserve along with more explicit guidance for residential and recreational development.

Development density has been addressed through the requirement of a minor area structure plan. This plan shall be prepared in accordance with the procedures found in Greenvue's Minor Area Structure Plan policy, thus ensuring more orderly development and curbing ad-hoc or piecemeal fragmentation of land.

Measures surrounding environmental protection include the sewage requirements within a certain distance of the lake. Additional provisions include the use of wetland and/or biophysical assessments to identify areas where Environment Reserve should exceed the minimum 6.1 metres required along the bed and shore, and the use of the new Conservation Reserve designation for lands outside the scope of Environmental Reserve.

Finally, residential, and recreational development requirements including size, zoning and amenities were added to the plan. Encouraging a clustered development approach, the plan sought to incentivize the development of lots with municipal or communal servicing. The plan removed across-the-board density caps and replaced them with a flexible cap that could be applied fairly to each and every site. Recreational development was addressed with the introduction of minimum size, amenity and infrastructure requirements.

Attached is the proposed draft plan for Council to consider giving Bylaw 20-865 first reading and to tentatively schedule a public hearing on February 9, 2020 in the Council Chambers at 9:15 a.m. as part of the overall planning review process. Due to uncertainty regarding the current provincial restrictions of COVID 19, it may or may not be possible to hold a public hearing on February 9, 2020.

---

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to continue the review process to update the Sturgeon Lake Area Structure Plan and address current conditions.

---

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative table the Sturgeon Lake Area Structure Plan for further discussion and revisions.

---

**FINANCIAL IMPLICATION:**

Costs are included in the budget for the creation of the Intermunicipal Development Plan.

**Direct Costs:** None

**Ongoing / Future Costs:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

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

---

**FOLLOW UP ACTIONS:**

Following Council's decision, staff will schedule and advertise the Public Hearing to continue the process.

---

**ATTACHMENT(S):**

- Bylaw 20-685
- Schedule "A" Sturgeon Lake Area Structure Plan





Schedule 'A'

# Sturgeon Lake AREA STRUCTURE PLAN

Bylaw No. 20-XXX  
November 2020 | *Draft*



## ACKNOWLEDGEMENTS

The preparation of this plan was assisted by a Citizens' Panel consisting of area landowners and residents established to review background information, discuss issues, and to provide feedback on draft versions of the plan. MD Council, Administration, and the consulting team with ISL Engineering and Land Services wish to thank the Citizens' Panel members for their contributions to the project.

Lloyd Burnside

Amy Clarkson

Dan Gorman

Bill Edgerton

Keegan Johnson

Earl Langenecker

Heather McKinnon

Laurena Newman



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1.1 Preamble	1
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# INTRODUCTION

## 1.1 Preamble

Sturgeon Lake, located in the Municipal District of Greenview No. 16 (Greenview) is one of only a few readily accessible recreational lakes in northwest Alberta. As a result, private lands concentrated at the west end of the lake have been the subject of residential, resort and other recreational development. Agriculture and oil and gas exploration activity are also major uses in the area and the lake is home to a significant recreational fishery. In addition, a substantial portion of the land around the lake is under the jurisdiction of the Province of Alberta (Crown land, including two provincial parks), and the Sturgeon Lake Cree Nation. Two historical settlements, Calais and Sturgeon Lake Settlement are located on the south side of the lake surrounded by Sturgeon Lake Cree Nation lands.

This diversity of land use, coupled with the importance of the lake as a regional recreational and environmental resource, results in a need to ensure that the lake is protected from the potentially detrimental impacts of development. In addition, it is necessary to ensure that development that occurs around the lake is carried out in a sensitive manner. There are long-standing concerns present respecting water quality, resulting in a strong desire to prevent further degradation.

The purpose of an Area Structure Plan (ASP) is to provide a framework for future subdivision and development of a defined area within a municipality. The Sturgeon Lake ASP is a statutory plan that has been prepared in accordance with Section 633 of the *Municipal Government Act* (Act). The original ASP was adopted in August 1985 (Ministerial Order 485/85) and updates were adopted in June 1991 (Ministerial Order 492/91) and July 2002 (Bylaw 01-344).

Since the ASP was last reviewed in 2002, the area has experienced increased residential and recreational development pressures that warrant further review. In addition, it is prudent to review the ASP in general terms to ensure that its policies continue to be effective and relevant. In order to meet these needs, Greenview Council authorized a review of the Sturgeon Lake ASP in June of 2018.

A Citizens' Panel consisting of area landowners and residents was established to review background information, discuss issues, and to provide feedback on draft versions of this ASP.

## 1.2 Plan Area

Sturgeon Lake is located approximately 13 km (8 miles) west of the Town of Valleyview in Greenview as indicated in Map 1.

Sturgeon Lake is approximately 49 km<sup>2</sup> (19 mi<sup>2</sup>) in size and consists of a main basin and a shallow westerly extension known as the West Bay. The drainage basin for the lake is substantially larger, encompassing an area of approximately 570 km<sup>2</sup> (220 mi<sup>2</sup>), the majority of which is located south of the lake. The lake depth averages approximately 5 m (16 ft) and is 9.5 m (31 ft) at its deepest point. The maximum depth of the West Bay is 3 m (10 ft).

The 2002 ASP consisted of a “Primary Zone” that applied to all privately and municipally held lands located near the lake and contained several development areas within which residential and recreation development was concentrated. A “Secondary Zone” applied to the balance of the ASP area and corresponded to the Sturgeon Lake watershed.

In this updated version, the overall ASP area continues to correspond to the Sturgeon Lake watershed as shown in Map 2. The Land Use Concept (Map 3) identifies the area in which the detailed development policies of this ASP apply, and consists of:

- a. “Development Area” that consists of all private lands that have the potential to accommodate residential and recreational development; and
- b. “Conservation Lands” that consist of Crown land, lands that are designated for conservation purposes, or municipal lands that are designated as Municipal Reserve, Environmental Reserve, or community purposes.

## 1.3 Legislative Framework

### 1.3.1 Provincial Land Use Policies

The Act requires that all statutory plans, including this ASP be consistent with the Provincial Land Use Policies.

### 1.3.2 Greenview Municipal Development Plan

The Act requires that all statutory plans be consistent with one another. As a result, this ASP has been prepared in accordance with the broader policy initiatives contained in Greenview’s Municipal Development Plan (MDP).

## 1.4 Interpretation

**1.4.1** The policies of this ASP are only enforceable on private lands in the Sturgeon Lake area. With respect to Crown lands, the policies are advisory only, but clearly represent the position of Greenview in the future development or disposition of said lands. This ASP does not apply to the Sturgeon Lake Cree Nation.

**1.4.2** Land use area boundaries are to be considered approximate except where such boundaries coincide with roads or property lines. Minor deviations may be permitted without an amendment at the discretion of Greenview if such deviations are not contrary to the purpose and intent of this ASP.

**1.4.3** Compliance with policies in this ASP shall be interpreted and applied as follows:

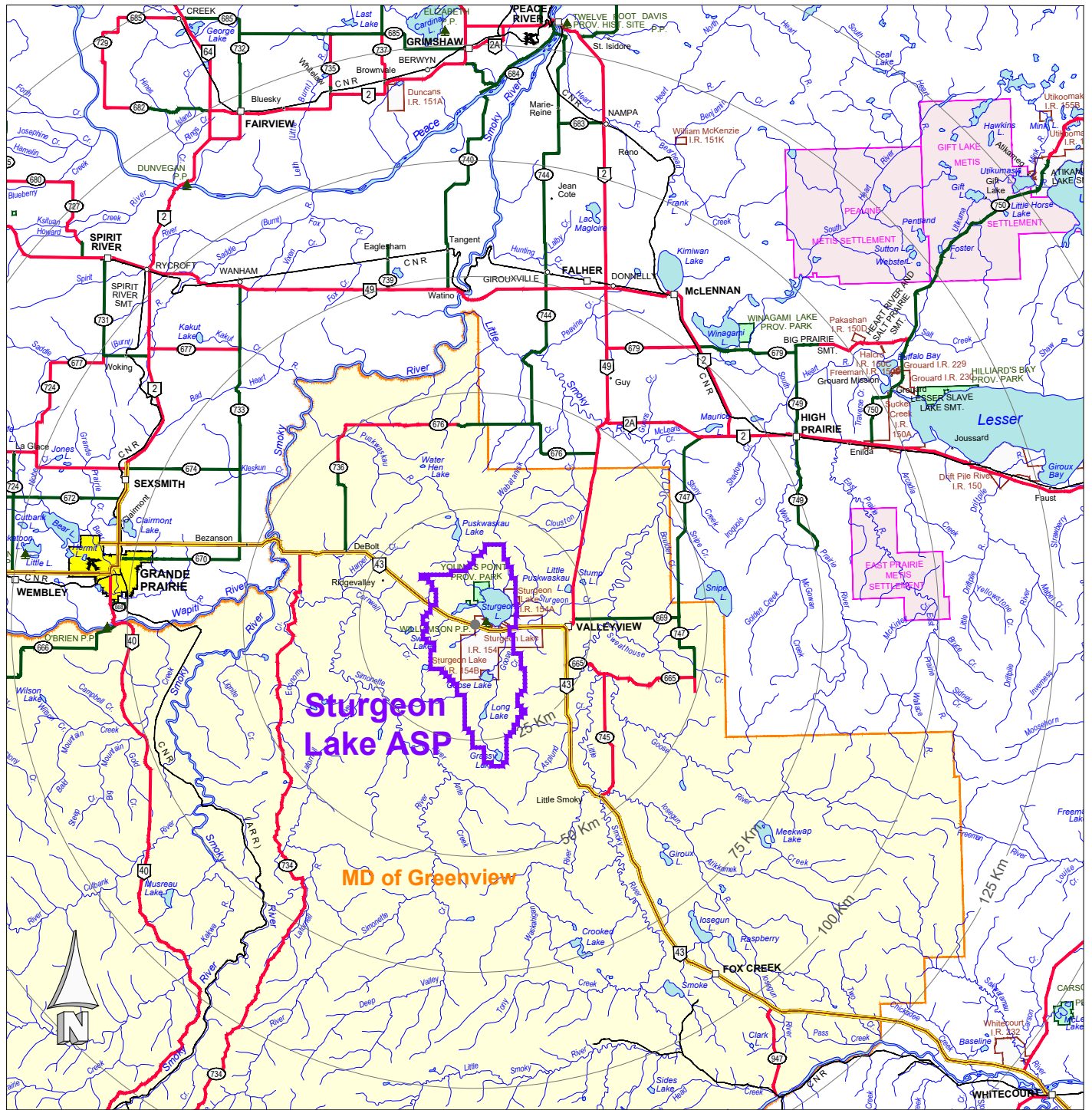
- a. “Shall” and “will” mean mandatory compliance;
- b. “Should” means compliance in principle but is subject to the discretion of the Approving Authority where compliance may be undesirable or impractical due to the specific circumstances associated with a particular issue;
- c. “May” means discretionary compliance or choice in the application of policy.

**1.4.4** For the purpose of interpreting this ASP, the definitions in Appendix A shall apply. All other words or expressions shall have the meanings assigned to them in the Act, the MDP and Land Use Bylaw (LUB) or other overarching legislation.

**1.4.5** In this plan the following acronyms are used:

ASP	Area Structure Plan
CR	Conservation Reserve
ER	Environmental Reserve
LUB	Land Use Bylaw
MDP	Municipal Development Plan
MR	Municipal Reserve
MSS	Municipal Servicing Standards

**1.4.6** In the event a matter arises that is not addressed by this ASP, then the policies of the MDP shall apply.



# Sturgeon Lake Area Structure Plan

LOCATION

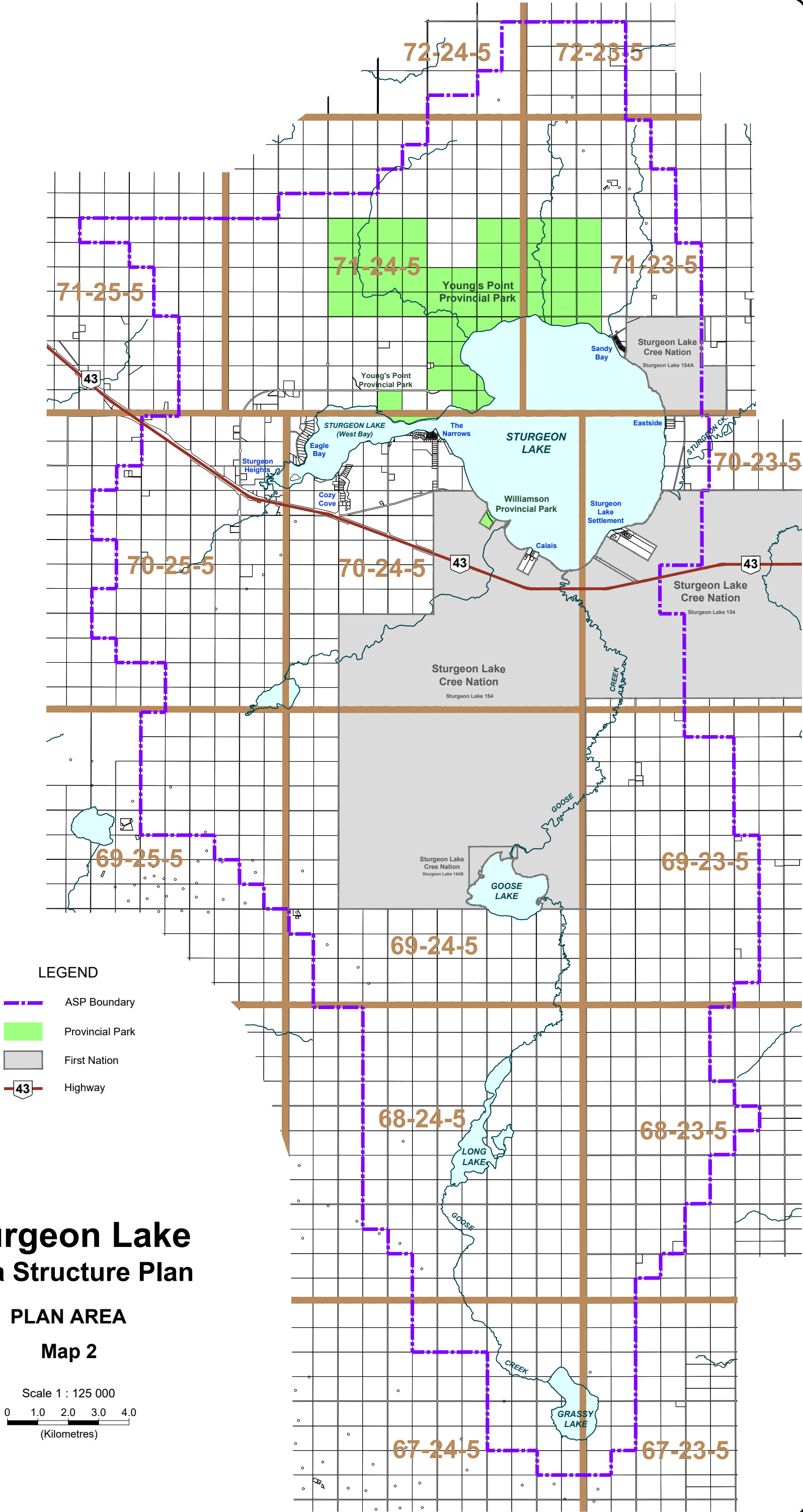
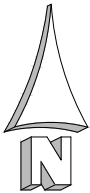
Map 1

Scale 1:1,250,000



May 2019





LEGEND

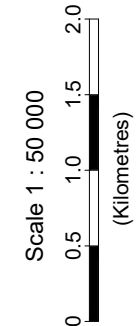
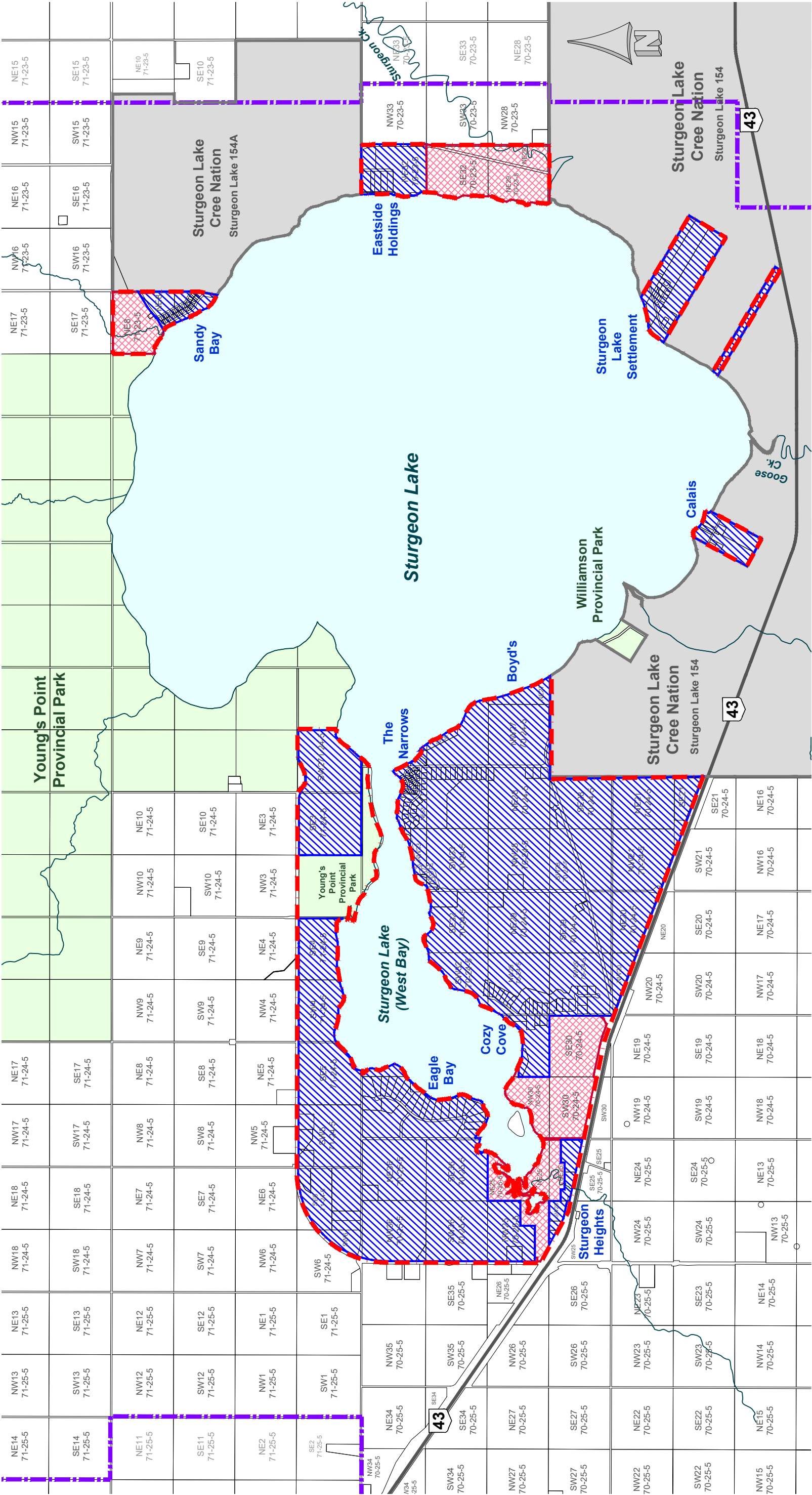
- ASP Boundary
- Provincial Park
- First Nation
- Highway

Sturgeon Lake  
Area Structure Plan

PLAN AREA

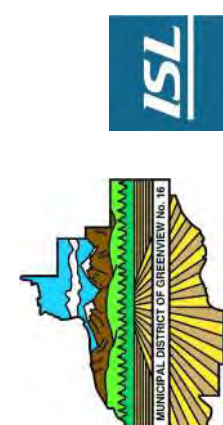
Map 2

Scale 1 : 125 000  
0 1.0 2.0 3.0 4.0  
(Kilometres)



**LEGEND**

	Development Area		Provincial Park
	Conservation Lands		First Nations
	Development Area Boundary		ASP Boundary



# Sturgeon Lake

## Area Structure Plan

### LAND USE CONCEPT

#### Map 3



## GOALS AND OBJECTIVES

The goals and objectives of this ASP are as follows:

### 2.1 Plan Goals

- a. To accommodate a variety of residential and recreational land uses in an environmentally responsible fashion.
- b. To mitigate the potential impacts of development on the quality of Sturgeon Lake.
- c. To preserve and protect the natural environment within the ASP area.

### 2.2 Plan Objectives

- a. Development Opportunities
  - To encourage and promote efficient and well-designed recreational and residential development.
  - To consider and plan for the future demand for and responsible levels of residential and recreational development.
  - To minimize conflicts between land uses.
  - To provide for potential convenience store development opportunities.
  - To limit industrial development to small-scale home businesses and low impact natural resource extraction industries.
- b. Environment and Open Space
  - To promote environmental responsibility in the Sturgeon Lake area.
  - To provide for public access to the lake for recreational activities by ensuring the shore is retained in the public domain.
- c. Agriculture
  - To require the provision of Municipal Reserve, Environmental Reserve and Conservation Reserve for the protection of natural features and wildlife, the prevention of pollution and the creation of open space for public use.
- d. Infrastructure
  - To minimize the impacts of development on agricultural operations.
  - To mitigate the impact of agricultural activities on the lake.
- e. Transportation
  - To ensure that infrastructure requirements of proposed developments do not exceed system capabilities and capacities.
  - To ensure that servicing be provided to a high standard and in an environmentally sensitive fashion.
- f. Implementation
  - To include mechanisms for the administration of the ASP.
  - To promote ongoing communication between Greenview, the Sturgeon Lake Cree Nation, the public and provincial government agencies in any future endeavours.



# RESIDENTIAL DEVELOPMENT

## 3.1 Introduction

Like most recreational lakes, Sturgeon Lake has attracted a wide range of land uses including permanent and seasonal residences, campgrounds, and provincial parks. One of the primary land use planning concerns is the accommodation of an increasing demand for country residential development without affecting the lake environment.

To address this concern, the ASP establishes a Development Area to concentrate residential development in cluster form to promote an efficient land use pattern, conserve land in its natural state, and optimize servicing efficiencies.

In previous versions of this ASP, the approach to density was established on a basis of 13 units per quarter section, with 1 unit corresponding to 1 residential lot or 4 campsites/RV stalls. Discussions with the Citizens' Panel raised questions with this approach as the assigned density appeared arbitrary, and likely did not reflect the true site conditions of the subject lands as the density allowances were not verified through detailed study. It was the consensus of the Citizens' Panel that less emphasis be placed on assigning site-specific densities and more focus placed on the quality of development through the application of more rigorous development standards and the study of site conditions.

## 3.2 Policies

**3.2.1** The Development Area shown on Map 3 is intended primarily for residential and recreational purposes. These areas shall, subject to rezoning and subdivision approval, be reserved for:

- a. Country residential development;
- b. Clustered leisure accommodation as defined in the LUB;
- c. Municipal parks;
- d. Seasonal recreational uses, including resorts, RV parks and campgrounds;
- e. Public uses; and
- f. Commercial uses.

**3.2.2** Except for farmstead separations, residential lots in the Development Area shall be:

- a. A minimum of 0.2 ha (0.5 ac) provided such lots are serviced with municipal or communal water and sewer system;
- b. A maximum of 4.0 ha (10 ac); and
- c. Shall meet the development regulations of the CR-3 District of the LUB.

**3.2.3** Notwithstanding 3.2.2(a), lots smaller than 0.2 ha (0.5 ac) may be considered. Greenview may create a new district in the LUB to accommodate such small lot development.

**3.2.4** The resubdivision of existing lots may be supported provided that the new lots meet the requirements of the CR-3 District of the LUB and can be serviced in accordance with the requirements of Section 8.2.

**3.2.5** A vacant first parcel out of an unsubdivided quarter section may be permitted in the Development Area subject to the parcel being rezoned to the CR-3 District of the LUB.

**3.2.6** In order to reduce the occurrence of piecemeal subdivision and to promote cluster development, all subdivision exceeding first parcel out shall be subject to a minor ASP prepared in accordance with Greenview Policy 6001 (Minor Area Structure Plan). A minimum density for an initial phase of four lots per quarter section is encouraged.

# 3.0





**3.2.7** In order to reduce the potential for erosion and excess runoff, landowners are encouraged to retain as much natural vegetation on a site as possible, and where possible limit development to those areas that have been previously cleared.

**3.2.8** New residential subdivisions shall be designed in accordance with the following best practices in order to maximize public shoreline access, minimize environmental impacts, and ensure long term sustainability:

- a. Residential development shall be developed in cluster form;
- b. Residential development shall be served with water and sanitary sewer servicing in accordance with Section 8.2. The development must meet the provisions of Greenvue's Development Guidelines and Municipal Servicing Standards for the on-site infrastructure and internal road network;
- c. Development is to be designed to integrate with adjacent developments to improve connectivity and accessibility to local parks and open spaces by requiring the developer to provide walking trails, park spaces and green spaces that will preserve environmental and natural features for public purposes in accordance with Policy 5.2.8;
- d. That vegetated buffer strips be retained between residential clusters and the lakeshore as per Policy 5.2.17; and
- e. That the provision of common docking and boat launch facilities be encouraged.

**3.2.9** Notwithstanding any other provision of this ASP, existing undersized lots and existing developments not meeting the requirements of this ASP shall be allowed to continue to exist, and the reconstruction of existing structures will be allowed subject to the development meeting Greenvue's current requirements.

**3.2.10** All developers are required to submit detailed lot plans, lot grading plans, and stormwater management plans with their development permit applications or subdivision applications as applicable.



### 3.3 Settlements

The privately-owned land around Sturgeon Lake includes two historic settlement areas established in 1914, Sturgeon Lake Settlement and Calais. These settlement areas contain a variety of land uses on lots that range in size from 0.11 ha (0.28 ac) to 36.8 ha (91 ac). Uses in these two settlements include single detached houses, stores, and a commercial campground. In addition, the Government of Canada purchased two of the larger lots in the Sturgeon Lake Settlement for the Sturgeon Lake Cree Nation on which Band facilities and numerous dwellings have been developed.

Due to the unique nature of the land uses and the parcel sizes present, Greenview has designated all settlement lands as Direct Control (DC) in the LUB. The policies in this section are designed to provide guidance in the administration of this DC zoning.

**3.3.1** Land in these areas shall generally be reserved for those developments allowed in other Development Areas.

**3.3.2** Developments on private lands in these areas shall be administered through the DC District of the LUB. Approvals shall be based on the standards for Development Areas as established in Sections 3.2, 5.2, 7.2 and 8.2 of this ASP.

**3.3.3** At the discretion of Greenview, except for the preparation of technical studies, variances to the requirements of this ASP as noted in Policy 3.3.2 may be applied in Calais and the Sturgeon Lake Settlement due to the unique nature of these settlements.



## RECREATIONAL DEVELOPMENT

### 4.1 Introduction

Seasonal recreation and resort development has always had a significant presence in the Sturgeon Lake area and demand for this form of development continues to increase. Greenview's intention is to accommodate this increased demand for recreational and resort development, such as campgrounds and recreational vehicle parks, without affecting the lake environment by ensuring such development is undertaken to a high standard.

The purpose of this Section of the ASP is to establish criteria for evaluating future recreational and resort development proposals within the Development Areas.

### 4.2 Development Standards

**4.2.1** The maximum allowable size for a resort cabin shall be 71.3 m<sup>2</sup> (768 ft<sup>2</sup>).

**4.2.2** A site plan for a proposed campground or recreational vehicle park shall be prepared that details internal circulation requirements, road widths, pedestrian circulation, site access and egress, emergency access, parking areas, storage areas, toilet and laundry areas, recreation areas and campsite areas.

#### 4.2.3 Campgrounds and Recreational Vehicle (RV) Parks

- a. Campsites and RV stalls shall generally comply with the following requirements as illustrated in Figure 4.1:
  - i. Each campsite/RV stall shall have a minimum area of at least 93 m<sup>2</sup> (1,000 ft<sup>2</sup>) with an open and graded parking space sufficient to permit a clearance of 7.9 m (26 ft) between sides and 6.1 m (20 ft) between ends of adjacent recreation vehicles.
  - ii. Campsites/RV stalls shall be accessible by means of a driveway at least 4.0 m (13 ft) wide where the driveway is for one-way traffic, or at least 7.9 m (26 ft) wide where the driveway is for two-way traffic, and so constructed to allow the smooth passage of vehicles.
  - iii. Campsites/RV stalls shall be a minimum of 18 m (59 ft) in length.
  - iv. Each campsite/RV stall shall have a clear pad of minimum 4.0 m (13 ft) in width and 6.1 m (20 ft) in length to allow for one table and one campsite fire pit.
  - v. Each campsite/RV stall shall have one garbage can or an equivalent central garbage disposal area.
- b. A minimum of 2 barrier-free campsites/ RV stalls should be provided in a campground. Barrier-free campsites/RV stalls shall provide:
  - i. a firm and level dirt, crushed rock or paved campsite surface;
  - ii. a clear space around the tent pad and between other fixed elements (i.e. campfire, hook-ups);
  - iii. a campsite free of barriers and unprotected hazards;
  - iv. an accessible path less than 61 m (200 ft) to an accessible washroom/ vault toilet/wash station;
  - v. an accessible picnic table (i.e. with sufficient knee clearance and clear space) in the campsite; and
  - vi. access to fire pit and/or grill.

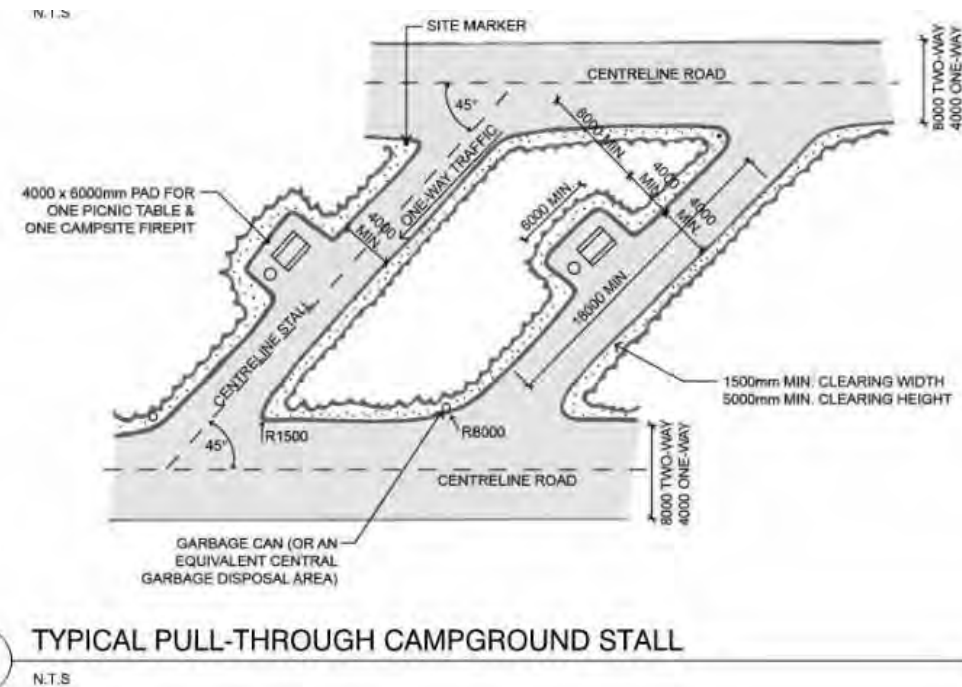
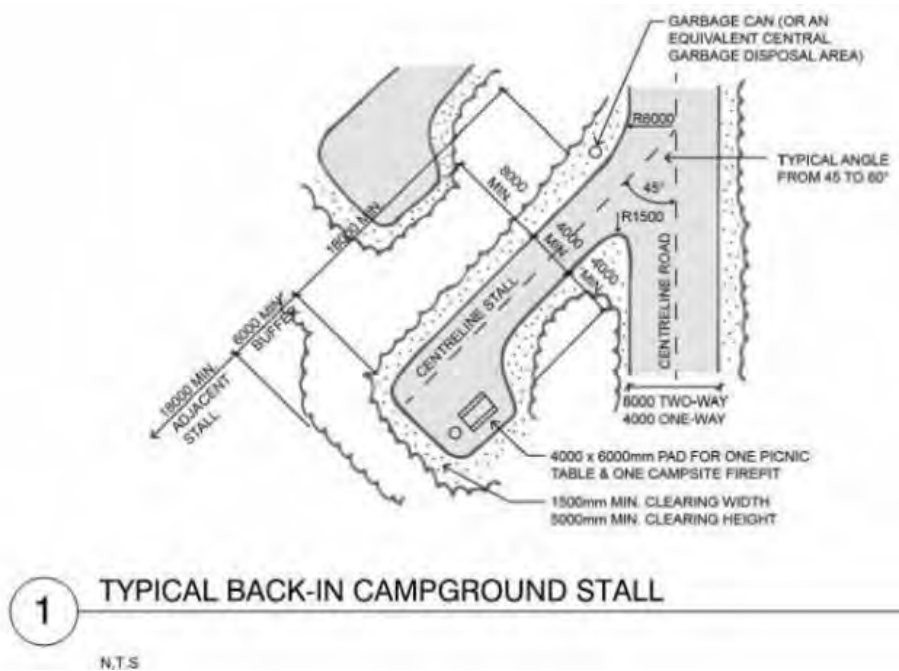


Figure 4.1 – Campsite/RV Stall Configurations



#### 4.2.4 Site Considerations

In determining the appropriateness and suitability of a site for a proposed campground or resort development, the Development Authority shall consider such factors as accessibility, compatibility with adjacent land uses, environmental sensitivity and physical suitability and serviceability of the site itself.

- a. The development of facilities should occupy no more than two-thirds of the proposed site, thereby leaving one-third in its natural state.
- b. The site should be designed and landscaped in order to minimize disturbance to the natural environment and to protect heavy use areas from damage.
- c. The site should take advantage of existing clearings and open areas
- d. The site should be well-drained and located in areas free of standing water.

#### 4.2.5 Recommended Facilities

- a. Day Use and Overnight Campgrounds
  - i. The suggested minimum facilities include a central sanitary and water station, vault toilets, refuse containers, picnic tables and fire pits.
  - ii. Other suggested facilities include individual electrical outlets, showers, coin-operated laundry, playground, grassed open space, and individual sewer connections.
- b. Recreational Resort Facilities
  - i. The suggested minimum facilities include individual electrical outlets and water supplies, toilets, showers, refuse containers and cooking facilities.
  - ii. Other suggested facilities include individual water and/or sewer connections, laundry, picnic tables, on-site parking, grocery, and recreation building.
- c. Adequate lighting shall be provided at the entrance to the campground and in public areas such as walkways to a main service building, washrooms, etc.
- d. Campground and resort facilities shall provide improved beach access, swimming areas, and boat launch facilities where possible.
- e. Vault toilets shall be provided within 91 m (300 ft) of 80% of all designated campsites.

#### 4.2.6 Waste Management

- a. Roads shall have a good driving surface under all weather conditions. Roads leading to a proposed campground may be required as a condition of development approval, to be brought into a condition necessary to sustain the volume and type of traffic to be generated by the proposed campground.
- b. Within the campground development, a circular one-way system with gently curving roads, sensitive to topography and site characteristics is preferred, and shall be "signed" to avoid confusion.
- c. Parking is not encouraged on roadways but rather on individual camping sites or visitor parking areas. Storage for boat trailers and recreational vehicles shall also be provided. Most individual campsites should provide two vehicle parking spaces and one trailer pad.
- d. Minimum right-of-way widths for internal roads are:
  - i. One-way: 4.0 m (13 ft)
  - ii. Two-way: 7.9 m (26 ft).
- e. The use of a cul-de-sac road design should be limited to:
  - i. Areas allocated for tenting only, or
  - ii. Areas where an adequate turning radius is provided (minimum 24.5 m (80 ft) diameter outer dimension).

# ENVIRONMENTAL PROTECTION

## 5.1 Introduction

Sturgeon Lake is acknowledged as being one of the few lakes in the Upper Peace region that can support a variety of water-based recreational activities. Its shorelines are also used for several other purposes including permanent and seasonal residential uses, recreational and resort developments, and agriculture.

At the same time, however, the lake has historically been the subject of study due to ongoing concerns of water quality. The lake is naturally highly eutrophic, a condition common to many prairie lakes, where natural phosphorus concentrations contribute to a high degree of algae growth during the summer months. Secondly, as a result of reduced precipitation over the past few years, the water level of the lake has gradually dropped which contributes to the concerns of water quality. Although the issue of water level is outside the scope of this ASP, the ASP must continue to strike an acceptable balance between these environmental concerns and land use. In addition, there are several natural areas, including wetlands, watercourses and drainage channels that warrant protection. The presence of these features, identified at a high level in the Sturgeon Lake ASP Environmental Report (see Appendix B) prepared by Spencer Environmental Management Services Ltd., warrants further study at the time of development in order that they can be protected.

The purpose of this section is to address issues related to the protection of the natural environment. Policies are provided that reflect Greenview's position on lakeshore and water protection, through the implementation of such mechanisms as development setbacks, a high level of sanitary servicing, retention of natural vegetation, and environmental and municipal reserve dedication.

## 5.2 Policies

**5.2.1** Management of the watersheds is important within the plan area to protect, restore and ensure the sustainability of the natural water systems. Any development that results in the fragmentation of contiguous natural features, functions and habitat such as water systems, moraines, forests, wetlands and wildlife habitat and corridors shall be discouraged.

**5.2.2** Developers must, at the time of application, demonstrate that a proposed development will not detrimentally impact the water quality and riparian areas of all streams, creeks, and Sturgeon Lake. Factors that will be taken into consideration when determining a development application include, but are not limited to:

- The type of land use proposed and the potential for contamination of the site and groundwater
- On-site stormwater management; and
- Site layout.

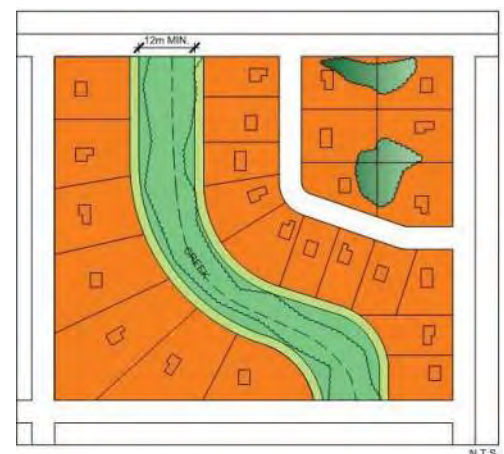


Figure 5.1: Illustration of Environmental Reserve

**5.2.3** Numerous wetlands and other environmentally sensitive lands are present in the ASP area as illustrated on Map 4. The protection of these features shall be required in accordance with the provisions of this section. Only limited development that has a low impact on the natural environment, such as walking trails, shall be considered.

**5.2.4** At the time of subdivision, Greenview shall require that a strip of land with a minimum width of 6.1 m (20 ft) abutting the bed and shore of the lake, permanent watercourses, and permanent wetlands be dedicated as Environmental Reserve (ER) as illustrated in Figure 5.1. ER dedication is required in order to prevent pollution, reduce the potential for shoreline degradation, and protect ecologically sensitive areas and wildlife corridors. This ER may be increased in accordance with the recommendations of an assessment undertaken in accordance with Policies 5.2.12, 5.2.13 and 5.2.14.

**5.2.5** In addition to lands required under Policy 5.2.4, Greenview may require that the following lands also be dedicated as ER:

- a. Swamps and marshes in accordance with the recommendations of a wetland assessment; and
- b. Steep slopes, flood-prone and erosion-prone areas in accordance with the recommendations of a geotechnical assessment.

**5.2.6** Land dedicated as ER shall be left in its natural state, although the removal of deadfall may be undertaken by Greenview for reasons of safety, maintenance, or fire risk provided the intent of the ER is not compromised.

**5.2.7** Notwithstanding Policy 5.2.6, Greenview may consider the development of natural walking trails, identified at the time of subdivision, within ER lands to provide pedestrian links to public access points on the lake and other open space areas.

**5.2.8** At the time of subdivision, Greenview shall require that 10% of the land that is the subject of subdivision be dedicated as Municipal Reserve (MR). MR shall be dedicated in parcel form in order to provide lands for municipal parks and playgrounds, trail corridors, or public access points to the lake as illustrated in Figures 5.1, 5.2 and 5.3.

**5.2.9** Notwithstanding Policy 5.2.8, Greenview may acquire MR as money-in-lieu, calculated in accordance with the Act that will be invested in the park and open space network.

**5.2.10** If Greenview determines that environmentally sensitive lands are required in addition to those identified in Policy 5.2.4, but cannot be justified as ER, then Greenview may acquire the additional lands as Conservation Reserve (CR) subject to compensation in accordance with the Act. An example of how CR may be applied is illustrated in Figure 5.2.

**5.2.11** Greenview may encourage and promote the use of conservation easements as a means of working with landowners to protect environmentally sensitive features on private lands outside the subdivision process. The use and control of these feature areas shall be clearly stated in the easement agreement.

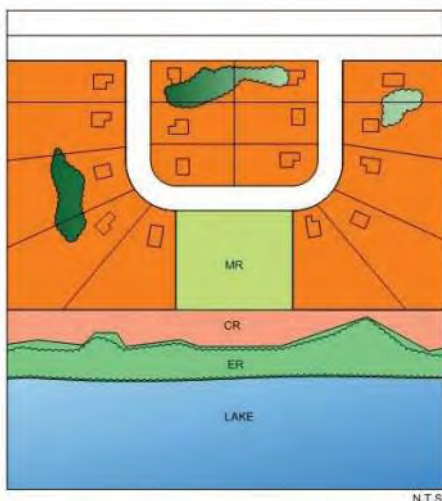
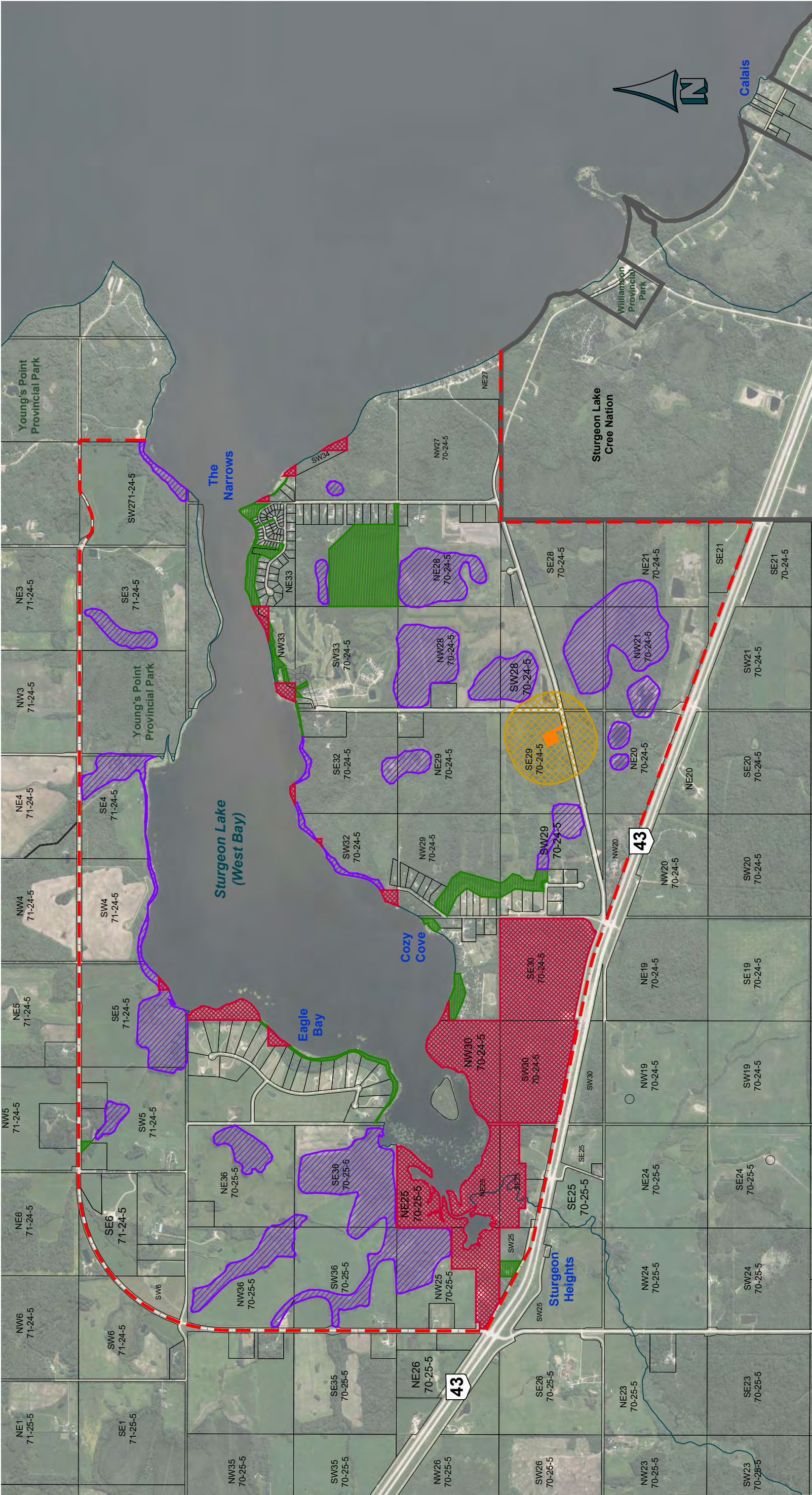


Figure 5.2: Illustration of Conservation Reserve



Figure 5.3: Development Setback

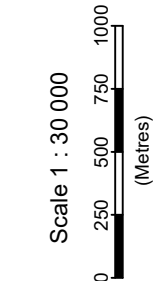




# Sturgeon Lake Area Structure Plan

## ENVIRONMENTALLY SENSITIVE AREAS

### Map 4



- LEGEND**
- Wetland \*
  - Environmental/ Municipal Reserve
  - Conservation Lands
  - Landfill
  - Landfill Setback (300m)
  - Development Area Boundary



\* Source: SLASP Environmental Report, Spencer Environmental Management Services Ltd., August 2018  
Actual extent of wetlands to be confirmed through further study at time of subdivision.



**5.2.12** Prior to development or subdivision approval, Greenview shall require the developer to provide a wetland assessment, prepared by a qualified professional, for any development that involves the potential disturbance of a wetland and requires provincial approval under the Water Act.

**5.2.13** All subdivision and development proposed on land adjacent to or containing watercourses and wetlands shall require a geotechnical study conducted by a certified professional engineer to:

- a. Delineate the municipal top-of bank as defined in the LUB, and
- b. Consider and make recommendations specifying additional development setbacks to increase the separation distance beyond the minimum 6.1 m (20 ft) identified in Policy 5.2.4.

**5.2.14** Prior to development or subdivision approval, Greenview may require the preparation of a Biophysical Report, prepared by a qualified professional consisting of the following:

- a. An inventory of protected areas, identified wetlands, and migratory bird sanctuaries,
- b. An inventory of rare plants and ecological communities after consulting the Alberta Conservation Information Management System,
- c. An inventory of sensitive species after consultation with the Province, and
- d. An assessment and analysis of environmentally sensitive areas that considers an ecological network approach, the maintenance and restoration of wildlife movement corridors, and required conservation buffers, mitigation measures, floodplain and development setbacks, and transition of land uses from identified natural living systems.

**5.2.15** Other than trails, boat launches, public recreation areas and beaches, all development, including on-site infrastructure, shall have a minimum setback of:

- a. 61 m (200 ft) from the shoreline surrounding the main body of the lake, and
- b. 91 m (300 ft) from the shoreline surrounding the West Bay as illustrated in Figure 5.3.

**5.2.16** Notwithstanding Policy 5.2.6, removable docks and boardwalks to access the bed and shore of the lake may be permitted in accordance with the following:

- a. That the dock or boardwalk be limited to 2.4 m (8 ft) in width and have a maximum terminal platform area of 24 m<sup>2</sup> (258 ft<sup>2</sup>);
- b. The dock or boardwalk is constructed of materials that will not negatively impact water quality by way of contamination or degradation; and
- c. The owner has obtained the appropriate approvals or authorizations from the Province.

**5.2.17** A treed/vegetated buffer shall be maintained between the lakeshore and any structural developments. Where possible this buffer shall be 61 m (200 ft) in width on the main body of the lake and along watercourses feeding the lake, and 91 m (300 ft) on the West Bay.

**5.2.18** Landowners will be required to manage invasive species and noxious weeds on their lands to prevent their establishment and to minimize their spread. The planting of non-native species is discouraged.

**5.2.19** Greenview should work with the Province and Sturgeon Lake Cree Nation to investigate opportunities for the installation of additional boat launch facilities.

**5.2.20** Greenview encourages the Province to continue to monitor and report on lake water quality, and to monitor water levels.

**5.2.21** The following minimum setbacks shall be maintained from the abandoned landfill site as illustrated on Map 4:

- a. 300 m (984 ft) for all residential and recreational development in accordance with the *Subdivision and Development Regulation*; and
- b. 450 m (1,476 ft) for a water well in accordance with the *Nuisance and General Sanitation Regulation*.





# AGRICULTURE

## 6.1 Introduction

Agriculture is an important and expanding land use in Greenview. Much of the land base surrounding Sturgeon Lake is suitable for farming, and with some exceptions, should be treated the same as other agricultural land in Greenview. Although new development will result in the removal of some lands from production, it is the intent of this ASP to promote clustered form development that minimizes impacts on agricultural lands.

The use of such techniques as vegetation retention and the development of settling ponds may be required to reduce the chances of lake pollution occurring from adjacent land uses. To protect the quality of the lake water, intensive agricultural uses shall be set back an appropriate distance from the lake or restricted altogether. The objective is to keep uses that may pollute the lake away from surface features that drain directly into the lake.

## 6.2 Policies

**6.2.1** The subdivision of lands in the Development Area currently designated as Agricultural One (A-1) in the LUB shall be limited to the following:

- a. Extensive agriculture;
- b. The first parcel out of an unsubdivided quarter section to accommodate an existing residence;
- c. The subdivision of a physically severed portion of a quarter (a.k.a. a Fragmented Parcel);
- d. Public uses;
- e. Recreational uses; and
- f. Uses that are accessory to those listed above.

The above limitations are not applicable to agricultural lands located outside of the Development Area.

**6.2.2** Greenview supports land management practices that discourage sediment and nutrient loading into the Sturgeon Lake water system. These practices include:

- a. The stripping of vegetation, grading, or other soil disturbance being done in a manner which will minimize soil erosion;

- b. The retention and protection of natural vegetation whenever feasible;
- c. Keeping the extent of the disturbed area and the duration of its exposure within practical limits. Suitable stabilization measures should be used to protect exposed areas during construction and be re-vegetated as soon as possible;
- d. Managing site drainage so that surface runoff is maintained at pre-development rates subject to a stormwater management strategy prepared in accordance with Policy 8.2.8;
- e. Maintaining a naturally vegetated buffer along the shore of the lake and watercourses in accordance with Policy 5.2.17.

**6.2.3** No confined feeding operations as defined in the *Agricultural Operation Practices Act* shall be permitted within the Development Area.

# COMMERCIAL AND INDUSTRIAL DEVELOPMENT

## 7.1 Introduction

Most of the commercial needs of local residents and lake users can be served from Valleyview, Crooked Creek, Sturgeon Heights and the Sturgeon Lake Cree Nation. As residential and recreation developments expand, however, there may be an opportunity for the establishment of small commercial ventures, primarily of a convenience nature.

## 7.2 Policies

**7.2.1** The subdivision and development of land for commercial uses may be permitted in the Development Area subject to rezoning. For the purpose of this section, the types of uses that may be supported include:

- a. Convenience stores;
- b. Recreational vehicle and boat storage; and
- c. Restaurants.

Convenience stores and restaurants do not require rezoning if developed as an accessory use within an existing development within the Recreation (REC) District of the LUB.

**7.2.2** The reclassification of land for industrial purposes shall not be permitted in the Development Area under any circumstances.

**7.2.3** Greenview shall not support the development of oil and natural gas exploration and extraction activities in the Development Area. In addition, no such activity shall be supported in the ASP area if located within 100 m (328 ft) of the lake or a permanent watercourse draining into the lake.

# 7.0





# INFRASTRUCTURE

## 8.1 Introduction

In order to serve the residents of the Sturgeon Lake area, Greenview has recently expanded the existing sewage lagoon at Sturgeon Heights. The lagoon was originally constructed as an integral part of an overall sewage disposal strategy for the area. Such a strategy is required to alleviate an increasing pressure for disposal facilities while at the same time protecting the quality of lake water by providing sound environmental options for local sewage disposal. The policies that follow are intended to further these goals, as well as addressing other servicing needs.

The ASP area is served by three paved roads (Highway 43 and Township Road 704 on the south of the lake, and the Young's Point Road (RR 251/Township Road 710) that bounds the West Bay to the west and north) as well as several gravel roads. Local roads that serve the interior of the ASP area are connected to these main roads. The purpose of this section is also to provide policies that will continue to ensure the safe and efficient flow of traffic through the area.

The use of environmentally friendly technologies and practices will be encouraged in the design and construction of all infrastructure. This may include the use of Low Impact Development (LID) standards for storm water management and energy conservation.

## 8.2 Servicing

**8.2.1** Greenview shall require all developments to provide holding tanks or composting toilets for sewage disposal for new development or subdivision located:

- a. New residential development or subdivision located within a Development Area;
- b. New development or subdivision, including vacant first parcels out and the resubdivision of existing lots in the ASP area but outside a Development Area if the proposed sewage system is located within 91 m (300 ft) of any watercourse draining into the lake.

It is intended that all holding tanks be installed at locations that are easily accessible for a vacuum truck and are to be pumped out regularly for disposal at a licensed facility.

**8.2.2** Septic fields, treatment mounds, and other on-site systems may be permitted at locations outside of those identified in Policy 8.2.1 provided they conform to the *Alberta Private Sewage Systems Standard of Practice*.

**8.2.3** Multi-lot subdivisions may be serviced with communal sewage systems provided if they are registered as a condominium. The maintenance and upkeep of such systems shall be the responsibility of the condominium association and shall be located on common property within the development.

**8.2.4** New or expanding resort developments may be serviced with private lagoon facilities that are developed and operated in accordance with Provincial standards.

**8.2.5** Greenview may undertake a feasibility study to assess the potential options for the provision of municipal water and sewer services in the Narrows and other development nodes within a Development Area.

**8.2.6** In the case of existing development, Greenview encourages the upgrading of existing sewage facilities. To this end, as existing developments require development permits to renovate, reconstruct or enlarge, such permits shall be approved with a condition requiring that a sewage holding tank be installed in accordance with Policy 8.2.1.

**8.2.7** For all new subdivisions, the applicant shall be required to demonstrate the availability of potable water and/or construct a water system in accordance with the requirements of Greenview's MSS.

**8.2.8** The design and provisions for storm drainage shall take into account the reduction of ditch erosion, environmental damage, and sedimentation of the lake. The development of storm ponds may be required in accordance with Greenview's MSS.

### 8.3 Transportation

**8.3.3** The developer of a subdivision or development shall be responsible for the construction of all internal roads in accordance with the requirements of Greenview's MSS. In addition, the developer may be responsible for the costs of upgrading or widening existing roads serving the development.

**8.3.4** The construction of new roads shall not adversely impact sensitive natural features, recreation areas or historical sites.

**8.3.5** In order to accommodate development along Highway 43, service roads shall be provided in accordance with Alberta Transportation requirements.

**8.3.6** The provision, design and construction of all roads and access points affecting Highway 43 shall conform to Alberta Transportation standards. The design and construction of all road improvements shall have regard for the storm drainage system, and all proposed access points to developments shall have regard for traffic safety.

**8.3.7** Outside of approved public docking and boat launch facilities, no direct vehicular access to the lake shall be permitted.

## 8.4 Community Health and Safety

**8.4.3** Fire protection for the ASP area is provided by the DeBolt Fire Department and the Valleyview Volunteer Fire Department, a strong group of volunteer fire fighters serving the surrounding Sturgeon Lake area. Greenview will work in partnership with the community and emergency responders in maintaining appropriate emergency response services.

**8.4.4** In order to protect the community from environmental hazard:

- a. Future subdivision and development shall incorporate fire preparedness measures, such as provincial FireSmart guidelines;
- b. Greenview will require an Environmental Assessment to ensure measures are taken to mitigate any potential adverse environmental impacts. Greenview will adhere to the recommendations set out in the required Environmental Assessment, which may include restrictions regarding:
  - i. Development of permanent structures,
  - ii. Removal of vegetation, and
  - iii. The alteration of natural drainage patterns.



## IMPLEMENTATION

### 9.1 Introduction

Upon adoption, this ASP shall become the policy document of Greenview to manage development in the Sturgeon Lake area.

### 9.2 Policies

**9.2.1** The land use designations in this ASP are considered flexible. However, an amendment will be required to the ASP if:

- a. The intent of a policy is to be changed;
- b. A change is proposed to the land use areas identified in Map 3; or
- c. Policies are to be introduced or excluded.

Interested parties and government agencies will have an opportunity to comment on a proposed amendment in accordance with the public hearing procedures under the Act.

**9.2.2** This ASP should be reviewed at ten-year intervals unless changing conditions warrant a review prior to that time. Such reviews may reflect such factors as legislative change, changes to local demand, future servicing, or Council direction. In undertaking such a review, consideration should be given to:

- a. Local land use changes and emergent issues;
- b. New best practices and development trends; and
- c. Communication and consultation with residents and stakeholders.

**9.2.3** Greenview will consult with provincial government agencies and the Sturgeon Lake Cree Nation as required to coordinate planning efforts around the lake.



An aerial photograph of a residential development, featuring several houses with dark roofs and numerous young, conical evergreen trees planted in rows across a grassy field. The entire image is overlaid with a semi-transparent blue filter. A solid green vertical bar is visible on the far right edge.

# APPENDIX A

## Glossary

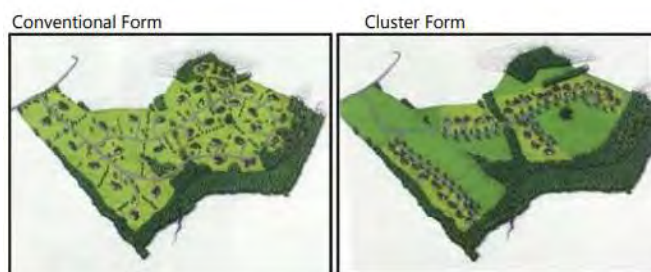


### Bed and Shore

Land located at and below the normal high-water line of a lake or permanent wetland and where aquatic vegetation is normally present. Such land is under the jurisdiction of the Province.

### Cluster Form

An approach to land development where the main structures on nearby properties are grouped close together, enabling efficiencies in servicing and leaving large remnants in an undeveloped/semi-natural state or to serve as open space, conservation, recreation, or public uses.



### Communal Water and Sewer System

A system of water and/or wastewater infrastructure that serves a small, localized development, with capital and operation costs shared among the pool of users.

### Composting Toilet

A toilet design in which waste is retained and broken down through natural decomposition into a compost material, which can then be removed off-site. It uses no water for flushing and so does not require a connection to water supply, a septic system, or a municipal wastewater system.

### Conservation Lands

Lands identified within the Development Area as shown in the Land Use Concept (Map 3) that consist of Crown land, private lands that are designated for conservation purposes, or municipal lands that are designated as Municipal Reserve, Environmental Reserve, or for community purposes. These lands are not intended to undergo private development under this ASP.

### Country Residential Use

A use of land in a rural area, not situated in a hamlet, for primarily residential purposes, excluding farm buildings.

### Development Area

Lands identified in the Land Use Concept (Map 3) that consist of all private lands that have the potential to accommodate residential and recreational development. These lands are the intended target of private development under this ASP.

### Extensive Agriculture Use

A use of land involving the raising or production of any cultivated crops or livestock which utilizes relatively large areas of land and in which the use of buildings and confinement areas is auxiliary to the use of the land itself. This constitutes an agricultural operation pursuant to the Agricultural Operation Practices Act but does not include an intensive livestock use such as a Confined Feeding Operation.

### FireSmart Guidelines

A framework for assessing, preparing for and reducing wildfire risk for communities. A guidebook for assessment and planning is available through the Province of Alberta.

### Fragmented Parcel

A portion of a parcel that is physically severed from the balance of a quarter section by a road, railway, water body, watercourse, ravine or similar feature. A Quarter Section containing a physical severance but that is still wholly on one title for the quarter is still treated as if it were one (1) quarter section unless subdivided.

### Invasive Species

A species that is not original to a local area and that tends to spread to a degree believed to cause damage to the environment, human economy, or human health.

**Low Impact Development**

An approach to land use planning and engineering design to manage stormwater runoff as part of green infrastructure that is integrated with or makes use of existing natural features and processes to protect water quality.

**Municipal Water and Sewer System**

A system of water and/or wastewater infrastructure that is publicly funded and maintained by the municipal government. Typically, this involves large-scale networks of pipes and centralized treatment facilities.

**Noxious Weeds**

A plant that causes damage or injury to crops, the natural environment, humans or livestock. Noxious weeds are defined by the *Alberta Weed Control Act*.

**Seasonal Recreational Use**

A use of land intended for occupancy on a short-term basis, which is further not to be continuous nor year-round.

**Steep Slope**

Land that exceeds a 15% incline (vertical rise as a portion of horizontal run).

**Terminal Platform Area**

The loading/unloading/lounging area of a dock structure. Does not include the walkway that is otherwise only used to access the terminal platform.

**Vault Toilet**

A toilet design in which waste is retained and stored (in a “vault”) so that it can be regularly removed and treated off-site. It uses no water for flushing and so does not require a connection to water supply, septic, nor municipal wastewater systems.



# APPENDIX B

## Sturgeon Lake Environmental Background Report

**Sturgeon Lake Area Structure Plan Update  
Environmental Background Report**

**Final Report**

*Prepared for:*

**Municipal District of Greenview No. 16**  
Valleyview, Alberta

*Prepared by:*

**Spencer Environmental  
Management Services Ltd.**  
Edmonton, Alberta

*Under contract to:*

**ISL Engineering and Land Services Ltd.**  
Grande Prairie, Alberta

Project Number EP787

October 2018

# **Sturgeon Lake Area Structure Plan Update Environmental Background Report**

## **Executive Summary**

The current Sturgeon Lake Area Structure Plan (SLASP) was adopted by the Municipal District of Greenview (MD of Greenview) in 2002 to provide a framework for the long-term growth and development of the lands within the SLASP area. MD of Greenview recently commissioned a comprehensive review of the SLASP to ensure it remains consistent with current legislation and statutory plans, the community's vision and Council's strategic priorities. They identified environment as an area of concern and focus for the ASP review, with an emphasis on: preservation of Sturgeon Lake and surrounding watershed; respect for water quality and prevention of further water quality degradation; and existing vegetation. In support of the environmental aspects of the ASP review, the County commissioned a background report to describe current legislation and statutory plans affecting the plan area and provide high-level, desktop inventory of environmental sensitivities and opportunities for use as an effective planning and public engagement tool. This report represents the results of that desktop environmental study.

General methodology used to prepare this background report included: desktop review of existing project information, aerial photographic imagery, MD of Greenview data via MuniSight Ltd. and online data sources; review of available relevant research and resource management literature; review of legislation, plans and policies to compile a current legislative framework; field reconnaissance to document existing conditions and map resources within the study area; mapping of relevant sensitive resources and relevant planning boundaries for the entire SLASP using ArcGIS; analysis of Alberta's Environmental Significant Area (ESA) data (2014). Crown lands and groundwater resources were neither discussed nor mapped, owing to a lack of suitable datasets.

Results of the desktop analysis are presented in the main body of the report and in a 12-page ancillary map series. Since preparation of the 2002 SLASP, relevant legislative, plan and policy changes include: adoption of the municipality's 2016 MDP and environmental policies that provide support for ASP-level environmental protection; creation of an integrated watershed management plan; adoption of the Alberta Wetland Policy with associated directives; a new provincial Watershed Resiliency and Restoration Program; revisions to several provincial statutes and several approval application methods; revisions to two key federal statutes. Federal changes are more relevant to specific development projects, as they may govern or influence construction practices; for some activities, authorizations may be required. Other key study results include identification of protected areas and sensitive resources, description of hydrology, natural sub regions and vegetation, wildlife, fish/aquatic resources, wetlands, farmland capability, Alberta's Green and White Areas and recognized environmentally significant areas in the SLASP lands.

Additional observations, considerations and conclusions that may be useful to the SLASP review are as follows, presented in no particular order:

- Although the province no longer recognizes Sturgeon Lake as a mapped ESA, this exercise supports the 2002 SLASP contention that Sturgeon Lake is a significant and sensitive natural feature. For example, current information indicates that the lake drains a large catchment; receives flows from multiple tributaries, some of them first-order streams; appears to have many nearby wetlands that contribute to runoff management; is a valued sport fishery; supports two waterbird species that have specific breeding habitat requirements and a limited provincial distribution; and is a critical wildlife zone from the perspective of renewable energy management. It is also expected to be closely linked to the local groundwater table, on which many residents rely.



- Our findings support the 2016 MDP recognition of features such as lakes as environmentally sensitive lands. It also confirms that Sturgeon Lake is an important wildlife area.
- Our maps may assist planners and developers in identifying ASP lands that contain sensitive habitat and therefore may qualify as Environmental Reserve.
- Our findings reinforce the utility of the 2002 ASP boundary as the entire Sturgeon Lake watershed, which recognizes that important resources, such as stream and wildlife management zones, extend beyond the ASP primary zone boundary.
- The majority of Sturgeon Lake west bay shoreline is currently unprotected being neither municipal level reserve nor in provincial ownership. The majority of Sturgeon Lake main bay shoreline is either extra-jurisdictional Indian Reserve lands or is protected by its status as provincial park or ER.
- Sturgeon Lake water quality and quantity remains an important consideration and is in keeping with provincial initiatives such as Alberta's watershed resiliency and restoration program. The SLASP (2002) provides important protection for shoreline and stream riparian zones that in turn protect Sturgeon Lake water quality. If this protection is subject to review, our findings suggest a strengthening rather than diminishing of protection. Full protection of first-order stream reaches in the primary and secondary zones is an avenue to explore. Further, the MD may wish to circulate applications to DFO for review for projects crossing Sturgeon Lake tributary streams.
- Wetlands are an important consideration in future planning and development decisions, for all parcels. The SLASP may wish to consider specific wetland policies that recognize wetland ecological services and how they may contribute to Sturgeon Lake protection.
- The Provincial parks that border Sturgeon Lake are good neighbours and assist in lake protection and management. The MD may wish to explore how lands along the MD /park boundaries could be managed (e.g., in their capacity as buffers) to increase the ability of Park lands to protect fish and wildlife resources and water quality.
- Lands mapped as coniferous or mixedwood landcover are relatively limited in occurrence in the primary and secondary zones and contribute to habitat diversity with the area. Their conservation could be a consideration when dedicating Municipal Reserve or when discussing Conservation Reserve with land owners.
- When dedicating ER or riparian setbacks, considering using surveyed high water level as the targeted landmark rather than lake shore.
- This report relied on datasets derived for very large areas. Very little SLASP specific resource information is available.
- AEP's information should be used with caution when planning renewal energy projects and zones should be verified with site-specific investigations to confirm the presence of sensitive wildlife habitat.
- For policies requiring retention of lands in a natural state, consider also specifying certain minimum polygon sizes to attain the habitat benefits associated with larger habitat patches, rather than a mosaic of smaller patches.

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## **1.0 INTRODUCTION**

### **1.1 Background**

The current Sturgeon Lake Area Structure Plan (SLASP) was adopted by the Municipal District of Greenview (MD of Greenview) in 2002 to provide a framework for the long-term growth and development of the lands within the SLASP area. MD of Greenview recently commissioned a comprehensive review of the SLASP to ensure it remains consistent with current legislation and statutory plans, the community's vision and Council's strategic priorities. They identified environment as an area of concern and focus for the ASP review, with an emphasis on:

- Preservation of Sturgeon Lake and surrounding watershed
- Water quality (with emphasis on respect for WQ and prevention of further degradation)
- Existing vegetation

The comprehensive review was also to include development of a background report outlining current legislation and statutory plans affecting the plan area and a high level, desktop inventory of environmental sensitivities and opportunities to be used as an effective planning and public engagement tool. To that end, MD of Greenview retained ISL Engineering and Land Services Ltd. (ISL) to review and revise the SLASP as required. ISL retained Spencer Environmental Management Services Ltd. (Spencer) to provide a high-level desktop inventory of environmental sensitivities and opportunities in the SLASP area and an overview of current legislation and statutory plans. This report represents the results of that desktop study.

### **1.2 Report Organization**

This report is organized into 14 sections. Section 1 provides introductory background information followed by Study Area and Context in Section 2 and Methodology in Section 3. Section 4 provides information regarding the current legislative framework informing revisions to the SLASP. Sections 5-11 provide key environmental background information related to protected areas and sensitive resources, hydrology, natural sub regions and vegetation, wildlife, fish/aquatic resources, farmland capability and Alberta's Green and White Areas and environmentally significant areas. Finally, Section 12 presents observations and conclusions. References are provided in Section 13.

## **2.0 STUDY AREA AND CONTEXT**

The SLASP review study area comprises the full area structure plan (ASP) lands, which is coincident with the boundaries of the Sturgeon Lake watershed, approximately 15 km west of Valleyview, Alberta. A smaller Primary Zone encompasses Sturgeon Lake and adjacent areas (Figure 1; Appendix A). The ASP area covers a large, diverse and complex area that includes lands within both Green and White areas, portions of Sturgeon Lake Indian Reserve (154A and B), two provincial parks, Sturgeon Lake (a significant natural feature and popular recreation area), a diversity of smaller lakes, watercourses and wetlands,

upland forest and agricultural lands. There is high demand for recreational and country residential land use, especially in the vicinity of Sturgeon Lake.

## **3.0 METHODOLOGY**

### **3.1 General**

We undertook the following broad tasks to prepare this background report:

- Desktop review of existing project information, aerial photographic imagery, MD of Greenview data via MuniSight Ltd. and online open data sources
- Review of available relevant research and resource management literature.
- Review of legislation, plans and policies to compile a current legislative framework.
- Field reconnaissance inspection to document existing conditions and map resources within the study area.
- Mapping relevant sensitive resources and relevant planning boundaries for the entire SLASP area using ArcGIS. For mapping purposes, a 3 km buffer was applied to the ASP boundary to account for features and zones located within the ASP that extended beyond its boundary (e.g., wetlands, swan buffers, etc.). That buffer was incidentally included along the east boundary of the Sturgeon Lake IR lands so that those lands would not be trimmed from the map.
- Alberta's Environmentally Significant Area (ESA) data (2014) (Fiera 2014) were analyzed to identify and map all quarter sections with a score greater than 0.189 (identified as an ESA).
- All datasets are shown for all lands within the SLASP boundary, regardless of jurisdiction, but all maps also clearly identify provincial parks and Indian Reserves.

Crown lands and groundwater resources are not discussed or mapped, owing to lack of suitable desktop datasets.

### **3.2 Detailed**

#### **3.2.1 GIS Information Review**

The following online data sources were searched/reviewed:

- Alberta Conservation Information Management System (ACIMS), online data map searched 15 August 2018 for records of rare plant species or unusual plant communities in the SLASP lands (AEP 2017a).
- Fish and Wildlife Management Information System (FWMIS), searched 22 August 2018 using the Fish and Wildlife Internet Mapping Tool (FWIMT) for relevant recorded sensitive wildlife and fisheries species information and the location of special resource management zones relative to the SLASP area (AEP 2018a).

In addition, a complete list of specific GIS-based resources used in this desktop study is provided in Appendix B. The most recent and scale appropriate datasets were specifically targeted for this study.

### **3.2.2 Field Reconnaissance**

A field reconnaissance of the SLASP primary zone around Sturgeon Lake was conducted on 18 July 2018 with personnel from the MD of Greenview's Planning and Development Office to gain an understanding of environmental resources and related planning issues. The reconnaissance comprised a driving tour of the area complemented with on-site foot reconnaissance of select locations around the lake. Field documentation included annotating maps of the area as well as taking relevant field notes. Representative site photographs were taken throughout to assist in our subsequent investigations.

## **4.0 LEGISLATIVE FRAMEWORK**

Since preparation of the current SLASP (2002), there have been revisions to several municipal plans and policies, and there are new or revised regional, provincial and federal plans and legislation applicable to the diversity of resources and jurisdictions in the planning area. At the municipal level, the 2016 MDP and its environmental policies are key to SLASP revision and provide support for ASP level environmental protection. At the regional and provincial level, the updated SLASP should strive to align with and respect the influence of plans, guidelines and legal statutes that are now in place. At the regional level there is a new integrated watershed management plan. At the provincial level there is a new wetland policy with associated directives, a new Watershed Resiliency and Restoration Program, revisions to several statutes and key revisions to several approval application methods. At the federal level, two key statutes have been significantly revised. While identified federal legislation is certainly important, those statutes are more relevant to specific development projects, as they may govern or influence construction practices and, for some activities, authorizations may be required. The relevant instruments for all orders of governance are described in Appendix C.

## **5.0 PROTECTED AREAS AND SENSITIVE RESOURCES**

Protected areas in SLASP lands include two provincial parks located in the primary zone: 1) Young's Point Provincial Park (approximately 10.8 km<sup>2</sup> on the northwest shore of the main lake basin; and 2) the much smaller Williamson Provincial Park (1.74 km<sup>2</sup>) on the southwest shore of the main lake basin (Swanson and Zurawell 2006) (Figures 1 and 2, Appendix A). In addition, Alberta Parks' Sturgeon Lake Natural Area is located on a 28 ha island in the west bay of Sturgeon Lake, an area only accessible by boat (Alberta Parks 2018) (Figure 2, Appendix A). Approximately 19 areas around the margins of Sturgeon Lake are identified as municipal level reserves (Figure 3, Appendix A).

Sensitive resources in SLASP lands include provincially identified trumpeter swan 500 and 800 m buffers (See Section 8.1.1) around all water bodies as well as a provincially identified sharp-tailed grouse survey area (See Section 8.1.3) in the southeast section of the ASP secondary zone (Figure 2, Appendix A). Domestic and other use water wells are scattered throughout ASP lands with concentrations in residential areas around Sturgeon Lake and further west of the lake (Figures 2 and 3, Appendix A). The majority of shoreline

in the west bay of Sturgeon Lake is not protected by municipal level reserve or provincial ownership and the majority of the main bay shoreline is protected by provincial parks, environmental reserve (ER), or is extra-jurisdictional land.

## **6.0 HYDROLOGY**

### **6.1 Watersheds and Sub-Basin**

The SLASP lands are located in the Smoky/Wapiti River sub-basin (approximately 46,659 km<sup>2</sup>) within the larger Peace/Slave watersheds. The Peace/Slave River basin, the largest in Alberta, includes inflows from several major rivers including the Wapiti, Smoky, Little Smoky and Wabasca (Figure 4, Appendix A). That basin is coincident with the scope of the recently released Integrated Watershed Management Plan for the Peace and Slave Watersheds (IWMP)(Mighty Peace Watershed Alliance 2018).

The Smoky/Wapiti sub-basin is the largest sub-basin in the Peace Watershed and is the most diverse in terms of natural regions including alpine, foothills, central and dry mixed-wood forests and parkland in lower reaches (Hutchinson 2014). This sub-basin contains the largest number of large point source discharges and large agricultural areas, mostly in the Wapiti River catchment to the west of the SLASP. The Smoky River catchment (containing the SLASP) is predominantly forested, with areas of resource development and agriculture.

### **6.2 Streams**

SLASP lands are hydrologically complex with many streams and other water bodies including several lakes (Figure 1 and Figure 5, Appendix A). The Province classifies streams according to the Strahler method. First order streams are streams dominated by overland water flow and having no upstream concentrated flow (i.e., no links to tributary flows). They are the first upstream reach and closest to the headwaters (ArcGIS Pro 2018). Stream order increases to 2, 3, 4, etc. when two streams of the same order intersect along the downstream reaches of a stream. SLASP lands include fifth order streams. Since first order streams are closest to the source of the stream they are considered most susceptible to non-point source pollution and thus benefit the most from maintenance of wide riparian buffers relative to other areas in the watershed (ArcGIS Pro 2018). Figure 5 (in Appendix A) illustrates the location of identified first order streams throughout the SLASP area and therefore provides information relevant to riparian protection buffers. Most of the streams in the SLASP primary zone are relatively short, first-order streams that originate in the secondary zone and flow into the primary zone are longer.

### **6.3 Wetlands**

Inventoried wetlands in the ASP secondary and primary zone (Figures 7 and 8, Appendix A) are shown in Figures 7 and 8 in Appendix A. There are a significant number of wetlands across the entire ASP, scattered throughout with few identifiable concentrations. The data are from the Alberta Merged Wetland Inventory, a dataset known to be coarse and in need

of ground-truthing to confirm the presence/absence and boundaries of wetlands for specific locations in the ASP.

## **6.4 Sturgeon Lake**

### **6.4.1 Hydrology**

Sturgeon Lake is a large (approximately 49.1 km<sup>2</sup>), moderately shallow lake with an extensive drainage basin (approximately 521 km<sup>2</sup>) (Swanson and Zurawell 2006) (Figures 1). The lake's drainage basin includes a series of smaller water bodies and watercourses that drain into the lake on the north, west and southwest shores (Figure 5) and the SLASP is defined by that watershed. The main inflow, Goose Creek, enters the lake on the south shore and drains Goose, Long and Grassy Lakes to the south (Figures 1 and 5). Sturgeon Lake's outlet is Sturgeon Creek, on the lake's east shore, which carries water from the lake to the Little Smoky River to the east and ultimately into the Peace River to the north. Lake water levels are controlled by an adjustable concrete weir in Sturgeon Creek.

The lake comprises a main basin connected to a west bay by a narrow channel (Figure 1 and Figure 5). Maximum lake depth of 9.5 m is located in the main basin, just east of the channel, with the minimum lake depth of approximately 3 m in the west bay (Swanson and Zurawell 2006). With the exception of drought conditions in 1998-2001, lake water levels over the period 1982-2005 have remained relatively stable with annual fluctuations of 0.5 m (Swanson and Zurawell 2016).

### **6.4.2 Surface Water Quality**

Water quality at Sturgeon Lake was regularly monitored through the Provincial Parks Monitoring Program during the period 1983-2004 (Swanson and Zurawell 2006). During that time one to seven water samples were taken most years during the May-September open-water season. Results from that program indicated that Sturgeon Lake was a hypereutrophic lake (very high productivity) with fair recreational water quality. It was considered a fresh, neutral (neither acidic nor alkaline) lake with relatively low hardness. Relative to other lakes in the monitoring program it had low alkalinity meaning it was not well buffered against acidic deposition from snow or rainfall (Swanson and Zurawell 2006). Except for sulfate and carbonate, concentrations of most ions and associated measured parameters (e.g., conductivity, alkalinity, hardness and total dissolved solids) increased during the period 1983-2004. Concentrations of chlorophyll-a and total phosphorous fluctuated over the monitoring period with a spike in the second last year of monitoring (2003). Since water levels had been relatively stable during the sampling period it was believed these increases may have been due to increased inputs from roads, agricultural lands or residential development (Swanson and Zurawell 2006). As a result of increased inputs such as phosphorous, occasional cyanobacterial (blue-green algae) blooms have occurred over the last several years during the summer (S.A. Rosson, *pers. comm.*), which impairs water quality and produces toxins harmful to humans, wildlife and domestic pets.

## 7.0 NATURAL SUB REGIONS AND VEGETATION

The SLASP is located within the boreal forest natural region of Alberta and contains lands that are mapped as belonging to the dry mixedwood and the central mixedwood subregions (Figure 5, Appendix A)(Natural Regions Committee 2006). The dry mixedwood subregion comprises a relatively small portion of the ASP and is limited to the primary zone and Sturgeon Lake and extends to the east and beyond the ASP. Vegetation in that subregion is characterized by aspen forest and cultivated landscapes, with fens commonly occurring in low-lying areas. The remainder of the ASP area is located in the central mixedwood subregion. Vegetation in that subregion is characterized as a mosaic of upland aspen, mixedwood and white spruce forests with extensive areas of mainly treed fens. Mapped vegetation landcover classes (Figure 8, Appendix A) demonstrate the mosaic of vegetation types present in the ASP area. Broadleaf forest, the dominant land cover is interspersed with smaller areas of both coniferous forest and mixed forest, and fewer areas of shrubland and grassland. Concentrations of agriculture lands occur west of and on the margins of Sturgeon Lake west bay and along the east-central margin of the secondary zone. The majority of the undeveloped primary zone lands support agriculture, forest is the second most common land cover. Within the primary zone, coniferous forest is uncommon, occurring in a few patches only but of significant size at that scale. The most recent land cover data is from 2010 and may not accurately represent conditions, particularly in the primary zone.

### 7.1 Special Status Species

The ACIMS database search returned one historical special status non-vascular plant species in the SLASP area. That record was for the bean-spored rim lichen (*Lecania dubitans*) (ranked S2S4), observed in Williamson Provincial Park in 1967. No other records of special status plant species were identified in FWMIS or in other sources, including ABMI's open vegetation data. The lack of records does not necessarily indicate an absence of rare species; it may be a reflection of lack of surveys or lack of private sector or research survey results reported to Alberta Environment and Parks (AEP). The survey effort on SLASP lands is unknown.

## 8.0 WILDLIFE

### 8.1 Special Status Species

The FWMIS database search returned two records of special status wildlife species in the SLASP: trumpeter swan (*Cygnus buccinator*) (federally ranked as *Not at Risk* and provincially ranked as *Species of Special Concern* under the *Wildlife Act*) and western grebe (*Aechmophorus occidentalis*)(federally ranked as *Special Concern* on Schedule 1 of the *Species at Risk Act* (SARA) and provincially ranked as *Threatened* under the *Wildlife Act*). Lack of other records does not necessarily indicate an absence of rare species; it may be a reflection of lack of surveys or lack of private sector or research survey results reported to AEP. The survey effort on SLASP lands is unknown.

### 8.1.1 *Trumpeter Swan*

Trumpeter swan populations have been increasing in Alberta over the last 25 years due to active provincial management of trumpeter swan breeding habitat in the province (AEP 2018b). FWMIS contains records of trumpeter swans at all water bodies in the SLASP. Identified threats to trumpeter swans include habitat loss (wetland drainage, shoreline development) and human disturbance (e.g., vehicle traffic, boating, low-flying aircraft, industrial activity) on lakes and wetlands that may result in nest abandonment and the resulting death of young (AEP 2018b). In addition, AEP has noted that collisions with single-wire power lines is a significant source of mortality to swans (AEP 2018c). To minimize disturbance to trumpeter swan breeding habitat, AEP has developed recommended land use guidelines for activities near trumpeter swan habitat (AESRD 2012). The province has also established recommended 500 m and 800 m land use buffers around identified lakes or water bodies including water bodies in the SLASP lands (Figures 2 and 3). While those buffers, extending from the water body shoreline, greatly exceed what is practical and mandated in the current SLASP for development, these zones should be considered as sensitive areas with respect to swan habitat management. They are particularly relevant to certain types of development including single-line power lines and renewable energy projects such as wind and solar energy projects (See Section 8.1.3). There is no database specific to trumpeter swam use of Sturgeon Lake or other water bodies in the SLASP.

### 8.1.2 *Western Grebe*

Western grebe, a diving, fish-eating and colonial nesting waterbird species, was recently confirmed to be present during the breeding season (01 May to 31 August) at Sturgeon Lake (Prescott et al. 2018). Specifically, 179 individuals were observed at the lake in 2015. Through their recent update on the distribution and abundance of western grebe in Alberta, AEP identified Sturgeon Lake as a priority lake for future surveys and management actions based on: 1) Sturgeon Lake was confirmed to support  $\geq 100$  birds up to the year 2016, and 2) the lake has a “High” habitat suitability meaning it is considered a larger water body with extensive and continuous patches of emergent vegetation capable of supporting  $\geq 100$  breeding birds (Prescott et. al. 2018). A provincial recovery plan for this species is currently under development and is expected to include management actions that can be directed towards lakes where the maximum benefit can be attained. Considering Sturgeon Lake has been identified as a priority lake with respect to western grebe, and pending the outcome of AEP’s recovery plan, specific management actions may be required at this lake, which may influence adjacent land use planning.

### 8.1.3 *Sharp-tailed Grouse Survey Area*

Sharp-tailed grouse are relatively common throughout Alberta in areas of suitable grassland and shrubland habitats, including localized areas in the Boreal Forest Natural Region (The Federation of Alberta Naturalists 2007). Despite this, it is considered a *Sensitive* species (Alberta Wild Species General Status Listing 2015), because of the long-term effects of agriculture on the open grassland and shrubland habitat on which the species depends during the breeding season for its dancing grounds (leks) (AEP 2015). AEP has identified specific survey areas throughout the province where surveys for leks are required



prior to disturbance. Once such survey area is situated southeast of the Sturgeon Lake Indian Reserve that partially occupies the SLASP Secondary Zone (Figure 2).

## **8.2 Renewable Energy Wildlife Habitat Sensitivity Risk**

AEP's wildlife directives for Alberta wind and solar energy projects identifies areas of wildlife habitat sensitivity across the province. Those directives and the areas of wildlife habitat sensitivity map should be consulted and considered when choosing suitable sites for those types of developments on the landscape (AEP 2017b). AEP results were analysed and presented by quarter section. For lands within the SLASP, AEP identified sensitivity risk zones ranging from critical wildlife zones or non-accessible areas to lower risk (Figure 9, Appendix A). Critical wildlife zones in the SLASP included provincial parks and protected areas as well as the trumpeter swan buffer areas around water bodies as previously discussed above in Section 8.1.1. While there are scattered high (areas likely used by one or more species at risk or priority management species) and moderate (species at risk or priority management species and proximity to native grasslands) risk areas identified, it is less clear from AEP's available data why those areas were identified as such. For example, the one quarter section identified as High risk immediately south of the Sturgeon Lake channel straddles Highway 43 and there are no records of sensitive species available in FWMIS for that area. Similarly, the Moderate risk areas in the same location appears to coincide with areas identified as pasture (Figures 10 and 11, Appendix A) rather than native grassland. In addition, although the landcover map indicates that some small native grassland areas do occur throughout the SLASP area (Figure 8; Appendix A), the Moderate risk areas appear to more closely align with the agriculture land class than the grassland class. AEP's information should be used with caution when planning renewal energy projects and should be confirmed with site-specific investigations to confirm the presence of sensitive wildlife habitat.

## **9.0 FISH/AQUATIC RESOURCES**

### **9.1 Fisheries**

Sturgeon Lake and its tributaries support several native sport and coarse fish species including: burbot (*Lota lota*), lake whitefish (*Coregonus clupeaformis*), northern pike (*Esox lucius*), walleye (*Stizostedion vitreum*), yellow perch (*Perca flavescens*), spottail shiner (*Notropis hudsonius*), white sucker (*Catostomus commersoni*), Iowa darter (*Etheostoma exile*), longnose sucker (*Catostomus Catostomus*) and trout perch (*Percopsis omiscomaycus*) (FWMIS 2018). The FWMIS database search returned no records for special status fish species in the SLASP area.

Historically, Sturgeon Lake supported several fishery uses and was managed by the Province for recreational, commercial, and domestic user groups. The lake supported a commercial fishery for lake whitefish from the 1940s to the 2000s (Alberta Conservation Association (ACA) 2002). On August 1, 2014, all lakes in Alberta were closed to commercial fishing and commercial fishing ceased (AEP 2016b). Sturgeon Lake is still considered one of the most important sport fisheries in the region and has been extremely popular for recreational angling of walleye, yellow perch, and northern pike. An ACA

(2007) creel survey reported three species harvested: walleye, northern pike and (relatively few) yellow perch. Currently, Sturgeon Lake is managed as part of Alberta's Eastern Slopes Fish Management Zone. Like most of Alberta's lakes, fish populations are being managed for declining fish resources. In 2018/2019, fishing regulations restricted harvesting (retention of catch) to two species: burbot and yellow perch (AEP 2018e).

## **9.2 Aquatic Invasive Species**

The SLASP area falls within the province's whirling disease decontamination risk zone which indicates a high to moderate risk, meaning 1) waters in the area are susceptible to aquatic invasive species or fish disease, and/or 2) there is high/activity use of water bodies or the area is close to high population bases (AEP 2017c). Whirling disease is an infectious and often fatal disease that affects young salmonid fish such as trout, salmon and whitefish and has been detected in a number of waterbodies in four major watersheds in central and southern Alberta (Bow River, North Saskatchewan River, Oldman River, Red Deer River) (AEP 2018d). Whirling disease can be transmitted from infected locations to other water bodies through: equipment used for boating, fishing, paddling, scuba diving, swimming and water pumping infected fish and fish parts. The movement of fish (dead or alive), mud and water can potentially spread whirling disease. While this disease is not harmful to humans or other mammals, it can pose significant risks to conservation and sustainability of native fish species and their habitats. The decontamination protocols for watercraft and equipment developed by AEP for the yellow zone should, therefore, be adhered to by all users of water bodies in the SLASP area to prevent further spread of whirling disease and other fish diseases and aquatic invasive species.

## **10.0 FARMLAND CAPABILITY AND ALBERTA'S GREEN & WHITE AREAS**

Farmland capability for the SLASP, as mapped by the MD and excluding provincial parks, Indian Reserves and the Green Area, is shown in Figure 10 (in Appendix A). Three categories are recognized: arable, pasture and waste. Most lands are identified as pasture with a smaller portion identified as arable. Some data gaps are visible on lands associated with Young's Point Provincial Park, Sturgeon Lake Indian Reserve, along the south shore of the channel of Sturgeon Lake, in the southeast portion of the SLASP and along the west-central boundary of the SLASP. The remainder of the ASP area falls within the Green Area (forested). In the primary zone, lands surrounding Sturgeon Lake west bay comprises a mixture of lands with pasture and arable capabilities. There is one small area mapped as 'waste' capability shown on the west shoreline of Sturgeon Lake (Figure 11, Appendix A).

## **11.0 ENVIRONMENTALLY SIGNIFICANT AREAS**

In 2014, AEP updated their Environmentally Significant Areas (ESAs) analysis, mapping and reporting, including their approach to aquatic ESA's. That report replaces the Environmentally Significant Areas – Provincial Update 2009 and the Aquatic Environmentally Significant Areas of Alberta 2010 (AEP 2016). In the 2014 update (Fiera

2014), ESAs were identified at a very coarse scale (using the quarter-section as the unit of analysis). Fiera (2014) used select criteria, sub-criteria, and indicators to develop a model resulting in an environmental value for each quarter section in the province. ESA's were then identified as all quarter sections scoring at least 0.189. The model output serves as a coarse scale assessment of environmental values in the province. Overall, Fiera (2014) found that the Boreal Forest Natural Region contained the greatest proportion of ESA's across the province. The intent of the updated ESAs exercise is that it serves as an information tool, and not a regulatory tool, to support municipal, regional, and provincial scale planning initiatives.

ESAs (quarter section values >0.189) within the SLASP lands are shown on Figure 12 in Appendix A. Much of the SLASP lands scored as ESAs. Larger blocks are concentrated in the Green Area but some multi-quarter section blocks are present in the primary zone. It is notable that Sturgeon Lake was not identified by the model as meeting the scoring criterion for identification as an ESA, while smaller lakes do meet that criterion. A review of the modelling data and methodology suggests the reason for the exclusion of Sturgeon Lake, as well as several other large lakes throughout the province, is that the model appears to have a positive bias towards terrestrial habitats and areas containing rivers and streams. In particular, because of inconsistencies in the model component data sources, the model purposefully excluded the contribution of lakes and wetlands to water quality and quantity. This exclusion negatively influenced the capacity for large lakes, such as Sturgeon Lake, to meet the threshold for identification as an ESA.

## **12.0 OBSERVATIONS AND CONCLUSIONS**

Building on the above findings, following are some additional observations, considerations and conclusions that may be useful to the SLASP review, presented in no particular order.

- Although the province no longer recognizes Sturgeon Lake as a mapped ESA, this exercise supports the 2002 SLASP contention that Sturgeon Lake is a significant and sensitive natural feature. For example, current information indicates that the lake drains a large catchment; receives flows from multiple tributaries, some of them first-order streams; appears to have many nearby wetlands that contribute to runoff management; is a valued sport fishery; supports two waterbird species that have specific breeding habitat requirements and a limited provincial distribution; and is a critical wildlife zone from the perspective of renewable energy management. It is also expected to be closely linked to the local groundwater table, on which many residents rely.
- Our findings support the 2016 MDP recognition of features such as lakes as environmentally sensitive lands. It also confirms that Sturgeon Lake is an important wildlife area.
- Our maps may assist planners and developers in identifying ASP lands that contain sensitive habitat and therefore may qualify as Environmental Reserve.

- Our findings reinforce the utility of the 2002 ASP boundary as the entire Sturgeon Lake watershed, which recognizes that important resources, such as stream and wildlife management zones, extend beyond the ASP primary zone boundary.
- The majority of Sturgeon Lake west bay shoreline is currently unprotected being neither municipal level reserve nor in provincial ownership. The majority of Sturgeon Lake main bay shoreline is either extra-jurisdictional Indian Reserve lands or is protected by its status as provincial park or ER.
- Sturgeon Lake water quality and quantity remains an important consideration and is in keeping with provincial initiatives such as Alberta's watershed resiliency and restoration program. The SLASP (2002) provides important protection for shoreline and stream riparian zones that in turn protect Sturgeon Lake water quality. If this protection is subject to review, our findings suggest a strengthening rather than diminishing of protection. Full protection of first-order stream reaches in the primary and secondary zones is an avenue to explore. Further, the MD may wish to circulate applications to DFO for review for projects crossing Sturgeon Lake tributary streams.
- Wetlands are an important consideration in future planning and development decisions, for all parcels. The SLASP may wish to consider specific wetland policies that recognize wetland ecological services and how they may contribute to Sturgeon Lake protection.
- The Provincial parks that border Sturgeon Lake are good neighbours and assist in lake protection and management. The MD may wish to explore how lands along the MD /park boundaries could be managed (e.g., in their capacity as buffers) to increase the ability of Park lands to protect fish and wildlife resources and water quality.
- Lands mapped as coniferous or mixedwood landcover are relatively limited in occurrence in the primary and secondary zones and contribute to habitat diversity with the area. Their conservation could be a consideration when dedicating Municipal Reserve or when discussing Conservation Reserve with land owners.
- When dedicating ER or riparian setbacks, considering using surveyed high water level as the targeted landmark rather than lake shore.
- This report relied on datasets derived for very large areas. Very little SLASP specific resource information is available.
- AEP's information should be used with caution when planning renewal energy projects and zones should be verified with site-specific investigations to confirm the presence of sensitive wildlife habitat.

- For policies requiring retention of lands in a natural state, consider also specifying certain minimum polygon sizes to attain the habitat benefits associated with larger habitat patches, rather than a mosaic of smaller patches.

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### **13.2 Personal Communications**

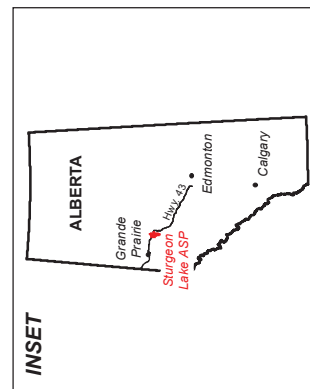
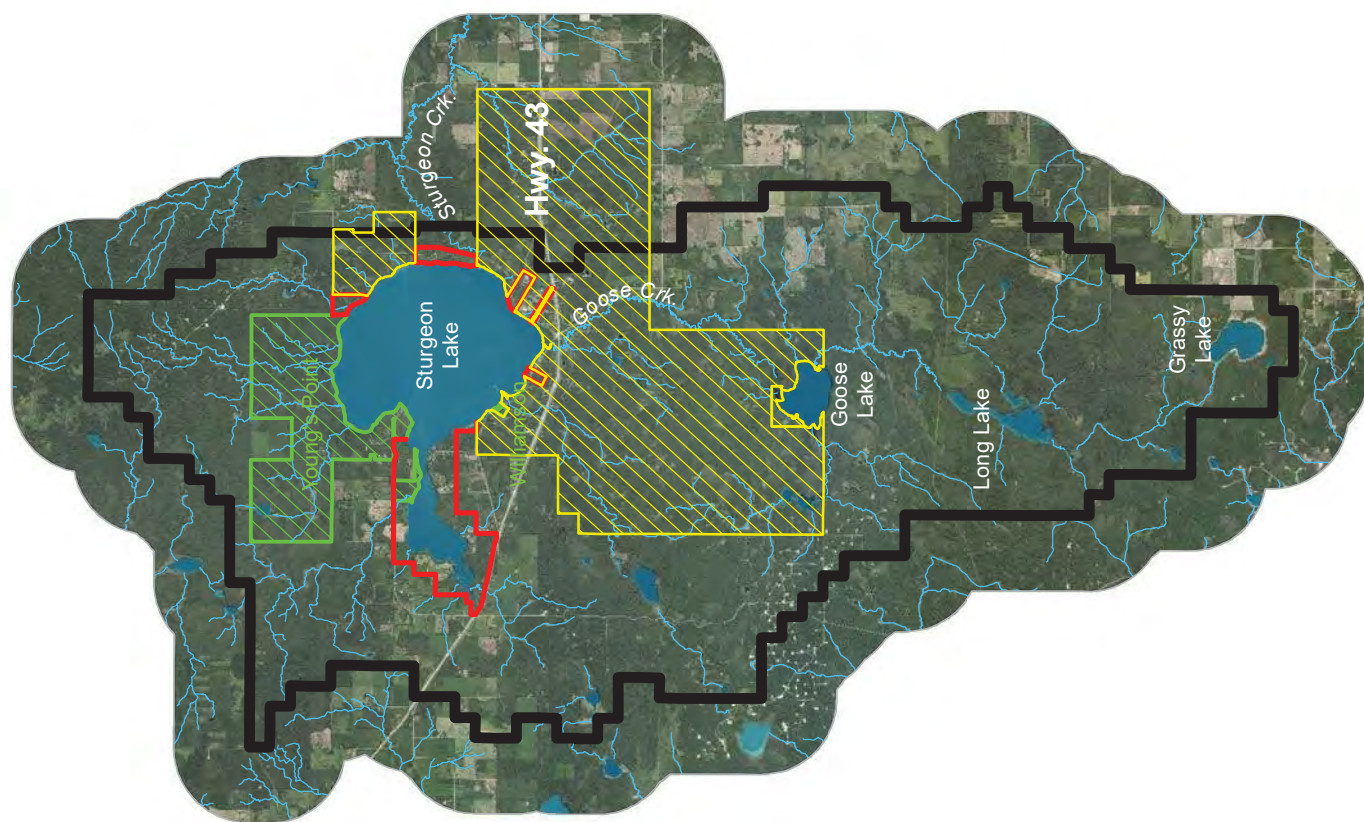
S. A. Rosson. Manager/Development Officer, Municipal District of Greenview No. 16., Valleyview, Alberta.

## **Appendix A: Figures**

- Figure 1. Sturgeon Lake ASP Area Key Features
- Figure 2. Protected Areas & Sensitive Resources
- Figure 3. Protected Areas & Sensitive Resources – Primary Zone
- Figure 4. Peace & Slave Watersheds with Smoky/Wapiti River Sub-Basin
- Figure 5. Natural Subregions & Stream Orders
- Figure 6. Inventoried Wetlands in the ASP Area
- Figure 7. Inventoried Wetland in the ASP Area – Primary Zone
- Figure 8. Vegetation Landcover Class
- Figure 9. Renewable Energy Wildlife Habitat Sensitivity Risk
- Figure 10. Farmland Capability & Alberta's Green and White Areas
- Figure 11. Farmland Capability – Primary Zone
- Figure 12. Environmentally Significant Areas

**Figure 1.**  
**Sturgeon Lake ASP Area**  
**Key Features**  
*Sturgeon Lake*  
*Area Structure Plan Update*  
*Environmental Report*

- Legend**
-  Secondary Zone Boundary (Sturgeon Lake ASP)
  -  Primary Zone Boundary
  -  Sturgeon Lake Indian Reserve
  -  Watercourses
  -  Provincial Parks



Date Map Created: 12 October 2018  
 Imagery: Unknown Year, Mosaic (MD Greenview No.16)



**1:300,000**

Source: Refer to Appendix B for complete spatial data source information.

**Figure 2.**  
**Protected Areas &  
 Sensitive Resources**  
*Sturgeon Lake  
 Area Structure Plan Update  
 Environmental Report*

**Legend**

Secondary Zone Boundary  
 (Sturgeon Lake ASP)

Primary Zone Boundary

Sturgeon Lake Indian Reserve

Watercourses

Provincial Parks

Natural Area

Sharp-Tailed Grouse Survey Area

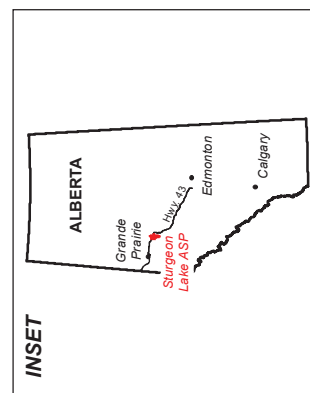
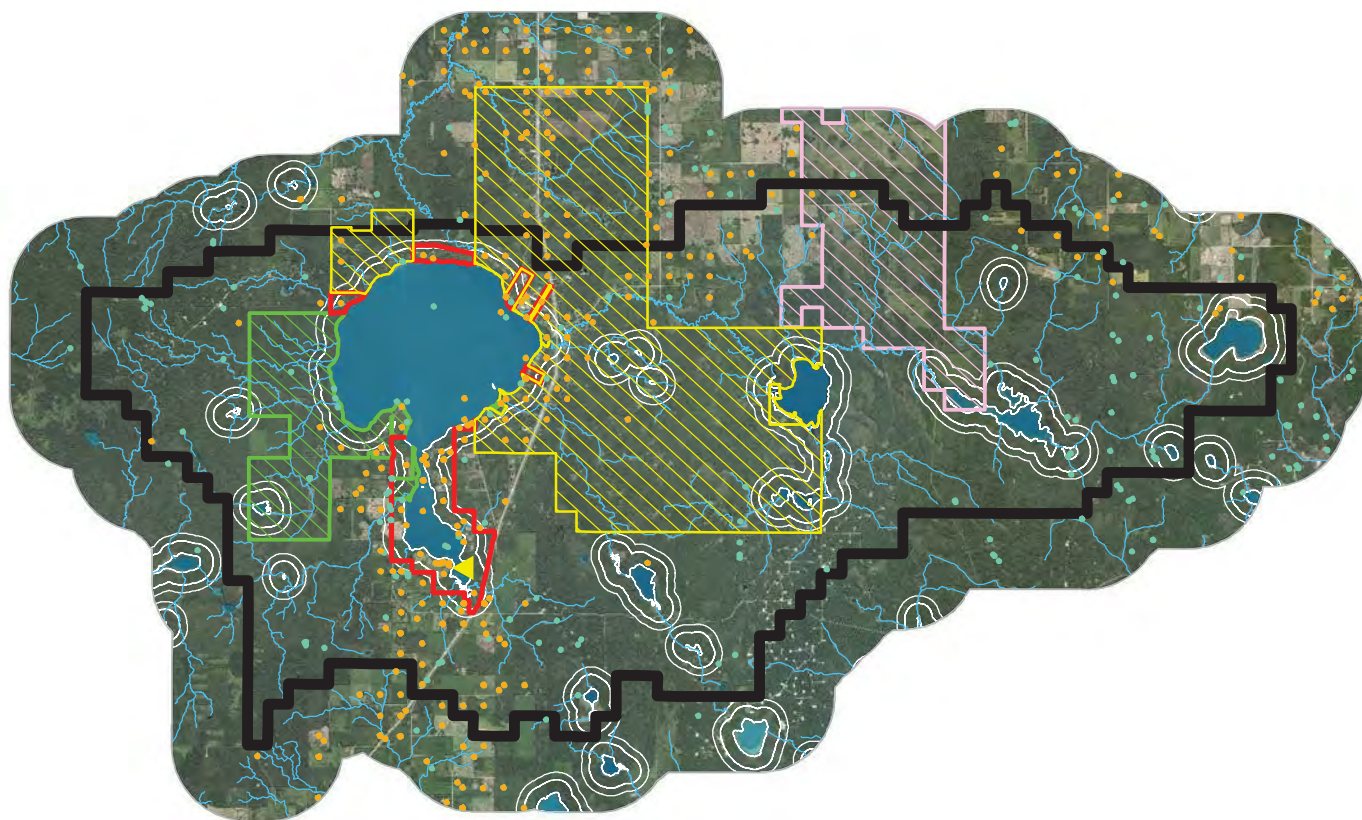
Trumpeter Swan 500m & 800m Buffers

**Water Wells\***

Uses Include Domestic

Other

\*Abandoned wells not shown



1:300,000

0 2,500 5,000 10,000 Meters

Date Map Created: 12 October 2018  
 Imagery: Unknown Year, Mosaic (MD Greenview No.16)



Source: Refer to Appendix B for complete spatial data source information.



Figure 3.  
Protected Areas &  
Sensitive Resources  
- Primary Zone  
Sturgeon Lake  
Area Structure Plan Update  
Environmental Report



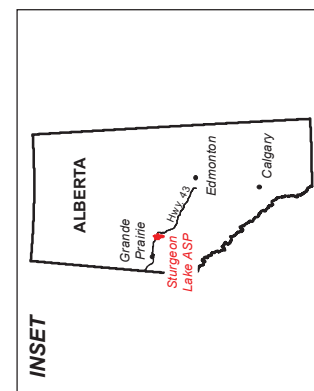
Source: Refer to Appendix B for complete spatial data source information.



**Figure 4.**  
**Peace & Slave Watersheds**  
**with Smoky/Wapiti River**  
**Sub-Basin**  
**Sturgeon Lake**  
**Area Structure Plan Update**  
**Environmental Report**

**Legend**

- Peace & Slave Watersheds
- Smoky/Wapiti River Sub-Basin
- Sturgeon Lake ASP
- Major River
- Major Lake

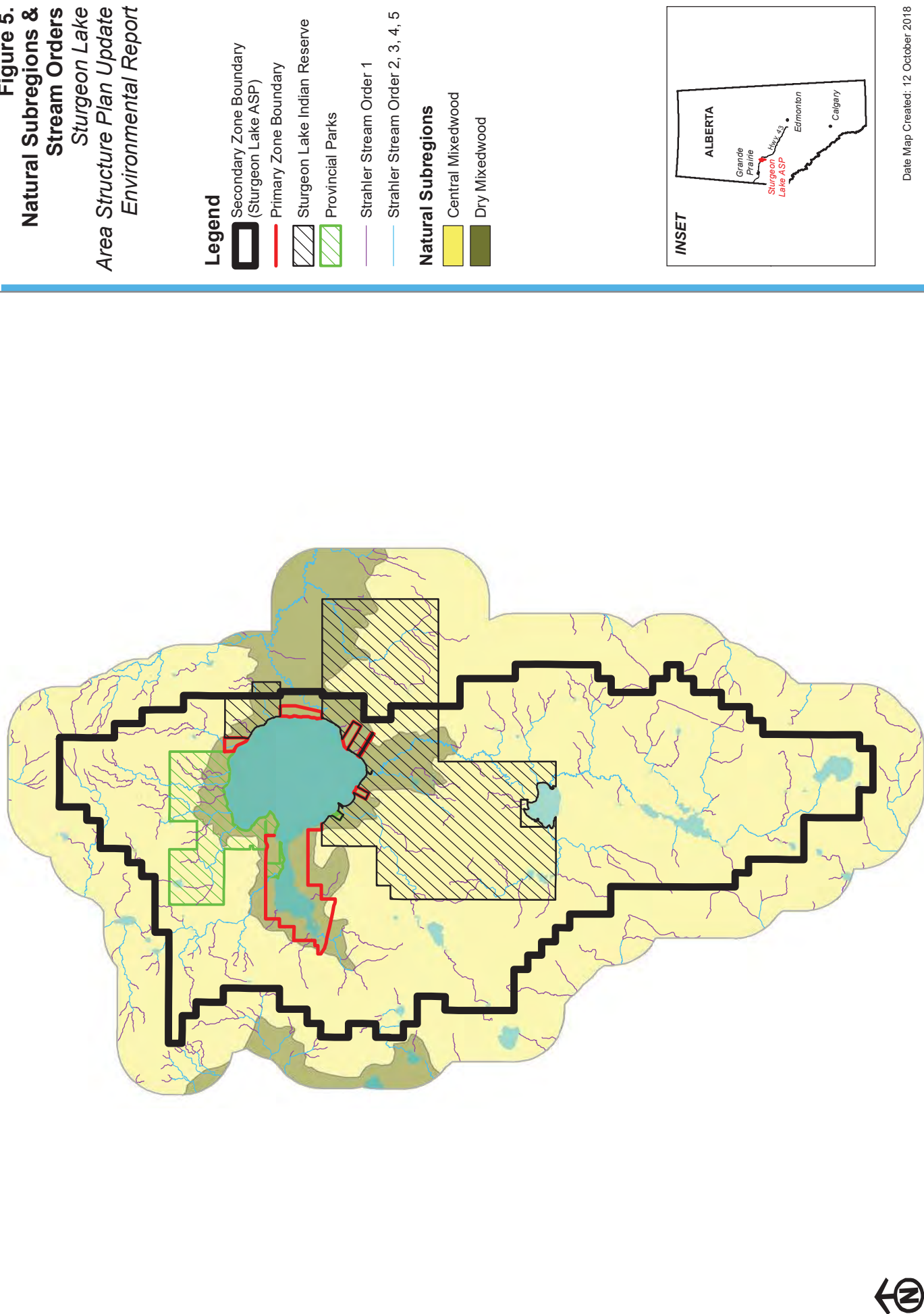


Date Map Created: 12 October 2018



Source: Refer to Appendix B for complete spatial data source information.

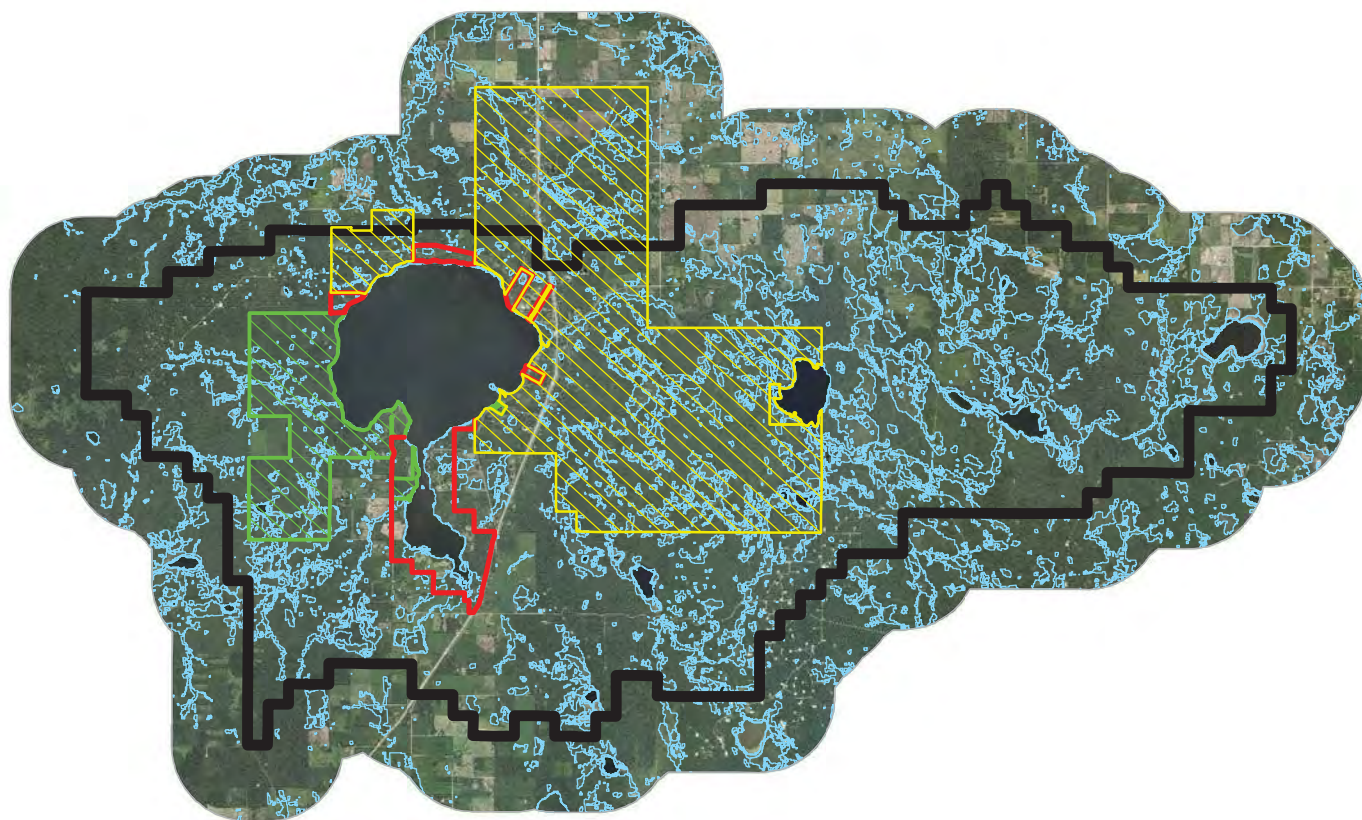
**Figure 5.**  
**Natural Subregions &  
 Stream Orders**  
*Sturgeon Lake  
 Area Structure Plan Update  
 Environmental Report*



Date Map Created: 12 October 2018

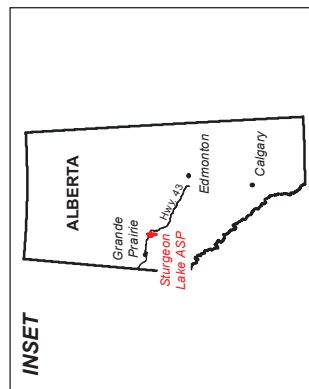
**Figure 6.**  
**Inventoried Wetlands**  
**in the ASP Area**  
*Sturgeon Lake*  
*Area Structure Plan Update*  
*Environmental Report*

- Legend**
-  Secondary Zone Boundary (Sturgeon Lake ASP)
  -  Primary Zone Boundary
  -  Sturgeon Lake Indian Reserve
  -  Provincial Parks
  -  Wetland



1:300,000

0 2,500 5,000 10,000 Meters



Date Map Created: 12 October 2018  
 Imagery: Unknown Year, Mosaic (MD Greenview No.16)








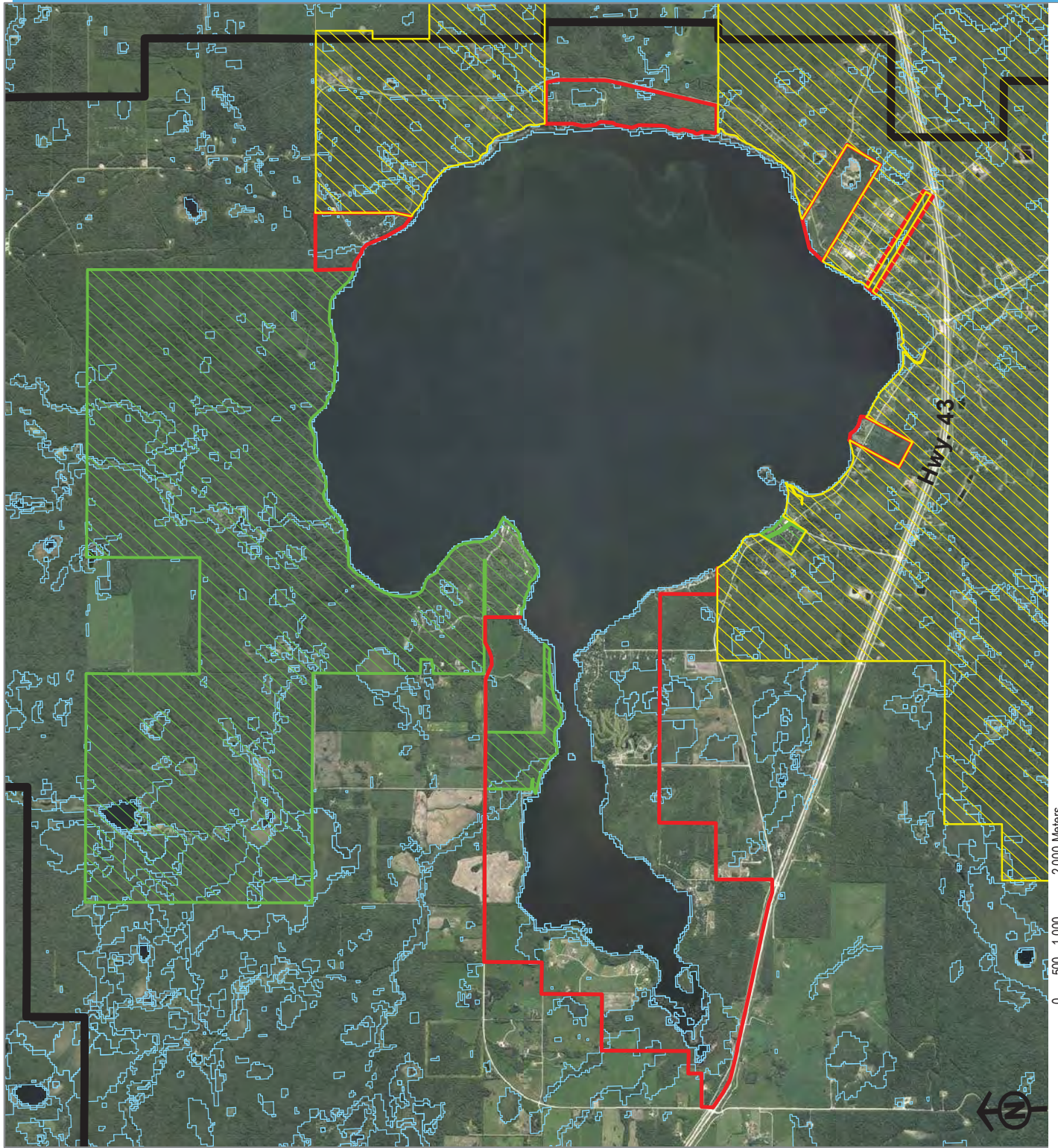
Source: Refer to Appendix B for complete spatial data source information.  
 Note: Preliminary wetland data; not ground-truthed.



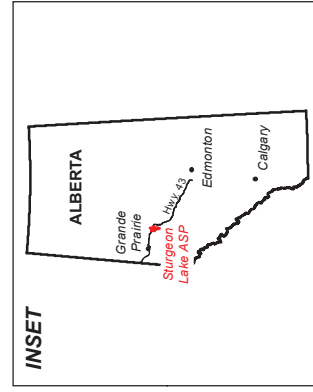
**Figure 7.**  
**Inventoried Wetlands**  
**in the ASP Area**  
**- Primary Zone**  
**Sturgeon Lake**  
**Area Structure Plan Update**  
**Environmental Report**

**Legend**

-  Secondary Zone Boundary (Sturgeon Lake ASP)
-  Primary Zone Boundary
-  Sturgeon Lake Indian Reserve
-  Provincial Parks
-  Wetland



**1:80,000**  
 0 500 1,000 2,000 Meters



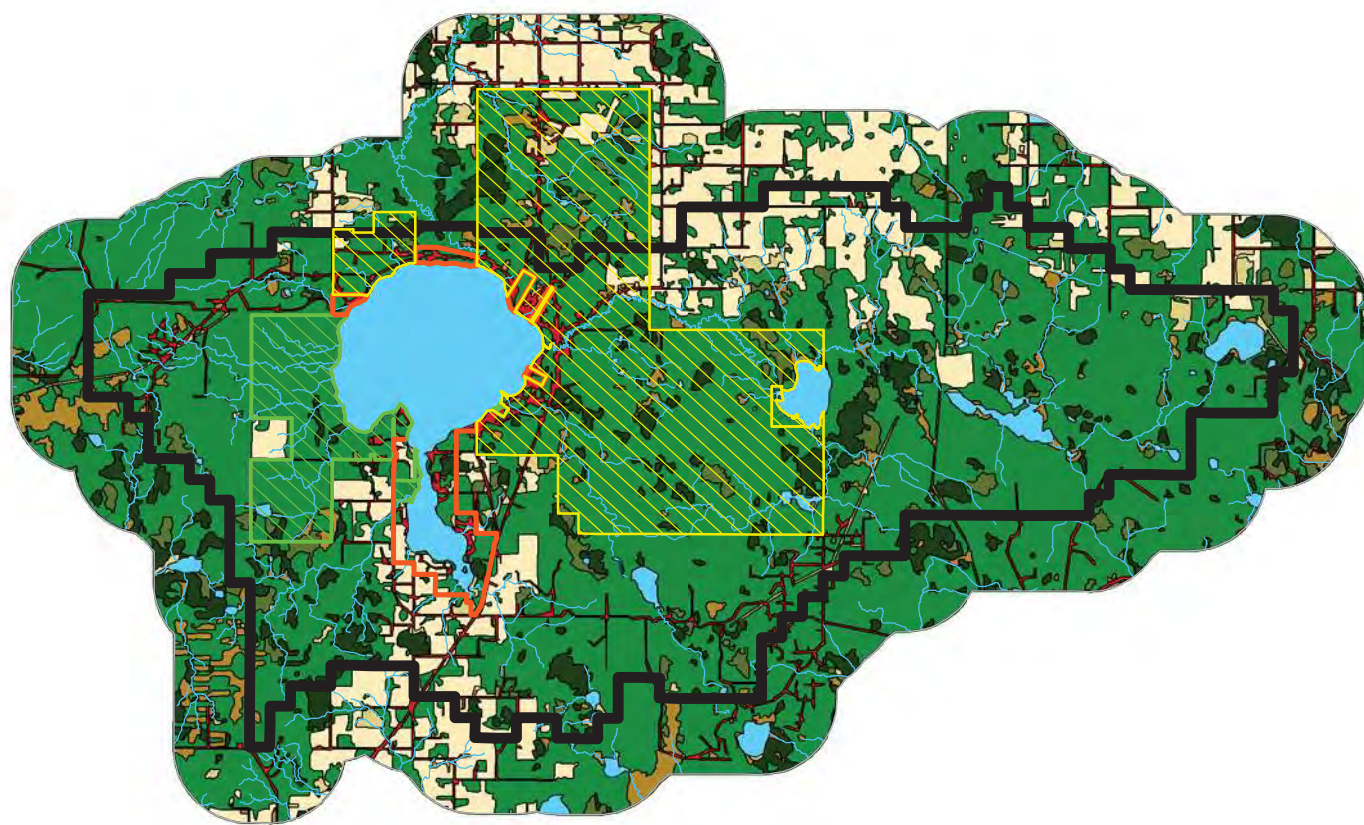
Date Map Created: 12 October 2018  
 Imagery: Unknown Year, Mosaic (MD Greenview No.16)








Source: Refer to Appendix B for complete spatial data source information.  
 Note: Preliminary wetland data; not ground-truthed.











**Figure 8.**  
**Vegetation**  
**Landcover Class**  
**Sturgeon Lake**  
**Area Structure Plan Update**  
**Environmental Report**

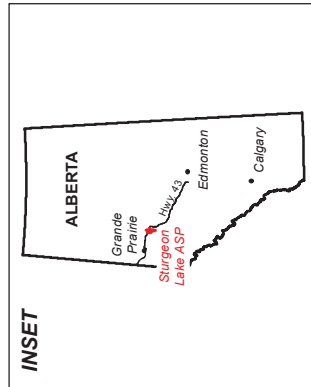


**Legend**

-  Secondary Zone Boundary (Sturgeon Lake ASP)
-  Primary Zone Boundary
-  Sturgeon Lake Indian Reserve
-  Watercourses
-  Provincial Parks

**Landcover Class (ABMI, 2010)**

-  Coniferous Forest
-  Broadleaf Forest
-  Mixed Forest
-  Shrubland
-  Grassland
-  Agriculture
-  Water
-  Developed



**1:300,000**

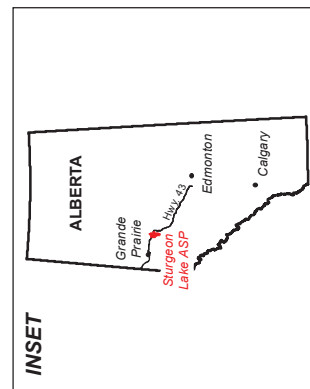
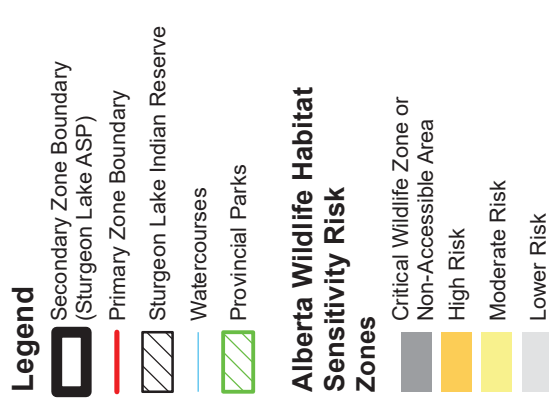


Date Map Created: 12 October 2018

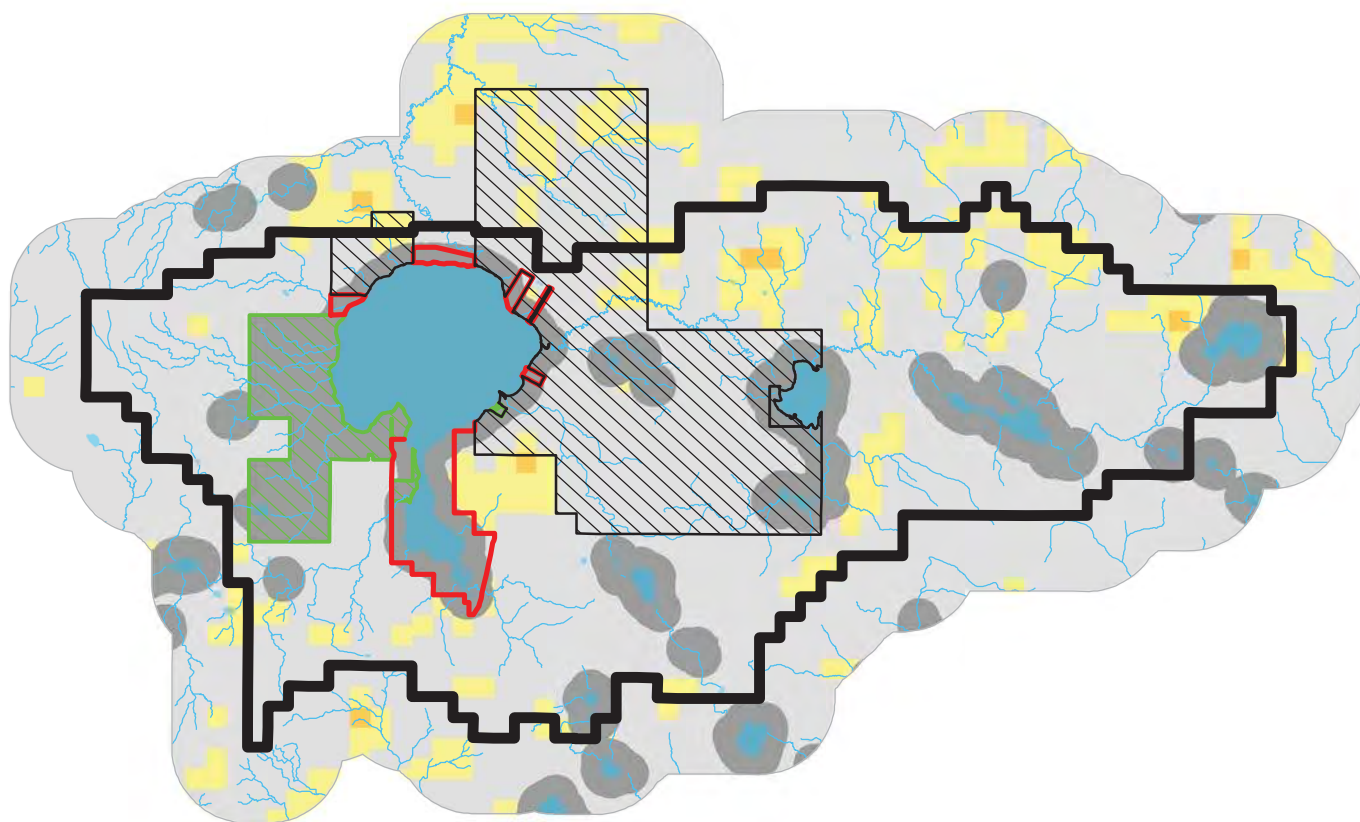


Source: Refer to Appendix B for complete spatial data source information.

**Figure 9.**  
**Renewable Energy**  
**Wildlife Habitat**  
**Sensitivity Risk**  
**Sturgeon Lake**  
**Area Structure Plan Update**  
**Environmental Report**



Date Map Created: 12 October 2018



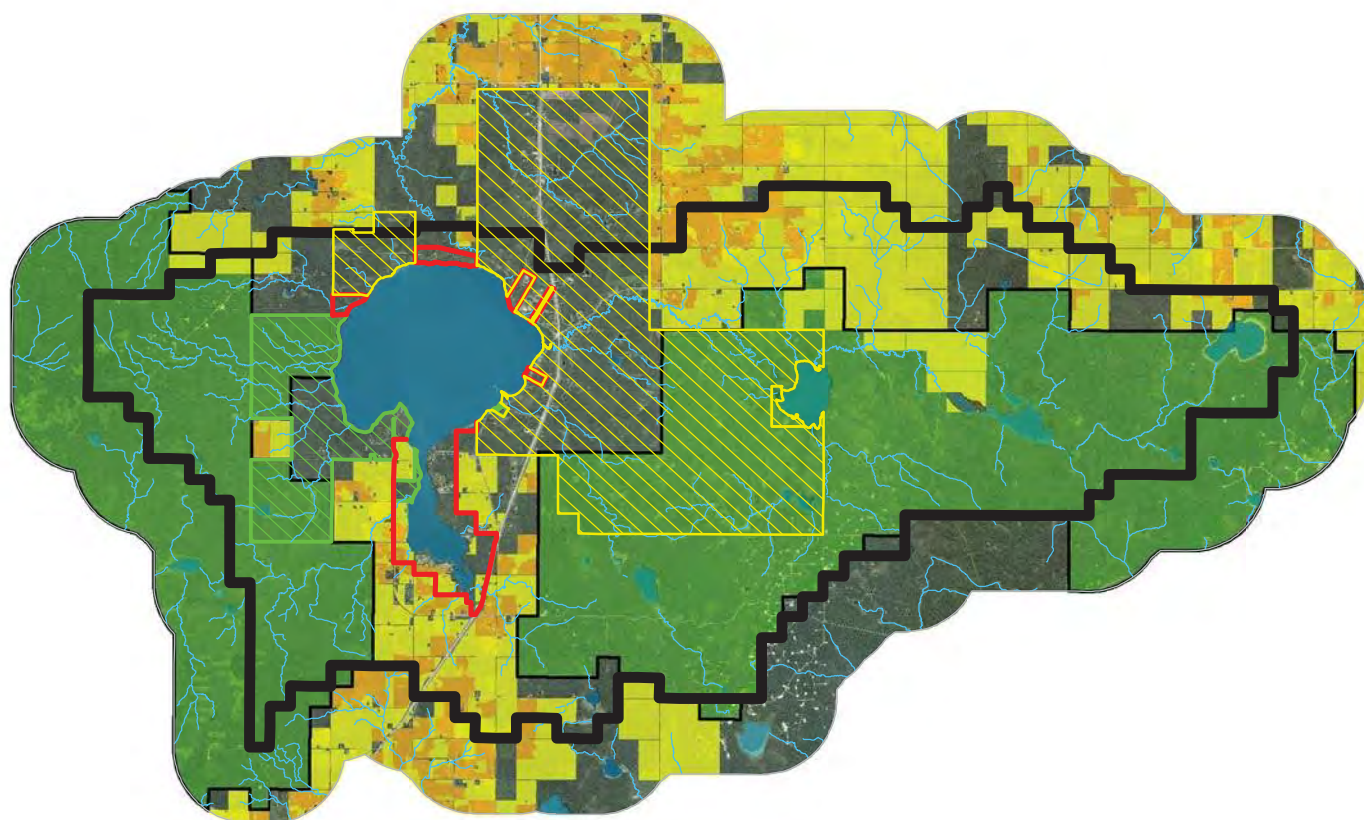
**1:300,000**

0 2,500 5,000 10,000 Meters

Source: Refer to Appendix B for complete spatial data source information.

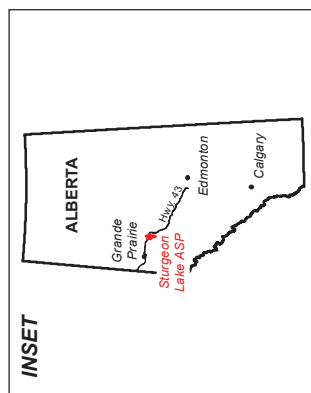


**Figure 10.**  
**Farmland Capability &**  
**Alberta's**  
**Green & White Areas**  
**Sturgeon Lake**  
**Area Structure Plan Update**  
**Environmental Report**



**Legend**

- Secondary Zone Boundary (Sturgeon Lake ASP)
  - Primary Zone Boundary
  - Sturgeon Lake Indian Reserve
  - Watercourses
  - Provincial Parks
- Farmland Capability**
- Arable
  - Pasture
  - Waste
- Green & White Areas**
- Green Area
  - White Area (all lands outside of Green Area)



**1:300,000**

0 2,500 5,000 10,000 Meters

Date Map Created: 12 October 2018  
 Imagery: Unknown Year, Mosaic (MD Greenview No.16)



Source: Refer to Appendix B for complete spatial data source information.



**Figure 11.**  
**Farmland Capability &**  
**Alberta's**  
**Green & White Areas**  
**- Primary Zone**  
**Sturgeon Lake**  
**Area Structure Plan Update**  
**Environmental Report**

**Legend**

Secondary Zone Boundary  
 (Sturgeon Lake ASP)

Primary Zone Boundary

Sturgeon Lake Indian Reserve

Watercourses

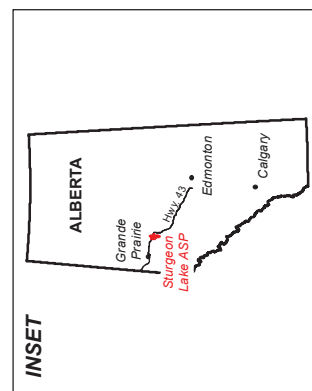
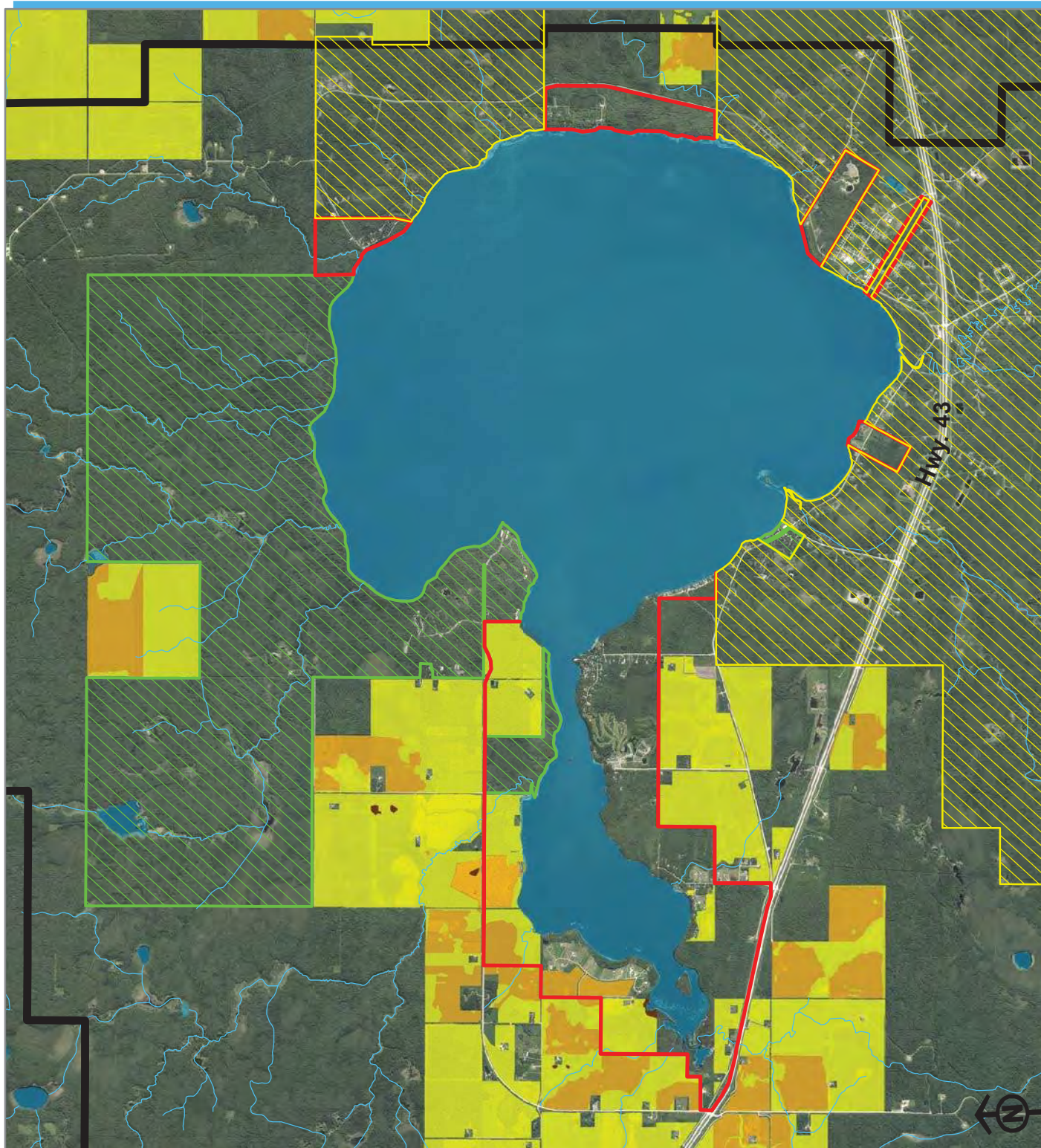
Provincial Parks

**Farmland Capability**

Arable

Pasture

Waste








Date Map Created: 12 October 2018  
 Imagery: Unknown Year, Mosaic (MD Greenview No.16)

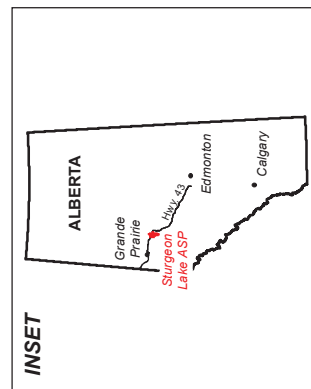


Source: Refer to Appendix B for complete spatial data source information.



**Figure 12.**  
**Environmentally**  
**Significant Areas**  
*Sturgeon Lake*  
*Area Structure Plan Update*  
*Environmental Report*

- Legend**
-  Secondary Zone Boundary (Sturgeon Lake ASP)
  -  Primary Zone Boundary
  -  Sturgeon Lake Indian Reserve
  -  Provincial Parks
  -  ESAs (quarter section score > 0.189)



Date Map Created: 12 October 2018  
 Imagery: Unknown Year, Mosaic (MD Greenview No.16)



**1:300,000**

0 2,500 5,000 10,000 Meters

Source: Refer to Appendix B for complete spatial data source information.

## **Appendix B: GIS Mapping Sources**

Appendix B					
Spatial Data Source Summary - Sturgeon Lake Area Structure Plan Update Environmental Report					
GIS Dataset		Data Source	Date Accessed	Applicable Map(s)	Data Source - Link
AB Environmentally Significant Areas (ESA, 2014)	AB Green Area & White Area	Alberta Parks	22-Aug-18	12	<a href="https://www.albertaparks.ca/albertaparksca/library/environmentally-significant-areas-report/">https://www.albertaparks.ca/albertaparksca/library/environmentally-significant-areas-report/</a>
		AltaLIS Ltd.	23-Aug-18	10	<a href="http://www.altalis.com/pdf/Entry%20Page%20for%20quick%20access%20to%20downloads.pdf">http://www.altalis.com/pdf/Entry%20Page%20for%20quick%20access%20to%20downloads.pdf</a>
AB Land Cover Inventory (2010)	AB Natural Regions & Subregions	Alberta Biodiversity Monitoring Institute (ABMI)	23-Aug-18	8	<a href="http://www.abmi.ca/home/data-analytics/da-top/da-product-overview/GIS-Land-Surface/Land-Cover.html">http://www.abmi.ca/home/data-analytics/da-top/da-product-overview/GIS-Land-Surface/Land-Cover.html</a>
		Alberta Parks	22-Aug-18	5	<a href="https://www.albertaparks.ca/albertaparksca/management-land-use/parks-system/">https://www.albertaparks.ca/albertaparksca/management-land-use/parks-system/</a>
AB Renewable Energy Wildlife Habitat Sensitivity Risk		Alberta Environment & Parks	13-Aug-18	9	<a href="http://aep.alberta.ca/fish-wildlife/wildlife-land-use-guidelines/default.aspx">http://aep.alberta.ca/fish-wildlife/wildlife-land-use-guidelines/default.aspx</a>
AB Sharp - Tailed Grouse Survey Area		Alberta Environment & Parks	22-Aug-18	2, 3	<a href="http://aep.alberta.ca/forms-maps-services/maps/wildlife-sensitivity-maps/default.aspx">http://aep.alberta.ca/forms-maps-services/maps/wildlife-sensitivity-maps/default.aspx</a>
AB Trumpeter Swan 500m & 800m Buffers		Alberta Environment & Parks	13-Aug-18	2, 3	<a href="http://aep.alberta.ca/forms-maps-services/maps/wildlife-sensitivity-maps/default.aspx">http://aep.alberta.ca/forms-maps-services/maps/wildlife-sensitivity-maps/default.aspx</a>
AB Watercourses (Fish and Wildlife Management Information System (FWMIS) - Hydrology Arcs and Polygons)		Alberta Environment & Parks	22-Aug-18	1, 2, 3, 4, 5, 8, 9, 10, 11	<a href="http://aep.alberta.ca/forms-maps-services/maps/resource-data-product-catalogue/hydrological.aspx">http://aep.alberta.ca/forms-maps-services/maps/resource-data-product-catalogue/hydrological.aspx</a>
AB Watershed & Sub-Basins (Hydrological Unit Code Watersheds of Alberta (HUC))		Alberta Environment & Parks	22-Aug-18	4	<a href="http://aep.alberta.ca/forms-maps-services/maps/resource-data-product-catalogue/hydrological.aspx">http://aep.alberta.ca/forms-maps-services/maps/resource-data-product-catalogue/hydrological.aspx</a>
Farmland Capability (attribute: apw1) - MD Greenview No.16 Reserve		MD Greenview No.16, via MuniSight Ltd.	9-Aug-18	10, 11	MD Greenview No.16, via MuniSight Ltd. ( <a href="http://mdgreenview.ab.ca/governance/maps/">http://mdgreenview.ab.ca/governance/maps/</a> )
Orthophoto (Unknown Year, Mosaic) - MD Greenview No.16 Reserve		MD Greenview No.16, via MuniSight Ltd.	9-Aug-18	1, 2, 3, 6, 7, 10, 11, 12	MD Greenview No.16, via MuniSight Ltd. ( <a href="http://mdgreenview.ab.ca/governance/maps/">http://mdgreenview.ab.ca/governance/maps/</a> )
Protected Areas (Provincial Park, Natural Area) - MD Greenview No.16 Reserve		MD Greenview No.16, via MuniSight Ltd.	9-Aug-18	1, 2, 3, 11	MD Greenview No.16, via MuniSight Ltd. ( <a href="http://mdgreenview.ab.ca/governance/maps/">http://mdgreenview.ab.ca/governance/maps/</a> )
Reserve - Municipal Level - MD Greenview No.16 Reserve		MD Greenview No.16, via MuniSight Ltd.	27-Aug-18	3	MD Greenview No.16, via MuniSight Ltd. ( <a href="http://mdgreenview.ab.ca/governance/maps/">http://mdgreenview.ab.ca/governance/maps/</a> )
Secondary Zone Boundary (Sturgeon Lake ASP); Primary Zone Boundary		MD Greenview No.16, via ISL Engineering and Land Services Ltd.	Aug-18	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12	MD Greenview No.16, via ISL Engineering and Land Services Ltd. ( <a href="http://mdgreenview.ab.ca/">http://mdgreenview.ab.ca/</a> )
Sturgeon Lake Indian Reserve Boundary		MD Greenview No.16, via MuniSight Ltd.	9-Aug-18	1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 12	MD Greenview No.16, via MuniSight Ltd. ( <a href="http://mdgreenview.ab.ca/governance/maps/">http://mdgreenview.ab.ca/governance/maps/</a> )
Water Wells - MD Greenview No.16 Reserve		MD Greenview No.16, via MuniSight Ltd.	9-Aug-18	2, 3	MD Greenview No.16, via MuniSight Ltd. ( <a href="http://mdgreenview.ab.ca/governance/maps/">http://mdgreenview.ab.ca/governance/maps/</a> )
Wetland Inventory - MD Greenview No.16 Reserve		MD Greenview No.16, via MuniSight Ltd.	9-Aug-18	6, 7	MD Greenview No.16, via MuniSight Ltd. ( <a href="http://mdgreenview.ab.ca/governance/maps/">http://mdgreenview.ab.ca/governance/maps/</a> )



## **Appendix C: Legislative Framework**

Summary of Potentially Relevant Statutory and Non-Statutory Plans and Guidelines; Federal, Provincial and Municipal Legislation, Regulations and Policies

Legislation, Bylaw, Policy or Plan	Responsible Agency	Relevance to Project	Authorization/ Approval/ Permit Required
<b>Municipal</b>			
<i>Municipal Development Plan, 15-742 (2016) (MDP)</i>	Municipal District of Greenview No. 16	The MDP provides a planning framework for land use including transport, services, utilities, municipal and environmental reserve, agriculture, infrastructure and several policies specific to the environment. If a matter not addressed by the Sturgeon Lake Area Structure Plan (SLASP) arises, MDP policies shall apply.	No permit required. Influences planning, design and delivery of developments.
<i>Land Use Bylaw, 17-779 (2018)</i>	Municipal District of Greenview No. 16	Regulates the use and development of land and buildings within MD of Greenview.	Development permits are issued pursuant to the Bylaw for development of land, buildings, structures or signs except where otherwise specified.
Strategic Plan 2017	Municipal District of Greenview No. 16	Guidance document defining strategic vision and planning process for MD of Greenview.	No permit required. Influences policy development for MD of Greenview and SLASP area.
<b>Regional</b>			
Integrated Watershed Management Plan (IWMP) – Peace and Slave Watersheds (2018)	Mighty Peace Watershed Alliance	A high-level guidance document that offers planners a set of strategies to address watershed concerns, particularly water quality.	No permit required. Influences policy development for Peace/Slave Watershed, including MD of Greenview.
Sturgeon Lake-Puskwaskau Sub-Regional Integrated Resource Plan (1987)	Alberta Forestry, Lands and Wildlife/Energy.	Applies to public lands within and around the Sturgeon Lake watershed. Although the Plan's provisions aren't binding on MD of Greenview when addressing development issues on privately held lands, management guidelines contained in the Plan respecting the Sturgeon Lake watershed area guided SLASP (2002) preparation.	No permit required. Influences policy development for MD of Greenview, including SLASP area.
<b>Provincial</b>			
<i>Municipal Government Act</i> (revised 2018)	Alberta Municipal Affairs (AMA)	The Act governs how Alberta's municipalities operate. The Act requires that all statutory plans be consistent with Provincial land use policies and that all statutory plans be consistent with one another.	No permit required. Influences policy development, planning and governance for MD of Greenview, including SLASP area.
<i>Historical Resources Act</i>	Alberta Culture and Tourism (ACT)	All projects with potential to disturb historical, archaeological and paleontological resources are regulated under this Act and require clearance from ACT.	<i>Historical Resources Act</i> Clearance. An assessment may be required before a development activity begins if the project has potential to impact Alberta's historic resources. In 2018, revisions to approval processes were implemented.
<i>Public Lands Act</i>	Alberta Environment and Parks (Land Management Branch) (AEP)	Use of Crown lands, including the bed and shore of all bodies of water, are regulated under this Act.	Act requires proponents wishing to work on, alter or occupy Crown land to obtain a disposition or amend existing dispositions.

Legislation, Bylaw, Policy or Plan	Responsible Agency	Relevance to Project	Authorization/ Approval/ Permit Required
<i>Water Act</i>	Alberta Environment and Parks (Water Approvals Branch) (AEP); Alberta Energy Regulators (AER)	Water bodies, including lakes, watercourses and wetlands, occur throughout the SLASP area.	<ul style="list-style-type: none"> <li>• <i>Water Act</i> approvals, licenses or codes of practice may be granted for an activity that will impact a water body or when the works will divert and use surface or groundwater.</li> <li>• AER has authority over energy resource activities.</li> <li>• AEP has authority over all other sectors.</li> </ul>
Alberta Wetland Policy (2013)	Alberta Environment and Parks (AEP)	Wetlands are found throughout the SLASP area. The goal of the Policy is to conserve, restore, protect and manage Alberta's wetlands to sustain the benefits they provide to the environment, society and economy.	Approvals required pursuant to the <i>Water Act</i> . Regulatory applicants are expected to first consider avoidance, or, where avoidance is infeasible, minimization of impacts. Where permanent impacts will be incurred, wetland replacement options may be considered. Several directives prescribe how and when wetland impact assessments must be conducted.
<i>Wildlife Act</i>	Alberta Environment and Parks (AEP)	This Act applies to most species of wildlife and all activities on all lands and is especially relevant to clearing of vegetation. The willful molestation, disruption, or destruction of a wildlife nest or den is prohibited by this Act. Special provisions provide for the protection of raptors and their nests/habitats.	Although permitting for development is not required under the Act, violations of the Act, e.g. disturbances of breeding wildlife such as flying squirrels, may result in fines.
<i>Soil Conservation Act</i>	Alberta Agriculture and Forestry (AAF)	The Act outlines the duty of a landholder to take appropriate measures to prevent soil loss or deterioration from taking place, or if soil loss or deterioration is taking place, to stop continued loss or deterioration.	No permit required. Influences planning, design and delivery of developments.
<i>Alberta Weed Control Act ( revised 2010)</i>	Alberta Environment and Parks/ Alberta Agriculture and Forestry (AAF)	<ul style="list-style-type: none"> <li>• The Act gives the Province legal authority to deal with native or introduced weed species. It designates prohibited and noxious weeds and requires control or destruction of listed species.</li> <li>• The Act also empowers municipalities to do the same under adopted Bylaws, and it designates local authorities to destroy or control designated weeds.</li> </ul>	The Act provides guidelines for enforcement only; however, the Act provides for various control measures, such as inspection and enforcement, together with provisions for recovery of expenses in cases of non-compliance. The Act applies to developed, developing and undeveloped lands and all land uses.
<i>Agricultural Pests Act</i>	Alberta Agriculture and Forestry (AAF)	The Act describes the duties of individuals and local authorities to prevent and destroy pests, e.g. clubroot, including on municipal lands. MD of Greenview has a Clubroot of Canola Policy No. 6308.	No permit required. MD of Greenview clubroot management plan influences agricultural activities and municipal maintenance activities.
<i>Agricultural Operation Practices Act</i>	Alberta Agriculture and Forestry (AAF)	The Act and its associated regulations apply to all agricultural operations in Alberta. Confined feeding operations, as defined in the Act, are addressed in the SLASP (2002). As per the SLASP, these are not permitted within 1.6 km (1 mile) of Sturgeon Lake or 30.5 m (100 ft) from any permanent watercourse draining into the lake.	Part two of the Act sets the permitting process for the construction or expansion of confined feeding operations, the compliance process, and offences related to, and penalties for contravening, the Act.

Legislation, Bylaw, Policy or Plan	Responsible Agency	Relevance to Project	Authorization/ Approval/ Permit Required
Watershed Resiliency and Restoration Program	Alberta Environment and Parks (AEP)	Aims to improve natural watershed functions to build greater long-term resiliency to droughts and floods through restoration, conservation, education and stewardship, and research and data.	No permit required. Influences planning, design and delivery of developments.
<b>Federal</b>			
<i>Fisheries Act</i>	Fisheries and Oceans Canada (DFO) and Environment and Climate Change Canada (ECCC)	All activities with potential to cause harm to fish or fish habitats are regulated under this Act. Numerous water bodies within the SLASP lands are fish bearing and provide fish habitat.	DFO administers section 35, which prohibits any work or undertaking that would cause the harmful alteration, disruption or destruction of fish habitat. ECCC administers section 36 which prohibits deposition of deleterious substances into waters frequented by fish, unless authorized by regulations under the <i>Fisheries Act</i> or other federal legislation.
<i>Navigation Protection Act</i>	Transport Canada (TC)	<ul style="list-style-type: none"> <li>The public right of navigation is protected in Canada, and any work with some potential to interfere with navigation is regulated by the NPA, irrespective of whether a water is scheduled under the NPA or not.</li> <li>For example, Sturgeon Lake is a non-scheduled navigable water under the NPA</li> </ul>	<ul style="list-style-type: none"> <li>Works on non-scheduled waters requiring Notice to the Minister include: <ul style="list-style-type: none"> <li>legacy works for which no opt-out notification has been acknowledged by the NPP, and</li> <li>works for which an application to opt in to the NPA regime has been successful.</li> </ul> </li> <li>The Minor Works Order allows for works to be built if they meet applicable class criteria and specific terms and conditions for construction. Minor works may proceed without a Notice to the Minister if they comply with the legal requirements.</li> </ul>
<i>Migratory Birds Convention Act</i>	Environment and Climate Change Canada (ECCC)	This Act prohibits the disturbance of nests and individuals of specified (and the majority of) migratory bird species and prohibits release of deleterious substances into waters or areas frequented by migratory birds.	The Act provides guidelines for enforcement only; it is not linked to formal approvals required for development. Violation of the <i>Migratory Birds Convention Act</i> may, however, result in penalties.
<i>Species At Risk Act</i>	Environment and Climate Change Canada (ECCC)	This Act prohibits disturbance to listed species and, in some instances, listed species' habitat on federal lands. On private lands, only disturbance to listed aquatic species and migratory birds apply. Some ASP lands have potential to support habitat for federally-listed wildlife species at risk.	Although no approvals or permits are required, violation of the <i>Species At Risk Act</i> may result in penalties.



## BYLAW NO. 20-865 of the Municipal District of Greenview No. 16

---

### A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for adopting Bylaw 20-865, being the Sturgeon Lake Area Structure Plan

**Whereas**, Council wishes to repeal Bylaw No. 01-344, “Sturgeon Lake Area Structure Plan”, as amended, and wishes to adopt a new area structure plan pursuant to Section 692 of the Municipal Government Act.

**Therefore**, the Council of the Municipal of Greenview No. 16, duly assembled, hereby enacts the following:

1. That Bylaw 20-865 is to be cited as the “Sturgeon Lake Area Structure Plan”.
2. That the Sturgeon Lake Area Structure Plan, attached hereto as Schedule A, is hereby adopted.
3. That Bylaw No. 01-344 and all amendments thereto are hereby repealed.
4. This Bylaw shall come into force and effect upon the date of the final passage thereof.

Read a first time this \_\_\_\_ day of December, A.D., 2020.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, A.D., 2021.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, A.D., 2021.

\_\_\_\_\_  
REEVE

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





# REQUEST FOR DECISION

---

SUBJECT: **Bylaw 20-866 Temporary Requirement for Face Coverings Bylaw**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: December 14, 2020 CAO: DT MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

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

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council give first reading to Bylaw 20-866 “Temporary Requirement for Face Coverings”.**

**MOTION: That Council schedule an Electronic Public Hearing for Bylaw 20-866 for January 11, 2021 at 10:00 a.m.**

---

## BACKGROUND/PROPOSAL:

Councillor Didow requested administration bring forward a temporary mask bylaw for Council consideration.

Under the current Covid-19 Pandemic, a number of municipalities have passed similar bylaws. These bylaws are intended to complement provincial health guidelines, not replace or supersede them in any way.

Greenview is currently in an area of the Province under Enhanced Status. This means that there are additional public health requirements existing in the region.

The draft bylaw currently deals with all of Greenview. Council has the alternative to:

- A) Apply the Bylaw in just the Hamlets of Greenview, or
- B) Apply the bylaw just in the Hamlet of Grande Cache.

The draft provides that the bylaw stays in effect until the active case numbers reported by Alberta Health Services drops below 50 cases per 10,000 population (Enhanced level by the province) for two weeks, or the Province removes the enhanced status. After either of which, Council will consider repealing the bylaw. Council has the alternative to:

- A) Just repeal the bylaw after the enhanced status is removed.
- B) Have a fixed case number after which the bylaw is considered for repeal.
- C) Change the option A: to another number per 10,000 population (i.e 25 cases per 10,000).

Council may also choose to change the \$ figure for the penalty within the bylaw. It is currently set at \$100 but Council can determine a higher or lower penalty.

While there is an enforcement component to the bylaw and a penalty of \$100.00, this is merely a tool for enforcement officers to deal with non-compliance. Most municipalities in Alberta that have a face covering bylaw (when not in enhanced status) focus on issuing warnings and educating the public rather than just penalizing with fines.

A public hearing is not required but a motion has been drafted for Council's consideration to schedule a Public Hearing for this bylaw.

If Council chooses not to pass a bylaw, the provincial requirements for enhanced areas will still be active and in place until the status is removed.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. Council will have a bylaw in place that reflects the enhanced status of the area by the province. Council can choose to have the mask requirements to stay in place after the enhanced status is removed or repeal the bylaw when our status changes.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** See alternatives listed in background for options within the bylaw.

**Alternative #2:** Council has the alternative to not pass a bylaw for temporary face coverings

---

**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 bring the bylaw back with any changes for second and third reading in the new year.

---

**ATTACHMENT(S):**

- Bylaw 20-866



## BYLAW NO. 20-866 of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of temporarily mandating the wearing of face coverings in indoor public places.**

**Whereas**, the World Health Organization, Chief Public Health Officer for Canada and the Chief Medical Officer of Health for Alberta have identified Face Coverings as a way to reduce the risk of spreading COVID-19 in circumstances where physical distancing may not be possible;

**Whereas**, physical distancing may not be possible in indoor public places and public vehicles;

**Whereas**, pursuant to the Municipal Government Act, RSA 2000, c.M-26 may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; people, activities and things in, on or near a public place or place that is open to the public; and businesses, business activities and persons engaged in business;

**Whereas**, Council considers it expedient and desirable for the health, safety and welfare of the inhabitants of the M.D. of Greenview to require the wearing of face coverings in indoor public places and vehicles;

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

### 1. Title

1.1 This bylaw may be cited as the “Temporary Requirement for Face Coverings Bylaw”.

### 2. Definitions

2.1 **Enforcement Officer** means any Peace Officer or Bylaw Enforcement Officer of the M.D. of Greenview.

2.2 **Face Covering** means a medical or non-medical mask or other face-covering that fully covers the nose, mouth, and chin.

2.3 **Greenview** means the M.D. of Greenview No. 16.

2.4 **Public Place** means any property or portion of a property, whether publicly or privately owned, to which members of the public have access as of right or by express or implied invitation, whether on payment of any fee or not;

**2.5 Public Vehicles** means a motor vehicle used or offered for the transportation of at least one passenger in return for a fee, and includes but is not limited to motor vehicles typically referred to as buses, taxis, shuttles, transportation network vehicles, and limousines; and

**2.6 Violation Ticket** has the same meaning as defined in the *Provincial Offences Procedures Act* R.S.A. 2000, Chapter P-34.

### **3. Face Covering**

3.1 A person must wear a face covering at all times when in an indoor, enclosed, or substantially enclosed public place or vehicle.

### **4. Exceptions**

4.1 Section 3 does not apply to the following persons:

- A) Persons under the age of 10;
- B) Persons who are unable to place, use, or remove a face covering without assistance;
- C) Persons unable to wear a face covering due to a mental or physical concern or limitation, or a protected ground under the *Alberta Human Rights Act*, RSA 2000, Chapter A-25.5, as may be amended;
- D) Persons consuming food or drink in designated seating areas or as part of a religious or spiritual ceremony;
- E) Persons engaged in physical activities, water activities, or the paid supervision of water activities, or attending within a sauna or steam room;
- F) Persons providing care or assistance to a person with a disability where a face covering could hinder that caregiving or assistance;
- G) Persons engaging in services that require the temporary removal of a face covering;
- H) Persons participating in a dance, theatrical or musical public performance, if all participants in the performance are able to maintain at least two metres of physical distance from each other and do not enter the areas where the public is viewing the performance;
- I) Persons providing or receiving a service that requires personal consultation if that activity occurs in a closed office or meeting room and all participants in the personal consultation are able to maintain physical separation of at least two metres from each other; and
- J) Persons separated from others by physical barriers or shields, such as plexiglass.

4.2 Section 3 does not apply to the following places:

- A) Schools and other educational facilities;
- B) Hospitals and health care facilities;



- C) Child care facilities; and
- D) Areas exclusively accessed or used by the public place's employees or a public vehicle operator, or platform and stage areas in places of worship or worship services, provided physical barriers or physical distancing practices are implemented between any person not required to wear a face covering by operation of this exception or any other person.

## **5. Offence and Penalties**

5.1 A person who contravenes this bylaw is guilty of an offence.

5.2 A person found guilty of an offence under this bylaw is liable for a fine in an amount not less than \$100.00.

## **6. Enforcement**

6.1 Where an Enforcement Officer believes that a person has contravened any provision of this bylaw, the Enforcement Officer may issue a violation ticket.

6.2 If a violation ticket is issued for an offence under this bylaw, the violation ticket may:

- A) Specify the amount established by this bylaw for the offence; or
- B) Require the person appear in court without the alternative of making a voluntary payment.

6.3 A person who commits an offence may, if the violation ticket is issued specifying the fine amount established by this bylaw for the offence, make a voluntary payment equal to the specified fine amount.

## **7. Severability**

7.1 If any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

## **8. Effect**

8.1 This Bylaw shall remain in effect:

- A) Until the total number of active cases in Greenview is reported by Alberta Health Services to be less than 50 cases per 10,000 in population for a period of two consecutive weeks, or
- B) While Greenview is under enhanced status as per the Government of Alberta.

after which, Council will consider the repeal of this bylaw.

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

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Read a third time and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT: **2021 Capital and Interim Operating Budgets and 3 Year Operating Plan**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: December 14, 2020 CAO: DT MANAGER:  
DEPARTMENT: FINANCE GM: AN PRESENTER:  
STRATEGIC PLAN: Level of Service

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## RELEVANT LEGISLATION:

**Provincial** (cite) – *Municipal Government Act Sec 242, 245, 283.1*

**Council Bylaw/Policy** (cite) –

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## RECOMMENDED ACTION:

**MOTION:** That Council passes the 2021 Interim Operating Budget as presented showing Revenue of \$138,878,675. and Expenses of \$171,737,835. with \$21,666,667. to be transferred from the Restricted Surplus.

**MOTION:** That Council passes the 2021-2025 Capital Budget as presented showing Expenditures in 2021 of \$50,105,241. with the full amount for 2021 to be funded from the Restricted Surplus.

**MOTION:** That the 3 year operating plan is approved as presented.

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## BACKGROUND/PROPOSAL:

Administration has prepared the Operating and Capital budgets as required and directed by Council.

### 2021 Operating Budget:

The 2021 operating budget has been prepared showing a deficit of \$32,859,160. The MD will pay the province an additional \$25 million in 2021 to help with the twinning of Highway 40. The County of Grande Prairie has committed to assisting the MD with this expense and will be paying the MD \$3.33 million over the next 3 years. The difference (\$21.66 million) between the amount paid to the province and the amount received from the County will be funded from restricted reserves. The remaining deficit (\$11.2 million) will also be funded from restricted reserves in order to result in no increase to municipal taxes.

### 2021-2025 Capital Budget

The 2021 Capital Budget has been reduced from prior years and in 2021, the MD expects to complete just over \$50 million in capital projects. The capital budget is fully funded by existing reserves.

## **2021-2023 Operating Plan**

Municipalities are required to prepare a 3 year operating (financial) plan. Year 1 of the plan, 2021, reflects the 2021 Operating Budget. Years 2022-2023 are administration's best estimates at this time for future revenues and expenses. There is a significant reduction in expenses from 2021 to 2022 which primarily represents the elimination of the payment to the province for the twinning of Highway 40. This amount however, will depend on the total costs for Highway 40 which will not be known until the project is complete. The MD has committed to paying no more than \$60 million all together for the Highway 40 project.

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### **BENEFITS OF THE RECOMMENDED ACTION:**

Compliance with the Municipal Government Act

Will allow Council to set the tax rate bylaw which will authorize administration to prepare and send tax notices.

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### **DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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### **ALTERNATIVES CONSIDERED:**

**Alternative #1:** None

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### **FINANCIAL IMPLICATION:**

Daily operating expenses starting in 2021 cannot be paid without an approved budget.

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### **STAFFING IMPLICATION:**

There are no staffing implications.

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### **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.

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### **FOLLOW UP ACTIONS:**

In spring of 2021 the operating budget can be finalized, the tax rates bylaw can be passed and tax notices can be sent.

ATTACHMENT(S):

- 2021 Interim Operating Budget
- Capital Budget 2021-2025
- 2021-2023 Operating Plan

**Municipal Government Act Sections 242, 245, 283.1**

**Adoption of operating budget**

**242**(1) Each council must adopt an operating budget for each calendar year.

(2) A council may adopt an interim operating budget for part of a calendar year.

(3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

**Adoption of capital budget**

**245** Each council must adopt a capital budget for each calendar year.

**Required plans**

**283.1**(1) In this section, (a) “capital plan” means a plan referred to in subsection (3); (b) “financial plan” means a plan referred to in subsection (2).

(2) Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years.

(3) Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years.

(4) The 3 financial years referred to in subsection (2) and the 5 financial years referred to in subsection (3) do not include the financial year in which the financial plan or capital plan is prepared.

(5) Council may elect to include more than 3 financial years in a financial plan or more than 5 financial years in a capital plan.

(6) Council must annually review and update its financial plan and capital plan.

(7) The Minister may make regulations respecting financial plans and capital plans, including, without limitation, regulations (a) respecting the form and contents of financial plans and capital plans; (b) specifying the first financial year required to be reflected in a financial plan; (c) specifying the first financial year required to be reflected in a capital plan.



# MD of Greenview-2021 Interim Operating Budget

Sub-Department	2020 Budget	2020 Actuals	2021 Budget	Variances
<b>Revenues</b>				
<b>MD of Greenview</b>				
<b>CAO SERVICES</b>				
Corporate Services Administration	0	12,000	0	0
<b>Total CAO SERVICES</b>	<b>0</b>	<b>12,000</b>	<b>0</b>	<b>0</b>
<b>CONDITIONAL GRANTS</b>				
Conditional Grant - AG Services	150,000	123,907	123,907	(26,093)
Conditional Grant - PS	0	2,000	0	0
Conditional Grants - FCSS	387,161	387,161	387,161	0
Conditional Grants - MSI CAP	6,600,000	6,879,923	3,000,000	(3,600,000)
<b>Total CONDITIONAL GRANTS</b>	<b>7,137,161</b>	<b>7,392,991</b>	<b>3,511,068</b>	<b>(3,626,093)</b>
<b>GRANTS AND SHARED FUNDING REVENUE</b>				
Conditional Grants - Admin	247,345	1,226,652	0	(247,345)
Conditional Grants - Eco. Dev.	129,000	10,608	4,000	(125,000)
Shared Funding Revenue	135,267	135,267	193,239	57,972
<b>Total GRANTS AND SHARED FUNDING</b>	<b>511,612</b>	<b>1,372,527</b>	<b>197,239</b>	<b>(314,373)</b>
<b>INFRASTRUCTURE &amp; PLANNING</b>				
Infrastructure & Planning Adminis	0	300,000	0	0
<b>Total INFRASTRUCTURE &amp; PLANNING</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>0</b>
<b>PROTECTIVE SERVICES</b>				
Ambulance Services	0	33,549	0	0
<b>Total PROTECTIVE SERVICES</b>	<b>0</b>	<b>33,549</b>	<b>0</b>	<b>0</b>
<b>REVENUE - OTHER</b>				
Economic Development Revenue	84,000	56,559	3,415,033	3,331,033
Greenview Regional Multiplex Reve	274,750	222,235	529,500	254,750
Other Revenue From Own Sources	3,759,353	5,223,439	3,013,500	(745,853)
Recreation - Pool Revenue	27,350	31,265	29,000	1,650
<b>Total REVENUE - OTHER</b>	<b>4,145,453</b>	<b>5,533,497</b>	<b>6,987,033</b>	<b>2,841,580</b>
<b>REVENUE FROM LOCAL TAXES</b>				
Other Tax Revenue	5,092,164	6,397,627	0	(5,092,164)
Property Taxes Revenue	121,723,359	121,444,123	122,345,976	622,617
<b>Total REVENUE FROM LOCAL TAXES</b>	<b>126,815,523</b>	<b>127,841,751</b>	<b>122,345,976</b>	<b>(4,469,547)</b>
<b>SALE OF MUNICIPAL SERVICES</b>				
Administrative Revenue	24,400	27,305	13,650	(10,750)
Agricultural Services Revenue	60,650	86,556	60,650	0
Airport Revenue	4,000	0	4,000	0
Community Services Revenue	362,987	293,076	366,310	3,323
Environmental Services Revenue	2,654,170	2,938,744	3,792,634	1,138,464
FCSS Revenue	41,300	86,185	99,500	58,200
Operations Service Revenue	1,651,400	984,685	919,400	(732,000)
Planning & Development Service Re	207,000	83,320	74,600	(132,400)
Protective Services Revenue	60,000	119,204	200,000	140,000
Recreation Services Revenue	221,050	274,915	306,615	85,565
<b>Total SALE OF MUNICIPAL SERVICES</b>	<b>5,286,957</b>	<b>4,893,990</b>	<b>5,837,359</b>	<b>550,402</b>
<b>Total Revenues</b>	<b>143,896,706</b>	<b>147,380,305</b>	<b>138,878,675</b>	<b>(5,018,031)</b>

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Adopted by Council December 14, 2020  
2021 Interim Operating Budget

# MD of Greenview-2021 Interim Operating Budget

Sub-Department	2020 Budget	2020 Actuals	2021 Budget	Variances
<b>Expenses</b>				
<b>MD of Greenview</b>				
<b>AGRICULTURAL SERVICES</b>				
Pest Control	70,000	131,148	119,640	49,640
AG Rental Equipment Program	40,050	32,921	45,150	5,100
Agricultural Services Administration	1,603,355	1,065,652	1,656,088	52,733
Agriculture Service Board	60,850	34,925	59,350	(1,500)
Beautification Program	83,650	48,681	76,650	(7,000)
Extension and Outreach	144,800	122,545	175,800	31,000
Vegetation Management	313,450	166,062	320,950	7,500
Veterinary Services	130,000	123,078	140,500	10,500
<b>Total AGRICULTURAL SERVICES</b>	<b>2,446,155</b>	<b>1,725,011</b>	<b>2,594,128</b>	<b>147,973</b>
<b>CAO SERVICES</b>				
Amortization	23,000,000	0	23,500,000	500,000
<b>ASSESSMENT SERVICES</b>	<b>1,557,796</b>	<b>1,255,381</b>	<b>1,423,923</b>	<b>(133,873)</b>
CAO Services Administration	0	0	2,620,250	2,620,250
<b>COMMUNICATIONS</b>	<b>447,000</b>	<b>122,449</b>	<b>857,569</b>	<b>410,569</b>
<b>CORPORATE SERVICES</b>	<b>0</b>	<b>0</b>	<b>4,309,844</b>	<b>4,309,844</b>
Corporate Services Administration	8,569,461	5,825,351	0	(8,569,461)
<b>EDUCATION REQUISITIONS</b>	<b>29,181,841</b>	<b>7,410,009</b>	<b>28,879,000</b>	<b>(302,841)</b>
GC CAO Corporate Services	0	(20)	0	0
<b>HEALTH &amp; SAFETY</b>	<b>296,430</b>	<b>141,915</b>	<b>647,297</b>	<b>350,867</b>
<b>HUMAN RESOURCES</b>	<b>0</b>	<b>0</b>	<b>904,916</b>	<b>904,916</b>
<b>INFORMATION SYSTEMS</b>	<b>2,197,550</b>	<b>1,255,487</b>	<b>2,101,893</b>	<b>(95,657)</b>
<b>Total CAO SERVICES</b>	<b>65,250,078</b>	<b>16,010,572</b>	<b>65,244,692</b>	<b>(5,386)</b>
<b>COMMUNITY PEACE OFFICER PROGRAM</b>				
Community Peace Officer Program	758,476	254,329	1,019,765	261,289
<b>Total COMMUNITY PEACE OFFICER PROGRAM</b>	<b>758,476</b>	<b>254,329</b>	<b>1,019,765</b>	<b>261,289</b>
<b>COMMUNITY SERVICES</b>				
Airport Agreements	2,500	11,362	2,500	0
Community Services Administration	348,375	701,780	820,612	472,237
Fox Creek Medical Clinic	12,000	(12,000)	12,000	0
GC Community Bus	55,725	8,123	0	(55,725)
Other Buildings	3,500	2,426	1,450	(2,050)
Seniors Foundation	2,106,462	3,451,623	3,505,000	1,398,538
Seniors Programs	70,750	59,146	0	(70,750)
Valleyview Medical Clinic	96,200	59,564	111,800	15,600
<b>Total COMMUNITY SERVICES</b>	<b>2,695,512</b>	<b>4,282,023</b>	<b>4,453,362</b>	<b>1,757,850</b>
<b>COMMUNITY SERVICES GRANT PROGRAM</b>				
Agricultural Societies	211,000	211,000	0	(211,000)
Community Development Agreements	0	0	5,113,000	5,113,000
Community Services Grants	31,110,000	20,485,601	0	(31,110,000)
Multipurpose Facility Grants	1,132,500	371,424	0	(1,132,500)
Recreation Boards	365,000	(140,000)	860,000	495,000
Valleyview Recreation Grants	0	25,444	0	0
<b>Total COMMUNITY SERVICES GRANT</b>	<b>32,818,500</b>	<b>20,952,469</b>	<b>5,973,000</b>	<b>(26,845,500)</b>

Adopted by Council December 14, 2020  
2021 Interim Operating Budget

# MD of Greenview-2021 Interim Operating Budget

Sub-Department	2020 Budget	2020 Actuals	2021 Budget	Variances
<b>COUNCIL</b>				
Council	1,263,869	826,120	1,373,482	109,613
Municipal Elections	0	0	60,000	60,000
<b>Total COUNCIL</b>	<b>1,263,869</b>	<b>826,120</b>	<b>1,433,482</b>	<b>169,613</b>
<b>CULTURAL &amp; HISTORICAL BUILDINGS</b>				
Cemeteries	12,500	(11,040)	0	(12,500)
Community Halls	142,500	158,423	0	(142,500)
Cultural & Historical Buildings	638,520	505,567	638,500	(20)
Museums	287,400	287,400	0	(287,400)
<b>Total CULTURAL &amp; HISTORICAL BUILDINGS</b>	<b>1,080,920</b>	<b>940,350</b>	<b>638,500</b>	<b>(442,420)</b>
<b>ECONOMIC DEVELOPMENT</b>				
Agricultural Societies	0	0	396,000	396,000
Cemeteries	0	0	18,000	18,000
Community Development Agreements	5,113,000	3,952,500	0	(5,113,000)
Community Halls	0	0	142,500	142,500
Economic Development Grants	0	0	26,115,000	26,115,000
<b>ECONOMIC DEVELOPMENT PROGRAM</b>	<b>1,459,597</b>	<b>1,585,165</b>	<b>2,292,449</b>	<b>832,852</b>
Multipurpose Facility/Recreation	0	0	1,207,500	1,207,500
Museums	0	0	289,000	289,000
Seniors Programs	0	0	41,000	41,000
<b>Total ECONOMIC DEVELOPMENT</b>	<b>6,572,597</b>	<b>5,537,665</b>	<b>30,501,449</b>	<b>23,928,852</b>
<b>ENVIRONMENTAL SERVICES</b>				
Environmental Services Administra	1,893,824	1,338,135	1,965,615	71,791
Solid Waste Collection & Disposal	2,049,265	1,498,609	2,048,282	(983)
Wastewater Collection & Disposal	473,310	331,870	473,109	(201)
Water Supply	915,253	962,657	958,851	43,598
<b>Total ENVIRONMENTAL SERVICES</b>	<b>5,331,652</b>	<b>4,131,271</b>	<b>5,445,857</b>	<b>114,205</b>
<b>FACILITY MAINTENANCE</b>				
DeBolt Maintenance Shop	2,175	1,656	2,175	0
DeBolt Public Service Building	48,500	62,511	56,500	8,000
Facility Maintenance Administrati	2,690,574	1,702,880	2,602,629	(87,945)
FCSS CRC Building Maintenance	33,000	26,620	33,000	0
FM Valleyview Medical Clinic	50,000	8,162	0	(50,000)
GC - Facilities Maintenance	403,900	249,415	427,900	24,000
Grovedale Maintenance Shop	11,450	15,266	21,450	10,000
Grovedale Public Service Building	56,500	51,004	56,500	0
Valleyview Ambulance Building Mai	6,000	712	6,000	0
Valleyview Fire Hall Building Mai	7,000	15,355	7,500	500
Valleyview Vet Clinic - Building	19,000	13,040	10,000	(9,000)
<b>Total FACILITY MAINTENANCE</b>	<b>3,328,099</b>	<b>2,146,622</b>	<b>3,223,654</b>	<b>(104,445)</b>
<b>FAMILY &amp; COMMUNITY SERVICES</b>				
Community Resource Centre	111,000	32,380	53,100	(57,900)
FCSS Administration	1,570,211	962,684	1,665,133	94,922
FCSS Board	43,000	13,755	43,000	0
FCSS Programs	53,300	16,101	46,300	(7,000)
Grants to Individual Organization	95,000	89,320	97,820	2,820

Adopted by Council December 14, 2020  
2021 Interim Operating Budget

# MD of Greenview-2021 Interim Operating Budget

Sub-Department	2020 Budget	2020 Actuals	2021 Budget	Variances
Home Support	72,200	40,522	99,000	26,800
Liaison Worker Program	45,000	45,000	45,000	0
Other FCSS Programs	0	9,056	0	0
Outreach Coordinator Program	7,000	494	3,000	(4,000)
Support Coordinator Program	4,800	165	2,500	(2,300)
<b>Total FAMILY &amp; COMMUNITY SERVICES</b>	<b>2,001,511</b>	<b>1,209,477</b>	<b>2,054,853</b>	<b>53,342</b>
<b>GREENVIEW REGIONAL MULTIPLEX</b>				
Greenview Regional Multiplex	2,637,700	1,572,582	2,702,188	64,488
<b>Total GREENVIEW REGIONAL MULTIPLEX</b>	<b>2,637,700</b>	<b>1,572,582</b>	<b>2,702,188</b>	<b>64,488</b>
<b>INFRASTRUCTURE &amp; PLANNING</b>				
Bridges	750,000	52,667	750,000	0
Drainage	1,340,000	1,835,019	1,340,000	0
Infrastructure & Planning Adminis	1,358,796	683,914	1,456,908	98,112
Roadways	1,885,000	1,277,417	1,785,000	(100,000)
Surfacing	0	0	1,000,000	1,000,000
<b>Total INFRASTRUCTURE &amp; PLANNING</b>	<b>5,333,796</b>	<b>3,849,017</b>	<b>6,331,908</b>	<b>998,112</b>
<b>OPERATIONS</b>				
Fleet & Shop Grovedale	413,250	318,790	393,250	(20,000)
Fleet & Shop - Grande Cache	212,500	146,028	232,000	19,500
Fleet & Shop Valleyview	998,500	680,746	932,000	(66,500)
Operations - Grande Cache	173,200	112,507	256,165	82,965
Operations Administration	6,824,161	5,014,824	6,379,860	(444,301)
Operations Grovedale	69,150	48,406	132,150	63,000
Street Lights	345,000	229,141	285,000	(60,000)
<b>Total OPERATIONS</b>	<b>9,035,761</b>	<b>6,550,442</b>	<b>8,610,425</b>	<b>(425,336)</b>
<b>PLANNING &amp; DEVELOPMENT</b>				
Grovedale Area Structure Plan	12,400	0	0	(12,400)
Municipal Planning Commission	68,800	16,281	58,800	(10,000)
PLANNING & DEVELOPMENT ADMINISTRA	1,018,906	894,970	1,174,608	155,702
Public Engagement	0	0	9,800	9,800
Subdivision & Development Appeal	0	0	14,500	14,500
Subdivision and Appeal Board	17,970	4,430	0	(17,970)
Subdivisions - Land Purchase	40,000	62,033	48,000	8,000
<b>Total PLANNING &amp; DEVELOPMENT</b>	<b>1,158,076</b>	<b>977,714</b>	<b>1,305,708</b>	<b>147,632</b>
<b>PROTECTIVE SERVICES</b>				
Ambulance Services	0	365	0	0
Disaster Services	38,000	408,286	40,000	2,000
Fire Protection DeBolt	198,450	187,091	214,500	16,050
Fire Protection Fox Creek	112,600	67,392	100,000	(12,600)
Fire Protection Grande Cache	301,150	222,078	225,500	(75,650)
Fire Protection Grovedale	237,750	199,277	224,000	(13,750)
Fire Protection Valleyview	119,500	130,337	135,000	15,500
Protective Services Administratio	1,718,416	931,059	2,058,499	340,083
PS GC History	0	9,564	0	0
<b>Total PROTECTIVE SERVICES</b>	<b>2,725,866</b>	<b>2,155,448</b>	<b>2,997,499</b>	<b>271,633</b>

2020-12-08  
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Adopted by Council December 14, 2020  
2021 Interim Operating Budget

# MD of Greenview-2021 Interim Operating Budget

Sub-Department	2020 Budget	2020 Actuals	2021 Budget	Variances
<b>RECREATION ENHANCEMENT PROGRAM (REP)</b>				
Community Bus - Grande Cache	0	0	23,600	23,600
GC - Arena & Curling Club	583,935	494,147	512,850	(71,085)
GC - Campground	88,950	69,096	82,500	(6,450)
GC - Programs	51,350	33,948	44,600	(6,750)
GC - Recreation Admin	3,093,730	1,021,989	3,195,569	101,839
GC Outdoor Recreation	90,788	37,155	61,030	(29,758)
GC Recreation - Pools	147,200	207,658	143,300	(3,900)
Recreation and Tourism Partnershi	75,187	136,653	45,187	(30,000)
Recreation Facilities Operations	214,875	206,094	271,725	56,850
V V Recreation Administration	775,064	1,153,527	621,399	(153,665)
<b>Total RECREATION ENHANCEMENT PROGRAM</b>	<b>5,121,079</b>	<b>3,360,267</b>	<b>5,001,760</b>	<b>(119,319)</b>
<b>ROAD MAINTENANCE &amp; SERVICES</b>				
Brushing Program	364,000	296,987	356,500	(7,500)
Forestry Trunk Road	8,930,750	6,535,963	7,299,750	(1,631,000)
Gravelling Program	8,070,088	4,976,414	9,642,355	1,572,267
Mowing Program	48,500	45,195	48,500	0
Pit Reclamation	10,000	1,230	10,000	0
Road Maintenance & Inspection Adm	3,328,500	2,502,964	3,076,500	(252,000)
Road Services	2,006,000	1,769,283	1,772,000	(234,000)
<b>Total ROAD MAINTENANCE &amp; SERVICES</b>	<b>22,757,838</b>	<b>16,128,037</b>	<b>22,205,605</b>	<b>(552,233)</b>
<b>Total Expenses</b>	<b>172,317,485</b>	<b>92,610,416</b>	<b>171,737,835</b>	<b>(579,650)</b>
<b>Net Total</b>	<b>(28,420,779)</b>	<b>54,769,890</b>	<b>(32,859,160)</b>	<b>(4,438,381)</b>

Deficit	-\$	32,859,160
Transfer for Highway 40	\$	21,666,667
<b>Net Deficit for 2021</b>	<b>-\$</b>	<b>11,192,493</b>



Capital Budget Summary 2021-2025									
	Page #	Carry Forward	2021	2022	2023	2024	2025		
Total Communications	1	\$ -	\$ 725,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Information Systems	1	\$ 16,000	\$ 442,000	\$ 250,000	\$ 30,000	\$ 20,000	\$ 115,000		
Total Roads	1-2	\$ 3,293,334	\$ 10,312,388	\$ 6,047,000	\$ 18,244,846	\$ 13,789,964	\$ 12,585,000		
Total Bridges	2	\$ 828,965	\$ 2,553,965	\$ 520,000	\$ 1,845,000	\$ 2,950,500	\$ 2,831,000		
Total Surfacing (Paving)	2	\$ 1,600,000	\$ 2,452,926	\$ 14,000,000	\$ 7,120,000	\$ 14,810,000	\$ -		
Total Drainage	2-3	\$ -	\$ 1,510,000	\$ 8,110,000	\$ 573,000	\$ 2,370,000	\$ -		
Total Planning & Development	3	\$ -	\$ -	\$ -	\$ 60,800	\$ -	\$ -		
Total Environmental Services	3	\$ -	\$ 47,200	\$ 438,787	\$ 156,114	\$ 296,352	\$ 482,638		
Total Water Supply	3-4	\$ 10,948,456	\$ 11,750,099	\$ 1,250,000	\$ 620,000	\$ 100,000	\$ -		
Total Wastewater	4	\$ 8,028,576	\$ 12,174,394	\$ 5,528,572	\$ 100,000	\$ 100,000	\$ -		
Total Solid Waste	4	\$ 100,814	\$ 150,814	\$ 8,186,100	\$ -	\$ 100,000	\$ -		
Total Operations	5-6	\$ 650,000	\$ 1,500,000	\$ 1,414,000	\$ 1,494,500	\$ 4,046,800	\$ 1,847,350		
Total Facility Maintenance	6-7	\$ 145,000	\$ 1,534,500	\$ 471,000	\$ 421,700	\$ 476,500	\$ 338,800		
Total Community Services	7	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -		
Total Economic Development	7	\$ -	\$ 200,000	\$ 6,050,000	\$ 3,300,000	\$ -	\$ 63,700		
Total Recreation	7-8	\$ 100,000	\$ 1,254,440	\$ 2,666,000	\$ 2,105,000	\$ 2,287,717	\$ 473,000		
Total Protective Services	8-9	\$ 2,983,731	\$ 3,123,731	\$ 870,000	\$ 1,015,000	\$ 1,130,000	\$ 912,200		
Total FCCS	9	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -		
Total Agricultural Services	9-10	\$ 188,284	\$ 315,784	\$ 157,300	\$ 344,840	\$ 513,800	\$ 903,900		
Total Comm Peace Officer	10	\$ -	\$ 13,000	\$ -	\$ 300,000	\$ -	\$ -		
Total by Year		\$ 28,883,160	\$ 50,105,241	\$ 55,958,759	\$ 37,730,800	\$ 43,051,633	\$ 20,552,588		



Capital Budget Detail 2021-2025									
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025	
111 - Communications	MD Entrance & Hamlet Signs	CM21001	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	
111 - Communications	Grande Cache Digital Sign	CM22001	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	
Total Communications			\$ -	\$ 725,000	\$ -	\$ -	\$ -	\$ -	
115 - Information Systems	Network Firewall Equipment Replacement	IT20001	\$ 16,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	
115 - Information Systems	Council Chamber Refit/Upgrade	IT21001	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	
115 - Information Systems	Grande Cache Network Routers	IT21002	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	
115 - Information Systems	Installation of Fibre Network in Grande Cache	IT21003	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	
115 - Information Systems	Host Server and SAN Cluster	IT22001	\$ -	\$ 100,000	\$ 120,000	\$ -	\$ -	\$ -	
115 - Information Systems	Network Switches	IT22002	\$ -	\$ 40,000	\$ 70,000	\$ -	\$ -	\$ -	
115 - Information Systems	Wireless Access Point Replacement	IT22003	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	
115 - Information Systems	Disaster Recovery Server	IT23001	\$ -	\$ 40,000	\$ 40,000	\$ 30,000	\$ -	\$ -	
115 - Information Systems	Server Room UPS Solution	IT24001	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	
115 - Information Systems	Telephone Communication System Hardware Replacement	IT25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
115 - Information Systems	File and Data Backup Solution	IT25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	
Total Information Systems			\$ 16,000	\$ 442,000	\$ 250,000	\$ 30,000	\$ 20,000	\$ 115,000	
201 - Roads	Rge Rd 260 - Swan Lake Rd (TWP 705 South to Swan Lake)	RD18007	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	
201 - Roads	Range Road 64 (TWP 700 to TWP 694)	RD18008	\$ 1,560,946	\$ -	\$ 800,000	\$ 760,946	\$ -	\$ -	
201 - Roads	RR 205/210-8 Mile Road	RD20001	\$ -	\$ -	\$ -	\$ 350,000	\$ 3,000,000	\$ -	
201 - Roads	FTR Pullout KM 70-73	RD20006	\$ 357,024	\$ 357,024					
201 - Roads	FTR Pullout KM 86.5	RD20007	\$ 175,364	\$ 175,364					
201 - Roads	TWP 692 - Grovedale Industry Road West of 666	RD20008	\$ 1,200,000	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	
201 - Roads	FTR Phase 5	RD21001	\$ -	\$ 4,780,000	\$ -	\$ -	\$ -	\$ -	
201 - Roads	Block Funding - Roads	RD21002	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	
201 - Roads	Forestry Trunk Road Improvements	RD21003	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	
201 - Roads	FTR Phase 6	RD22001	\$ -	\$ -	\$ 754,000	\$ 7,540,000	\$ -	\$ -	
201 - Roads	Block Funding - Roads	RD22002	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	
201 - Roads	Forestry Trunk Road Improvements	RD22003	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	
201 - Roads	1/2 Ton Truck Replacement A154	RD22004	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ -	
201 - Roads	Township Road 722 (West of H:49 to Rge Rd 230)	RD22005	\$ -	\$ -	\$ 238,000	\$ 3,400,000	\$ -	\$ -	
201 - Roads	Block Funding - Roads	RD23002	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	
201 - Roads	Forestry Trunk Road Improvements	RD23003	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	
201 - Roads	FTR Phase 7	RD23004	\$ -	\$ -	\$ -	\$ 783,900	\$ 783,900	\$ 6,030,000	
201 - Roads	Range Road 225	RD23005	\$ -	\$ -	\$ -	\$ 160,000	\$ 520,000	\$ -	
201 - Roads	Twp. 692 (GD Fish Pond -Hwy 40 to Main Hall Road approx. 2kms)	RD23006	\$ -	\$ -	\$ -	\$ 250,000	\$ 1,500,000	\$ -	
201 - Roads	1/2 Ton Truck Replacement	RD24001	\$ -	\$ -	\$ -	\$ -	\$ 60,700	\$ -	
201 - Roads	Block Funding - Roads	RD24002	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	
201 - Roads	Forestry Trunk Road Improvements	RD24003	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	
201 - Roads	FTR Phase 8 KM 151.5-160	RD24004	\$ -	\$ -	\$ -	\$ -	\$ 3,675,364	\$ -	
201 - Roads	Twp. 690 Approx. 4kms	RD24005	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 2,500,000	
201 - Roads	1/2 Ton Truck Replacement A155	RD25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000	
201 - Roads	Block Funding - Roads	RD25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	
201 - Roads	Forestry Trunk Road Improvements	RD25003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	



Capital Budget Detail 2021-2025										
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025		
Total Roads			\$ 3,293,334	\$ 10,312,388	\$ 6,047,000	\$ 18,244,846	\$ 13,789,964	\$ 12,585,000		
202 - Bridges	Sturgeon Creek Bridge	BF72012	\$ -	\$ -	\$ 85,000	\$ 1,100,000	\$ -	\$ -		
202 - Bridges	Sturgeon Creek Bridge	BF73703	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,116,000		
202 - Bridges	Asplund Creek	BF75041	\$ -	\$ -	\$ -	\$ 60,000	\$ 800,000	\$ -		
202 - Bridges	Debolt Creek	BF75250	\$ -	\$ -	\$ -	\$ 50,000	\$ 500,000	\$ -		
202 - Bridges	Tributary to Debolt Creek	BF75355	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ -		
202 - Bridges	Tributary to Little Smoky River	BF76494	\$ -	\$ -	\$ -	\$ 35,000	\$ 300,000	\$ -		
202 - Bridges	Tributary to Clouston Creek	BF76902	\$ -	\$ -	\$ 390,000	\$ -	\$ -	\$ -		
202 - Bridges	Asplund Creek	BF77159	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
202 - Bridges	Tributary to Sweathouse Creek	BF77244	\$ -	\$ 625,000	\$ -	\$ -	\$ -	\$ -		
202 - Bridges	Tributary to Sweathouse Creek	BF77259	\$ -	\$ -	\$ -	\$ 45,000	\$ 420,000	\$ -		
202 - Bridges	Tributary to Smoky River	BF77441	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -		
202 - Bridges	Boulder Creek	BF77976	\$ -	\$ -	\$ -	\$ -	\$ 45,500	\$ 750,000		
202 - Bridges	Tributary to Smoky River	BF78147	\$ -	\$ -	\$ 45,000	\$ 470,000	\$ -	\$ -		
202 - Bridges	Tributary to Little Smoky River	BF78838	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -		
202 - Bridges	Tributary to Big Mountain Creek	BF79077	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 350,000		
202 - Bridges	Tributary to Smoky River	BF79118	\$ -	\$ -	\$ -	\$ 50,000	\$ 500,000	\$ -		
202 - Bridges	Tributary to Moose Creek	BF79709	\$ -	\$ -	\$ -	\$ 35,000	\$ 300,000	\$ -		
202 - Bridges	Tributary to Simomette River	BF79713	\$ 428,965	\$ 428,965	\$ -	\$ -	\$ -	\$ -		
202 - Bridges	Twp Rd 752 East of RR 260	BF86025	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 35,000		
202 - Bridges	Twp 712 / RR 263 Intersection	BF86296	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 580,000		
Total Bridges			\$ 828,965	\$ 2,553,965	\$ 520,000	\$ 1,845,000	\$ 2,950,500	\$ 2,831,000		
203 - Surfacing (paving)	FTR South End Base Pave	PV20001	\$ 1,600,000	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -		
203 - Surfacing (paving)	Rge Rd 85- Two Lakes Road (Twp 691 to 4km South) Overlay	PV21001	\$ -	\$ 410,000	\$ -	\$ -	\$ -	\$ -		
203 - Surfacing (paving)	Grovdale Community Hall Paving Project	PV21002	\$ -	\$ 442,926	\$ -	\$ -	\$ -	\$ -		
203 - Surfacing (paving)	Twp. Rd 251	PV22001	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -		
203 - Surfacing (paving)	Additional FTR Paving	PV22002	\$ -	\$ -	\$ 10,000,000	\$ -	\$ -	\$ -		
203 - Surfacing (paving)	Twp 701A Overlay ( SH 666 to Rge Rd 74)	PV23001	\$ -	\$ -	\$ -	\$ 3,200,000	\$ -	\$ -		
203 - Surfacing (paving)	Rge Rd 230 (South of Hwy 43 to Twp Rd 700)	PV23002	\$ -	\$ -	\$ -	\$ 3,920,000	\$ -	\$ -		
203 - Surfacing (paving)	Range Road 73 to H666 (also RR73 to RR74)	PV24001	\$ -	\$ -	\$ -	\$ -	\$ 810,000	\$ -		
203 - Surfacing (paving)	Goodwin Road (Rge Rd 21 and Twp Rd 741) Phase 1	PV24002	\$ -	\$ -	\$ -	\$ -	\$ 14,000,000	\$ -		
Total Surfacing (Paving)			\$ 1,600,000	\$ 2,452,926	\$ 14,000,000	\$ 7,120,000	\$ 14,810,000	\$ -		
204 - Drainage	NFC Line 1C	DR21001	\$ -	\$ 500,000	\$ 1,000,000	\$ -	\$ -	\$ -		
204 - Drainage	Chapman Drainage West	DR21002	\$ -	\$ 450,000	\$ 1,350,000	\$ -	\$ -	\$ -		
204 - Drainage	Puskaskau East Flood Control	DR21003	\$ -	\$ 360,000	\$ 3,600,000	\$ -	\$ -	\$ -		
204 - Drainage	Chapman Drainage East	DR21004	\$ -	\$ 200,000	\$ 1,800,000	\$ -	\$ -	\$ -		
204 - Drainage	Wilson Drainage	DR22001	\$ -	\$ -	\$ 360,000	\$ 573,000	\$ -	\$ -		
204 - Drainage	New Fish Creek Line 2	DR24001	\$ -	\$ -	\$ -	\$ -	\$ 2,370,000	\$ -		
Total Drainage			\$ -	\$ 1,510,000	\$ 8,110,000	\$ 573,000	\$ 2,370,000	\$ -		
211 - Planning & Development	1/2 Ton Truck Replacement A164	PD23001	\$ -	\$ -	\$ -	\$ 60,800	\$ -	\$ -		



Capital Budget Detail 2021-2025										
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025		
Total Planning & Development										
220 - Environmental Services	1/2 Ton Truck Replacement A197	ES21001	\$ -	\$ 47,200	\$ -	\$ -	\$ -	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A183	ES22001	\$ -	\$ -	\$ 49,560	\$ -	\$ -	\$ -	\$ -	-
220 - Environmental Services	GC Loader & Attachments	ES22002	\$ -	\$ -	\$ 306,227	\$ -	\$ -	\$ -	\$ -	-
220 - Environmental Services	GC Skid Steer & Attachments	ES22003	\$ -	\$ -	\$ 83,000	\$ -	\$ -	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A207	ES23001	\$ -	\$ -	\$ -	\$ 52,038	\$ -	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A238	ES23002	\$ -	\$ -	\$ -	\$ 52,038	\$ -	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A203	ES23003	\$ -	\$ -	\$ -	\$ 52,038	\$ -	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A260	ES24001	\$ -	\$ -	\$ -	\$ -	\$ 54,640	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A108	ES24002	\$ -	\$ -	\$ -	\$ -	\$ 54,640	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A115	ES24003	\$ -	\$ -	\$ -	\$ -	\$ 54,640	\$ -	\$ -	-
220 - Environmental Services	3/4 Ton Truck Replacement A161	ES24004	\$ -	\$ -	\$ -	\$ -	\$ 66,216	\$ -	\$ -	-
220 - Environmental Services	3/4 Ton Truck Replacement A146	ES24005	\$ -	\$ -	\$ -	\$ -	\$ 66,216	\$ -	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A250	ES25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,372	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A248	ES25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,372	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A262	ES25003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,372	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A272	ES25004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,372	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A273	ES25005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,372	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement A274	ES25006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,372	\$ -	-
220 - Environmental Services	1/2 Ton Truck Replacement	ES25007	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,372	\$ -	-
220 - Environmental Services	1 Ton Truck Replacement A194	ES25008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,034	\$ -	-
Total Environmental Services			\$ -	\$ 47,200	\$ 438,787	\$ 156,114	\$ 296,352	\$ 482,638		
221 - Water Supply	Grovedale Water Treatment Plant Upgrade	WD15002	\$ 4,475,093	\$ 4,475,093	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	Landry Heights Water Distribution System	WD16004	\$ 1,203,875	\$ 1,203,875	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	SCADA Upgrades - WTP & WP	WD17002	\$ 10,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	Grovedale Water Distribution System	WD17009	\$ 2,170,667	\$ 2,170,667	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	Grande Cache Raw Waterline Intake Upgrade	WD19003	\$ 2,929,332	\$ 3,348,100	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	Grande Cache Water Treatment Plant	WD19004	\$ 45,738	\$ 243,613	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	GC PRV Stations	WD20003	\$ 30,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	Valleyview Rural Waterline Extension	WD20005	\$ 60,000	\$ 60,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	-
221 - Water Supply	Sturgeon Lake Water & Wastewater Feasibility Study	WD20006	\$ 23,751	\$ 23,751	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	New Sunset House Well	WD21001	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	Water Meter Reader	WD22001	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	SCADA Upgrades - WTP & WP	WD22002	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	-
221 - Water Supply	GC Valve & CC Replacements	WD22003	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	-
221 - Water Supply	Grande Cache SCADA	WD23001	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	-
221 - Water Supply	Sandy Bay Water Point Upgrade	WP22002	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	-
Total Water Supply			\$ 10,948,456	\$ 11,750,099	\$ 1,250,000	\$ 620,000	\$ 100,000	\$ -	\$ -	-
222 - Wastewater Collections	Grovedale Collection System	WW17001	\$ 6,774,270	\$ 6,774,270	\$ -	\$ -	\$ -	\$ -	\$ -	-
222 - Wastewater Collections	Grovedale Evaporative Lagoon Decommissioning	WW17002	\$ -	\$ -	\$ 2,671,216	\$ -	\$ -	\$ -	\$ -	-
222 - Wastewater Collections	RV Dumping Station	WW18001	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	-



Capital Budget Detail 2021-2025											
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025			
222 - Wastewater Collections	Grovedale Floating Liner	WW19001	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
222 - Wastewater Collections	Grande Cache Sewage Treatment Plant	WW19002	\$ 844,306	\$ 4,890,124	\$ 497,356	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
222 - Wastewater Collections	DeBolt Lift Station Foremain Upgrades	WW20005	\$ 60,000	\$ 60,000	\$ 640,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
222 - Wastewater Collections	STP Manhole B Upgrade & Control Structure	WW20007	\$ 150,000	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
222 - Wastewater Collections	Ridgevalley Lagoon Expansion	WW21001	\$ -	\$ 60,000	\$ 1,540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
222 - Wastewater Collections	SCADA - Lift Stations Remote Operations	WW22001	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
222 - Wastewater Collections	GC Sewer Service Line Replacements	WW22002	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
Total Wastewater			\$ 8,028,576	\$ 12,174,394	\$ 5,528,572	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
223 - Solid Waste	Grande Cache Landfill & Recycling Modifications	SW19003	\$ 42,966	\$ 42,966	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	Grande Cache Landfill & Recycling Land Purchase	SW19004	\$ 57,848	\$ 57,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	GC Transfer Station Development	SW20001	\$ -	\$ 50,000	\$ 6,181,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	Hook Bin Truck Replacement A201	SW22001	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	GC Bin Replacement	SW22002	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	GC Garbage Truck Replacement	SW22003	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	GC Landfill Equipment Storage	SW22004	\$ -	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	GC Compactor Replacement	SW22005	\$ -	\$ -	\$ 665,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223 - Solid Waste	Roll off bins	SW24001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Total Solid Waste			\$ 100,814	\$ 150,814	\$ 8,186,100	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
230 - Operations	Plow truck replacement A 104 VV	OP2001	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Plow Truck replacement A136 VV	OP2019	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Loader replacement L7 GD	OP21001	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Used Vac Truck/Flusher	OP21002	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	1/2 Ton, crew cab 4x4 replaces A 121 VV	OP22001	\$ -	\$ -	\$ 58,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	1/2 Ton crew cab replace A127 GC	OP22002	\$ -	\$ -	\$ 58,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Picker Truck Replacement A123 VV	OP22003	\$ -	\$ -	\$ 295,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	1/2 Crew cab 4x4 Replaces A 106 GC	OP22004	\$ -	\$ -	\$ 58,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Gravel Truck Replacement A229 GC	OP22005	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Street Sweeper GC	OP22006	\$ -	\$ -	\$ 245,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Backhoe Replacement L11 VV	OP22007	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Backhoe Replacement L 12 GD	OP22008	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	F 550 Superduty XLT Truck replace A137 GD	OP23001	\$ -	\$ -	\$ -	\$ 94,200	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	1 Ton Crew cab Replaces A 162 GC	OP23002	\$ -	\$ -	\$ -	\$ 80,200	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Suburban Replacement GC A 112	OP23003	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	1/2 Ton Truck Replacement GC A237	OP23004	\$ -	\$ -	\$ -	\$ 55,400	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Tractor 6140R Replacement T27	OP23005	\$ -	\$ -	\$ -	\$ 213,675	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Tractor 6140R Replacement T26	OP23006	\$ -	\$ -	\$ -	\$ 213,675	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	Grader Replacement G35 VV	OP23007	\$ -	\$ -	\$ -	\$ 579,250	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	1/2 Ton Truck replacement GC A231	OP23008	\$ -	\$ -	\$ -	\$ 55,400	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	1/2 Ton crew cab 4x4 Replaces 156 GC	OP23009	\$ -	\$ -	\$ -	\$ 60,800	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	3/4 Ton truck replacement A 214 GD	OP23010	\$ -	\$ -	\$ -	\$ 66,900	\$ -	\$ -	\$ -	\$ -	\$ -
230 - Operations	3/4 Ton Truck Replacement A 187 VV	OP24001	\$ -	\$ -	\$ -	\$ -	\$ 70,100	\$ -	\$ -	\$ -	\$ -
230 - Operations	3/4 Ton Truck Replacement A190 GD	OP24002	\$ -	\$ -	\$ -	\$ -	\$ 70,100	\$ -	\$ -	\$ -	\$ -



Capital Budget Detail 2021-2025										
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025		
230 - Operations	1 Ton Flat Deck Dually Truck Replacement A 186 VV	OP24003	\$ -	\$ -	\$ -	\$ -	\$ 84,100	\$ -		
230 - Operations	3/4 Ton Extended Cab Truck Replacement A 188 VV	OP24004	\$ -	\$ -	\$ -	\$ -	\$ 70,100	\$ -		
230 - Operations	1/2 Ton truck Replacement A157 VV	OP24005	\$ -	\$ -	\$ -	\$ -	\$ 55,400	\$ -		
230 - Operations	550, Extended Cab, 4 x 4 Service Truck A103 GD	OP24006	\$ -	\$ -	\$ -	\$ -	\$ 167,500	\$ -		
230 - Operations	Plow Truck Replacement A 135 GD	OP24007	\$ -	\$ -	\$ -	\$ -	\$ 357,500	\$ -		
230 - Operations	Picker Truck Replacement A141 GD	OP24008	\$ -	\$ -	\$ -	\$ -	\$ 324,500	\$ -		
230 - Operations	17' Pony Pup Trailer VV TRL3	OP24009	\$ -	\$ -	\$ -	\$ -	\$ 67,000	\$ -		
230 - Operations	Tractor 2014 6140R Replacement T25	OP24010	\$ -	\$ -	\$ -	\$ -	\$ 194,250	\$ -		
230 - Operations	Tractor 2014 6140R Replacement T24	OP24011	\$ -	\$ -	\$ -	\$ -	\$ 194,250	\$ -		
230 - Operations	Grader Replacement VV	OP24012	\$ -	\$ -	\$ -	\$ -	\$ 579,250	\$ -		
230 - Operations	Grader Replacement VV	OP24013	\$ -	\$ -	\$ -	\$ -	\$ 579,250	\$ -		
230 - Operations	17' Pony Pup Trailer replace TRL12 VV	OP24014	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -		
230 - Operations	Grader Replacement GD	OP24015	\$ -	\$ -	\$ -	\$ -	\$ 579,250	\$ -		
230 - Operations	Grader Replacement VV	OP24016	\$ -	\$ -	\$ -	\$ -	\$ 579,250	\$ -		
230 - Operations	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	OP25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,400		
230 - Operations	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	OP25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,400		
230 - Operations	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	OP25003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,400		
230 - Operations	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	OP25004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,400		
230 - Operations	Plow Truck Replacement A150 VV	OP25005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 353,000		
230 - Operations	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	OP25006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,400		
230 - Operations	3/4 Ton Pick Up Truck A171 GD	OP25007	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,900		
230 - Operations	3/4 Ton, Crew Cab, 4 x 4 Pick Up Truck A 175 GD	OP25008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,800		
230 - Operations	Plow Truck Replacement A 150 VV	OP25009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 357,500		
230 - Operations	Backhoe Replacement L10 DB	OP25010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000		
230 - Operations	Plow Truck Replacement A159 GD	OP25011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 347,750		
230 - Operations	Pressure Washer	OP25012	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,200		
230 - Operations	Pressure Washer	OP25013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,200		
Total Operations			\$ 650,000	\$ 1,500,000	\$ 1,414,000	\$ 1,494,500	\$ 4,046,800	\$ 1,847,350		
250 - Facility Maintenance	Sewage Treatment Plant Genset - GC	FM19004	\$ 145,000	\$ 145,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Facilities & Agriculture Shops in Grande Cache	FM20003	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	I&P New Building	FM20004	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Used Scissor Lift for Valleyview	FM21001	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Zero Turn Mower Replacement - T30	FM21002	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Truck Sander Replacement	FM21003	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Fencing - Water Treatment Plant Grande Cache	FM21004	\$ -	\$ 11,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Council Chambers Renovations	FM21005	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	1/2 Ton Truck A-232	FM21006	\$ -	\$ 47,500	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Replace Tube Heaters in GC OPS Bldg	FM21007	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Security Improvement 5 Year Plan	FM21008	\$ -	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000		
250 - Facility Maintenance	Bobcat for Grande Cache	FM21009	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Hamlet of DeBolt Shop Addition	FM21010	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Skid Steer Broom Replacement	FM22001	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Tractor Replacement T21	FM22002	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ -		



Capital Budget Detail 2021-2025										
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025		
250 - Facility Maintenance	Tractor Replacement	FM22003	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Zero Turn Replacement	FM22004	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Gen Set for Rec Center - 600 KV	FM22005	\$ -	\$ -	\$ 168,000	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Buildings Rename & Signage	FM22006	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -		
250 - Facility Maintenance	Renovations to FM/Enviro Building (FSO Building)	FM22007	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000		
250 - Facility Maintenance	Tractor Replacement	FM23001	\$ -	\$ -	\$ -	\$ 28,000	\$ -	\$ -		
250 - Facility Maintenance	1 Ton Truck Replacement A149	FM23002	\$ -	\$ -	\$ -	\$ 73,100	\$ -	\$ -		
250 - Facility Maintenance	1/2 Ton Truck A-236	FM23003	\$ -	\$ -	\$ -	\$ 47,500	\$ -	\$ -		
250 - Facility Maintenance	1 Ton Truck Replacement A76	FM23004	\$ -	\$ -	\$ -	\$ 73,100	\$ -	\$ -		
250 - Facility Maintenance	Ford F550 Replacement F20	FM24001	\$ -	\$ -	\$ -	\$ -	\$ 94,200	\$ -		
250 - Facility Maintenance	3/4 Ton Truck Replacement A172	FM24002	\$ -	\$ -	\$ -	\$ -	\$ 60,800	\$ -		
251 - Facility Maintenance	3/4 Ton Truck Replacement A173	FM24003	\$ -	\$ -	\$ -	\$ -	\$ 60,800	\$ -		
250 - Facility Maintenance	1/2 Ton Truck Replacement A196	FM24004	\$ -	\$ -	\$ -	\$ -	\$ 60,700	\$ -		
250 - Facility Maintenance	OPS - Fencing front parking area	FM25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000		
250 - Facility Maintenance	3/4 Ton Truck Replacement A148	FM25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,900		
250 - Facility Maintenance	3/4 Ton Truck Replacement A147	FM25003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,900		
250 - Facility Maintenance	DeBolt Water Treatment Plant - Pavement	FM25004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,000		
Total Facility Maintenance			\$ 145,000	\$ 1,534,500	\$ 471,000	\$ 421,700	\$ 476,500	\$ 338,800		
300 - Community Services	Airport Terminal Demolition (Grande Cache)	CP24001	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -		
Total Community Services			\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -		
311 - Economic Development	Greenview Electric Car Charging Stations	ED21001	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -		
311 - Economic Development	Tourism Centre Exhibits & Interactive Features	ED21002	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -		
311 - Economic Development	Community Bulletin Boards	ED21003	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -		
311 - Economic Development	Fiber Optics	ED22001	\$ -	\$ -	\$ 6,000,000	\$ 3,000,000	\$ -	\$ -		
311 - Economic Development	Replacement Vehicle- SUV	ED22002	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -		
311 - Economic Development	Highway 40/Forestry Trunk Road South	ED23001	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -		
311 - Economic Development	Replacement Vehicle- SUV	ED25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,700		
Total Economic Development			\$ -	\$ 200,000	\$ 6,050,000	\$ 3,300,000	\$ -	\$ 63,700		
340 - Recreation	Curling Rink Retaining Wall	RE20002	\$ 100,000	\$ 365,000	\$ -	\$ -	\$ -	\$ -		
340 - Recreation	Fitness Equipment Enhancement	RE21001	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -		
340 - Recreation	Little Smoky Recreation Area	RE21002	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -		
340 - Recreation	GRM Parking Lot Approach	RE21003	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -		
340 - Recreation	Aquam Whibt Bridge	RE21004	\$ -	\$ 10,500	\$ -	\$ -	\$ -	\$ -		
340 - Recreation	Building Management System	RE21005	\$ -	\$ 245,700	\$ -	\$ -	\$ -	\$ -		
340 - Recreation	Filtration Circulation Piping	RE21006	\$ -	\$ 58,240	\$ -	\$ -	\$ -	\$ -		
340 - Recreation	Community Facility	RE21007	\$ -	\$ 200,000	\$ 1,850,000	\$ 300,000	\$ -	\$ 300,000		
340 - Recreation	River Floats	RE22001	\$ -	\$ -	\$ 58,000	\$ -	\$ -	\$ -		
340 - Recreation	Pick Up Truck Replacement (A163)	RE22002	\$ -	\$ -	\$ 58,000	\$ -	\$ -	\$ -		
340 - Recreation	3/4 Ton Truck Replacement - A167	RE22003	\$ -	\$ -	\$ 58,000	\$ -	\$ -	\$ -		
340 - Recreation	1/2 Ton Truck Replacement (A143)	RE22004	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -		
340 - Recreation	GRM Sound Baffles	RE22005	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -		



Capital Budget Detail 2021-2025										
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025		
340 - Recreation	Grovedale Community Walking Trails	RE22006	\$ -	\$ -	\$ 100,000	\$ 375,000	\$ -	\$ -		
340 - Recreation	1/2 Ton Truck Replacement A142	RE22007	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -		
340 - Recreation	GRM Generator	RE22008	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -		
340 - Recreation	Grande Cache Municipal Campground	RE23001	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -		
340 - Recreation	Recreation Centre Arena	RE23002	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -		
340 - Recreation	Zamboni Replacement	RE23003	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ -		
340 - Recreation	Johnson Park Development	RE23004	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -		
340 - Recreation	Shutter Flats	RE23005	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -		
340 - Recreation	Pick Up Truck Replacement (A160)	RE24001	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -		
340 - Recreation	Recreation Centre Ammonia Compressors	RE24002	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -		
340 - Recreation	Central Park	RE24003	\$ -	\$ -	\$ -	\$ -	\$ 216,417	\$ -		
340 - Recreation	Arena Dressing Room Revitalization	RE24004	\$ -	\$ -	\$ -	\$ -	\$ 971,300	\$ -		
340 - Recreation	1/2 Ton Truck Replacement A241 GC	RE24005	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -		
340 - Recreation	Moody's Crossing Recreation Area	RE24006	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -		
340 - Recreation	Stern Park	RE25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000		
340 - Recreation	Hamel Park	RE25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,000		
Total Recreation			\$ 100,000	\$ 1,254,440	\$ 2,666,000	\$ 2,105,000	\$ 2,287,717	\$ 473,000		
350 - Protective Services	Greenview AFFRCS	PS19001	\$ 6,231	\$ 66,231	\$ -	\$ -	\$ -	\$ -		
350 - Protective Services	Grande Cache Public Service Building	PS19002	\$ 1,727,500	\$ 1,727,500	\$ -	\$ -	\$ -	\$ -		
350 - Protective Services	Heavy Rescue Engine - Grande Cache	PS20003	\$ 1,250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -		
350 - Protective Services	Washer/Dryer - DeBolt	PS21001	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -		
350 - Protective Services	Washer/Dryer - Grovedale	PS21002	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -		
350 - Protective Services	Aerial Platform Apparatus	PS22002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
350 - Protective Services	1/2 Ton Truck Replacement (A165)	PS23001	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -		
350 - Protective Services	Replacement Squad (F63) - Grande Cache	PS23002	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -		
350 - Protective Services	Fire Tender Apparatus (Grovedale new unit)	PS23003	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -		
350 - Protective Services	Pumper/Rescue Truck Replacement (F33)	PS24001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
350 - Protective Services	UTV Replacement (F24)	PS24002	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -		
350 - Protective Services	1 Ton Truck Replacement (F51)	PS24003	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -		
350 - Protective Services	Rescue Truck Replacement (F27)	PS24004	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 400,000	\$ -		
350 - Protective Services	Rescue Boat Replacement (F30)	PS24005	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -		
350 - Protective Services	Rescue Truck Replacement (F28)	PS24006	\$ -	\$ -	\$ 320,000	\$ 320,000	\$ 320,000	\$ -		
350 - Protective Services	Personnel Vehicle Replacement (F-52)	PS25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,100		
350 - Protective Services	Rapid Attack/Rescue Truck Replacement (F42)	PS25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525,000		
350 - Protective Services	3/4 Ton Truck Replacement (A143)	PS25003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,100		
350 - Protective Services	Fire Engine Replacement F61 - Grande Cache	PS25004	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 250,000		
Total Protective Services			\$ 2,983,731	\$ 3,123,731	\$ 870,000	\$ 1,015,000	\$ 1,130,000	\$ 912,200		
360 - FCCS	GC FCCS Vehicle (SUV)	FC21001	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -		
Total FCCS			\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -		
370 - Agricultural Services	Ag Services Building	AG19012	\$ 188,284	\$ 188,284	\$ -	\$ -	\$ -	\$ -		
370 - Agricultural Services	3 Pt Hitch reclamation Seeder (new)	AG21001	\$ -	\$ 13,500	\$ -	\$ -	\$ -	\$ -		



Capital Budget Detail 2021-2025									
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025	
370 - Agricultural Services	Pull Type Dozer Blade Replace (SOIL3099)	AG21002	-	\$ 40,000	\$ -	\$ -	\$ -	\$ -	
370 - Agricultural Services	ATV Trailer Replacement (T70)	AG21003	-	\$ 8,000	\$ -	\$ -	\$ -	\$ -	
370 - Agricultural Services	Bale Hauler Replacement (ASB0007)	AG21004	-	\$ 53,000	\$ -	\$ -	\$ -	\$ -	
370 - Agricultural Services	Land Roller Replacement ROLL001	AG22001	-	-	\$ 40,000	\$ -	\$ -	\$ -	
370 - Agricultural Services	3 Point Hitch Mower Deck AG0002	AG22002	-	-	\$ 8,300	\$ -	\$ -	\$ -	
370 - Agricultural Services	Heavy Disc 14 Ft. DISC1 (replacement)	AG22003	-	-	\$ 45,000	\$ -	\$ -	\$ -	
370 - Agricultural Services	Cattle Squeeze Replacement (SQUE3098)	AG22004	-	-	\$ 13,000	\$ -	\$ -	\$ -	
370 - Agricultural Services	Field Sprayer 500 gal Replacement (ASB0006)	AG22005	-	-	\$ 32,000	\$ -	\$ -	\$ -	
370 - Agricultural Services	UTV Side by Side Replacement (UTV01)	AG23001	-	-	\$ -	\$ 43,500	\$ -	\$ -	
370 - Agricultural Services	UTV Spray system replacement	AG23002	-	-	\$ -	\$ 10,000	\$ -	\$ -	
370 - Agricultural Services	2 Ton Medium Duty Deck Truck Replacement (A138)	AG23003	-	-	\$ -	\$ 90,000	\$ -	\$ -	
370 - Agricultural Services	Spray System Replacement (A138)	AG23004	-	-	\$ -	\$ 30,000	\$ -	\$ -	
370 - Agricultural Services	Sprayer 500 gal Boomless Replacement (ASB0016)	AG23005	-	-	\$ -	\$ 32,000	\$ -	\$ -	
370 - Agricultural Services	Sprayer 500 gal Replacement (ASB0015)	AG23006	-	-	\$ -	\$ 32,000	\$ -	\$ -	
370 - Agricultural Services	Panel Trailer Replacement (TRL6)	AG23007	-	-	\$ -	\$ 17,340	\$ -	\$ -	
370 - Agricultural Services	Cattle Squeeze Replacement (SQUE3099)	AG23008	-	-	\$ -	\$ 13,000	\$ -	\$ -	
370 - Agricultural Services	Medium Duty Deck Truck 5 Ton Replacement (A158)	AG24001	-	-	\$ -	-	\$ 145,000	\$ -	
370 - Agricultural Services	Quad ATV Replacement (Q6)	AG24002	-	-	\$ -	-	\$ 14,000	\$ -	
370 - Agricultural Services	Pick-up Truck Replacement (A151)	AG24003	-	-	\$ -	-	\$ 57,900	\$ -	
370 - Agricultural Services	Pick-up Truck Replacement (A144)	AG24004	-	-	\$ -	-	\$ 57,900	\$ -	
370 - Agricultural Services	Heavy Harrow 50 ft Replacement (HARR3114)	AG24005	-	-	\$ -	-	\$ 60,000	\$ -	
370 - Agricultural Services	Earth Mover Replacement (SOIL3100)	AG24006	-	-	\$ -	-	\$ 40,000	\$ -	
370 - Agricultural Services	Earth Mover Replacement (SOIL3101)	AG24007	-	-	\$ -	-	\$ 40,000	\$ -	
370 - Agricultural Services	Fertilizer Spreader Replacement (FERT01)	AG24008	-	-	\$ -	-	\$ 35,000	\$ -	
370 - Agricultural Services	Post Pounder Replacement AG19010	AG24009	-	-	\$ -	-	\$ 17,000	\$ -	
370 - Agricultural Services	Water Tank Trailer Replacement (TRL8)	AG24010	-	-	\$ -	-	\$ 12,000	\$ -	
370 - Agricultural Services	Grain Vacuum Replacement (ASB0008)	AG24011	-	-	\$ -	-	\$ 35,000	\$ -	
370 - Agricultural Services	Tractor and Loader Replacement (T28)	AG25001	-	-	\$ -	-	-	\$ 85,000	
370 - Agricultural Services	Quad ATV Replacement (Q9)	AG25002	-	-	\$ -	-	\$ -	\$ 15,000	
370 - Agricultural Services	3 Point Hitch Covered Boom Sprayer Replacement (AG0001)	AG25003	-	-	\$ -	-	\$ -	\$ 18,000	
370 - Agricultural Services	1/2 Ton Truck Replacement (A170)	AG25004	-	-	\$ -	-	\$ -	\$ 55,000	
370 - Agricultural Services	One Ton Truck Replacement (A169)	AG25005	-	-	\$ -	-	\$ -	\$ 66,800	
370 - Agricultural Services	Spray System Chemical Injection Replacement (A158)	AG25006	-	-	\$ -	-	\$ -	\$ 55,000	
370 - Agricultural Services	Tractor and Loader Replacement (T29)	AG25007	-	-	\$ -	-	\$ -	\$ 150,000	
370 - Agricultural Services	Land Roller Replacement (ASB0005)	AG25008	-	-	\$ -	-	\$ -	\$ 40,000	
370 - Agricultural Services	Heavy Disk 14 ft. Replacement (ASB0001)	AG25009	-	-	\$ -	-	\$ -	\$ 45,000	
370 - Agricultural Services	Water Tank Trailer Replacement (TRL18)	AG25010	-	-	\$ -	-	\$ -	\$ 12,000	
370 - Agricultural Services	Barbecue Replacement (TRL19)	AG25011	-	-	\$ -	-	\$ -	\$ 50,000	
370 - Agricultural Services	Loading Chute Replacement ASB0017	AG25012	-	-	\$ -	-	\$ -	\$ 10,000	
370 - Agricultural Services	Post Pounder Replacement ASB0024	AG25013	-	-	\$ -	-	\$ -	\$ 17,000	
370 - Agricultural Services	Post Pounder Replacement ASB0023	AG25014	-	-	\$ -	-	\$ -	\$ 17,000	
370 - Agricultural Services	Field Sprayer 500 Gal (ASB0004)	AG25015	-	-	\$ -	-	\$ -	\$ 32,000	
370 - Agricultural Services	Bale Hauler Replacement (ASB0012)	AG25016	-	-	\$ -	-	\$ -	\$ 50,000	
370 - Agricultural Services	3/4 Ton Truck Replacement (A166)	AG25017	-	-	\$ -	-	\$ -	\$ 60,800	

Capital Budget Detail 2021-2025									
Subdepartment	Project Title	Project Number	Carry Forward	2021	2022	2023	2024	2025	
370 - Agricultural Services	3/4 Ton Truck Replacement (A168)	AG25018	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,800	
370 - Agricultural Services	Zero Turn Mower T82 (replacement)	BT21001	\$ -	\$ 13,000	\$ -	\$ -	\$ -	\$ -	
370 - Agricultural Services	Zero turn mower T83 (replacement)	BT22001	\$ -	\$ -	\$ 13,000	\$ -	\$ -	\$ -	
370 - Agricultural Services	48 Inch Riding Mower T81 (replace)	BT22002	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ -	
370 - Agricultural Services	Wide Area Mower T84 (replacement)	BT23001	\$ -	\$ -	\$ -	\$ 77,000	\$ -	\$ -	
370 - Agricultural Services	Front Deck Mower and cab T78 (replacement)	BT25001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,000	
370 - Agricultural Services	48 inch riding mower T85 (replacement)	BT25002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500	
Total Agricultural Services			\$ 188,284	\$ 315,784	\$ 157,300	\$ 344,840	\$ 513,800	\$ 903,900	
450 - Community Peace Office	E-Ticketing	PO21001	\$ -	\$ 13,000	\$ -	\$ -	\$ -	\$ -	
450 - Community Peace Office	SPV SUV - CPO Program	PO23001	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	
450 - Community Peace Office	SPV SUV - CPO Program	PO23002	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	
450 - Community Peace Office	SPV SUV - CPO Program	PO23003	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	
450 - Community Peace Office	SPV SUV - CPO Program	PO23004	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	
Total Comm Peace Officer			\$ -	\$ 13,000	\$ -	\$ 300,000	\$ -	\$ -	

# MD of Greenview 2021-2023 Operating Plan

Sub-Department	2021	2022	2023
<b>Revenues</b>			
CONDITIONAL GRANTS	3,511,068	2,511,068	1,511,068
GRANTS AND SHARED FUNDING REVENUE	197,239	197,239	197,239
REVENUE - OTHER	6,987,033	6,492,033	5,995,033
REVENUE FROM LOCAL TAXES	122,345,976	122,345,976	122,345,976
SALE OF MUNICIPAL SERVICES	5,837,359	5,479,159	5,497,659
	<b>138,878,675</b>	<b>137,025,475</b>	<b>135,546,975</b>
<b>Expenses</b>			
AGRICULTURAL SERVICES	2,594,128	2,741,650	2,873,319
CAO SERVICES	65,244,692	65,008,344	63,060,794
COMMUNITY PEACE OFFICER PROGRAM	1,019,765	1,051,456	1,085,878
COMMUNITY SERVICES	4,453,362	3,242,943	3,300,409
COMMUNITY SERVICES GRANT PROGRAM	5,973,000	6,860,000	6,860,000
COUNCIL	1,433,482	1,383,868	1,387,973
CULTURAL & HISTORICAL BUILDINGS	638,500	638,500	638,500
ECONOMIC DEVELOPMENT	30,501,449	4,848,941	4,836,594
ENVIRONMENTAL SERVICES	5,445,857	5,680,857	5,649,181
FACILITY MAINTENANCE	3,223,654	3,269,865	3,325,957
FAMILY & COMMUNITY SERVICES	2,054,853	2,089,563	2,125,325
GREENVIEW REGIONAL MULTIPLEX	2,702,188	2,731,339	2,681,156
INFRASTRUCTURE & PLANNING	6,331,908	6,274,319	6,214,563
OPERATIONS	8,610,425	8,809,685	8,831,014
PLANNING & DEVELOPMENT	1,305,708	1,345,664	1,444,589
PROTECTIVE SERVICES	2,997,499	3,287,695	3,823,863
RECREATION ENHANCEMENT PROGRAM (REP)	5,001,760	5,055,639	5,133,621
ROAD MAINTENANCE & SERVICES	22,205,605	21,256,188	19,516,188
	<b>171,737,835</b>	<b>145,576,516</b>	<b>142,788,924</b>
<b>Net Total</b>	<b>(32,859,160)</b>	<b>(8,551,041)</b>	<b>(7,241,949)</b>





# REQUEST FOR DECISION

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SUBJECT: **Council Compensation**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: December 14, 2020  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Choose an item.

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM:  
MANAGER:  
PRESENTER: DT

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council continue the interim supplementary salary through to April 1, 2021 and review the method of compensation in April 2021.**

---

## BACKGROUND/PROPOSAL:

On September 14, 2020 Council made the following Motion:

*That Council continue the interim supplementary salary through December 2020 and review the method of compensation in January 2021.*

This alternative method of compensation was implemented to allow for predictable compensation for Councillors during the pandemic as many meetings we cancelled in the initial months. At the time, it was intended as a temporary measure.

Administration is requesting Council review the interim supplementary salary and determine whether the program should continue, and for how long, or if Council would like to go back to the compensation method outlined in Policy 1008 at this time.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. Council will return to the compensation method outlined in Policy 1008.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The pandemic is still an ongoing issue. Councillors may not have as predictable of incomes in the upcoming months if they return to the compensation method outlined in Policy 1008.
-

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may wish to continue the interim supplementary salary for the time being or indefinitely. Council may make an alternative motion to continue to a specific date or leave it open. Council may also choose to make the salary permanent and should make a motion reflecting that, as well as a motion to amend Policy 1008.

---

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:

There are no follow up actions to the recommended motion.

---

ATTACHMENT(S):

- None



# REQUEST FOR DECISION

---

**SUBJECT: Request for Property Tax Exemption**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: December 14, 2020**

**DEPARTMENT: FINANCE**

**STRATEGIC PLAN: Choose an item.**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: DT**

**GM:**

**MANAGER: EK**

**PRESENTER: MJ**

---

## RELEVANT LEGISLATION:

**Provincial (cite)** – In accordance with the Municipal Government Act Community Organization Property Tax Exemption Regulation 281/1998 Part 3 Section 362(1)(n) 15

**Council Bylaw/Policy (cite)** – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council rescind Motion 20.11.579 the application for Property Tax Exemption for the 2020 taxation year for Tax Roll 823000.**

**MOTION: That Council approve the application for Property Tax Exemption for the 2021 taxation year for Tax Roll 823000.**

---

## BACKGROUND/PROPOSAL:

Administration is asking Council to rescind Motion 20.11.579 as the taxation year should have been 2021 not 2020. Administration is also asking Council to approve the application for Property Tax Exemption for the 2021 taxation year for tax roll 823000.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the organization will be able to continue to provide their services to the community without the added costs of property taxes.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to deny the request for property tax exemption.

---

## FINANCIAL IMPLICATION:

Approximately \$1,400.00 in property taxes

---

**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 notify the Assessor of their continued exempt status.

---

**ATTACHMENT(S):**

- None



# REQUEST FOR DECISION

---

**SUBJECT: Request for Property Tax Exemption**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: December 14, 2020**

**DEPARTMENT: FINANCE**

**STRATEGIC PLAN: Choose an item.**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: DT**

**MANAGER: EK**

**GM:**

**PRESENTER: MJ**

---

## RELEVANT LEGISLATION:

**Provincial (cite)** – In accordance with the Municipal Government Act Community Organization Property Tax Exemption Regulation 281/1998 Part 3 Section 362(1)(n) 15

**Council Bylaw/Policy (cite)** – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council rescind Motion 20.11.578 the application for Property Tax Exemption for the 2020 taxation year for Tax Roll 1038000 and 1074000.**

**MOTION: That Council approve the application for Property Tax Exemption for the 2021 taxation year for Tax Roll 1038000 and 1074000.**

---

## BACKGROUND/PROPOSAL:

Administration is asking Council to rescind Motion 20.11.578 as the taxation year should have been 2021 not 2020. Administration is also asking Council to approve the application for Property Tax Exemption for the 2021 taxation year for tax roll 1038000 and 1074000.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the organization will be able to continue to provide their services to the community without the added costs of property taxes.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to deny the request for property tax exemption.

---

## FINANCIAL IMPLICATION:

Approximately \$4,904.19 in property taxes



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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 Assessor of their continued exempt status.

---

**ATTACHMENT(S):**

- None



# REQUEST FOR DECISION

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SUBJECT: **Fire Extinguishing Simulator**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: December 14, 2020  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM:  
MANAGER: LM  
PRESENTER: MM

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – *OHS Code Part 7 Emergency Preparedness and Response states:*

- *Section 117(2) – “an employer must ensure that designated rescue and emergency workers are trained in emergency response appropriate to the work site and the potential emergencies identified in the emergency response plan”*
- *Section 117(3) – “the training under subsection (2) must include exercises appropriate to the work site that simulate the potential emergencies in the emergency response plan”.*
- *Section 117(4) – “the training exercises referred to in subsection (3) must be repeated at the intervals required to ensure that the designated rescue and evacuation workers are competent to carry out their duties”.*

*OHS ACT Part 1 Obligations of work site parties – Obligations of employer’s states:*

- *Section (3) “Every employer shall ensure that workers are adequately trained in all matters necessary to protect their health and safety.”*

*Federal Canadian Occupational Health and Safety Regulations (COHS) Regulation Labour program interpretation states:*

- *Instruction and training of employees in the location, use and operation of fire protection equipment – 937-1-IPG-038 “All persons employed by an employer at a work place as defined in section 122 of the Canada Labour Code – Part (2)”.*

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

---

## RECOMMENDED ACTION:

**MOTION:** That Council approve the purchase of a fire extinguishing simulator for an amount up to \$24,000.00 with funds to come from 2020 Health and Safety Operations Budget as a reallocation of surplus operating funds for a capital expenditure.

---

## BACKGROUND/PROPOSAL:

The Health and Safety Department is tasked with ensuring proper guidance to the organization regarding safety standards and assist the facilitation of achieving them. In order to comply with applicable with legislation, Greenview is required to provide sufficient training for emergency preparedness and the use of fire protection equipment. Historically, this has been done on a staff availability basis with limited accountability in regards to attendance or attention to detailed record keeping.

In an effort to remedy this, the Health and Safety Department began researching costs associated with providing the aforementioned sufficient training. The costs of training 300 people through a third party was found to be approximately \$21,685.00. The Cost of purchasing a fire extinguishing simulator is a one time cost of approximately \$24,000.00.

Administration recommends the purchase of an extinguishing simulator. Not only not only can it be used for training all MD staff annually on the proper use, it will be used by Greenview Fire-Rescue Services for in house training as well as community training i.e. schools. The fire extinguishing simulator also can be used by the FCSS department in collaboration with their Home Alone training and/or babysitting courses. In short, Administration anticipates that its recommendation will be far more cost effective than outsourcing the required training as it related to fire extinguishers.

In 2020, Greenview made budgetary changes that called for more responsibility of PPE purchasing within individual departments which was previously a significant function of the Health and Safety Department. In working though this change budget estimations resulted in a surplus in the Health and Safety. Therefore, Administration is proposing the purchase of this capital item with projected surplus money from the Health and Safety Operations Budget.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

The benefit of Council accepting the recommended motion is a more cost effective way to train staff in regards to fire extinguisher training that meets applicable legislation and the additional use by Greenview Fire-Rescue Services and the FCSS department.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to the recommended motion because it is supporting the safety of workers and the community.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Training staff by an external training agency which will be substantially higher cost.

---

**FINANCIAL IMPLICATION:**

The financial implication of the motion is the additional capital cost of \$24,000.00

**Ongoing / Future Costs:** Approximately every 3-5 years the ongoing costs will be \$448.00

The only ongoing costs will be the fire extinguisher batteries, associated fire has informed that this ongoing cost will be approximately every 3 to 5 years.

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**STAFFING IMPLICATION:**

There is no staffing implication 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 purchase a fire extinguishing simulator.

---

**ATTACHMENT(S):**

- Quote from associated.
- Ongoing cost quote from associated
- Quote from outside contractor to come and train 60 workers
- Federal legislation interpretation of the Canadian Occupational health and safety regulations from the Canadian Labour program
- OHS Legislation of the Act and the Code

## **Part 1**

### **Obligations of Work Site Parties**

#### **Obligations of employers**

**3(1)** Every employer shall ensure, as far as it is reasonably practicable for the employer to do so,

- (a) the health and safety and welfare of
  - (i) workers engaged in the work of that employer,
  - (ii) those workers not engaged in the work of that employer but present at the work site at which that work is being carried out, and
  - (iii) other persons at or in the vicinity of the work site who may be affected by hazards originating from the work site,
- (b) that the employer's workers are aware of their rights and duties under this Act, the regulations and the OHS code and of any health and safety issues arising from the work being conducted at the work site,
- (c) that none of the employer's workers are subjected to or participate in harassment or violence at the work site,
- (d) that the employer's workers are supervised by a person who
  - (i) is competent, and
  - (ii) is familiar with this Act, the regulations and the OHS code that apply to the work performed at the work site,
- (e) that the employer consults and cooperates with the joint work site health and safety committee or the health and safety representative, as applicable, to exchange information on health and safety matters and to resolve health and safety concerns,
- (f) that health and safety concerns raised by workers, supervisors, self-employed persons and the joint work site health and safety committee or health and safety representative are resolved in a timely manner, and
- (g) that on a work site where a prime contractor is required, the prime contractor is advised of the names of all of the supervisors of the workers.



(2) Every employer shall ensure that workers are adequately trained in all matters necessary to protect their health and safety, including before the worker

- (a) begins performing a work activity,
- (b) performs a new work activity, uses new equipment or performs new processes, or
- (c) is moved to another area or work site.

(3) Every employer shall cooperate with any person exercising a duty imposed by this Act, the regulations and the OHS code.

(4) Every employer shall comply with this Act, the regulations and the OHS code.

#### **Obligations of supervisors**

**4** Every supervisor shall

- (a) as far as it is reasonably practicable for the supervisor to do so,
  - (i) ensure that the supervisor is competent to supervise every worker under the supervisor's supervision,
  - (ii) take all precautions necessary to protect the health and safety of every worker under the supervisor's supervision,
  - (iii) ensure that a worker under the supervisor's supervision works in the manner and in accordance with the procedures and measures required by this Act, the regulations and the OHS code,
  - (iv) ensure that every worker under the supervisor's supervision uses all hazard controls, and properly uses or wears personal protective equipment designated or provided by the employer or required to be used or worn by this Act, the regulations or the OHS code, and
  - (v) ensure that none of the workers under the supervisor's supervision are subjected to or participate in harassment or violence at the work site,
- (b) advise every worker under the supervisor's supervision of all known or reasonably foreseeable hazards to health and safety in the area where the worker is performing work,

## **Part 7     Emergency Preparedness and Response**

### **Emergency response plan**

- 115(1)** An employer must establish an emergency response plan for responding to an emergency that may require rescue or evacuation.
- 115(2)** An employer must involve affected workers in establishing the emergency response plan.
- 115(3)** An employer must ensure that an emergency response plan is current.

### **Contents of plan**

- 116** An emergency response plan must include the following:
- (a) the identification of potential emergencies;
  - (b) procedures for dealing with the identified emergencies;
  - (c) the identification of, location of and operational procedures for emergency equipment;
  - (d) the emergency response training requirements;
  - (e) the location and use of emergency facilities;
  - (f) the fire protection requirements;
  - (g) the alarm and emergency communication requirements;
  - (h) the first aid services required;
  - (i) procedures for rescue and evacuation;
  - (j) the designated rescue and evacuation workers.

### **Rescue and evacuation workers**

- 117(1)** An employer must designate the workers who will provide rescue services and supervise evacuation procedures in an emergency.
- 117(2)** An employer must ensure that designated rescue and emergency workers are trained in emergency response appropriate to the work site and the potential emergencies identified in the emergency response plan.
- 117(3)** The training under subsection (2) must include exercises appropriate to the work site that simulate the potential emergencies identified in the emergency response plan.
- 117(4)** The training exercises referred to in subsection (3) must be repeated at the intervals required to ensure that the designated rescue and evacuation workers are competent to carry out their duties.

**Equipment**

**118(1)** An employer must provide workers designated under section 117 with personal protective clothing and equipment appropriate to the work site and the potential emergencies identified in the emergency response plan.

**118(2)** Workers who respond to an emergency must wear and use personal protective clothing and equipment appropriate to the work site and the emergency.



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- > [ESDC programs and policy development](#) > [Laws and regulations](#)
- > [Acts and Regulations: Labour Program](#)
- > [Interpretations, policies and Guidelines \(IPGs\): Labour Program](#)

# Instruction and training of employees in the location, use and operation of fire protection equipment - 937-1-IPG-038

OHS IPG (Occupational Health and Safety Interpretations, Policies, and Guidelines)s

Disclaimer

Effective Date: December 20, 2002

## 1. Subject

Application of paragraph 17.6(1)(b) of the Canada Occupational Health and Safety Regulations (COHS) Regulations concerning the instruction and training of employees in the location, use and operation of fire protection equipment (FPE).

## 2. Issue

In order to assist Health and Safety Officers in advising employers and employees concerning the nature and scope of this requirement, the following program position has been developed to ensure a consistent and uniform application of the regulation.

## 3. Questions

- a. Who is to be trained?
- b. On what type(s) of FPE (Fire Protection Equipment)?
- c. How extensive should the training be?
- d. What role should the Health and Safety Committee/Representative (HSC or HSR) play?
- e. Who is to provide the training?
- f. How much time should Human Resources Development Canada (HRDC)-Labour Program allow an employer to comply?

## 4. Conclusions

### a. Who is to be trained?

All persons employed by an employer at a work place as defined in section 122 of the Canada Labour Code - Part II (2).

### b. On what type(s) of FPE (Fire Protection Equipment)?

All fire protection and emergency equipment to which employees have access to in their work place.



### **c. How extensive should the training be?**

- i. Compliance can be achieved through the provision of an on-going program of instruction and training sessions whereby the employer informs employees of the FPE (Fire Protection Equipment) located in their work place, their appropriate use and operating features.
- ii. These instructional sessions should include, but are not limited to, lectures, films, hands-on demonstrations, information brochures and pamphlets or any combination of these methods.
- iii. The extent and depth of the training required is dependent on the hazards particular to the work place operations. For example, it may suffice to explain the appropriate use and operating features of portable fire extinguishers to employees working in office occupancies. Employers should, however, be encouraged to provide their employees with hands-on practical training whenever possible.
- iv. For higher hazard occupancies such as laboratories, workshops, warehouses, repair garages, and printing plants, etc., it would be necessary to provide employees with hands-on practical training in the use and operation of portable fire extinguishers, in combination with a lecture and/or a film.
- v. It should be considered essential to provide hands-on practical training in the use and operation of the standpipe and hose system and portable fire extinguishers to those employees located in remote work sites, where firefighting capabilities, such as those provided by paid or volunteer public fire

departments are either non-existent or delayed due to required travel distances.

- vi. With respect to fire protection systems, such as automatic sprinklers and fire alarm systems, a lecture, film and/or information session, would normally be considered sufficient training for employees.

**d. What role should the HSC or HSR play?**

- i. The employer shall request the policy and/or work place HSC or HSR as applicable, to participate in determining the nature and scope of the instruction and training needed in the work place in accordance with paragraphs 134.1(4)(c), 135.(7)(b), and 136(5)(d) of the *Canada Labour Code*, Part II (2).
- ii. In addition, the committee shall have full access to the program in order to regularly monitor its implementation.

**e. Who is to provide the training?**

- i. The onus is on the employer to appoint, or where necessary, to hire "qualified personnel" to provide the necessary instruction and training.
- ii. The employer shall consult with the HSC or the HSR prior to appointing someone to perform these duties.

**f. How much time should HRDC-Labour Program allow an employer to comply?**

- (a) Before a time frame is established or requested from an employer, the following factors are to be considered:

- i. the status of the employer's program (if any) at the time of HRDC-Labour Program's intervention;
- ii. the complexity of the instruction and training required in the work place;
- iii. any previous instruction or training that employees, such as emergency wardens may have had;
- iv. the recommendations of the HSC or HSR after reviewing the program;
- v. the number of employees to be trained; and
- vi. the resources available to the employer in order to implement the program.

(b) Because of the many variables involved, it is HRDC-Labour Program's position that the minimum time frame in which any employer can be reasonably expected to complete such a program of instruction and training should not be less than six (6) months to one (1) year.

**Date modified:**

2013-06-11

## FIREGUY FIRE EXTINGUISHER SAFETY TRAINING

9721 - 61 Avenue, Grande Prairie, AB T8W 2J4

780-518-0223

TO: QUOTE - MD Greenview

Grande Cache, Grovedale, Valleyview

MD of Greenview, AB

Phone: 780-552-4039 Melanie Mezo

### ◆◆◆ INVOICE # 2020-QUOTE

Date: October 22-23, 2020

		DESCRIPTION	PRICE	TOTAL
60	Students	FIRE EXTINGUISHER SAFETY TRAINING COURSE-Minimum charge of 60 students	\$64.95	\$3,897.00
1	Hotel	1 Night Hotel in Grande Cache	\$125.00	\$125.00
400	KM's	GP-GC-Grovedale-GP	\$0.50	\$200.00
230	KM's	GP-VV-GP	\$0.50	\$115.00
PLEASE MAKE CHEQUE PAYABLE TO:  FireGuy Fire Extinguisher Safety Training  ** NOW ALSO ACCEPTING E-Transfers			<b>SUBTOTAL</b>	<b>\$4,337.00</b>
			<b>ADMIN FEE</b>	<b>\$0.00</b>
			<b>GST</b>	<b>\$0.00</b>
			<b>TOTAL</b>	<b>\$4,337.00</b>

Thank you for your business. Please pay you invoice within 21 days.



# ASSOCIATED FIRE SAFETY EQUIPMENT

106 - 3070 Norland Ave.  
Burnaby, BC V5B 3A6

P: (604) 320 3303 | info@associatedfiresafety.com  
F: (604) 320 3360 | www.associatedfiresafety.com

## Quotation

Date	Estimate #
2020-11-17	13661

Name / Address
MD of Greenview No. 16 Box 1079, 4806 - 36th Avenue Valleyview, Alberta T0H 3N0 Canada, 780-524-7600 Attn: Melanie Mezo

Ship To
DeBolt Fire Station #31 11115 Township Rd 721A DeBolt, AB T0H 1B0 Attn: Melanie Mezo Ship to location is Grande Cache Alberta

P.O. No.	Shipping Via	Rep
		TB

Item	Description	Qty	Unit Price	Total
BullEx-BEPB03-B	BullEx - BullsEye Base Package  BullsEye™ Digital Simulation Panel, V3 (BullEx) "Transport Case for ATTACK™ Digital Fire Training Panel and BullsEye™ Digital Simulation Panel, V2" Shipping Kit for BullsEye™ Digital Simulation Panel, V3 "BullsEye™ 2 kg/5 lb Dry Chemical Digital Laser Extinguisher (RF) - without charger" Shipping Kit for BullsEye™ Digital Laser Extinguisher Industrial Grade Extinguisher Carrying Case Foam Insert for BullsEye™ Extinguisher Case - 5 lb BEE	1	19,610.87	19,610.87
BullEx-BEE20RF	BullEx - 20 lb. Dry Chem BullsEye Laser Extinguisher - Range Finding	1	2,530.06	2,530.06
Shipping & Handling	TBD Depending on Package \$800-\$1275 TRACKING #	1	0.00	0.00
	GST on sales		5.00%	1,107.05

Freight Prepaid - FOB Destination		<b>Total</b> CAD 23,247.98
Return of Standard Stocking Items will incur a 25% charge Non-Stocking & Clearance Items are Non-Returnable		
GST/HST No.	892708884	All Pricing Held for 30 Days





# ASSOCIATED FIRE SAFETY EQUIPMENT

106 - 3070 Norland Ave.  
Burnaby, BC V5B 3A6

P: (604) 320 3303 | info@associatedfiresafety.com  
F: (604) 320 3360 | www.associatedfiresafety.com

## Quotation

Date	Estimate #
2020-11-26	13791

Name / Address
MD of Greenview No. 16 Box 1079, 4806 - 36th Avenue Valleyview, Alberta T0H 3N0 Canada 780-524-7600

Ship To
DeBolt Fire Station #31 11115 Township Rd 721A DeBolt, AB T0H 1B0

P.O. No.	Shipping Via	Rep
Melanie Mezo		TB

Item	Description	Qty	Unit Price	Total
BullEx-105011	BEE Battery Pack 7.2V NiMH PSOC	1	175.00	175.00
BullEx-100876	7.2V 6 cell 4/3A NiMH Battery Pack arranged 3 cell	1	225.00	225.00
Shipping & Handling	TBD	1	0.00	0.00
	TRACKING #			
	GST on sales		5.00%	20.00
	PST (BC) on sales		7.00%	28.00

Freight FOB Burnaby		<b>Total</b>  CAD 448.00
Return of Standard Stocking Items will incur a 25% charge Non-Stocking & Clearance Items are Non-Returnable		
GST/HST No.	892708884	All Pricing Held for 30 Days



# REQUEST FOR DECISION

---

SUBJECT: **STARS Funding Request**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: December 14, 2020  
DEPARTMENT: ECONOMIC DEVELOPMENT  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM: DM  
MANAGER:  
PRESENTER: DM

---

## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council lift tabled motion 20.11.600., STARS five-year funding agreement.**

**MOTION: That Council authorize Administration to enter into an agreement with STARS as to award funding in increments of \$100,000.00 over a five-year term for a total of \$500,000.00, with funds to come from Economic Development Operations Budget.**

---

## BACKGROUND/PROPOSAL:

Council has discussed STARS request for funding proposal at the budget meeting on November 30<sup>th</sup>. The following motions were made at the regular Council Meeting, November 23, 2020:

MOTION: 20.11.599. Moved by: COUNCILLOR ROXIE RUTT

That Council approve funding in the amount \$210,000.00 to STARS for the 2021 calendar year, with funds to come from Economic Development Operations Budget.

CARRIED

MOTION: 20.11.600. Moved by: COUNCILLOR ROXIE RUTT

That Council authorize Administration to enter into an agreement with STARS as to award funding in the amount of \$500,000.00 over a five-year term, with funds to come from Economic Development Operations Budget.

MOTION: 20.11.601. Moved by: COUNCILLOR TOM BURTON

That Council defer motion 20.11.600. STARS Funding, to Budget Discussion.

CARRIED

STARS had made a presentation to the Committee of the Whole on October 19, 2020 regarding funding for both Grande Prairie base operations and the Grande Prairie base H145 Fleet. Greenview has historically supported STARS with most recently a 2020 contribution of \$210,000.00. As per the presentation, STARS has

made a request in the amount of \$210,000.00 for Grande Prairie base operations in 2021 as well as a request for consideration of entering into an agreement for \$500,000.00 commitment over a five-year term for the proposed new helicopter H145. STARS is in the process of replacing their fleet of nine helicopters commencing in May of 2019 and concluding in 2022. Their funding request to replace the helicopters includes contributions from federal, provincial and municipal governments as well as corporate and individual donations. STARS has proven to be a very valuable service to residents not only in Greenview but all of Northern Alberta.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motions is that Greenview would be supporting a very valuable organization with Greenview receiving recognition for their fiscal contribution.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of the recommended action is that there is an additional fiscal requirement for \$100,000.00 per year over a five-year period, however Greenview would be contributing to the replacement of the existing helicopters which provide a valuable service.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:**

Council has the alternative to provide an alternate funding amount or take no action to the recommended motion.

---

**FINANCIAL IMPLICATION:**

**Direct Costs: N/A**

**Ongoing / Future Costs: \$210,000.00/year for operating grant plus \$100,000.00 annually for the next five years (2021 – 2025).**

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

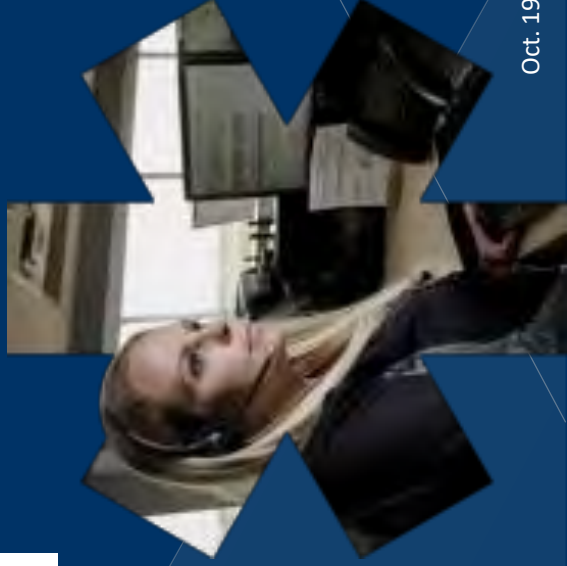
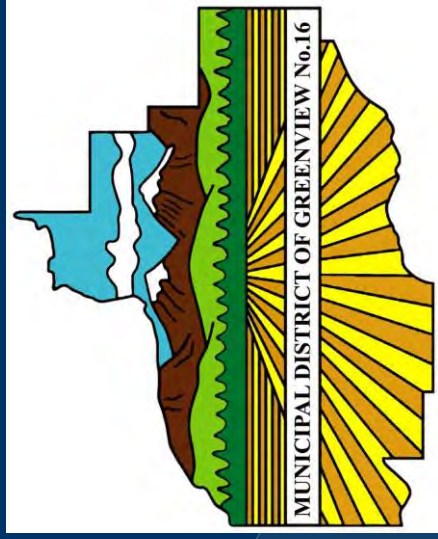
**FOLLOW UP ACTIONS:**

- Administration will advise STARS of Council's decision
- Administration will adjust the budgets accordingly following Council's decision

---

**ATTACHMENT(S):**

- STARS Presentation from Committee of the Whole



**THE HANDS THAT SAVE LIVES.**



- \* #1 Priority unimpacted operations
- \* Enhanced PPE measures
  - \* Non-Presumptive/Presumptive
  - \* Buddy system supervision
- \* Suspected & confirmed COVID cases
  - \* Approx. 12% of calls
  - \* Rigorous decontamination measures
- \* STARS Transport Physicians
  - \* International consortium
  - \* Developed online portal for medical personnel
  - \* Shared learnings
  - \* Developed In-hospital resuscitation & bedside ultrasound procedures
  - \* Enhanced airway management protocols
  - \* Advise oxygenation / ventilation procedures
- \* Maintain Physician-driven strategy

195

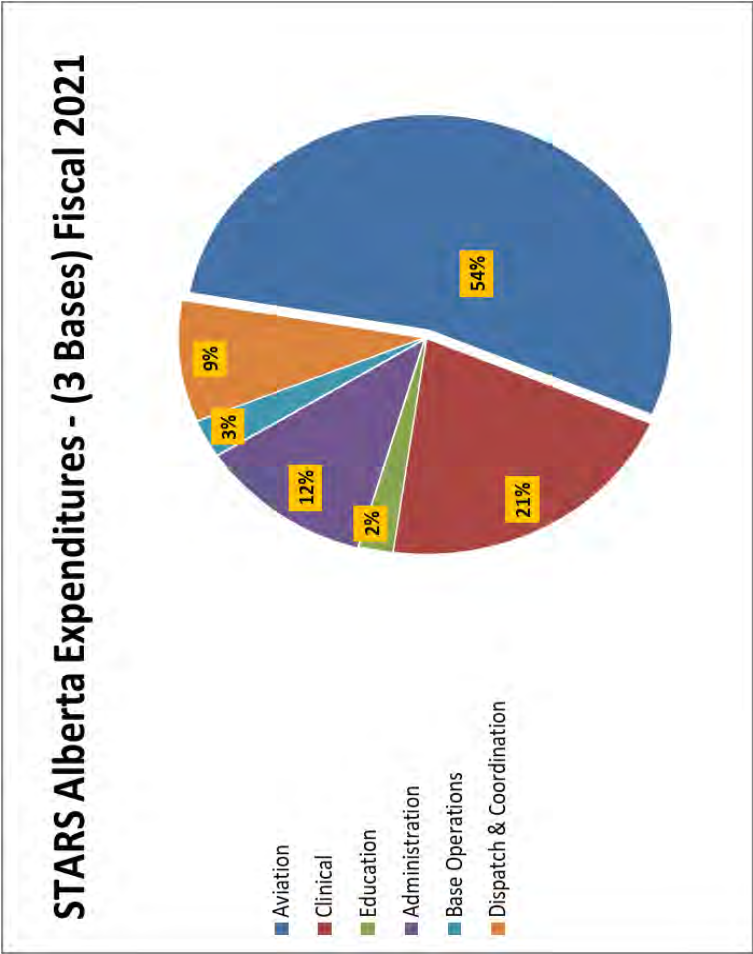
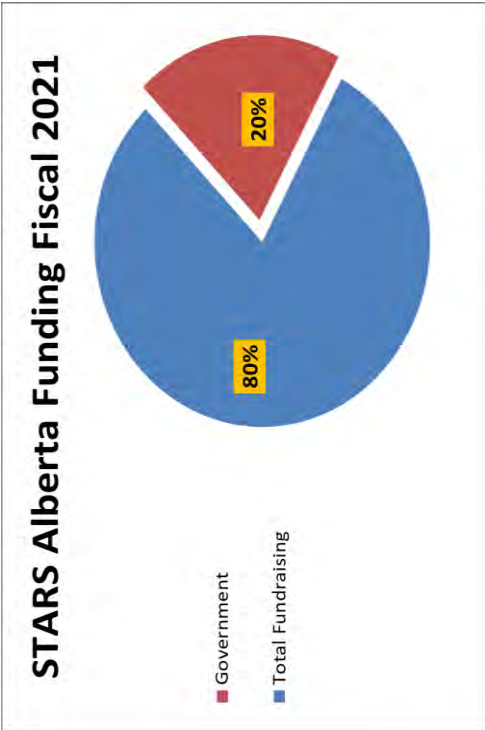


**COVID – 19 PANDEMIC**

**WE ARE ALL STARS®**

# FUELED BY GENEROSITY

## Achieving successes together



Funding in Thousands	
AB Government Funding	\$ 7,354
Total Operating Costs /Capital Expenditures**	\$ 36,700
AB Government Funding as a Percent of Costs	20%
STARS Gross Fundraising	\$ 7,321
AB Lottery	\$ 10,358
Calendar	\$ 381
Site Registration / Emergency Contact Centre	\$ 3,077
Other Revenue	\$ 664
** Excludes capital expenditures for fleet renewal	

M.D. of Greenview & Inter-facility @ October 12, 2020	2015	2016	2017	2018	2019	2020	TOTAL
Near Bezanson scene calls				1			1
Near Crooked Creek scene calls		1			1		2
Near DeBolt scene calls and search & rescue	10	5	5	13	4		37
Fox Creek Inter-facility critical transfers	3	11	9	4	3	9	39
Near Fox Creek scene calls and search & rescue	15	12	4	3	2	2	38
Grande Cache Inter-facility critical transfers	11	25	13	11	2	6	68
Near Grande Cache scene calls and search & rescue	4	10	7	3	5	7	36
Near Grovedale scene calls and search & rescue	19	16	17	19	17	8	96
Near Little Smoky scene calls and search & rescue	1		1		3	1	6
Near Muskeg River scene calls				4	3	2	9
Near Pipestone Creek scene calls					4		4
Near Sturgeon Heights scene calls				2	2		4
Sturgeon Lake Cree Nation scene calls	4	3	2	4		1	14
Near Sunset House scene calls and search & rescue	1	1				1	3
Near Sunset Prairie scene calls			1				1
Valleyview Inter-facility critical transfers	14	14	10	13	5		56
Near Valleyview scene calls and search & rescue	20	8	9	3	3	8	51
TOTAL	102	106	78	80	54	45	465

# AIRBUS H145

## A GENERATIONAL INVESTMENT

BK117 – Saving Lives for 35 Years!  
End of life - Phased out of production

Unified Fleet  
Increased safety and significant cost savings

Purchase 9 - H145's for Western Canada  
(5) Alberta (3) Saskatchewan (1) Manitoba

H145 – Breakthrough Technology  
Major safety initiatives – from 1985 to today  
Twin-engines – Clamshell doors (same as BK117)  
Reduced scheduled maintenance in comparison  
Advanced avionics / reduce pilot workload  
Autopilot / decreased crew fatigue  
Fenestron tail rotor / ideal 360° maneuverability  
Noise reduction  
Decreased vibration  
Increased fuel efficiency  
Increased speed 130-135 knots  
Increased range up to 30 min. flight time



A GENERATIONAL INVESTMENT

WE ARE **ALL** STARS®



# AIRBUS H145

## FLEET STATUS

May 2019 – Delivery of #1 & #2  
July 2019 – #1 operational in Calgary  
July 2019 – #2 training flights  
Oct. 2019 – #3 operational in Saskatoon  
Dec. 2020 – #4 expected delivery

\* Airbus launches 5-bladed version  
- bearingless main rotor system  
- increased lift / increased load capacity

Mar. 2021 – #5 expected delivery (5-bladed)  
Fall 2021 – #6 expected delivery (5-bladed)  
2022 – #7, #8, #9 ordered  
(Campaign completion & sale proceeds)

**H145 – FLEET STATUS**

**WE ARE ALL STARS®**





# AIRBUS H145

## FLEET CAMPAIGN CONTINUES

\$117M Helicopters only (\$13M per helicopter)

### \$18M \* Associated costs

- \$13M Saskatchewan Government (1)
- \$13M Alberta Government (1)
- \$65M Federal Government (5 helicopters)
- \$13M Corporate/Individual (pre-COVID)
- 200 \$ 1M Municipalities

**\$30M Remaining Capital Campaign**

### \* Associated costs include:

- Intensive Pilot training (all bases)
- Required Pool Pilot coverage (all bases)
- Mechanic training
- Specialized tools
- Ground control equipment



**H145 – FLEET CAMPAIGN CONTINUES**

**WE ARE ALL STARS®**



AIRBUS H145 – AIRBORNE INTENSIVE CARE UNIT (ICU)

WE ARE ALL **STARS®**

## HANDHELD PORTABLE ULTRASOUND

Collapsed lungs

Trauma-related  
Internal

Hemorrhage

Heart abnormalities

Suspect heart failure



TIME / TOOLS / TALENT

WE ARE ALL STARS®





## OUR REQUEST (2021)

**\$210,000.00** GP base Operations

For Your Consideration:  
Grande Prairie Base H145 Fleet Gift  
**\$500,000.00 / over a 5-year term**

**YOU ARE OUR REASON FOR BEING.**

**WE ARE ALL STARS®**



# REQUEST FOR DECISION

---

SUBJECT: **Transfer Request on Portion of Iosegun Lake Road / E½ 03-63-19-W5**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: December 14, 2020 CAO: DT MANAGER: SAR  
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: RA PRESENTER:  
STRATEGIC PLAN: Infrastructure

---

## RELEVANT LEGISLATION:

**Provincial** – Municipal Government Act, R.S.A. 2000, Chapter M-26, S 18(1) Control of Roads

**Council Bylaw/Policy** (cite) – None

---

## RECOMMENDED ACTION:

**MOTION:** That Council directs Administration to transfer that portion of the Iosegun Lake Road held by lease disposition RDS900017 to the Town of Fox Creek, subject to an amended survey plan.

---

## BACKGROUND/PROPOSAL:

On November 26, 2020, a request from the Town of Fox Creek (Town) (Schedule 'A' attached) was received asking Greenview to turn over the remaining roadway held by RDS900017 (Schedule 'B') containing an area showing 6.283 hectares/15.53 acres ( $\pm$  1.561 kilometres). The Town provided a survey plan prepared by Hagen Surveys dated June 23, 2020, showing an area of 6.56 hectares ( $\pm$  1.640 kilometres). If accepted, the tentative plan will need to be amended to include only the area that Greenview holds by RDS900017. There is a small portion of the Iosegun Lake road just south of the quarter line that belongs to Paramount Resources Ltd. held by disposition under LOC5331 located on NE-03-63-19-W5.

In April 12, 2016, the Town and Greenview entered into an Iosegun Lake Road Base Pave Agreement (Schedule 'C') to fully fund 3.0 kilometres of base pave construction along Iosegun Lake road to the northern Town of Fox Creek boundary. Greenview had agreed to a one-time lump sum payment to cover all project costs. At that time, Greenview had agreed to arrange to transfer this section of Iosegun Lake Road within the Town limits to the Town. Based on the registered road plan 1623302, an area of 9.9 hectares ( $\pm$  2.475 kilometres) was registered to the Town of Fox Creek on September 13, 2016, and the transfer was finalized.

Previously, only a portion of Iosegun Lake Road held by Greenview was cancelled and transferred to the Town. It included a portion of disposition RDS900017 and the entire RDS970015 was cancelled and road plan 1623302 was registered to Town of Fox Creek. The area included a roadway length of approximately  $\pm$  2.475 kilometres running from 3<sup>rd</sup> Street East in the Town of Fox Creek heading north and containing an area of: 9.90 hectares, identified on the registered road plan.



The Town holds a Private Land Sale disposition (PLS130108) (Schedule 'D' aerial overview maps (2)) to allow a future annexation area to their existing corporate boundaries that is located immediately east of the existing Iosegun Lake Road.

Once Greenview endorses the Hagen survey plan, it would permit the Town to submit the plan to be registered at Land Titles and ownership of the roadway would be the Town's responsibility. However, the tentative plan needs to accurately reflect those lands that Greenview has identified under RDS900017 and most likely Alberta Environment & Parks would require a disposition cancellation request be submitted, as previously required to remove our interest in the said roadway.

Council must decide whether they wish to agree to sell or transfer in-kind the remaining portion of Iosegun Lake Road held by disposition RDS900017.

Administration recognizes that once the annexation area is under the jurisdiction of the Town, they would need direct access to those new lands for future development to take place.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is this would permit the Town of Fox Creek to finalize their annexation plans and allow for further economic growth of their community.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The perceived disadvantage to the recommended motion is that the road registration could not take place without Council's approval and Greenview would no longer have ownership or control of the roadway.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to direct administration to enter into a Land Purchase Agreement with the Town for the sale of the said roadway RDS900017.

**Alternative #2:** Council may decide to retain ownership of the Iosegun Lake road.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** None

**Ongoing / Future Costs:**

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:**

Should the recommended motion be agreed upon by Council, Administration will need to return the endorsed plan, once updated, to the Town of Fox Creek, enter into a possible offer to sell agreement and submit a cancellation request to Alberta Environment & Parks to cancel RDS900017.

---

**ATTACHMENT(S):**

- Schedule 'A' – Town of Fox Creek request dated November 26, 2020
- Schedule 'B' – Plan showing RDS900017
- Schedule 'C' – Iosegun Lake Road Base Pave Agreement
- Schedule 'D' – Aerial Overview Maps of Fox Creek



November 26, 2020

Reeve and Council of the Municipal District of Greenview  
c/o Stacy Wabick  
4806-36 Avenue, PO Box 1079  
Valleyview, AB. T0H 3N0

**Re: Registration of a Portion of Iosegun Lake Road within the Boundaries of  
Lot 1, Block 3, Plan 1922148 RDS 900017**

Dear, Reeve & Council,

This letter is to advise that the Town of Fox Creek (Town) requires the Municipal District of Greenview (MD) to sign off on the registration of Road Plan RDS900017 within Lot 1; Block 3; Plan 1922148.

The Town is in the process of purchasing the land abutting both sides of the above mentioned road way, and we have been advised by the Province that it is necessary to register the roadway shown on the attached plan to continue with the purchase of the lands.

At this time the road way is located in lands under the care and control of the MD, therefore, the road must be registered in the MD's name.

Once the roadway has been registered at the land titles office we will be able to continue with the purchase of the lands.

The MD may wish to consider transferring ownership of the road way to the Town upon the completion of our purchase of the Lands from the Province.

We respectfully request that the MD signs the attached Certificate of Designated Officer Re: Road Plan prepared by Nicholas R. Ronsko, Alberta Land Surveyor to allow the registration of the Road as described on the Plan and return the executed certificate to the Town of Fox Creek for registration.

If you have any questions or concerns regarding this request please contact Kristen Milne, Chief Administrative Officer by phone 780-622-3896 or email [kristen@foxcreek.ca](mailto:kristen@foxcreek.ca)

Yours truly,

**Town of Fox Creek**

Per:

Kristen Milne,  
Chief Administrative Officer

Enclosure: Certificate of Designated Officer Re: Road Plan with attached Plan

**CERTIFICATE OF DESIGNATED OFFICER  
(SECTION 62, MUNICIPAL GOVERNMENT ACT)**

**RE: ROAD PLAN PREPARED BY  
NICHOLAS R. RONSKO, ALBERTA LAND SURVEYOR**

(Surveyor's File number: 20R0298 and our file number \_\_\_\_\_)

**LEGAL DESCRIPTION:                      LOT 1, BLOCK 3, PLAN 192 2148**

I, \_\_\_\_\_, of \_\_\_\_\_, Alberta,

Make oath and say:

1. I am the designated officer of the M.D. OF GREENVIEW  
*(Name of Municipality)*
2. An agreement has been reached with the owner of the land to be acquired and the price to be paid.
3. All persons registered on certificates of title that have an interest in land that is within 40 metres of the boundary of the land to be acquired as shown on the plan of survey have been notified by registered mail.
4. The land is to be acquired for the purposes of Road

SWORN before me at \_\_\_\_\_  
in the Province of Alberta, this \_\_\_\_\_  
day of \_\_\_\_\_ A.D. 2020.

\_\_\_\_\_  
*Title (if any)*

\_\_\_\_\_  
A Commissioner for Oaths in and for the  
Province of Alberta.

Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_









# MUNICIPAL DISTRICT OF GREENVIEW No. 16

April 12, 2016

## Iosegun Lake Road Base Pave Agreement

The following agreement is between the Municipal District of Greenview No.16 and Town of Fox Creek.

1. Greenview has agreed to fully fund 3.0 kilometers of base pave construction along Iosegun Lake road to the northern Town of Fox Creek Boundary.
2. Greenview agrees to have this portion of constructed roadway upgraded to meet Alberta Transportation construction and safety standards for and industrial road.
3. Greenview and Town of Fox Creek agree to use Amec Foster Wheeler as the consultant for all aspects of this construction project.
4. Greenview and Town of Fox Creek agree that the Town of Fox Creek take sole responsibility as administrator of the project during the construction period and act as a Prime Contractor or delegate Prime Contractor appropriately as per Occupational Health & Safety.
5. Greenview and Town of Fox Creek agree to have Amec Foster Wheeler publicly advertise on Alberta Purchasing Connection and Alberta Roadbuilders & Heavy Construction Association (ARHCA).
6. Greenview and Town of Fox Creek agree that Amec Foster Wheeler submit tender recommendation to Greenview administration for review, with administration to present to Greenview Council for consideration to award plus any adjusted engineering due to site occupancy.
7. Greenview and Town of Fox Creek agree that Greenview will forward to the Town of Fox Creek a one-time lump sum payment to cover all project costs.
8. Any unused bid items or quantity underruns as well as any unused project funding, including contingency amounts, reported by Amec Foster Wheeler will be refunded to Greenview by the Town of Fox Creek.
9. Greenview and Town of Fox Creek agree that Amec Foster Wheeler will send Greenview project updates and any scope of work changes will need to be approved by Greenview prior to proceeding with construction.
10. Greenview and Town of Fox Creek agree that no additional works are to be completed outside the original scope of works for this project.


11. Greenview and Town of Fox Creek agree that Greenview will arrange for this section of Iosegun Lake road in the Town of Fox Creek limits be registered and transferred to the Town of Fox Creek.

**INDEMNITY**

The Town of Fox Creek shall indemnify and save harmless Greenview from any and all losses, costs, damages, actions, causes of action, suits, claims and demands, including solicitor and client costs, resulting from anything done or omitted to be done by the Developer, its representatives, employees, contractors and subcontractors in pursuance or purported pursuance of this Agreement.

IN WITNESS WHEREOF the Parties hereto have caused their corporate seals to be hereunto affixed the day and year first above, written.

**Municipal District of Greenview No. 16**

Per:   
\_\_\_\_\_  
**Chief Administrative Officer** (c/s)

**Town of Fox Creek**

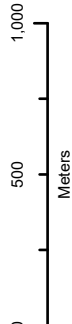
Per:   
\_\_\_\_\_  
**Chief Administrative Officer** (c/s)





## Legend

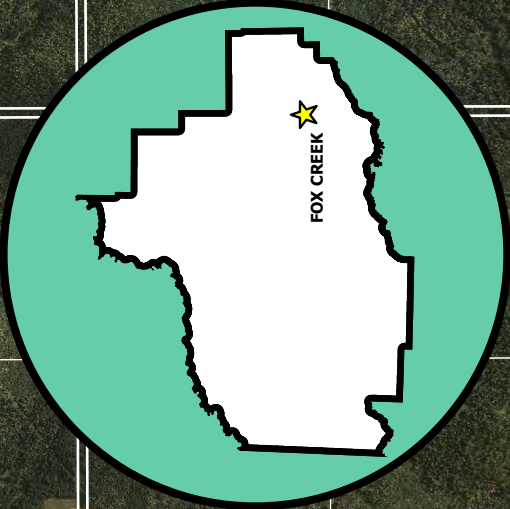
-  Road  
 Plan 1623302  
 LOC5331  
 RDS900017  
 PLS130108  
 Town  
 Township Grid  
 Section Grid



**Produced:** December, 2020 **Projection:** UTM Zone 11N NAD 83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



## Schedule D Overview

1 of 2

LOC5331

**PLS130108**

RDS900017

1-63-19-5

2-63-19-5

 $3=63=19-5$ 

4-63-19-5

5-63-19-5

35-62-19-5

34-62-19-5

33-62-19-5

# Plan 1623302

**26-62-19-5**

27-62-19-5

21-62-19-5

20-62-19-5

19-62-19-5

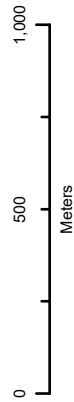




## Fox Creek - Iosegun Lake Road

### Legend

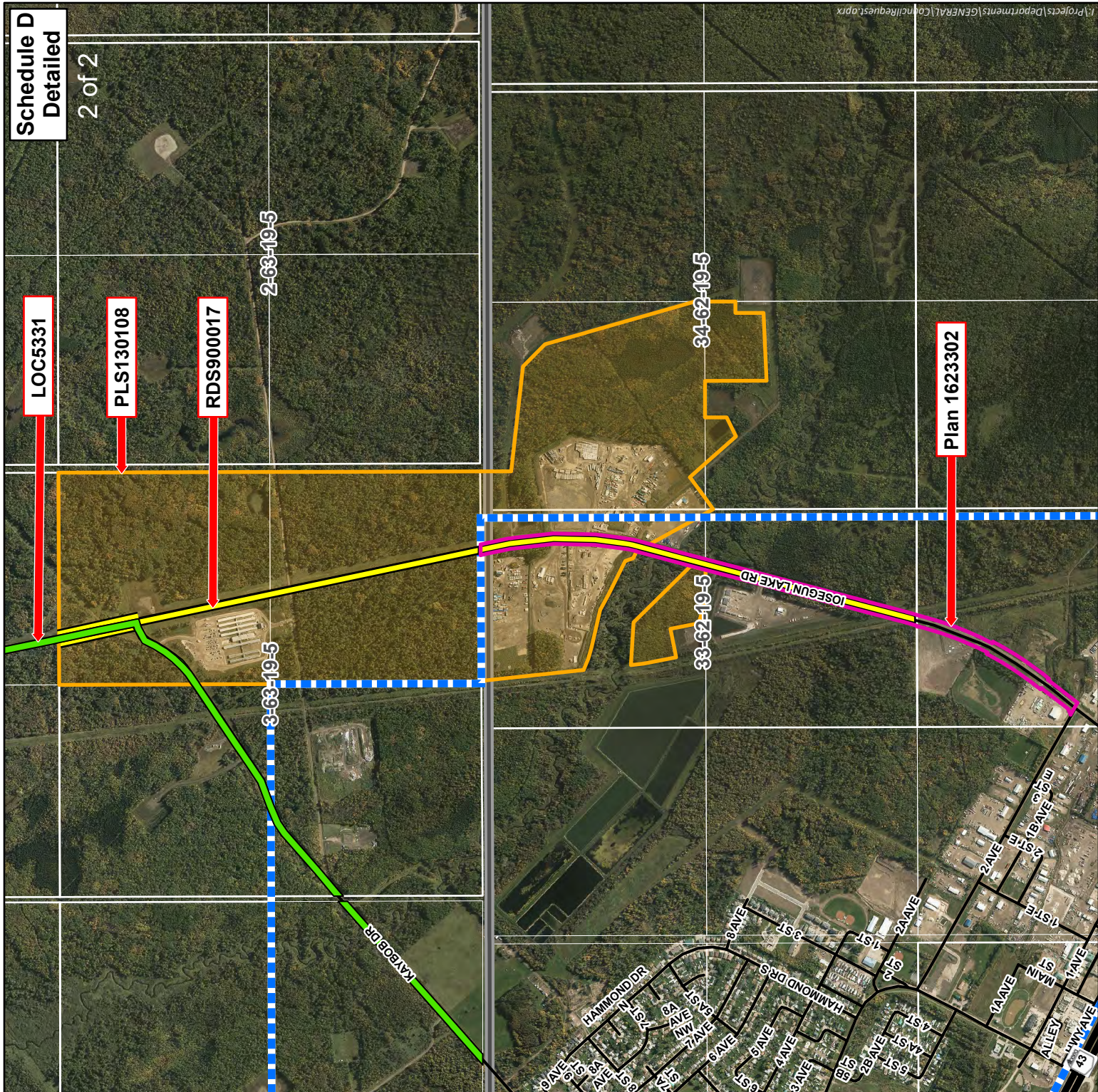
- Road
- Plan 1623302
- LOC5331
- RDS900017
- PLS130108
- Town
- Township Grid
- Section Grid



**Produced:** December, 2020 **Projection:** UTM Zone 11N NAD 83  
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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



Schedule D  
Detailed

2 of 2

LOC5331

PLS130108

RDS900017

2-63-19-5

3-63-19-5

KAYEBO DR

34-62-19-5

33-62-19-5

IOSEGUN LAKE RD

Plan 1623302





# REQUEST FOR DECISION

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SUBJECT: **DeBolt Land Lease Agreement – Grande Spirit Foundation**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: December 14, 2020 CAO: DT MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: DM PRESENTER: DM  
STRATEGIC PLAN: Quality of Life

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION:** That Council authorize Administration to enter into a lease agreement with Grande Spirit Foundation for the lands NW12-72-1W6M, approximately 0.574 hectares, located in DeBolt, for the purpose of establishing and operating senior housing.

---

## BACKGROUND/PROPOSAL:

Greenview has previously purchased approximately 0.574 hectares of property on the lands NW 12-72-1 W6M in DeBolt for the purpose of the Grande Spirit Foundation establishing a seniors housing development. Grande Spirit is in the process of establishing this development and will begin construction in the spring of 2021.

Administration has recently been contacted by Grande Spirit in regard to applying for capital grant funding in the amount of \$1,000,000.00 from the Canadian Mortgage and Housing Corporation (CMHC) seed grant fund program. If the grant application is successful Grande Spirit would like to include an additional three new modular units with two units in each modular for a total of six units to further enhance their development. In order to apply for the grant funding, the landowner or leaseholder must submit the grant application. In Administration's discussion with Grande Spirit it has been determined that the best course of action to be taken would be for Greenview to lease the applicable lands to Grande Spirit Foundation who would in turn solely apply for the grant funding and be responsible for the reporting of the noted funds. Administration is recommending that a twenty-year lease agreement be made with Grande Spirit for one dollar per annum.

There previously have been some discussions with Greenview Administration and Grande Spirit about the possibility of transferring different lands as part of a trade arrangement, to-date no confirmed actions have been proposed, however, this option may be further acted upon in the future. There is an urgency as to a decision regarding this matter as the grant application must be submitted by December 17, 2020 and it should be noted that Grande Spirit is presently working on the detailed grant application. The proposed project which is supported by the community will be a valuable asset to not only DeBolt residents but to Greenview residents in general.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action is that Greenview will be assisting a senior's foundation as to develop a senior housing project in DeBolt.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to the recommended motion as Greenview has purchased the land with the intention of a senior housing project being established upon the said property.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny the said action; however, the grant funding dollars will not be able to be applied to this valuable community project.

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**FINANCIAL IMPLICATION:**

Greenview has purchased the property for a sum of \$65,000.00 with the lease arrangement the lands would still remain an asset to Greenview, however, in the future the said lands may be considered to be awarded or sold to Grande Spirit Foundation.

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**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

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**PUBLIC PARTICIPATION GOAL**

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

---

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

If Council approves of the recommended action Administration will draft a lease agreement and have it endorsed by Grande Spirit Foundation.

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**ATTACHMENT(S):**

- Grande Spirit Foundation Request
- DeBolt Land Map

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**From:** Steve Madden <[SMadden@grandespirit.org](mailto:SMadden@grandespirit.org)>  
**Sent:** December 2, 2020 8:31 AM  
**To:** Dennis Mueller <[Dennis.Mueller@mdgreenview.ab.ca](mailto:Dennis.Mueller@mdgreenview.ab.ca)>  
**Subject:** DeBolt - CMHC

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dennis, as we discussed, GSF is interested in applying for capital funds from CMHC through their Rural Housing Initiative program. These are grant dollars, and if eligible, we would shoot for 3 new modular units with 2 units in each modular (total 6 units).

Eligibility is based on

- 1) More than 5 units
- 2) Project greater than \$1million
- 3) Project completed by 2022
- 4) Application due Dec 31, 2021

In order to apply, a land owner or lease holder must either submit the application for funding. The main difference is, GSF does not have ownership and current lease on the lands. Should GSF apply for the grant, we would receive 0 points in the grant consideration.

Should the MD choose to apply, please let us know and we will do our best to guide the MD through the application process and through the project as it works to completion.

Our suggestion is for the MD of Greenview, considering the application process and future project requirements, is a 20-25yr lease with GSF at \$1 per year with no taxation as operations expenses are also heavy consideration for funding approval. A lease will also allow us to move quickly upon the deadline while continuing to protect the MD's interest in the lands should the MD wish to cancel the agreement.

Therefore, we recommend the MD of Greenview provide GSF with a 20yr land lease, with no taxation, with support for GSF to proceed with an application to CMHC for a request for grant funding for modular housing under the Rural Housing Initiative.

Thank you,

Steve Madden  
Grande Spirit Foundation  
Ph: 780 532 2905 ext 154  
Fax: 780 539 3155  
[smadden@grandespirit.org](mailto:smadden@grandespirit.org)



## LOCATION PLAN



NE12 72-1-6

AREAS BY LOT		
LOT	AREA (ha.)	AREA (Ac)
BLOCK 1 ER 11	0.251	0.62
BLOCK 1 LOT 10	0.274	0.67
BLOCK 3 MR 3	0.164	0.40
ROADS ROAD 1	0.141	0.35

AREA REQUIRED FOR IRR, BLOCK 3:  
FROM IRR, PLAN 072 T208 = 0.104 Ha.  
TOTAL = 0.104 Ha.

AREA REQUIRED FOR ROAD:  
FROM G<sub>1</sub> OF T<sub>1</sub> 182 342 889 = 0.024 ha.  
FROM LZMR. PLAN 632 1208 = 0.123 ha.  
TOTAL = 0.147 ha.


AREA REQUIRED FOR LOT 10, BLOCK 1:  
FROM C. of T. 160 912 896 = 0.571 ac.  
FROM L2MR, PLAN 912 1208 = 0.023 ac.  
TOTAL = 0.594 ac.

AREA REQUIRED FOR HERK BLOCK 1:  
FROM C. of T. 162 312 695 = 0.297 ha.  
TOTAL = 0.297 ha.

VIRGINIA AVE

SW12 72-1-5

**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
**TENTATIVE PLAN**  
**SHOWING PROPOSED SUBDIVISION OF**  
**LOT 2ER PLAN 972 1208 & C. OF T. 182 312 898**  
**ALL WITHIN THE**  
**N.W. 1/4 SEC. 12, TWP. 72, RGE. 1, W.6M.**

LAND DEALT WITH BY THIS  
PLAN IS SHOWN OUTLINED THUS:   
AND CONTAINS: 1.24 HECTARES ( 3.07 ACRES)

J:\085202020GLML7016\CAD DRAFTING\20GLML7016-TE2-R1.DWG

BURIED PIPE CONTAINING VARIOUS SUBSTANCE:  
BURIED PIPE CONTAINING **ACID** SUBSTANCE:  
ABANDONED:  
DISCONTINUED:

\*NO FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN

[illegible]





# REQUEST FOR DECISION

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SUBJECT:	<b>Fire Training Centre</b>			
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION		
MEETING DATE:	December 14, 2020	CAO:	MANAGER:	WB
DEPARTMENT:	PROTECTIVE SERVICES	DCAO SW	PRESENTER:	SW
STRATEGIC PLAN:	Level of Service			

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy No: 3010, Fire Department Levels of Service.

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## RECOMMENDED ACTION:

**MOTION:** That Council direct Administration to enter Greenview into an agreement with the County of Grande Prairie for the development of a Class B fire training facility, located at 60051 Highway 668, County of Grande Prairie with an annual amount of \$50,000 for five years, commencing in 2021, totalling \$250,000 with funds to come from the Protective Services Capital Budget.

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## BACKGROUND/PROPOSAL:

With the frequency of fires on the decline firefighters do not have the same number of opportunities to learn the necessary skills and gain experience. With that, this gap must be closed by having access to safe and realistic fire training. True understanding of the principals of fire attack are gained with the combination of classroom, demonstration and student application in a realistic environment gaining first-hand experience and muscle memory. Training in a realistic context not only provides an opportunity to develop a practical understanding of fire dynamics and proficiency in firefighting skills but is also provides a means for learners to recognize cues and conditions that are critical to effective decision-making. Firefighting services is a municipal responsibility and volunteer firefighters who have joined to protect their communities' access necessary equipment and training through Greenview. As such, Administration is presenting two (2) types of training systems that have been proposed to Greenview for Council to consider. A third option for Council to consider is to remain status quo and continue to outsource all training.

### Types of Training Systems/proposals:

The Grande Cache Firefighters Association is proposing the development of a Class A training system. This system uses wood or wood products to generate a realistic live fire. Usually using oriented strand board (OSB), wood pallets, or similar products, Class A systems are designed to generate predictable, reproducible fires with accurate flames and smoke behavior. This is especially true when wanting to highlight a flashover experience, where to smoke itself ignites. With any fire that produces smoke, toxic gases are introduced and requires gas monitoring to assure support personnel are not in proximity without proper breathing

protection. Smoke emissions can be an issue, at times an afterburner system can be used to accommodate the rapid change from heavy black smoke to thick steam while maintaining consistent clean-air emissions.

The Grande Cache Firefighters Association proposal (see Attachment A) is located at/near the Grande Cache Public Service Building/GFRS 33 Station. The Association is seeking permission from Greenview to utilise Greenview owned lands somewhat adjacent to the aforementioned building. The financial ask for this project would be the donation of land and associated insurance increase would require review as they would be expected to be affected. The Association is looking for in kind donations and funding from partnered groups, however the Association will be funding a major percentage of this project with their own money. The structure will be NFPA compliant and will meet Alberta OHS, WCB, however land use zoning does not currently align. An estimate has been obtained from the company Fire Training Solutions, estimated cost is \$117,000.00 for the base model.

#### Pros:

- NFPA compliant live fire training facility;
- Provides on-site fire training in close proximity to #33 fire fighters (Greenview's only urban firefighting station);
- Provides ready access at all times for Greenview firefighters.

#### Cons:

- Current land use zoning is not appropriate for this activity;
- Carcinogens released during live fire training increasing risk of exposure for instructors and students.
- Toxic smoke and soot produced, bunker gear would be required to be laundered after exposure, wear and tear on bunker gear slightly increased;
- Live fire training evolutions take longer (fewer trained firefighters/weekend);
- Fire must be carefully extinguished to allow for an expedited re-light;
- Increased risk of injury during live fire training exercises;
- Increased risk of liability for Grande Cache Firefighters Association and Greenview during live fire training exercises;
- May be a land use issue depending on where the live fire training facility is located;
- Environmental concerns may be voiced by the community due to the release of smoke etc.:
- Location is not optimum for the other two Greenview Fire Station members.

The Grande Prairie County is seeking a joint partnership for a Class B training system (see attachment B) that uses propane, natural gas, or similar fuel to create the fire. Because these flammable gases tend to be cleaner burning, there is less toxic smoke introduced. Additionally, the lack of smoke may require a theatrical smoke system to appropriately simulate the behavior of a fire.

Digital fire technology, while relatively new in the market, has been used over the past few years in a variety of training structures around the world. Digital technology uses LEDs to recreate flames and their

patterns. Thermal sensors detect the application of a hose line or a digital hose line. Sound and training smoke add realism to immerse firefighters in the training environment.

To be located at their existing Dunes Fire Training Center, this facility aligns with the global movement where fire services are placing a focus on occupational cancer reduction and thereby limiting exposure to products of combustion. Fire training is one area where this risk can be largely eliminated.

Pros:

- NFPA compliant propane gas fired fixed training facility;
- In a propane gas-fired facility safety is greatly enhanced as the environment can be controlled;
- Hazardous situations can be eliminated with the push of a button to stop the flow of gas, extinguishing the fire. (In the current facility, the fire must be brought under control by the students and cannot always be easily controlled if there are exigent circumstances that required immediate shutdown;
- There is no toxic fumes, smoke or soot produced, bunker gear would not be required to be laundered after exposure to this gas fired environment reducing wear and tear on bunker gear and washing facilities;
- More training evolutions as the fire can be quickly extinguished and re-started to enable more volunteer firefighters trained/weekend;
- Elimination of carcinogens released in a "Class A" live fire structure;
- Shared liability risk amongst partnered agencies;
- Location is ideal given that the facility is located between #32 Grovedale and #31 DeBolt Fire Stations. #33 Grande Cache is approximately 2.5 hours away.

Cons:

- Cost, \$250,000 investment (\$50,000/year over 5 years);
- Greenvew does not have exclusive access;
- Partnership fallout risk given the nature of any partnered endeavors;
- Loss of the experience of actual heat and smoke generated by a live fire in a Class A training system facility.

If Council wishes to invest in a training facility, Administration recommends the option of partnering with the County of Grande Prairie to construct a Class B facility. This facility will provide the most central, safest facility for all Greenvew fire departments. However, if this recommendation is accepted, Administration also recommends working with its member associations (i.e., Grande Cache) on an in-kind basis to investigate the use of digital fire technology at a small local scale for those Associations who wish to invest their own money in a sub training facility.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. By partnering in a state of the art facility, Greenview will have the opportunity to potentially save hundreds of thousands of dollars vs building and maintaining an equally equipped facility (if deemed necessary in the future).
2. Regional cooperation on fire training is ongoing with Greenview, County of Grande Prairie and City of Grande Prairie. This will expedite safe, valuable and necessary training for Greenview volunteer firefighters while reinforcing Greenviews regional system and regional partnerships.
3. Less travel for the majority of Greenview volunteer firefighters. The more efficient and closer to home to all Greenview departments, more regular training can be provided.
4. Protection from unnecessary exposure to carcinogens.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

The disadvantage of the recommended motion is the capital funding required to partner in the facility.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Build a live fire training within Greenview in Grande Cache. This will have a significant cost well above and beyond that of partnering with the Grande Prairie County and potentially Grande Prairie Fire Department.

**Alternative #2:** Rent the Grande Prairie County fire training facility and other regional training facilities. This is not recommended as it is very expensive to rent facilities for this type of training on an ongoing basis. In addition to this it will require Greenview volunteer firefighters to be away from home and their communities more to complete basic and skills maintenance in live fire training.

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**FINANCIAL IMPLICATION:**

The financial implication is that Greenview will provide \$250,000 towards the development of a Class B Fire Training facility. In return, Greenview will have free use of the facility through a memorandum of understanding (MOU).

**Ongoing / Future Costs:**

This facility will generate some revenue. As per the Grande Prairie County Business Case this revenue would be used for ongoing maintenance and improvements to the training facility. If revenue was down in a particular year, there may be an ask for a portion of facility maintenance. Expectation is that this would not exceed \$5000 per year if revenue cannot sustain maintenance.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 County of Grande Prairie of Councils decision accordingly.

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**ATTACHMENT(S):**

- Grande Cache Fire Association Proposal
- County of Grande Prairie Proposal
- County of Grande Prairie Fire Training Center Example





To: Regional Fire Chief Wayne Brown  
Greenview Fire Rescue Services

### **OVERVIEW**

Mike Bailey, owner of FTS, says “Fire Departments do not have the opportunity to train their personnel with live fires often. This is why it is so important to consider training structures. This helps give the skills that allow the firefighter to do things correctly and more efficiently. A good learning tool”.

The Grande Cache Firefighters Association would like to share a proposal with you. We are looking into purchasing a fire training structure to be located at GFRS 33 Station.

### **GOALS**

1. Firefighter Safety – Training, repetition and practice all equal firefighter safety.
2. Firefighter training – With this fire training structure, we will be able to certify and keep our firefighters trained to competency with skills needed to perform our volunteer duties. The structure will take our training to the next level by exposing our members to realistic conditions and scenarios. This is hugely beneficial to members who have their certification, but not necessarily the experience with live fire to back it. Our goal for this training structure is to be able to certify members to the 1001 level 2 certification. GFRS 33 Station has four level one fire instructors and two level 2 1041 certified instructors that will help with training and certification with this structure.
3. Infrastructure and community support – we would like to provide the highest level of service and professionalism for our community. This is something we have always prided ourselves with. The infrastructure in Grande Cache is unique to our community and we would like to reflect our training structure on the needs of Grande Cache and surrounding communities. This includes building construction and water supply. With a population of over 3500 people, we would like our community support and good public relations with this structure. We will be looking at possible partnerships within the Community and businesses.
4. Grande Cache is proud to represent the new Greenview Fire Rescue Services. We are looking at building our relationships with other GFRS stations. We feel that this training structure will build a bond with other Greenview Fire Depts. Within our department, with the years of service and level of certification, we will be able to train and certify other members of GFRS.
5. As a volunteer service, our members already put in a lot of time with courses, training nights, emergency calls and other department and association matters. We take pride in maintaining 33 Station. Because we are so isolated, for us to have access to a training structure, there is an

unrealistic time commitment and cost to doing this type of training on top of everything else we are trying to maintain. GFRS 33 station has 35 members at all levels of service and years of experience that would benefit immensely with a permanent structure. It is hard to send members out for the training experience that this fire structure would provide. Training together is an important key when it comes to performing on scene. With a structure in our back yard, we will be able to train more efficiently and consistently.

### **MD Involvement**

Training is a huge aspect to our Fire Department careers. With that being said, the Grande Cache Firefighter's Association would like permission from the MD of Greenview to use MD owned lands below the Grande Cache PSB and Fire station to permanently house this training structure. We would like to ask that the empty lands of the lower part of the Public Services Building and Fire Station be used to create a training yard, with this structure, for all GFRS members. At this time, there is no financial ask for this project. The association is looking to make this a community project and will look for in kind donations and funding from partner groups. As well, the association will be funding a major percentage of this project with its own money.

### **Costs and Specs**

The following costs and specs are a rough estimate provided by Fire Training Solutions. We will be collaborating closely with Fire Training Solutions, a company local to Western Canada.

The training structure we are looking at will consist of three 40 foot containers with 4 doors, 4 windows and openings between the units. It will have a ground floor and 10 foot class "A" burn room. The containers will consist of concrete floors throughout and interior stairs for below grade attack.

The structure will follow strict guidelines and will be NFPA 1403 and NFPA 1402 compliant. They will follow Alberta OHS, WCB and local building requirements. With these guidelines, Fire Training Solutions will also provide train the trainer sessions specific to our structure. GFRS 33 Station already has two members certified in 1041 Fire Instructor level two and four members certified in 1041 Fire Instructor Level One, which is needed to run the structure safely. Safety is a priority when it comes to manufacturing the structures.

When we contacted Fire Training Solution we were given a rough estimate. Again, this is only an estimate and not a final cost. Three containers are estimated at \$117,000. With that we will be looking at different options to ensure that we can perform full 1001 Certifications. Some of the other options are a second burn room, rapid intervention team hatch to maze area, steel maze, standpipe and sprinklers, roof prop and second floor BBQ deck. These are all options for an extra cost that would be beneficial for training.

## Training Structure Photo's



NORTHWEST  
12" = 1'-0"



② SOUTHWEST  
12" = 1'-0"



If you would like more information, on the structures please feel free to visit Fire Training Solutions website at [www.firetrainingsolutions.ca](http://www.firetrainingsolutions.ca)

Thank you for your time,  
Andrew Hucul  
Grande Cache Firefighters Association

## ATTACHMENT B

# Business Case for Budget Consideration

## Project Title: Replacement Live Fire Training Facility

	2020	2021	2022
Groundwork, gas lines, drainage	\$200,000		
Asphalt paving of area		\$200,000	
Class B propane fired training structure			\$500,000
<b>Total Funding</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$500,000</b>
<b>Total Expenditures</b>	<b>\$900,000 over 3 years</b>		

### **Description:**

In the fire service, we are constantly training for low frequency high hazard events. Structural fires are in this category. With the inherent risk involved and the low frequency of structural fires, firefighters must continuously train so they can operate safely and efficiently at these events. In order to provide the required training in a cost-effective manner, the County of Grande Prairie needs to operate and maintain its own live fire training facility. The need is enhanced by the fact that the County of Grande Prairie Regional Fire Service is the 3<sup>rd</sup> busiest fire service in Alberta north of the Capital Region (behind the Regional Municipality of Wood Buffalo and the City of Grande Prairie Respectively) with 1888 calls for service in 2018. In addition to this we are the 2<sup>nd</sup> largest fire service personnel wise north of the Capital Region (behind the Regional Municipality of Wood Buffalo).

### **Background:**

The Dunes Training Center was established in 2012 has trained hundreds of our own members over the past 7 years with many others from across the province and northeast British Columbia. The facility is heavily used in our short training season, booked up almost every weekend. With this heavy use, the facility is past it's prime and is needing replacement. Originally built in-house on a shoestring budget, the facility satisfied the needs of the Regional Fire Service when built. It has gone through many upgrades since its inception and we approximate its total cost to be approximately \$350,000 as of 2015. With the upgrades over the last few years and council support, we are confident the Dunes Station will be a long-term home of the Regional Fire Service, and as such see a large value in replacing the existing facility with a long-term solution. The current facility is not National Fire Protection Association (NFPA) compliant with the 1402 standard on fixed live fire training facilities. This is an industry accepted best practice for safety reasons. Any new facility must be designed to comply with this standard.

Earlier this year, we started planning on what would be required to replace this homemade structure. As the fire service places a larger focus on occupational cancer reduction, we are looking to limit exposure to products of combustion wherever possible. Training is one area



# Business Case for Budget Consideration

where this risk can be largely eliminated. Moving forward with a propane fired facility not only greatly reduces exposure to carcinogens, it also comes with several other benefits.

In a gas facility safety is greatly enhanced as the environment can be controlled. Hazardous situations can be eliminated with the push of a button to stop the flow of gas, extinguishing the fire. In the current facility, the fire must be brought under control by the students and cannot always be easily controlled if there was an emergent need to stop training.

With gas facilities, there is no toxic smoke or soot produced. As a result, gear would not be required to be laundered after gas fired training. This will reduce wear and tear on our fire gear, washing facilities, and reduce wage costs normally associated with cleaning fire gear and the training structure.

Other benefits of gas fired live fire training facilities are:

- More training evolutions as the fire can be quickly extinguished and re-started
- Enhanced muscle memory – Ability to fully put the fire out and train the way we work
- Better use of volunteer members training time
- Ability to have on shift live fire training
- Elimination of carcinogens released in a “Class A” live fire structure

In the initial planning stages, we sought to partner with the City of Grande Prairie and M.D. of Greenview Fire Departments as 1/3 equal partners in this facility. Discussions were positive and the other departments really thought this would be the perfect solution to their live fire training needs as they do not have a facility of their own. The City has had to back out due to financial reasons, but not because they did not want to participate. The City's tax reduction this year is the rationale behind their withdrawal as they do not feel they would receive the support required to proceed. That said, they are interested in partnering in the next couple of years if things improve, or at the very least would very much be willing to rent the facility. On the M.D. of Greenview side, they have recently hired a new Fire Chief. We have planted the seed on the regional need for this training facility. With the new Fire Chief, we are hopeful there is some form of partnership we can pursue for additional funding from the MD of Greenview. Additional funding will allow us to take the facility beyond a bare bone's basic facility.

Although we are seeking partnerships to help further fund and enhance the facility, our 250 firefighters regionally (180 of them volunteer) rely on this facility and use it extensively. We anticipate a new NFPA compliant engineered facility should have a life of at least 20 years to provide realistic live fire training.

The training facility also hosts courses that generate revenue, mainly from B.C. and Alberta Peace Fire Departments. With a new and improved facility, the potential exists for even more rentals and possibly the option of running or partnering with a fire school to deliver basic fire training to prospective students. This has the potential to be a lucrative revenue generator, and if adopted, could significantly cover costs of the facility over time. As far as we are aware, we are the only live fire training facility in Alberta or British Columbia accredited to deliver training

# Business Case for Budget Consideration

for both provinces through the Alberta Office of the Fire Commissioner and the Justice Institute of British Columbia.

## **Cost Implications of Off-Site Training (If we do not proceed with a new facility):**

The cost to facilitate off site training to current levels for all members without replacing the existing training facility by the end of 2022 will cost **an additional \$139,472.48 annually** from 2023 on and does not include inflation and CBA adjustments.

The current Dunes Training Center is well used for both formal and informal training events throughout the year. Based on 2019 / 2020, we have taken the formal training scheduled for the Dunes Training Center and put numbers around what the cost would be to travel to the nearest approved training facility, which is in Peace River.

Cost analysis are as follows:

**Annual Platoon Block Training Clairmont / Dunes** – 2 days for each of our 4 platoons = 8 days. This covers high risk low frequency events that are often difficult to train for on shift (structure fires, hazmat, exterior prop fires).

Total additional funds to run this training for all 4 platoons annually = **\$53,634.56**

**Firefighter 101 New Rural Members** – This comprises of 4 days of training to get new recruits to a base level of skills to respond to calls as a defensive firefighter. 2 days of this program would involve training at the Dunes Training Center. Currently we are offering this twice per year.

Total additional funds required to run this program twice annually off site = **\$23,014.56**

**Part Time Recruit School** - This comprises of 7 days of training to verify skills and prepare new part time recruits for working in the Clairmont / Dunes stations. 2 of the 7 days are exclusively dedicated to training evolutions at the Dunes Training Center. We recruit 1-2 times per year for part time members. For the purposes of this business case, we will multiply by 1.5.

Total additional funds to run this program 1.5 times a year off site = **\$16,794.24**

**Rural Block Training** - Total additional funds to run this program 1 time per year off site = **\$11,507.28**

**Live Fire for 1001 Program** - Total additional funds to run this program twice a year off site = **\$23,014.56**

**1001 Evaluations** - Total additional funds to run this program twice a year off site = **\$11,507.28**

## **Costs Per Year**

Based on our current training schedule, if we did not have our own live fire training facility and travel was required to the next nearest provincially approved training facility, we would be looking for **an additional \$139,472.48 annually** to offset our training, travel, wage, and overtime budget lines for this new additional cost.

# Business Case for Budget Consideration

Conversely the \$900,000 ask for a new training facility on site would amount to a \$45,000 per year cost. By replacing our training facility and not having to travel off site, we would stand to **save at least \$94,472.48 annually** in travel costs over a 20 year life of the facility.

## Cost Recovery Point

With an annual additional cost to support current on-site training off site of \$139,472.48, we would see a **break even point with a new \$900,000 facility within 6.45 years.**

## Life of a New Facility Cost

The life of a new facility is approximately 20 years. With additional travel, wage, and rental costs for an off-site facility of \$139,472.48 multiplied by 20 years, we would look at requiring \$2,789,449.60 to maintain this training through offsite travel. **By investing \$900,000 over the next 3 years to replace the existing training facility, we would look at a net savings in off-site training of \$1,889,449.60 over the life of the facility.**

The above numbers only include travel time overtime, per diems, facility rental and fuel. Day to day wages / overtime are not included as they would be incurred locally at our own facility.

Moving forward we must make training as convenient as possible for our 180 regional fire volunteers. We have a composite regional fire service model. As such we need to maintain live fire training availability for approximately 250 volunteer, part time, and full-time firefighters in 9 County and contract stations that serve our municipality. By having our own live fire training facility, we can maintain these high-risk low frequency skills which may not be often responded to. If we ask our volunteers and part time members to undertake additional travel for training, this may discourage their willingness to train as they would likely have to take more time off work and away from their families. This can be especially discouraging to our volunteer members. As a service and a County, we should always be striving for ways to maximize the time utilization of our volunteers as their time and commitment to our community is invaluable.

In addition to the above we would face additional time away for FTE and Part Time staff which would have major schedule implications and reduce the number of personnel available for call backs if a significant emergency event occurred.

## Revenue Sources

The good news of having a County owned and operated regional training facility is the ability to generate revenue to offset costs and to schedule training times that best suit our needs. We have several revenue sources we see as viable ways to offset training facility costs which also allow us to be a regional leader in live fire training.

# Business Case for Budget Consideration

As we have explored the option of having to rent an off-site facility for our training needs, we could see the benefit of other departments coming to us to rent and utilize our facility, which would generate our own revenue.

There are approximately 80 fire departments in Northwestern Alberta and Northeast BC. Of the 80 departments, the following have provincially approved live fire training facilities:

- High Level
- Peace River
- High Prairie
- Slave Lake
- County of Grande Prairie
- Dawson Creek (JIBC only for internal use)

Due to our strategic geographic location, being a regional service center, proximity to the BC Peace and Alberta South Peace, the County of Grande Prairie Dunes Training Center is central to many fire departments as a convenient cost-effective way to get their firefighters live fire training.

Historically the Dunes Training Center has generated \$50,000 to \$75,000 annually in revenue simply from these departments joining in on scheduled training and other provided opportunities. Of note for the last 2 years we have not sought to host revenue courses due to capacity and limitations of instructional training staff. If we held more revenue courses or worked to sell more seats in existing courses, this revenue stream would go up dramatically and possibly help offset the cost of a training officer(s) to run the facility. In addition to this, both the DeBolt and Grovedale Fire Departments have expressed strong interest in paying for seats of new members to join our recruit Firefighter 101 program. This further enhances regional cooperation and provides a consistent base level training for our own and contracted firefighters plus those in the neighbouring M.D. of Greenview area. It's a win / win for all on the training side and on the emergency response side. Knowing we have trained our neighbours will go a long way to increasing the efficiency at cross border or mutual aid emergencies.

There are other significant revenue opportunities that exist with our own training facility and the following have been or are being explored:

- Partnership with the City of Grande Prairie (Currently on hold due to budget shortfalls)
- Partnership with the Municipal District of Greenview (Discussions re-starting due fire chief departure / re-organization)
- Partnership with Training Division.com an online based fire school which contracts fire department to host practical 2-week boot camps. These boot camps could occur multiple times a year and have the potential to generate good revenue.
- Partnership with Norquest College / GPRC for a regional revenue-based firefighter 1001 Level 2 training program. This can also generate significant revenue but was placed on the back burner as we currently do not have the staff to support the logistical requirements of this type of venture.

# Business Case for Budget Consideration

- Corporate sponsorships from industry to help support the training facility, provide enhancements, or provide consumables. We have met with International Paper to solicit sponsorship funding request. Our ask was from \$150,000 to \$250,000. International Paper was receptive to our request and the opportunity it poses for their fire brigade to have the opportunity to access local live fire training. As of today, we are still awaiting the outcome of that request. Further to International Paper, we have some funding applications submitted to key industry players in the region. If the business case is approved, we will be engaging local industry to a larger degree and solicit further funding. Any additional funding received would be utilized to take the facility beyond a very basic fire training structure and add components that will help us train in other areas within our level of service.
- In addition, we would engage communications to sell naming rights or tier level-based sponsorship packages to help enhance the facility beyond the initial \$900,000 ask.
- We have a few requests from industry each year to rent the facility for their training needs but have found due to the already heavy workload capacity around training, we were not able to accommodate them.
- Possibly reduce re-numeration provided to municipal partners contracts by including usage of the facility in the contract.

## **Long Term Impacts:**

With a 20-year useful life, this facility will deliver many years of reliable safe training. It will benefit our volunteer, part time, and career members skill development and skill maintenance. In addition, we can support training of our contract partners and use the facility to generate revenue through training. This revenue could be put back into the facility for annual maintenance, supplies, replacement reserves and possible upgrades. By paving the site, we will reduce wear on equipment by not having all our gear, tools, and hose embedded with wet gravel / sand. It will also reduce the time spent on clean-up after training. The paving will also include proper drainage for natural water / snow run off and for firefighting water. We currently have drainage issues with our neighbors at Grant Services; their site is below the grade of our property. Planning and Public Works are currently looking into how this issue arose as our site was there first. Regardless, with the training center upgrade, the water run off issue would likely be resolved.

This facility can not only produce and maintain high level firefighter skills, but it has the potential to be a flagship for the County as leaders in fire service for training and safety.

## **Legislative Requirements:**

Training of firefighters is addressed in Part 1 of the OHS Code under the definition of “competent” and in section 15 of the OHS Regulation under “Safety training”.

In order to deem our firefighters competent and qualified, the Regional Fire Service requires our firefighters to complete regular competency-based training in many core skills including live fire



# Business Case for Budget Consideration

at our training facility. By mandating this competency-based training, we meet the OH & S requirements for adequately qualified and suitably trained firefighters with sufficient experience. This training goes hand in hand with the full interior firefighting levels of service set by County of Grande Prairie Council

## **Proposed Implementation Strategy:**

For 2020 we would be looking at completing engineering, permits, the installation of underground gas lines, the creation of a swale on the east property line for drainage and establishing a base packed gravel layer. For 2021 paving of the site would be completed and piles for the training structure would be installed. Fencing of the site would also be completed. In 2021, an RFP or RMA process would be used to solicit design and final costing for a training structure, to be delivered to site and installed in 2022. All necessary gas hook-ups and welding would be completed. Again, the possibility still exists that we may have opportunity for municipal partnerships further down the road if their current financial and personnel situations stabilize. In addition to these municipal partnerships, there is always the potential for partnership with industry to build the new facility with additional training props past basic firefighting.

Respectfully,

Jason Nesbitt

Deputy Chief

Training and Logistics

County of Grande Prairie

Regional Fire Service

## County of Grande Prairie Fire Training Center Example



Example building, actual building will have a similar foot print but have a sea can appearance.



Example of control center.



# REQUEST FOR DECISION

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SUBJECT: **Policy 4023 Licensing Undeveloped Road Allowances**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: December 14, 2020 CAO: DT MANAGER:  
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: PRESENTER: DL  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) –Traffic Safety Act, R.S.A. 2000, Chapter T-6, Public Lands Act, R.S.A. 2000, Chapter P-40.

**Council Bylaw/Policy** (cite) –N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 4023 “Licensing of Undeveloped Road Allowance” as presented.**

---

## BACKGROUND/PROPOSAL:

It has been a number of years since the road allowance licensing policy has been reviewed. Administration reviewed a number of road allowance license policies from a number of similar municipalities to create a new policy.

The previous policy required Council to adopt a bylaw for each road allowance license. Administration is recommending that this be done administratively following Council’s guidelines in the policy. Administration clarified with legal that this was appropriate. Greenview is not granting exclusive use through a lease agreement, rather we are granting a license that is terminable in 30 days’ notice, and therefore a bylaw is not required.

Some key areas for Council discussion include:

- Eligibility for a license (i.e must own one side, both sides, etc.).
- Conditions on license (i.e fences, signage, insurance, term length, etc.).
- Road allowance priorities.
- Fee. Administration recommends a fee of \$100.00/ year for a five year term paid in full up front. If this is cancelled, it will be refunded on a prorated basis.

Policy Review Committee requested that Greenview provide the signs to license holders.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have an updated policy that allows for an expedited process for road allowance licenses that meets the expectations of Council.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may make additional recommended changes.

---

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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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 register.

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ATTACHMENT(S):

- Policy ES 07
- Policy 4023



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

Section:  
**ENGINEERING &  
ENVIRONMENTAL  
SERVICES**

**POLICY NUMBER: EES 07**

**POLICY TITLE: ROAD ALLOWANCE LICENSING**

**Page 1 of 2**

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

**10.04.940**

**PURPOSE:**

To allow ratepayers the opportunity to utilize developed or undeveloped road allowances for agricultural purposes.

**POLICY:**

The Municipality will consider applications for licensing developed or undeveloped road allowances to adjacent landowners, if the road allowance is not an integral part of the Municipality's road network. Applications will only be considered if the applicant owns or has a 3 year lease on the land adjacent to both sides of the road allowance and if there is no obstruction of existing public vehicle passage.

- 1.0 Administration will receive applications for licensing developed or undeveloped road allowances in accordance with the Traffic Safety Act, and the Municipal Government Act.
- 2.0 The Administration will prepare a proposed bylaw allowing the Municipality to license the applicant to use the developed or undeveloped road allowance only if the applicant is the registered owner or has a 3 year lease on the adjacent properties, and is in good standing with the Municipality and the road is not required for public vehicle passage.
- 3.0 Council will consider first reading of the bylaw and, if in order, will advertise the bylaw for public notice a minimum of two times, two weeks apart, and establish a date and time to hear any person who claims to be affected by the bylaw.
- 4.0 After consideration of the hearing, Council may proceed or withdraw the bylaw in accordance with the Municipal Government Act.
- 5.0 Transfer of licenses does not have to be advertised.
- 6.0 Council will annually establish a fee for the licensing of the road allowances in accordance with the Schedule of Fees. The one-time fee, as established by Council, will be non-refundable to offset administrative costs. In addition to the fee, applicants are responsible for all advertising costs.
- 7.0 If a bylaw for licensing of a road allowance is approved by Council, Administration will issue a license to the applicant for a three year term.
- 8.0 If a license is granted for less than a three year term, the license fee will be prorated to the expiry date of all other road allowance licenses.



**POLICY TITLE: ROAD ALLOWANCE LICENSING**

**Page 2 of 2**

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

**10.04.940**

- 9.0 At the end of the initial license period, the license may be extended, if all conditions are still being met.
- 10.0 The Municipal District Council may cancel all or any portion of a road allowance licensed under bylaw at any time.
- 11.0 If the Licensee cancels or defaults the license, Administration may hold the license in abeyance for a future application. An adjacent landowner may apply for the same license and Administration may award the license without going to Council, if the applicant meets all criteria.
- 12.0 If Council cancels a road allowance license bylaw, it will be done in accordance with the Municipal Government Act, including advertising.

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REEVE

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C.A.O.

**Title: Licensing of Undeveloped Road Allowance**

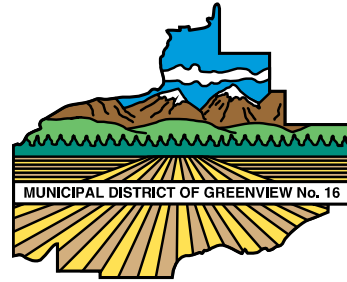
**Policy No: 4023**

**Effective Date:**

**Motion Number:**

**Supersedes Policy No: ES 07**

**Review Date:**



**Purpose:** To establish a fair and consistent policy for the use and occupation of undeveloped road allowances in the Municipal District of Greenview, pursuant to the License of Occupation Bylaw.

## DEFINITIONS

**Adjacent Land** means land that is next to or adjoining to the Undeveloped Road Allowance.

**Licenseholder** means a person to whom a license is granted or issued.

**Natural Vegetation** means vegetation existing on site prior to the issuance of the license.

**Undeveloped Road Allowance** means any land dedicated as a road right-of-way that has not been fully developed. The right of way may or may not be shown as a road on a plan of survey that has been filed or registered in a land titles office.

## POLICY

1. If an undeveloped road allowance is not needed for road or other municipal purposes it may be licensed to an adjacent landowner. This licensing policy does not apply to developed road allowances or road right-of-ways.
2. An Undeveloped Road Allowance Licence is required for the use of the road allowance for agricultural purposes.
3. The Undeveloped Road Allowance Licence does not supersede the Alberta Traffic Safety Act.

## Undeveloped Road Allowance Priorities

4. The following general uses are acceptable to occur within a road allowance, in this priority order:

### **4.1 Permanent Road or Temporary Road/Trail**

The primary purpose of a road allowance is to allow for the movement of goods and people and provide access to property. If expansion of Greenview's road network is required and serves this municipal purpose, permission will be granted to undertake the required work (subject to additional conditions within this, and other Greenview policies and bylaws).

#### 4.2 **Treed Shelterbelt**

If a road allowance is not required to form part of the municipal road network, the intent is for road allowances to remain treed in order to create windbreaks and regulate drainage flow rates. If the existing trees on a road allowance are older and likely to create an ongoing safety and maintenance challenge, it is acceptable to clear most of the trees. No stumping or other disturbance of the topsoil is permitted.

#### 4.3 **Animal Grazing**

The road allowance may be utilized for grazing purposes if adjacent to existing pasture lands, but the road allowance shall remain primarily treed.

#### 4.4 **Field Crop Farming**

Field crop farming is only included in this Policy as a use for grandfathered properties that are already in this condition. The use of road allowances for new field crop farming operations is prohibited.

#### 4.5 **Sale of Road Allowance**

The sale of road allowance will be considered on a case-by-case basis but is a practice that will generally be discouraged.

### **5. Undeveloped Road Allowance License**

- 5.1 An Undeveloped Road Allowance Licence is required for use of the road allowance for agricultural purposes.
- 5.2 An Undeveloped Road Allowance License grants the holder non-exclusive access to the road allowance. Public access shall be provided at all times, in a manner deemed to be acceptable to Greenview.
- 5.3 The licenseholder shall own property on at least one side of the portion of the road allowance for which the license is being sought.
- 5.4 All applications for licensing of the undeveloped road allowance shall be made on the form as determined by Greenview and shall be accompanied by the applicable fee, as per Greenview's Schedule of Fees Bylaw.
- 5.5 The license will apply to the portion of the undeveloped road allowance abutting the licenseholder's property.
- 5.6 The license does not grant the holder the right to clear natural vegetation on the road allowance. Any request to clear natural vegetation on the road allowance shall be submitted to and approved by Alberta Environment & Parks (AEP). Confirmation of AEP approval for the clearing of natural vegetation shall be submitted to Greenview prior to any work occurring.
- 5.7 No work, development, improvement, or change to the condition of the Undeveloped Road Allowance is permitted without the prior written authorization from Greenview. The Undeveloped Road Allowance may only be used for purposes listed in the licenseholder's license, and for no other use. The licenseholder may not use the Undeveloped Road Allowance in any other manner without the prior written consent of Greenview, which consent may be unreasonably withheld.

- 5.8 Greenview retains the right of entry and control including the right and privilege of cutting or spraying any portion of the road allowance for the purpose of weed control, or for any other purpose at any time in the areas for which this licence has been issued.
- 5.9 In issuing a license, Greenview may impose such terms and conditions determined to be necessary or beneficial, including but not limited to:
  - A) The term of the license up to a maximum of five (5) years;
  - B) Insurance requirements;
  - C) Signage requirements;
  - D) Whether obstructions such as fences and gates are permissible; and
  - E) The limitations on the licenseholder's access or use.
- 5.7 Greenview may terminate the licenseholder's license for any reason, including convenience, with thirty (30) days written notice to the licenseholder. Refunds will be granted and prorated on a monthly basis.

## **6. Responsibilities of the Licenseholder**

- 6.1 Fees for the duration of the license term will be invoiced on a lump sum basis at the beginning of the applicable term. The fee shall be paid prior to the license being issued.
- 6.2 The licenseholder shall, at its sole expense, obtain and maintain comprehensive general liability insurance of no less than \$2,000,000 throughout the term of the licence.
- 6.3 The licenseholder shall be responsible for weed control on the undeveloped road allowance to Greenview's satisfaction.
- 6.4 In consideration of Greenview's granting of the licence, the licenseholder agrees to indemnify and save harmless the Municipal District of Greenview of and from any claims or demands arising from the operations on the undeveloped road allowance.
- 6.5 The licenseholder shall not have the right to sublet any portion of the licence.
- 6.6 The licenseholder shall not use the licensed area in such a way to adversely affect groundwater resources or disturb natural drainage patterns or watercourses unless such measures are necessary to serve a proposed development and receive approval from Alberta Environment and Parks. Additionally, the licenseholder shall not cause stormwater to drain onto adjoining property.
- 6.7 Upon termination the licenseholder shall, upon Greenview's request, remove all equipment, structures and installations on the road allowance placed for the licenseholder's purposes. If they are not removed within thirty (30) days of such a request, Greenview shall have the right to remove equipment, structures and installations and Greenview shall invoice the licenseholder the actual cost relating thereto.
- 6.8 Upon issuance of the license, the licenseholder shall obtain and erect signage as per the signage requirements outlined in this policy.
- 6.9 Subsequent terms will be subject to application as renewals will not be automatic.

## 7. Signage requirements

- 7.1 The licenseholder is required to post the sign which is legible from a distance of 15 metres and maintain the sign in a reasonable condition for the duration of the term.
- 7.2 Signs will be provided by Greenview to the licenseholder.
- 7.3 Signs shall measure 14" by 24".
- 7.4 Signs shall note the license number.
- 7.5 Signs shall be located in the middle of the road allowance along the adjacent roadway.





# REQUEST FOR DECISION

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SUBJECT: **Clay Shoot Donation 2020**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: December 14, 2020  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM:  
MANAGER: SS  
PRESENTER: SS

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RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –N/A

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RECOMMENDED ACTION:

**MOTION: That Council accept the 2020 Stakeholder Outreach Sport Clay Shoot report for information as presented.**

**MOTION: That Council choose \_\_\_\_\_ as the charitable organization to receive the funds raised from the 2020 Clay Shoot.**

**MOTION: That Council host a Sporting Clay Shoot on September 9, 2021.**

---

BACKGROUND/PROPOSAL:

Greenview hosted the annual Stakeholder Outreach Sporting Clay Shoot Event at Shot Shell Shooting Range south of Valleyview on Thursday, September 10, 2020. This Sporting Clay Shoot Stakeholder event was held to raise morale and improve stakeholder relations during a tough year. We received very positive feedback from attendees, who reported that this unique event is a refreshing change of pace.

Summary for information:

- 56 Shooters
- 10 Volunteers

During the event Greenview raffled off a 410 rifle donated by Trapper Gord's. The raffle raised \$1,990.00. Ryan McNeil of McNeil Construction in Grande Cache also donated \$1,000.00 with instructions to donate the funds to a charity of our choosing.

Administration recommends 2 charities for Councils consideration to donate the above \$2,990.00.

## **Grande Prairie Regional Hospital Foundation**

Your charitable donation gift of support to the QEII and Grande Prairie Regional Hospital:

- creates positive healthcare changes and outcomes for you, your family, your friends and your neighbours across our region.
- demonstrates your devotion of care for patients and their families – in many cases, saving lives.
- keeps families together and closer to home during traumatic health care treatments.
- reduces patient and family stress and anxiety due to travel, separation and the patient healthcare journey.
- reduces patient and family expenses due to travel and separation.
- reduces healthcare delivery wait time.
- brings new and innovative medical equipment, practices, services, programs and educational opportunities to our region.
- attracts new physicians and healthcare workers to our region.
- creates healthcare transformation that will last for generations.

## **The Stollery Children's Hospital**

With more than 317,461 patient visits at the Stollery Children's Hospital in 2019, we know this number will continue to grow right along with the child population of Alberta. It's not just the children in Alberta who count on the Stollery. There are children from northern BC, Saskatchewan, and Manitoba, plus Nunavut, the Yukon and the Northwest Territories that depend on the Stollery.

The Stollery Children's Hospital hosts the only pediatric emergency in northern Alberta, it is the referral centre for all complex pediatric heart surgeries and transplants, a major organ transplantation centre, home to Canada's largest regional program for neonatal intensive and intermediate care, and provides some of the most advanced treatments for child-health issues in the country.

Through donor support, the Stollery Children's Hospital Foundation continues to give the kids the best chance to live a long and healthy life.

Administration is recommending that Council chooses to host the Sporting Clay Shoot another year with it falling on September 9, 2020.

---

### **BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the Sport Clay Shoot event.
2. Provide support and raise awareness for charitable organizations that provide key resources and aid for individuals living within Greenview.
3. The benefit of hosting another Sporting Clay Shoot is to continue on in providing this outlet and networking event for our Stakeholders in hopes of bettering our community relations.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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**ALTERNATIVES CONSIDERED:**

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

Council has the alternative to choose another Charitable organization to donate the funds to.

Council may choose another style of Stakeholder event, or a different date.

---

**FINANCIAL IMPLICATION:**

Greenview had set the 2020 budget at \$20,000.00 and due to running a cost recovery style event, came in well under budget for 2020.

**Direct Costs: \$8,612.98**

**Ongoing / Future Costs: \$20,000.00**

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**STAFFING IMPLICATION:**

There are no staffing implications for the recommended motion.

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**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 motion to accept the 2020 report as information, Administration will issue the final cheques for future presentation to the Charity of their choosing.

---

ATTACHMENT(S):

- 2020 Clay Shoot Report.

Greenview Clay Shoot 2019 Expenses			
Total Budget			
Expense	Cost	Quantity	Total
Registration Packages		14	80
Supper Costs			
Trapper Gord			
Greenview Promo			
Clayshoot Supplies			
Shot Shell Enterprises Ltd.		75	

**Total \$15,213**

Clay Shoot 2019 Revenue			
Source	Cost	Quantity	Total
Registration Fees		80	56
Lunch Fees	\$40.00		3
<b>Total</b>			<b>\$4,600.00</b>
Clay Shoot 2019 Fundraising - Sponsorships			
Source	Cost	Quantity	Total
Grande Cache Fire Dept.			\$1,500.00
Cache Ventures	\$500		1
<b>Total</b>			<b>\$2,000.00</b>

Clay Shoot 2019 Fundraising - Other			
Source	Cost	Quantity	Total
Ryan McNeil		1000	
Rifle		2340	1
<b>Total</b>			<b>\$2,990.00</b>

**Grand Total \$8,612.98**



## Day Shoot 2019

Net \$20,000

### Notes

Swag Bags

United Church

Team and Individual Prizes, Smoker

Door Prizes

Water, Safety Supplies

56 Shooters @ \$160.00 each, 19 lunch @ \$40,

### Notes

56 Shooters

### Notes

Lunch

Smoker Donation

### Notes

Cash donation to go to Charity of our choosing

Raffle Tickets



# REQUEST FOR DECISION

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SUBJECT:	<b>MD of Greenview Library Board Appointments</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 14, 2020	CAO: DT	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 18-805

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## RECOMMENDED ACTION:

**MOTION: That Council appoint Josh McMillan to the MD of Greenview Library Board.**

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## BACKGROUND/PROPOSAL:

The MD of Greenview Library Board was established in 2019 due to the dissolution of Grande Cache. This library board governs the Grande Cache and DeBolt libraries and acts as the primary liaison for the Valleyview, Grande Prairie and Fox Creek Libraries, as well as the Peace Library System.

See application attached.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the MD of Greenview Library Board will be closer to having a full board.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to refuse this application however Administration does not recommend this action because they require spots to be filled on the Board.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Administration will inform the applicant of Council's decision.

---

ATTACHMENT(S):

- Application



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

MD of Greenview Library Board

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Greenview Regional Multiplex Advisory Board (October 2021), Little Smoky Cemetery Committee (October 2022), Subdivision development Appeal Board (October 2021)

Have you served on a Municipal Board or Committee in the past?

☐ Yes

☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

\_\_\_\_\_  
\_\_\_\_\_

## Personal Resume

Name: Joshua McMillan

Home/Mailing Address: P.O. Box 202

City: Valleyview, Alberta Postal Code: T0H 3N0

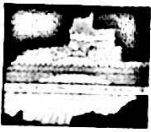
Phone (home): 780 300 8400

Phone (work): \_\_\_\_\_

Email: hello@joshmcmillan.ca

Qualifications: Bachelor of Arts - Music (Piano Focus)

\_\_\_\_\_  
\_\_\_\_\_



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: 5+ years as a self-employed businessman.

Volunteer Activities you have been involved with: \_\_\_\_\_

How do you feel you could contribute to your chosen Board or Committee?

Interested in helping grow and develop our municipal  
libraries to meet the needs of the community.

Joshua McMillan

Applicant's Signature

2020 - December - 9

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0  
Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Greenview Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.





# REQUEST FOR DECISION

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SUBJECT:	<b>MD of Greenview Library Board Staggered Appointments</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 14, 2020	CAO: DT	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER: DT
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) –

**Council Bylaw/Policy** (cite) – Bylaw 18-805

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## RECOMMENDED ACTION:

**MOTION: That Council approve the following trustee appointments:**

**1 Year Term: Roxanne Perron;**

**3 Year Term: Michelle Davis, Sharon Bambrick, Jessica Lavalee, Judy Smith.**

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## BACKGROUND/PROPOSAL:

As per Bylaw 18-805 the MD of Greenview Library Board staggers their appointments by Council motion.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be adhering to their own Bylaw.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

## ALTERNATIVES CONSIDERED:

N/A

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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## STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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## PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

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

**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.

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**FOLLOW UP ACTIONS:**

Administration will inform the MD of Greenview Library Board of Council's decision.

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**ATTACHMENT(S):**

- None



# REQUEST FOR DECISION

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SUBJECT: **Valleyview & District Recreation Board Appointment**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: December 14, 2020 CAO: DT MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER:  
STRATEGIC PLAN: Level of Service

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council appoint Josh McMillan to the Valleyview & District Recreation Board.**

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## BACKGROUND/PROPOSAL:

Under the agreement with the Town of Valleyview, Greenview has a Councillor appointed to this Board. The purpose of the Recreation Board is to develop policies and implement programs, which are carried out by the Recreation Director. The board meets monthly.

Applicant has submitted an application form (please see attached).

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Valleyview & District Recreation Board will have a full board.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to refuse this application. However, Administration does not recommend this action because they require spots to be filled on the board.

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will inform the applicant of Council's decision.

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**ATTACHMENT(S):**

- Application



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Valleyview + District Recreation Board

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Greenview Regional Multiplex Advisory Board (October 2021), Little Smoky Cemetery Committee (October 2022), Subdivision Development Appeal Board (October 2021)

Have you served on a Municipal Board or Committee in the past?

☐ Yes

☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

\_\_\_\_\_  
\_\_\_\_\_

## Personal Resume

Name: Joshua McMillan

Home/Mailing Address: P.O. Box 202

City: Valleyview, Alberta Postal Code: T0H 3N0

Phone (home): 780 300 8400

Phone (work): \_\_\_\_\_

Email: hello@joshmcmillan.ca

Qualifications: Bachelor of Arts - Music (Piano)

\_\_\_\_\_  
\_\_\_\_\_





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: 5+ years as a self-employed business owner,  
valleyview homeowner

Volunteer Activities you have been involved with: \_\_\_\_\_

How do you feel you could contribute to your chosen Board or Committee?

I want to help grow and develop the recreational opportunities  
available to the community.

Lorva McMillan

Applicant's Signature

2020 - December - 9

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0  
Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

*The personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Greenview Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.*



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Function:** CAO Services

**Submitted by:** Denise Thompson, CAO, Stacey Wabick, Deputy CAO

**Date:** 12/7/2020

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### **Chief and Deputy Chief Administration Officer, Denise Thompson, Stacey Wabick**

November was a productive month for Greenview. First and foremost was the completion of the 2021 budget for Council review. All of Greenviews' managers worked hard to achieve a more streamlined operating budget for the second year in a row. In fact, out of the 116 budget lines that make up the 2021 Operating Expenses Budget, 45 lines were reduced, equalling 39% of all operating budget expenses being impacted. CAO Services believes that after two consecutive years of streamlining operating expenses, Administration recommendations have reached capacity without affecting existing levels of service.

In addition to the budget, CAO Services has had a very busy month tending to a diverse array of subjects. With the support of Senior Leadership, CAO Thompson continues to make difficult decisions as they relate to COVID. Greenview has been placed in an Enhanced Status and therefore CAO Thompson participates in regular conference call updates with Alberta Health Services. This month also saw a mandatory mask rule being put in place within Greenview buildings and an employee from the Safety Department being tasked with tracking employees who feel under the weather and require COVID testing and then produces a Daily COVID Response Update Report.

CAO Thompson also completed an Addendum for Greenviews "A 2020 Vision and Beyond Strategic Plan". This document includes Greenviews 2021 priorities resulting from the Councils strategic planning session at the end of September/early October.

Annual Performance Assessments (PA) occur in the end of November and overlap into the beginning of December. With hundreds of employees, ensuring they all get much deserved time with their managers to discuss their successes and potential improvement is extremely important. CAO Services has decided to start amending this process to focus more on how to support employees from everyday work challenges to career growth goals. CAO Thompson made the first change by retooling employee goals to be specific, measureable, achievable, relevant and time bound. This is a very big undertaking, however, the results are expected to be a happier, healthy, more productive workplace.

A recent gravel haul was a regular topic of discussion that demanded much Administration time to review. CAO Thompson tasked employees to complete an extensive review of the job which included traveling the route multiple times to ensure fairness. Deputy CAO Wabick had Enforcement Services also monitoring the haul, ensuring no violations

were taking place and Greenview infrastructure was protected. In total, seven Greenview employees ended up working on this issue.

Elsewhere in CAO Services, Deputy CAO Wabick continued to work with individual departments as they progress through change. By attending Community Peace Officer (CPO) and Fire Chief meetings a focus was put on not only day to day items, but how the role of how these departments fit into Greenview as an organization.

The CPO department has appropriate staffing levels to now fully engage the level of service expected of them from Council, as well as when appropriate, working with local RCMP detachments. Current focus of the CPO department is crime deterrent through rural residential and hamlet presence and infrastructure protection through weights and measures.

Ongoing discussions with the Fire Chiefs took place to ensure a regional approach remains a focal point. Key to this is 2021 budget alignments and streamlining training, purchasing and PPE requirements.

Meetings and correspondence also took place with the County of Grande Prairie Director of Community Service on information sharing and partnership opportunities and between Deputy CAO Wabick and the CAO's of the Town of Valleyview and Fox Creek in regards to 2021 budgets.

Last but not least is the reorganizing of the Information Services Department (IS). Rather than two IS Officers, the department now has a Manager, Information Systems, an Information Systems Officer and is recruiting for an Information Services Technician. Virtually everything Greenview does has an IS component. Whether its systems maintenance, monitoring cyber security or physically updating computers, this department interacts with every Greenview department and over the last number of years every Greenview department has changed. Information Services is now better aligned to those changes and associated demands.

### **Regional Fire Chief, Wayne Brown**

#### **Administration**

The draft Safety Codes accreditation application Quality Management Plan (QMP) has been submitted to Alberta Safety Codes Council.

Greenview Fire-Rescue and Grande Prairie Fire are in the process of being approved by the Alberta First Responders Radio Communication System (AFFRCS) board to continue to use their Legacy (existing) radio system in tandem with the AFFRCS system until a reliable alerting system can be sourced and installed.

#### **Agreements/Bylaws/Policies**

An amended draft Mutual Aid Agreement between Agriculture and Forestry and Greenview will be presented to Council at the December meeting.

The draft Fire-Rescue Bylaw will be presented to Council at the December meeting for a second reading.

A draft Mutual Aid Agreement has been prepared between GP County and Greenview. The final draft is to be reviewed by legal, it will then be presented at an upcoming Council meeting.

Discussions are currently being held between Greenview and Sturgeon Lake Cree Nation (SLCN) regarding a mutual aid agreement. SLCN fire apparatus, equipment, and training has been reviewed by RDFC Meek. The

review found serious shortfalls in equipment and training. SLCN at this point cannot meet the requirements in a mutual aid agreement. A meeting will be held with SLCN to plot a way forward.

The Valleyview and Greenview Fire Services contract is being reviewed to ensure that all contractual obligations are adhered to.

The Fire Services Contract between Greenview and Fox Creek has expired as of July 1<sup>st</sup>, 2015. Administration is expecting to receive a draft copy of the Fox Creek Fire Department's budget for 2021.

A draft Fire-Rescue Services – Level of Service Policy has been prepared by Administration. It will be reviewed by the Policy Committee.

A draft copy of a Fire Apparatus Replacement Policy is currently being prepared. Administration expects to take this document to the Policy Committee in early January. Administration is working with Lane Barks on an updated Greenview Fire Rescue Services inventory sheet.

### **Fire Stations update**

NFPA 1001 training has been suspended and will be reviewed December 15<sup>th</sup> as per the Alberta Government state of public health emergency measures. Meetings have also been suspended, with minimal fire crew members coming in Tuesday nights to perform truck checks and decontaminate the apparatuses.

DFC Lott attended the Bullex Fire Extinguisher presentation to evaluate the equipment for use in training general staff and potentially firefighters.

DFC Lott and Fire Captain Gardiner have prepared a detailed training plan to enable GFRS fire stations to train during the COVID restrictions.

DFC Lott and Meek assisted local businesses with Covid planning regarding building occupancies.

F11 Tender truck has been reassigned to #32 Station for water supply unit. This unit will be shared by Operations and will be used as the second Tender for #32 Fire Station-Grovedale. This is a great example of making effective use of Greenview apparatuses.

Electronic Daily Driver Trip Inspection form for Fire Fleet has been updated with all three stations' equipment and personnel. A scan code is being prepared and will be presented to Fire Chief Brown for approval. This form is an excellent idea by DFC Parsons and will greatly reduce paper forms making the process very user friendly.

Security perimeter has been programmed at Fire Station #32-Grovedale to include the change rooms, firefighter's pantry, apparatus bays, gym, and training offices. This has been made accessible to Fire Station #32-Grovedale firefighters, maintenance, cleaning, and management staff.

DFC Meek attended #33 Station-Grande Cache to proctor and evaluate the written exams of eight members who were writing the NFPA 1021, Level 1 - Fire Officer Professional Qualifications.

DFC Meek is now certified as a Safety Codes C2 Fire Investigator and has successfully completed the written examination for Safety Codes Inspector B1. He will be working with Chief Brown to complete practical Inspector component.

### Community Outreach:

On November 18<sup>th</sup>, DFC Meek delivered extrication tools donated by the Eagle Valley Rescue Society located in Sicamous, British Columbia. The extrication tools were donated to the SLCN Fire Department (members of SLCN as well as Eagle Valley Rescue Society were in attendance) as part of our assistance to re-build their fire department.

Through November 21<sup>st</sup> to November 28<sup>th</sup> #31 Station – DeBolt led food drives for the newly formed DeBolt Food Bank, with all donations going directly to local DeBolt and area citizens. This was a very successful drive, with not only food being donated but cash donations totaling close to \$1,500.00. Due to the success and community response #31 Station – DeBolt will be making this support an annual event.

#31 Station – DeBolt was asked to assist in flooding the outdoor ice rink at the Rosedale Mennonite School in Ridgevalley. A unit and crew were sent, and the rink was flooded for the use of the community.

### Sergeant, George Ferraby

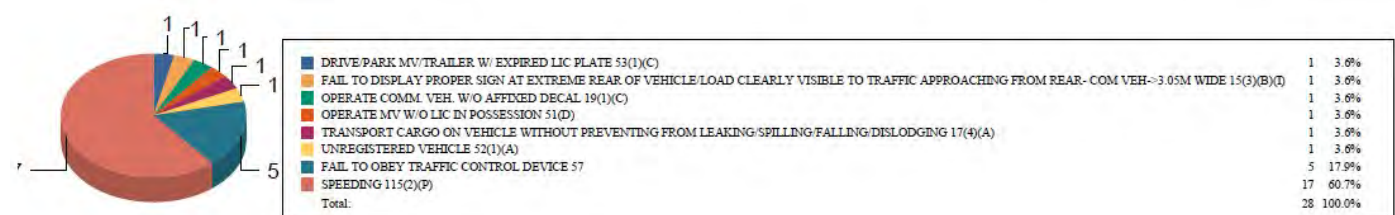
#### Administration

Community Peace Officers (CPO) Eva King and Landen Audet received their appointments from the Solicitor General. Both are actively working throughout the MD. Complaints have dropped in the month of November, as is expected due to the winter transition and people staying indoors.

Enforcement Services fielded 28 calls for service during the month of November. Several enforcement patrols were conducted throughout the MD. The Forestry Trunk Road traffic is currently slow. Several commercial vehicles were weighed, and not a single overloaded vehicle was found. CPO Schultz and Sgt. Ferraby wrote a combined total of 32 Provincial Violation tickets for this period throughout the MD.

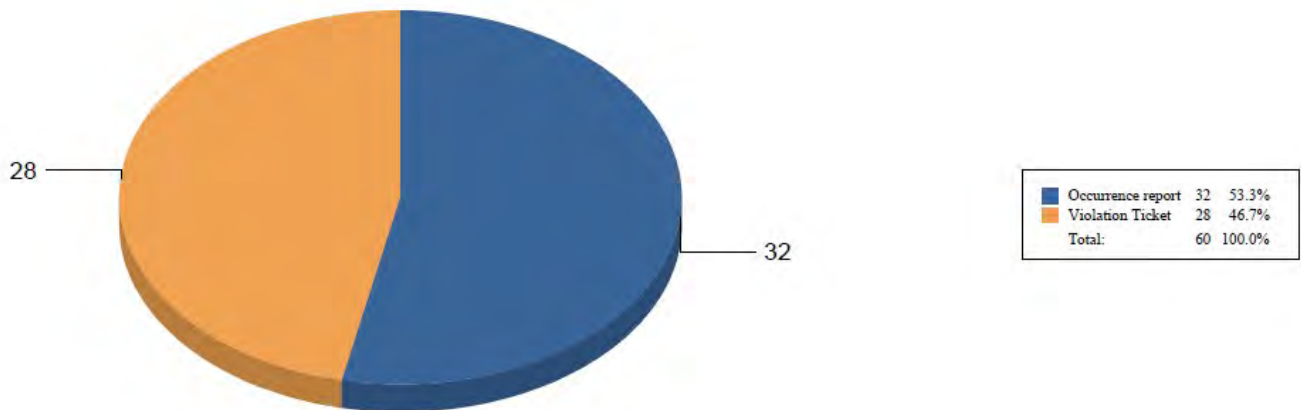
The Province authorized all peace officers within Alberta to enforce the New COVID-19 rules that came into effect on November 27<sup>th</sup>. Enforcement Services is required to report the number of complaints that are investigated to the Province each Friday during the temporary restrictions. Enforcement is happy to report that at this time, there has not been a single complaint received by Enforcement Services, within the MD of Greenview for people violating the restriction.

### Stats

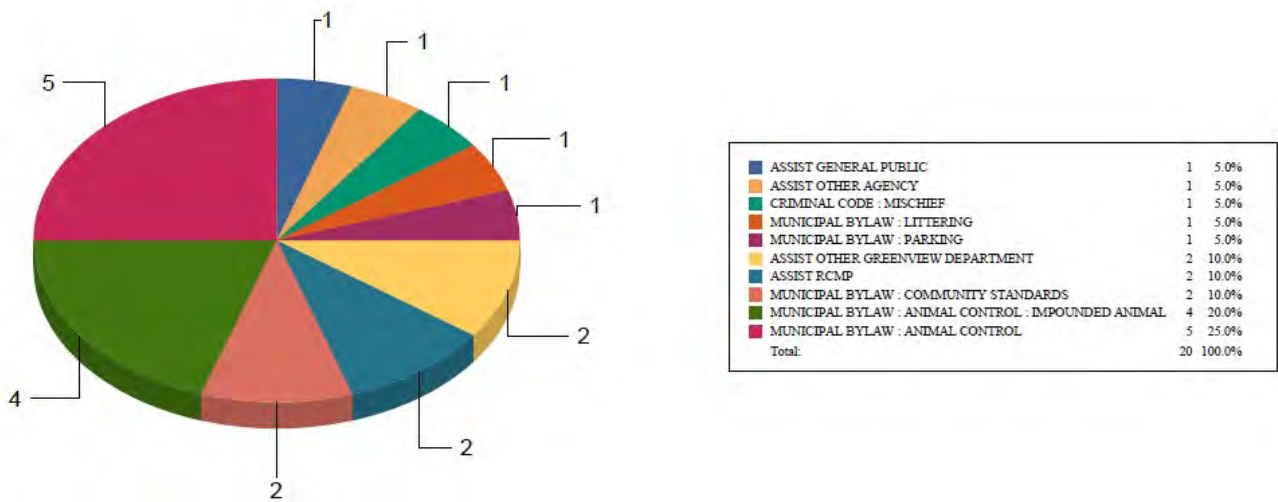




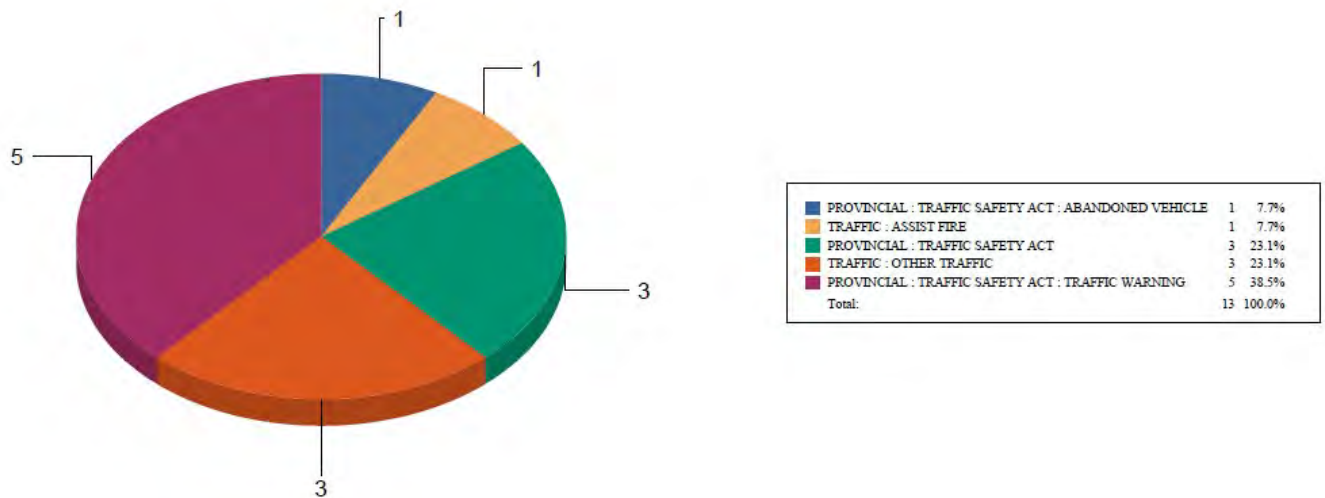
# Count of Reports Completed



# Count of Incident Types



## Count of Incident Types



## County of Grande Prairie – Peace Officer and Animal Control Monthly Stats

### November 2020 MONTHLY REPORT TO THE M.D. of Greenview FOR ANIMAL CONTROL SERVICES

1. Dates and times spent: (attached)
  2. Number of Tickets issued: 0
  3. Number of Complaints/Occurrences: 0
- Running at large: \_\_\_\_\_
- Barking: \_\_\_\_\_
- Bite/Attack Animal: \_\_\_\_\_
- Bite/Attack Human: \_\_\_\_\_
- Too many dogs: \_\_\_\_\_
- Vicious/Restricted: \_\_\_\_\_
- Cat: \_\_\_\_\_
- Other: \_\_\_\_\_

**November 2020 MONTHLY REPORT TO THE M.D. of Greenview  
FOR PEACE OFFICER SERVICES**

1. Dates and times spent: (attached)
2. Number of Tickets issued: 27
3. Type of Tickets issued:
 

Traffic Safety:	<u>27</u>
Gaming, Liquor & Cannabis:	<u>          </u>
Other Provincial Statutes:	<u>          </u>
Municipal Bylaw:	<u>          </u>
4. Number of Complaints/Occurrences: 4
5. Type of Complaints/Occurrences:
 

Traffic Safety:	<u>          </u>
Warrants:	<u>          </u>
24-hour Suspension:	<u>          </u>
Criminal Code:	<u>          </u>
Commercial Vehicle:	<u>3</u>
Parking:	<u>          </u>
Off-highway Vehicle:	<u>          </u>
Bylaws:	<u>          </u>
Unsanitary Premises:	<u>          </u>
Other:	<u>1</u>
6. M.D. Priorities:
  - a)
  - b)
  - c)

### General Communications

The communications department continues to produce regular external communications for ratepayers, stakeholders and the general public. Throughout the month, digital communications efforts continue to be dominated by putting out timely and accurate information for ratepayers and stakeholders on the Greenview Recreation Facility hours of operations changes, COVID updates, etc. The website renovation project is scheduled for a soft launch in the first week of December. In addition, the Mobile application has been well received, with users downloading the app daily. Social posting will continue through the month of December with periodic reminders on the website and social channels in the new year.

### Projects completed or underway:

- Greenview Corporate Website Redesign Project – Greenview, Grande Cache, and the Greenview Regional Multiplex sites have been incorporated into the new Greenview corporate site. Site soft launch scheduled early December. Old site will be fully backed up and training is planned for website editors once Communications staff are trained on the new backend programming
- Christmas 2020: Internal support for staff and Council recognition, created and ordered custom Greenview Christmas cards, Holiday Greetings from Council PSAs being developed and scheduled with all radio stations in identified markets, regional newspaper ads booking
- New Years radio ads in development and scheduling
- Greenview Annual Photo Contest 2020 submissions Professional printing to gallery style canvases completed, and new photos are being put into the 2021 Greenview Calendars
- 2021 Internal and External Greenview Calendars are in process. Finalizing dates for internal calendars
- COVID-19 signage created or supplied to Ridgevalley Arena Board
- COVID-19 communications activity: notices, posters, signage etc. for new restrictions and changes. Contact tracing continues in administration buildings and rec centres
- SMB Apps Greenview Mobile App officially launched Sept 28, 2020. App download statistics will be provided in monthly reports going forward. Regular social and website advertising is ongoing
- Regular review and proofing of Monthly Safety Bulletins and all documentation for Health and Safety (ongoing)
- HR Recruitment social advertising support. A summary of open positions are also included on the main lobby display
- Regular updates to Grovedale electronic sign and VV administration building screens
- Remembrance Day – Signage, website, and social posts created for office closures, and hours running for Rec Centres. Radio Ad PSA's booked in all Greenview market stations

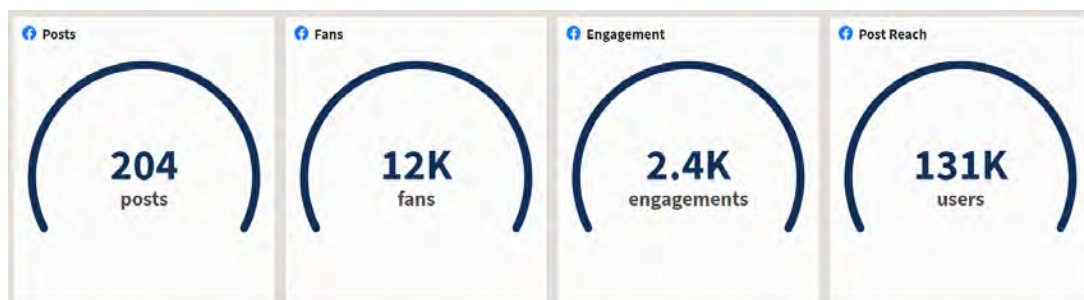
## Digital presence statistics

### Website (November 2020)

Greenview's website has seen 26,686 pageviews on the website through November. This is in keeping with the monthly average site traffic of approximately 21,000+ pageviews. The Greenview website has gained 7,853 new website viewers. Website access from mobile devices has increased to approximately 72% of users. The Audio and Video Streaming page was accessed 329 times in the past month from outside of the organization.



### Facebook (November 2020)



Work continues to build our Twitter and Instagram presence. Twitter followers as of November 27, 2020 = 1,805 for an increase of 2. Instagram followers as of November 27, 2020 = 494 for an increase of 33.

**Greenview APP (November 2020)**

The Greenview mobile app has been live and available for iPhone and Android phone users for approximately two months now. The app is being downloaded 1-4 times per day on average, with users accessing the “Notifications” section the most often as push notifications are sent out for Council Meetings, etc. Approx 385 Users to date.







# Manager's Report

**Department: Infrastructure & Planning**

**Submitted by: Roger Autio, General Manager Infrastructure & Planning**

**Date: 12/1/2020**

---

### **General Manager, Infrastructure & Planning, Roger Autio**

- Working with all departments on Budget 2021
- Meet with landowners on drainage concerns
- Talked with ratepayer on building requirements and ongoing concerns in Ridge Valley
- Talked with Canfor over road crown on the FTR -- ongoing log haul
- Working with residents in Grovedale on concerns with area projects.

### **Manager, Construction & Engineering, Leah Thompson**

- Ditch cleaning completed on 221 in the Valleyview area.
- Ditch cleaning completed on RR 255 in the Ridgevalley area.
- Ditch cleaning and culvert size increases and additional were completed at RR 261 and Twp. Rd 720 located in the RV/DeBolt area.
- Ditch cleaning in progress on Twp. 724 and other areas of concern in the DeBolt area
- Cleaning completed under and around Bridge file 74383 located on RR 220 as throughout the year it gets clogged up from trees etc.
- Ditch cleaning in progress on Twp. Rd 724 in the New Fish Creek area.
- Goodwin Road has been released over to Greenview for the winter and will get another inspection in the spring for any deficiencies.
- RR 224 Farmland access for Wirth's base is complete, with the weather it will be conditioned, and gravel spread in the spring to finalize. Over the winter we have put large blocks with reflective tape at the end of the road to ensure safety and protection of the road base. Landowner was thrilled with the road and the dugout that was left.
- RR 242 Farmland access for Sonnenberg/Sutley was completed and an additional culvert installed as directed. Landowners are happy with the final product. Greenview will go in the spring to spread grass seed.
- Ditch cleaning and upgraded completed along the Little Smoky road for 3 separate landowners. Landowners have been having issues since the road was constructed and paved years ago. Day labour went out and dealt with both areas owned by Nichols. Landowners were appreciative and happy with the outcome. Third landowner called with some concerns, day labour was out there

and able to meet his needs within a couple of days. The landowner was very happy that we were able to come and do this since it has been an ongoing issue for years.

- Simonette Hill located on the FTR that has been sloughing for years, administration decided to start cutting down the slope, removing the garbage material and removing the broken weeping tile that was installed within the hill. So much water was travelling along the top of the hill within the weeping tile it caused the sloughing. Looking into the whole area there was a drainage ditch to the east behind the hill. Administration put the water back to the original drainage channel where it went to the river disregarding the hill all together. This hill has been cut down, so the slope is in a stable condition at this point.
- KM 5 pull out extensions were completed.
- Fencing was completed with gates for safety at the new drainage on Twp. Rd 702 south that was completed within our undeveloped road allowance.
- Sunset House Drainage is in progress with the contractor on site.
- Ditch cleaning along Range Road 223 and surrounding areas within New Fish Creek.
- Working on performance appraisals to be finalized by December 11<sup>th</sup> deadline.
- Upsized the culvert located inside the gate at Moody's Campground off the main road to help with the spring runoff.
- Investigating rip rap supply areas closer to Valleyview to save costs.
- Victor Lake wetland partnership with AEP was completed by Associated Engineering. There will be a board installed at the location to explain the purpose and the benefits of having this area with the runoff going to the lake and the organism benefits. Local contractors were used for the willow staking and Klassen Bros. was involved with the machine work as they had the equipment already on site.
- Once budget is approved administration will move forward with preparing tenders and getting jobs ready prior to construction season.
- Investigating the entrance from Hwy 43 to Moody's Crossing, the area is not acceptable for recreational and industrial use within the current roadway structure. The cost will be minimal but have big safety adjustments for the travelling public.

#### **Interim Manager, Environmental Services, Doug Brown**

- Administration compiled operational and capital budget and presented to Council.
- Interim Manager met with staff in Grande Cache and toured water, wastewater, and landfill facilities.
- Recovered the trailer stolen from Little Smoky earlier in year.
- Held a Health and Safety meeting with Safety representatives for staff information in Valleyview.
- Hired 2 new temporary Utility operators for staff on leave, and 1 new Transfer Station attendant for South Wapiti.

#### **Water**

- Interim Manager met with Town of Valleyview staff at the Valleyview Water Treatment Plant to see 2upgrades and discuss communication needs.
- Repaired damaged heat trace in Little Smoky from repairs earlier in year.
- A new water service was installed on the Valleyview Rural South waterline.
- Landry Heights had reached substantial completion in September and residents are installing services. We currently have 26 residents signed up to connect.

- Grovedale has just reached substantial completion. Administration has prepared and mailed update letters for both Landry and Grovedale. Advertisements are also being placed on the website/social media and the electronic sign in GD. Residents can begin installing services. We currently have 9 residents/ businesses signed up to connect to the water.
- As per the latest projection from the contractor water production is anticipated for end of February 2021.
- Consultants on the Sturgeon Lake W/WW Servicing Feasibility are in the process of finalizing the Design Criteria Memo. We will be receiving this shortly after the New Year.

### **Wastewater**

- We are getting quotes to replace the damaged clarifier equipment at sewer treatment plant.
- Thurber is onsite this week to complete geotechnical work on the sludge ponds at the Grande Cache Sewer Treatment Plant. They will also complete geotechnical work on the road to the STP for a potential waterline to the plant.

### **Solid Waste**

- Solid Waste received 4 new 40 yard roll off bins from approved 2020 budget.
- Greenview Regional pickup truck was stolen and recovered and then stolen from impound and found completely burnt.

## **Manager, Facility Maintenance, Wayne Perry**

### **Valleyview**

- All Buildings – Prepared & sent out to tender Janitorial contracts for 2021. These contracts now require all cleaning supplies be provided by the contractor.
- Christmas Decorations – The team in the month has decorated inside or outside almost every building in Valleyview, DeBolt & Grovedale
- I & P Building – (12) task list items were completed in the month. The largest of these was the removal of a door between the shop & office and the installation of a pressure washer line from the wash bay to the centre of the shop.
- All Water treatment plants – The cranes in the shops were recertified and all repairs required were done.

### **Grovedale**

- Public Service Building – all overhead doors in the building were given a preventive maintenance inspection and all deficiencies were repaired
- Safety – (16) E-compliance issues were addressed in the month in the Grovedale facilities. This includes exit signs repaired, emergency plans generated, shelves secured to walls and building trip hazards eliminated.
- Shop A -Heat has been added to the one of the sheds in the shop yard

### **Grande Cache**

- Christmas Decorations – The team in the month has decorated inside or outside of the PSB, Public Work and the Tourism Centre

- Capital project FM200003 – In November we have replace the metal cladding on the Ag building and began the constriction of the lunchroom and office in the Facility maintenance building.
- Capital project FM 19004 – The generator for this project has been ordered and is scheduled for delivery in mid-January 2021. An installation contractor has also been secured and will be working with the foundation's contractor on the isolation pad installation in December. We expect to have everything ready to install the generator when it arrives.
- Tourism Centre – Front door modifications have been complete in the month to install panic bars for safety.
- Water treatment plant – Worked with a contractor to determine and order correct roof rakes for the building and have them on order for installation in December. In the month we also installed a protective building over the gas meter.

### **Manager, Operation, Josh Friesen**

- Working on improved processes for sand/salt usage reporting, operator reporting for driveway clearing, inventory usage reporting
- Budget preparation
- Awaiting final reports from gravel exploration at SME's:
- West of Little Smoky in Simonette area (not a viable source)
- By Pinto Pit west of Grovedale (potentially a viable source to expand Pinto Pit)
- Interviews completed for posted positions
- Performance appraisals

### **Operations East**

- Snowplowing is ongoing
- Culvert projects completed:
- TWP RD 694 + RGE RD 224 (Valleyview South)
- TWP RD 692 + RGE RD 225 (Valleyview South)
- TWP RD 674 + RGE RD 225 (Valleyview South)
- TWP RD 720 by RGE RD 263 West of HWY 43 (RidgeValley Area)
- RGE RD 214 North of HWY 669 (Valleyview/Sunset House Area)
- Ditching projects completed or ongoing:
- RGE RD 231 South of TWP RD 700 (Valleyview Area)
- TWP RD 683 West of RGE RD 225 (Valleyview South Area)
- Brushing continued for improving spring runoff in problems areas at Sandy Bay, RGE RD 261 south of TWP RD 713 (RidgeValley), RGE RD 224 South of TWP RD 700 (Valleyview South), and TWP RD 683 West of RGE RD 225 (Valleyview South)
- Road gravelling has been wrapped up for the season with the New Fish Creek area completed
- Street signs being installed in RidgeValley

### **Operations Central**

- Culvert projects completed:
- RGE RD 12 + TWP RD 734 concrete culvert replaced South of TWP RD 734

- RGE RD 10 + TWP RD 734
- RGE RD 264 South of TWP RD 720
- RGE RD 265 + TWP RD 731
- Puskwaskau pipe replaced and upsized at TWP RD 740
- Upgraded culvert at Alberta Avenue with plans to further repair apron at a later date
- RGE RD 14 + TWP RD 735 - ditching for 200m, culvert replaced and upgraded
- Mountain Springs Rd ditching, approach rebuilt with new culvert
- RGE RD 10 North of TWP RD 742 ditching for 400m, upgraded culvert
- Gravel transfer to Lagoon stockpile commenced November 13, anticipated end-date of December 4
- FTR – regular winter maintenance
- Operations West
- Culvert and ditch cleanup projects completed by Jeff Rodrigue in Grovedale area:
- 2 culvert installs and ditch cleanup completed on TWP RD 693
- 2 culvert installs and ditch cleanup completed on RGE RD 74
- 1 culvert install completed on RGE RD 73
- Road repairs, sign installation, drainage issues & general maintenance:
- Nose Creek Settlement has been maintained by contract grader a couple of times
- 13 signs installed, including STOP sign, school bus STOP ahead and speed signs
- Culvert cleaning complete for season
- MD crews have cleaned up deadfall trees
- MD crews have been out snowplowing when required
- Ledcor requested Hwy 666 maintenance for 3 days
- Stockpiling from Pinto South pit to Grovedale yard is complete
- Started transferring gravel from Rail rock pit to KM 70 stockpile on November 12; ongoing with completion expected to be early December
- Assisted Building Maintenance with snow clearing at the Grovedale PSB parking lot

## **Operations South**

- 19 loads of dirt cover hauled to the landfill site
- CVIP completed on Unit F61
- Fuel tank replaced on BUS001 (GMC 3500 minibus)
- Town garbage collection Mondays and Fridays; pick up of cardboard from commercial businesses
- Snow removal and salting of crosswalks, sidewalks, and opening catch basins
- Snow clearing in parking lots, access roads, Tourism Centre, Wastewater and Water Treatment Plants, Landfill, Operations Building, Golf Course, Ball Diamonds, Campground, Mall area and Cemetery.
- FTR – plowed/sanded

## **Fleet Coordinator**

- Ritchie Bros. auction completed – 22 items sold; total amount \$377,600.00
- Gov Deals online auction: 15 items sold; total amount \$64,855.00.
- 3 items remain unsold from first Gov Deals posting and will be reposted until sold.



## Public calls / Concerns

Road Concerns Received - 33	Valleyview	Grovedale	DeBolt	Grande Cache
Brushing	2			
8Culverts	1		1	
Ditching, drainage	4			
Gravel	0			
Road Condition	1	5	1	1
Signage	2			
Snowplowing	7			8
TOTAL	17	5	2	9

- 1 Concern was received via Greenview Mobile App, the remainder were called in. The app report was advantageous as the form was completed and a picture of the concern was attached. In this case it was brush that had grown up, limiting visibility at an intersection. The ratepayer was emailed back and the concern was addressed within a couple days.

Location	Fleet & Shop October Work order requests
Grande Cache Shop	30
Grovedale Shop	28
Valleyview Shop	87
TOTAL	145

## Manager, Planning & Development, Sally Orson

- GIS Staff have been working on review and updates to the following:
- Underground municipal water, sewer lines and storm water (storm water was only in Hamlet of Grande Cache) based on as-built drawings for all the hamlets – 80% complete. Waiting for response from Engineering firms and in-house staff for additional information.
- Alberta One-call updated contacts and provided an information update from our data to them.
- Valleyview waterline update taken from the 2005 data.
- Road updates 95% complete that included adding 250+ driveways and clean-up of 1,200 to 1,500 others.
- Land Use Bylaw rezoning maps and update couple new ones.
- Club root map updated.
- Entering Agricultural Services spray data (60% complete manually entered) from 2016 to 2020.
- Website maps were updated including: Electoral Division Overview & Ward Maps, Hamlets, and Landfill & Building Location maps.

- Rural addressing review from the Diamond system and comparing to MuniSight. Also, address point analysis and comparison to Tax database. Continue to work with Telus 911 to update addressing.
- Budget Map for Engineering complete.
- Created a Cemetery Map for Website added all the know cemetery locations in Greenview and were imported into MuniSight data base.
- Created Drainage Ditch maps; waiting on more information and data to Update from internal staff.
- Completed 3rd party data exports of mapping as shape files to three different companies.
- Updated the TMIP Boundary in MuniSight.
- GIS working on Grande Cache Map to add to the Map Book.
- Valleyview Intermunicipal Development Plan joint Public Hearing was postponed due to provincial COVID 19 requirements.
- Directional Signage ordered for Grande Cache Co-operatives/Enterprise and installation will take place by Ledcor Highways Ltd. The roadside development permit has also been issued by AB Transportation. They gave approval of the type of directional signage we ordered from AB Traffic Supply.
- There were 240 Business License renewal letters sent out for all of Greenview including the Hamlets. Staff are answering questions regarding whether a business license is necessary, mandatory and what other permitting requirements are necessary.
- Review of the Rural Addressing is taking place to ensure the addresses are correct in our system compared to what is actually on the ground and fixing any anomalies.
- A few rural addressing signs were ordered after the fall 2020 sign installations were complete. Planning staff will install those that are required now.
- Performance Review forms were sent out to staff and interview dates scheduled for early December 2020.
- Planning staff are reviewing the Draft Land Use Bylaw and hope to present to Council in early January 2021.
- Staff are working on various road closures for Land Titles registration.
- Due to provincial COVID 19 restrictions, rather than staff meeting with the public face to face, limiting to calling public instead, as much as possible.
- Two additional staff contacts were provided from Alberta Environment & Parks, Public Lands Disposition Management. Greenview has three pending Private Land Sale Dispositions (PLS) for: Grovedale Wastewater Lagoon, Little Smoky Transfer Station and Grovedale Industrial Land purchase. Two of files are dated as far back as 2010 and 2013. Waiting for update from Director, Public Lands Disposition Management.
- The following information provides a summary of the new applications received in the various development categories:

Monthly Summary of Activity in March 2020	
Type of Planning & Development Activity	Number of Applications
<b>BUSINESS LICENSES:</b>	
<b>DEVELOPMENT PERMIT APPLICATIONS:</b>	3
<b>LEASE REFERRALS: 1</b>	1
<b>LAND USE AMENDMENTS (RE-DESIGNATION):</b>	
<b>SUBDIVISION APPLICATIONS:</b>	

<b>APPROACH APPLICATIONS:</b>	Gravel / Asphalt
<b>ROAD CLOSURE APPLICATION</b>	

Breakdown of the applications are outlined as follows:

**Business Licenses: 0**

THERE WERE NO BUSINESS LICENSE APPLICATIONS RECEIVED FOR NOVEMBER 2020.

**Development Permits: 3**

D20-425 / PLAN 1026388 BLK 2 LT 3 / ACCESS. BLDG GARAGE- \$65,000 / SCHOCK / WARD 8

D20-426 / SW-25-70-22-W5 / MINOR HOME OCC - \$0 / JOACHIM / WARD 3

D20-427 / PLAN 1521512 BLK 1 LT 2 / ACCESS. BLDG SHOP - \$460,000 / MD OF GREENVIEW / WARD 6

**Lease Referrals: 1**

L20-424 / NW-06-59-22-W6 / CARSON INTEGRATED LTD. / SML SAND & GRAVEL / WARD 2

**Land Use Amendments: Total 0**

**Subdivisions: Total 3**

S20-020 / SW-02-71-20-W5 / FIRST PARCEL OUT / SUNSETTER FARMS INC / WARD 4

S20-021 / NE-03-71-26-W5 / FIRST PARCEL OUT / KLASSEN / WARD 7

S20-022 / SE-17-71-26-W5 / FIRST PARCEL OUT / RIEGER / WARD 7

**Gravel Approaches: Total 3**

20\_034 G / SW-18-72-22-W5 / FIRST / WERKLUND / WARD 5

20\_035 G / NW-20-66-21-W5 / FARMLAND NEW / HALL / WARD 2

20\_036 G / SW-25-67-21-W5 / FARMLAND UPGRADE / HILLS / WARD 2

**Asphalt Approaches: Total 0**

**Road Closures: Total 0**



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Department:** Community Services

**Submitted by:** Dennis Mueller, Interim Director

**Date:** 12/3/2020

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### **Interim Director Community Services, Dennis Mueller**

Administration has recently been in contact with the Town of Fox Creek Administration in regard to their Community Development Initiative agreement funding report. It has been conveyed that the report will be forthcoming shortly upon which time Greenview will release the remaining committed funds to the Town. It should be noted that the Town of Valleyview has been paid in full their 2020 Community Development Initiative allotted funding.

Grande Spirit Foundation has been working with Administration in regard to making application for the Seed Grant Funding through the Canadian Mortgage and Housing Corporation (CMHC).

The Valleyview and District Medical Clinic Committee held a meeting whereby the 2021 Proposed Budget was adopted. It should be noted that the Committee has recently approved the establishment of a Building Reserve Fund which will include annual contributions from the partners as to provide fifty percent of the future building replacement costs in a fifty-year time frame.

### **Agricultural Services Manager, Quentin Bochar**

#### **Administration**

Greenview Agriculture department staff have been working on budget documents, getting contractors finalized for some projects that are still part of the move into the Agriculture building, and getting items organized and cleaned up in the shop area. Staff have also spent a fair amount of time fixing and repairing electrical issues on some of the rental equipment that usually goes out in the winter season.

#### **Rental Program**

The rental program volume has finally slowed down as winter is apparently here now. Staff are working to keep the rental equipment that is usually used in the winter, clean, in good operable condition, and available for rental, to-date there have been 564.5 rental day equivalents.

### **Pest Control Program**

To-date, there have been a total of 94 wolves turned in for the 2020 Wolf Harvest Incentive program and 102 beavers turned in for the 2020 Beaver Harvest Program.

### **Vegetation Management**

Now that the ground has frozen a bit there are some known weed problems on right-of-ways in the green zone that can be checked for the presence of invasive weeds.

### **Grande Cache Beautification**

The Beautification team has been able to get all of the Christmas decorations in time for the Light up the Rocky the Ram program. Repairs/replacement of parts have been made to some of the banner holders on the light standards. Phase 5 pad site is ready for ice, if winter ever agrees to come to Grande Cache. Beautification, Operations and Recreation look after this site over the course of the winter.

### **Agricultural Service Board (ASB)**

The next ASB meeting is scheduled for December 16<sup>th</sup>, 2020.

### **Economic Development Manager, Kevin Keller**

Economic Development and Tourism has had a busy month.

For the Greenview sponsored, Professional Bull Riding Canadian Finals, Administration had a promotional video developed that was show on TSN when the competition was broadcast nationally. In addition, this video will be used by Greenview for tradeshow and websites beginning in 2021 <https://youtu.be/6t86eOBuINQ>.

Administration continues to meet bi-monthly with Birch Hill's Chief Administrative Officer (CAO) to discuss options for economic development within that municipality and potential future joint initiatives.

The Economic Development team attended the annual Economic Developers of Alberta Conference. The main topic of discussion was Alberta's need for economic diversification throughout the province. At the conference, Greenview was nominated for an award for business development in a small community. The 2019 Business Retention and Expansion survey initiative for Grande Cache completed in partnership with Community Futures West Yellowhead resulted in the nomination. The pool of nominees was deep in this category and Greenview was not selected this year.

The Grande Cache Business Support network is up and holding online workshops again, providing Grande Cache small businesses with a venue to converse and learn about supports for small business. Canadian Fibre Optic was the guest presenter at the last session with the next session scheduled for January 2021. Administration coordinated a Grande Cache Tourism meeting with industry leaders and a tourism committee is currently being created. We had twenty-one (21) attendees provide input on how to establish community working groups to lead tourism initiatives in the greater Grande Cache region.

Eventure Northwest AB Advisory Committee has hired a contractor to submit a funding application NRCan for federal grant funding. Each municipality is contacting their MLA and requesting a letter of support for the electric vehicle project.



Greenview was invited to the Whitecourt Chamber Regional Resource and Energy meeting for discussions about the potential for a transportation utility corridor being established between Parkland County North through Whitecourt to Fox Creek and then north to High Prairie. Future projects could include rail line development from Fox Creek and High Prairie to then connect to the proposed A2A rail line to Valdez Alaska. There are tons of potential, need to get Alberta's economy back in the right direction and service businesses and residents of eastern Greenview.

This year's Shop Local/Lucky key Campaign in Grande Cache is cancelled due to lack of participation. Capital upgrades for 2020 at the Grande Cache Tourism centre now are 95% complete.

Tourism has collaborated with Grande Cache Recreation to create a cohesive Christmas event that includes the Tourism Centre, Interpretive Park, Lighting of Rocky the Ram as well as a Christmas Light-up contest and event. Posters have been created and dates set to start on December 11, 2020.

Greenview daycare needs presentation will be provided at the Committee of the Whole Meeting on December 21<sup>st</sup>.

Greenview Grant Outcome Report presentation will be made at the Committee of the Whole on December 21<sup>st</sup>.

Met with the Grovedale Ag Society to assist in preparing the Manager job description.

Connected I&P with the Grovedale Cemetery Committee regarding their paving request.

Assisting Grovedale Daycare in developing projection numbers for a daycare facility.

Conferred with all community halls and arenas after Premier Kenney announced the recent COVID-19 restrictions. Advised all of the new guidelines, as provided by Greenview Fire Chief. All arenas are closed, and all community halls are closed. The Goodwin Hall rents to a church group every second Sunday, COVID restrictions are in place. The DeBolt library & gym are open at 25% capacity with COVID restrictions in place.

#### **Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford**

Neighboring FCSS departments including the County of Grande Prairie, Hythe, Beaverlodge, Clairmont, Sexsmith and Wembley have asked Green View FCSS to provide statistics which will be compiled into one advocacy letter that our respective boards and Councils can use when speaking to MLA's. The type of information collected from all above communities will include statistics on financial information, home support, community volunteer income tax, emergency response and pandemic recovery. Once this letter is complete, it will be distributed to the Board for information and use in key messages.

The Northwest FCSS Regional meeting, hosted by Green View FCSS, was conducted on November 20<sup>th</sup>. During the meeting Councillor Didow was re-elected as the Northwest elected representative and will

continue to act as the Treasurer on the Family and Community Support Services Association of Alberta (FCSSAA). The FCSSAA Annual Conference and AGM was held virtually this year, and Karen Rosvold from Grande Prairie County was once again voted President of the Association through acclamation.

As a benefit to membership, the FCSS Association of Alberta will provide an online Foundations Certificate Program, training at no cost to FCSSAA members. This training program is called NACTATR (North American Center for Threat Assessment and Trauma Response) and will include three courses: Foundation in Threat Assessment, Foundation in Trauma Response, and Foundation Family Dynamics. The value of this training opportunity is \$300.00 per certificate, and all Green View FCSS staff will have the opportunity to take the training. Also, the Association has voted to provide a two for one membership deal to all programs who have paid their 2020 fees. The membership fees for Green View are \$1,040.00 annually, and as this fee has been paid for in 2020, membership fees are not due until 2022.

Administration and Green View FCSS Board members engaged in a (SWOT) analysis. The purpose of this exercise was to identify strengths, weaknesses, opportunities, and challenges within the department. This information will be incorporated into the renewal of the 3-year strategic plan which expires in 2020.

#### **Recreation Services Manager, Kevin Gramm**

COVID 19 has played a major role in how Administration has been handling and somewhat reacting to day-to-day activities within Recreation Services. The recent Provincial announcement tightening up, or adding increased restrictions, effectively, hampering the two major facilities, Grande Cache Recreation Centre and Greenview Regional Multiplex. The participation was trending upward as Administration was seeing an increase in usage, participation.

Most notably are the changes to Child and Youth programming, group participation, group fitness classes and the effect the reduction of program offerings. Cancellation of programming and fitness classes has not only placed pressure on the public to remain active and healthy, but also has a demoralizing effect on staff who look forward to daily interactions with patrons and program goers. Staff find the changes hard to remain upbeat and positive especially when traction is made on the attendance in these activities, the immediate provincial restriction increase, stops them in their tracks. However, staff remain vigilant in the fight to stop the spread and continue to redefine the opportunity for programming in hopes to keep interest alive and teams are ready to reactivate and invigorate our communities within the MD of Greenview.

Administration has spent many weeks working on the operational and capital budget preparations for Council, working with approved 2020 budgets, forecasting 2020 projected figures and providing a reduced 2021 budget in Recreation Services. The impact of COVID 19 not only restricts the public offerings but also reduces revenue generation potential in our major facilities. Greenview remains one of the few municipalities attempting to weather the storm and continue to provide Recreational Services to our residents throughout Greenview.

Administration has been tasked with one-on-one staff performance appraisals within Recreation Services devoting many hours to the process collectively ensuring all staff receive performance feedback, appraisals and future goal setting within their sphere of influence as well as their personal careers with Greenview.

Administration in Recreation Services has been working with Health & Safety, most notably eCompliance to ensure all necessary training opportunities are being offered to the fifty-eight (58) Greenview staff in the

department. Limitations regarding access to computer terminals in recreation has some staff completing training objectives on their personal phones in order to meet required deadlines in the department. Most recently, Health & Safety engaged Recreation Services to be the first in eCompliance to participate in AMSA online WHMIS training, requiring each Greenview staff member to upload their own certificates into eCompliance once complete. Administration is happy to report we are 99% complete with this task and are proud to say so!

Administration has been working with Alberta Environment and Parks on a project charter and work plans for a Grande Cache Trail Network, a recreation group is being formed in the Grande Cache Region. This is an unapproved excerpt from the working group charter currently at the input stage. Administration felt this might be a welcome update even though the charter is not yet complete.

*This project will establish a Recreation Working Group in Grande Cache, led by Alberta Environment and Parks (AEP) including members of the GOA as and where necessary, co-chaired by the MD of Greenview and with representation from Aseniwuche Winewak Nation (AWN), Mountain Metis, and various local recreational interest groups and public safety officials. The working group will help identify the values, needs, issues and opportunities that must be prioritized related to trails, staging areas, infrastructure (e.g., bridges) and signage, as well as the need to mitigate damages to the ecosystem and protect our headwaters, riparian areas, species at risk, and critical habitat.*

*The working group will identify existing trails and current use patterns, areas of conflict (current and anticipated future), and ensure that adequate and appropriate recreational experiences are maintained. This will include where trails and staging areas are in proximity to or enter existing protected areas. Ultimately, this working group will help guide the actions taken by AEP through the Recreation Partnerships Initiative (RPI), among other initiatives, to produce an inventory and plan of action. Furthermore, the products of this working group will help inform the future of broader recreation management planning across the region.*

Administration has completed a 2021 Business Plan for Recreation Services including categories in such areas as revenue generation, promotion and advertising, outdoor recreation improvement, facility usage, future development and expansion, staff training and retention opportunities and general department well being. This plan will form a guiding path to follow, refer to, and reflect on in 2021.

### **Grande Cache Recreation Services**

Administration programming department in Grande Cache had several events scheduled for November and December, most notably the Holiday Light Up, a competition for the Hamlet of Grande Cache homeowners to decorate their homes and be listed on a community parade route in participation with EMS and Grande Cache Fire Services. The parade will tour residents who want to participate through the Hamlet to view registered homes in the competition. Residents will be asked to complete an online form, voting for their favorite decorated home in several areas of the Hamlet and Cooperatives.

Sadly, due to recent provincial restrictions the event was scaled back from several community park location stop points to enjoy games and refreshments. However, the parade will continue as well as the competition. These same restrictions also saw the cancellation of the Griswold Christmas Tree event, a partnership

between the Grande Cache Recreation Services Programming Team and Alberta Environment and Parks. Despite all the COVID 19 measures put in place, AEP pulled out of the event.

Grande Cache November Facility Use Statistics				
	10X Pass	Monthly Pass	Drop in	
Adult (18-59)	101	427	174	702
Youth (5-17)	14	87	68	169
Senior (60-69)	26	8	3	37
Senior (70+)		113		113
Family	21	67	35	123
Totals	162	702	280	

Community Bus November 2020 Statistics			
	Round Trip	One way	Total
03-Nov	1	1	2
05-Nov		1	1
Totals	1	2	3

Arena November Statistic 2020			
(Hours)			
	Rental	Minor Hockey	Total
Nov 2 - 8	3	18	21
Nov 9 - 15	4	14.75	18.75
Nov 16 - 22	2	29.75	31.75
Nov 12 -29	1	11.5	12.5
Nov 30 - Dec 6	1	0	1
Total	11	74	85

## Valleyview Recreation Services

### Simonette River Provincial Recreation Area

Alberta Parks has completed the installation of a gate to allow for emergency access to the Simonette River through the recreation area. Administration will pick up a key to provide to the DeBolt Fire Department. Alberta Parks paid for the installation of the gate and the money allocated by Greenview in the amount of \$5,600.00 was not required.

### Grovedale Fish Pond Vandalism

Vandalism was discovered at Grovedale Fish Pond on November 18<sup>th</sup> and November 23<sup>rd</sup>. Both instances were damage to the outhouse from a rifle. The damage was primarily cosmetic and the outhouse remains usable to the public. Repairs to the concrete will occur in the spring when the weather permits. A report was

filed with the RCMP for both incidents and the Community Police Officers (CPO's) are aware of the increase in vandalism on the site.

### **Winter Walking Trails**

Snow removal has began for the walking trails in Ridgevalley, DeBolt, and Johnson Park as outdoor recreation sites shift to winter use.

### **Greenview Regional Multiplex (GRM)**

Administration has been updating facility documents and procedures. Recently completed is a Lifeguard II training manual that will better assist aquatic staff from the transition of a Lifeguard I to Lifeguard II position. Public First Aid forms have been updated, as well as safety equipment inspection checklists. Administration has been working with Customer Service about updating and adding modules to the Customer Service Training Manual. We recognize that our Customer Service staff are our Directors of First Impressions and feel that it is important to review the support that we are providing them on a regular basis. Administration is in the preparation stages for inventory counts that will begin the end of December.

Effective November 2<sup>nd</sup>, facility operational hours were increased from 7:00 am - 7:00 pm to 5:00 am – 9:00 pm. At that time, the prebooking of facility time slots was removed and was well received from the public with an increase of usage. Effective November 28<sup>th</sup>, our facility weekend hours will increase from 10:00 am – 5:00 pm to 9:00 am – 9:00 pm

Administration is working with the Valleyview Gymnastics Club to ensure a safe return to the facility for activities. Projected start date is January 6<sup>th</sup> unless further COVID restrictions impede the group from returning to the sport.

### **Current Active Membership As At November 30<sup>th</sup>, 2020**

<b>Membership Name</b>	<b>Members</b>
<a href="#"><u>Corporate - Youth (13-17)</u></a>	17
<a href="#"><u>Corporate Senior (60-69)</u></a>	16
<a href="#"><u>Corporate Super Senior (70+)</u></a>	1
<a href="#"><u>Corporate - Adult</u></a>	261
<a href="#"><u>Corporate Family- Additional Youth (13-17)</u></a>	0
<a href="#"><u>Family Pass</u></a>	123
<a href="#"><u>Child (3-12 Years)</u></a>	58
<a href="#"><u>Corporate - Child (3-12)</u></a>	32
<a href="#"><u>Corporate - Family</u></a>	162
<a href="#"><u>Super Senior (70+)</u></a>	57
<a href="#"><u>Corporate Family- Additional Child (3-12)</u></a>	2
<a href="#"><u>Family - Additional Child (3-12)</u></a>	4
<a href="#"><u>Family - Additional Youth (13-17)</u></a>	0
<a href="#"><u>Senior Pass (60-69)</u></a>	77



<a href="#">Adult</a>	257
<a href="#">Youth (13-17 Years)</a>	43
<b>Total</b>	<b>1110</b>

- We had a daily average of 167 patrons using the facility in November

### **Programming**

Families were happy to see programming back at the facility, with programs being near capacity, however, due to the announcement made on November 13<sup>th</sup>, further COVID guidelines have restricted the GRM from running programs in all areas of the facility. These programs have been paused until the restrictions have been lifted. In addition, the Fieldhouse is currently open for prebooked time slots for families of up to six.

Administration will continue to monitor the directives from Alberta Health Services (AHS) and the Province to facilitate Childmind opportunities. We will focus future efforts on meeting the vision of Childmind and drop-in space. At this time, due to further COVID restrictions that have been implemented, Childmind closed effective November 11<sup>th</sup>. Childmind will remain closed until further notice.

### **Special Events of Note:**

Fitness is currently preparing to offer online content to both members and non-members. Registration will be available for online group fitness classes beginning the week of December 7<sup>th</sup>. Fitness has developed a New Year program called “Get in the Zone 2021”. This program is designed to kick-start fitness in 2021 for 10 registrants while also promoting the facility’s MyZone program. Fitness is working on developing fitness plans for beginners, advanced and also at home workouts for the six (6) - week program. This will be treated as a weight loss challenge with the winner receiving a \$100 credit to the facility.

### **Aquatics**

Administration has been working with Aquatics to update the Safety & Supervision Manual, implemented Instructor Code of Conduct, Lifeguard Code of Conduct and Missed In-Service Acknowledgement Form. It is mandatory that all aquatic staff remain vigilant in regards to their fitness and first aid abilities, should a lifeguard be unable to attend an in-service meeting, the staff member will be required to perform additional training, receive information missed from the in-service, and complete the acknowledgement form to be placed in their file. With the prebooking of pool time being lifted in November, the Aquatic Centre has updated the facility schedule. Wibit Wednesday’s, Water Walking, Private Lessons, and additional family swims have all been added to the schedule.

### **Maintenance**

All HVAC units have been maintained and prepared for winter operation. Quotes have been received from various service providers for preventative maintenance of the HVAC system. A service provider has visited the Greenview Regional Multiplex (GRM) to perform regular maintenance on the boiler system. Cleaning of the burner, filters, adjustments of air & gas mixtures. Venture Elevator replaced the control box module and installed new wiring on the elevator. Automated Aquatics has installed a puck system for the acid feeders, this will provide further safety measures for all Aquatic staff. Preparations are currently being made to provide safety training to the staff concerning job procedures for the new piece of equipment.



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## Manager's Report

**Department:** Corporate Services

**Submitted by:** Aleks Nelson, Chief Financial Officer

**Date:** 12/8/2020

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**Chief Financial Officer, Aleks Nelson**  
**Manager Finance & Administration, Ed Kaemingh**  
**Manager of Reporting, Deb Welsh**

Much effort has been spent preparing the 2021 Operating and Capital budgets in concert with the Managers. It is a challenge this year with the reduction in revenue the MD has been able to rely on for the past number of years.

The monthly Tax Installment Payment Plan (TIPPS) continues to roll along. In November, we saw a few less tax rolls on the plan, primarily because of the residential tax due date being November 15. We have reached out to communications to advertise the program for the upcoming year and expect an increase in participation for 2021. Here are the statistics on payments processed since the program was introduced:

Month	# of Rolls	Amount
June 2020	178	\$201,206.99
July 2020	186	\$205,640.80
August 2020	191	\$1,103,890.85
September 2020	307	\$1,629,468.86
October 2020	301	\$1,627,950.58
November 2020	294	\$1,627,081.06

Our electronic payments (EFT), for purchasing, continue to grow. To date, 495 vendors have enrolled in the EFT payment program. This change has allowed us to pay our vendors in a more efficient manner and has been well received. This process results in less activity on the bank statement (1 EFT payment replaces a number of individual cheques), which helps to reduce the amount of time spent reconciling the bank account. Here are the statistics since the change was introduced:

Month	# of payments	# of Invoices	\$ Value of payments
June 2020	27	52	\$ 232,942.84
July 2020	268	843	\$ 4,991,357.77
August 2020	237	766	\$ 2,672,328.28
September 2020	282	782	\$ 4,923,206.63
October 2020	412	1337	\$ 10,332,248.14
November 2020	472	1207	\$ 14,285,620.75

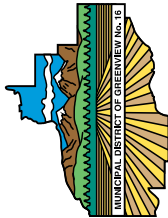
Our EDI (Electronic Data Interchange) program has hit a bit of a snag. When operating as designed, this program greatly reduces the number of electronic bank deposits into our bank account from on line payments, as they are all captured into three categories (taxes, utilities and AR). Unfortunately, many payment accounts have not been set up with correct account number. In the past, this resulted in our front desk staff spending quite a bit of time trying to track down where payments should be applied and at times making judgement calls on where payments should be applied. Going forward, this will continue to take up a significant amount of time as we will need to contact folks to request them to set up correct account numbers. Again, we will ask Communications to work their magic to alert account holders of the need to correct account information. Phone calls, emails and letters will be required until we can get most of the information corrected.

The finance staff is exhausted (in a good way), from the numerous training sessions that have been conducted over the past several weeks. As a result, the finance folks are more familiar with the systems they work with every day and learned quite a few tips and tricks to make their work flow more smoothly. Another result of training is some great ideas from the staff on how to streamline and refine our processes. We are also focusing on reducing the paper we use and we are no longer printing off reports that can be reproduced if required or can be viewed on screen. This will be an ongoing initiative.

December also brings with it the knowledge our fiscal year is almost over which means we have started year end preparations. This included some training for the financial management team on the software used by the auditor to assist in the audit process.

Respectfully submitted,

Aleks Nelson CPA, CGA



# Municipal District of Greenview No. 16

NAME: Winston Delorme Employee # :  
ADDRESS : Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM		
							B	L	D	AMOUNT				
Oct. 30			M	ASCHA Executive Meeting										
Nov. 2			C	RMA Fall Convention (Virtual in GP)	200			1		20.00				
Nov. 3			C	RMA Fall Convention (Virtual in GP)			1			20.00				
Nov. 4			C	RMA Fall Convention (Virtual in GP)	200		1			20.00				
Nov. 8			M	Travel To GP	200			1		20.00				
Nov. 9			M	Travel to Valleyview/Council Meeting	150		1			20.00				
Nov. 9			M	Travel Back to GC	350			1		20.00				
Nov. 16			M	COTW (Virtual)										
Nov. 22			M	Travel to GP	200				1	30.00				
Nov. 23			M	Travel to Valleyview/Council Meeting/Tr	300		1	1	1	70.00				
Nov. 24			M	Grande Cache Area Tourism Meeting (Virtual)			1	1		40.00				
Nov. 24			M	Joint Council Meeting with GP County	200				1	30.00				
Nov. 25			M	ASCHA Board Oreintation Part 1 (Virtual)										
Nov. 26			M	ASCHA Board Oreintation Part 2 (Virtual)										
Nov. 27			M	ASCHA Board Meeting (Virtual)										
NOTES:				KILOMETER CLAIM			TOTAL			290.00				
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST							
				\$0.59 per km	1800	1062.00	NET CLAIM			290.00				
				\$0.15 per km	1800	270.00								
				SUBTOTAL		1332.00	TOTAL CLAIM				1622.00			
				LESS G.S.T.			LESS ADVANCES							
				TOTAL		1332	AMOUNT DUE (OWING)				\$1,622.00			

Claimant \_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ Date \_\_\_\_\_



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 2 Councillor Dale Gervais		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/23/2020	Regular Council Meeting	
11/24/2020	Joint Council Meeting	County of Grande Prairie
11/26/2020	Greenview Regional Multiplex Advisory Board	
11/30/2020	Other	Budget Discussions
12/3/2020	Valleyview & District Medical Centre	
12/8/2020	Other	Budget Discussions





# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/23/2020	Regular Council Meeting	
11/24/2020	Other	Meeting with a ratepayer
11/26/2020	Other	Elected Officials Education Program: Councils Role in Service Delivery
12/02/2020	Golden Triangle Consortium	
12/02/2020	Other	Whitecourt Regional Forest Advisory Board
12/03/2020	Valleyview & District Medical Centre	
12/03/2020	Other	Elected Officials Education Program: Councils Role in Service Delivery
12/08/2020	Other	Budget Discussions
12/10/2020	Greenview Regional Waste Management Commission	
12/11/2020	South Peace Regional Archives	



# Municipal District of Greenview No. 16

NAME: shawn acton Employee # :  
ADDRESS : Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
09-Nov			m	rcm	94						
10-Nov			m	fox creek synergy	94						
10-Nov			m	vv rec	88						
12-Nov			m	online coarse	94						
16-Nov			m	cow	94						
17-Nov			m	foxcreek library	266		x		30.00		
18-Nov			m	vv library	90		x		30.00		
19-Nov			m	online coarse	94						
20-Nov			m	south peace reginol archives	94						
NOTES:						TOTAL				60.00	
						TOTAL				LESS GST	
						TOTAL				594.72	
						TOTAL				151.20	
						TOTAL				745.92	805.92
						TOTAL				LESS ADVANCES	
						TOTAL				745.92	\$805.92

Claimant \_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ Date \_\_\_\_\_



Employee # : \_\_\_\_\_  
Department: Council

Claimant	_____
Date	_____
Approved	_____
Date	_____



Employee # : \_\_\_\_\_  
Department: Council

Claimant	_____
Date	_____
Approved	_____
Date	_____



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/24/2020	Joint Council Meeting with the County of Grande Prairie	Good discussions on present/future joint activities.
11/30/2020	2021 Greenview Budget Discussions	First attempt at developing the budget for next year.
12/4/2020	MD of Greenview Library Board	Following up on the process for finalizing the transition of payroll from Greenview to the Library Board.
12/8/2020	2021 Greenview Budget Discussions	Finalizing the budget and making a recommendation at the next council meeting for approving an Interim Budget.
12/8/2020	MD of Greenview Library Board	The monthly meeting, will verbally update at the council meeting.





NAME: Tom Burton

ADDRESS:

Employee # :  
Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
November 16 2020			M	Committee of the Whole								
November 16 2020			M	East Smoky Recreation Board								
November 20 2020			M	MD of Greenview Library Board								
November 21 2020			M	MD of Greenview Library Board	506		1	1		40.00		
November 23 2020			M	Council	120							
NOTES:				KILOMETER CLAIM			TOTAL			40.00		
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				#REF!	#REF!	#REF!	NET CLAIM			40.00		
				\$0.15 per km	#REF!	#REF!						
				SUBTOTAL		#REF!	TOTAL CLAIM					#REF!
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		#REF!	AMOUNT DUE (OWING)				#REF!	

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Claimant

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Date

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Approved

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Date



Employee # : \_\_\_\_\_  
Department: Council

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Claimant	Date	Approved	Date



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Rutt		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/23/2020	Regular Council Meeting	Minutes posted on MD Website
11/24/2020	Joint Council Meeting	Joint meeting with Council of the County of Grande Prairie to discuss items of mutual interest
11/25/2020	Grande Prairie Public Library Board	Personnel Committee Meeting <ul style="list-style-type: none"> <li>Finalizing Director Evaluation Report</li> </ul>
11/28/2020	Peace Library Systems Board	Organizational Meeting to select Chair, Vice Chair and Committees <ul style="list-style-type: none"> <li>Reviewed and approved policies on Confidentiality, Health and Safety, Acquisition and Legislative ByLaw</li> </ul>
11/30/2020	Other	Budget
12/2/2020	P.A.C.E. Board of Directors	<ul style="list-style-type: none"> <li>* High Level office is ready to open the doors when given permission</li> <li>* On line training continues</li> <li>* PACE Executive Director presented the STOP program to the newly formed Sexual Exploitation Task Force, it was very well received</li> <li>* Children's services are experiencing difficulties delivering their programs</li> </ul>
12/3/2020	Valleyview & District Medical Clinic	<ul style="list-style-type: none"> <li>Appointment of Chair</li> <li>Accepted the report from Dr. Schwegmann Farwell Committee as info</li> <li>Accepted draft 2021 Budget as info</li> </ul>
12/4/2020	Alberta Care	<ul style="list-style-type: none"> <li>ARMA update on: used oil, tires, electronics, paint</li> <li>Spring Seminar and Summer Conference pending</li> </ul>
12/8/2020	Other	Budget



Council

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Council

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Date





**Council**

\_\_\_\_\_

Date

Date  
Nov, 23 2020

Duane Didow  
Claimant



Employee # : \_\_\_\_\_  
Department: Council

Duane Widow \_\_\_\_\_  
Claimant



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Tyler Olsen		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/23/2020	Regular Council Meeting	
11/24/2020	Joint Council Meeting	County of Grande Prairie
11/25/2020	EDA virtual conference	
11/25/2020	Other	GPRTA – virtual board meeting - Assigned to Partnership and Collaboration sub committee
11/26/2020	EDA virtual conference	
11/30/2020	Other	Budget Deliberations
12/2/2020	Other	Virtual Coffee Talk with GYPSD
12/3/2020	Community Futures West Yellowhead	Second round of RRRF update
12/8/2020	Other	Budget Deliberations
12/9/2020	Other	GPRTA – Virtual budget meeting

Employee # :  
Department:

Claimant	_____	_____	_____
	_____	Approved	Date
	_____	_____	_____

Employee # :  
Department:

<b>Claimant</b>	_____
Date _____	_____
Approved _____	Date _____