



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

February 23, 2021

9:00 AM

Administration Building
Valleyview, AB

#1 CALL TO ORDER

#2 ADOPTION OF AGENDA

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3.2 Business Arising from the Minutes

#4 PUBLIC HEARING

#5 DELEGATION

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#11	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, February 9, 2021

**#1
CALL TO ORDER**

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

Present

Ward 8
Ward 1
Ward 2
Ward 3
Ward 4
Ward 6
Ward 7
Ward 9
Ward 9

Deputy Reeve Bill Smith
Councillor Winston Delorme
Councillor Dale Gervais (virtual)
Councillor Les Urness (virtual)
Councillor Shawn Acton
Councillor Tom Burton
Councillor Roxie Chapman
Councillor Duane Didow
Councillor Tyler Olsen

ATTENDING

Chief Administrative Officer
Deputy Chief Administrative Officer
Chief Financial Officer
Director Infrastructure & Planning
Interim Director, Community Services
Marketing & Communication Manager
Recording Secretary

Denise Thompson
Stacey Wabick
Aleks Nelson
Roger Autio
Dennis Mueller
Stacey Sevilla (virtual)
Wendy Holscher

ABSENT

Ward 5: Reeve Dale Smith

**#2
AGENDA**

MOTION: 21.02.036. Moved by: COUNCILLOR SHAWN ACTON
That Council adopt the February 9, 2021 Regular Council Meeting Agenda as amended

- 9.2 Disclosure Harmful to Business Interests of a Third Party (FOIP, Section 16)
- Remove 6.3 Bylaw 20-858 Fire Services

CARRIED

**#3
MINUTES**

MOTION: 21.02.037. Moved by: COUNCILLOR TOM BURTON
That Council adopt the minutes of the Regular Council Meeting held on Tuesday, January 16, 2021 as amended.

CARRIED

**#3.1
BUSINESS ARISING
FROM THE MINUTES**

3.1 BUSINESS ARISING FROM MINUTES
- No business arising from the minutes.

**#4
PUBLIC HEARING**

4.0 PUBLIC HEARING

**#5
DELEGATIONS**

5.0 DELEGATIONS

**#6
BYLAWS**

6.0 BYLAWS

**REVISED BYLAW 21-867
FIRST READING**

6.1 REVISED BYLAW NO 21-867 GREENVIEW INDUSTRIAL GATEWAY

MOTION: 21.02.038. Moved by: COUNCILLOR TYLER OLSEN

That Council give First reading to Revised Bylaw No. 21-867, to rename the Tri-Municipal Industrial Partnership Area Structure Plan to Greenview Industrial Gateway (GIG) Area Structure Plan.

CARRIED

**REVISED BYLAW 21-867
SECOND READING**

MOTION: 21.02.039. Moved by: COUNCILLOR WINSTON DELORME

That Council give Second reading to Revised Bylaw No. 21-867, to rename the Tri-Municipal Industrial Partnership Area Structure Plan to Greenview Industrial Gateway (GIG) Area Structure Plan.

CARRIED

**BYLAW 20-859
SECOND READING**

6.2 BYLAW NO. 20-859 RE-DESIGNATE FROM AGRICULTURAL TWO (A-2) DISTRICT TO INDUSTRIAL LIGHT (M-1) DISTRICT

MOTION: 21.02.040. Moved by: COUNCILLOR TOM BURTON

That Council give Second 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.

DEFEATED

BYLAW 20-858

6.3 BYLAW 20-858 FIRE SERVICES

- Removed from the agenda.

POLICY 3010

7.1 POLICY 3010 FIRE AND RESCUE SERVICES LEVEL OF SERVICE

MOTION: 21.02.41. Moved by: COUNCILLOR TYLER OLSEN

That Council approve Policy 3010 "Fire and Rescue Services Level of Service" as presented.

CARRIED

**HAMLET OF GRANDE
CACHE – FIREARM USE**

7.2 HAMLET OF GRANDE CACHE – FIREARM USE

MOTION: 21.02.042. Moved by: COUNCILLOR DUANE DIDOW

That Council direct Administration to draft a bylaw prohibiting the use of firearms and bows within the Hamlet of Grande Cache (Ward 9).

CARRIED

**PROVINCIAL
EDUCATION
REQUISITION CREDIT**

7.3 PROVINCIAL EDUCATION REQUISITION CREDIT

MOTION: 21.02.043. Moved by: COUNCILLOR ROXIE CHAPMAN
That Council direct Administration to cancel the 2015 to 2020 property taxes, tax arrears and penalties for properties identified on the attached appendix as per section 347 of Municipal Government Act.

CARRIED

**PROVINCIAL
EDUCATION
REQUISITION CREDIT**

MOTION: 21.02.044. Moved by: COUNCILLOR TOM BURTON
That Council direct Administration to apply to the Province of Alberta for the Provincial Education Requisition Credit for Uncollected Education Property Taxes and apply for the Designated Industrial Requisition Credit for the Uncollected Designated Industrial Property Requisition on Oil and Gas properties identified in the attached appendix.

CARRIED

**REQUEST TO WAIVE
PENALTIES**

**7.4 REQUEST TO WAIVE THE JANUARY 1, 2021 PENALTIES ON TAX ROLLS
37574, 37575 & 37594**

MOTION: 21.05.045. Moved by: COUNCILLOR LES URNESS
That Council take no action on the request to waive the January 1, 2021 penalties on tax roll's 37574 in the amount of \$79.53, 37575 in the amount of \$6.56 and 37594 in the amount of \$10.25.

CARRIED

N7 ENERGY

7.5 TAX CANCELLATION REQUEST-N7 ENERGY LTD.

MOTION: 21.02.046. Moved by: COUNCILLOR WINSTON DELORME
That Council take no action on the request to waive taxes and penalties for N7 Energy Ltd.

CARRIED

**2021 OPERATING
BUDGET**

7.6 2021 OPERATING BUDGET

MOTION: 21.02.047. Moved by: COUNCILLOR TOM BURTON
That Council receives the 2021 Operating Budget for information purposes only.

CARRIED

POLICY 1506

7.7 POLICY 1506 TAX RECOVERY

MOTION: 21.02.048. Moved by: COUNCILLOR DALE GERVAIS
That Council approve Policy 1506 "Tax Recovery" as presented.

CARRIED

POLICY AD 27

MOTION: 21.02.049. Moved by: COUNCILLOR DALE GERVAIS
That Council repeal Policy AD 27 "Tax Recovery".

CARRIED

**SECOND WATER
SERVICE**

**7.8 RESIDENT REQUEST FOR A SECOND WATER SERVICE TO PLAN
0123804, LOT 4B IN GROVEDALE**

MOTION: 21.02.050. Moved by: COUNCILLOR ROXIE CHAPMAN
That Council take no action on the request for an alternate water service
location to the residence on Plan 0123804, Lot 4B in Grovedale.

CARRIED

Chair Bill Smith recessed the meeting at 9:57 a.m.
Chair Bill Smith reconvened the meeting at 10:07 a.m.

**NORTHWEST ALBERTA
SPORT EXCELLENCE**

7.9 NORTHWEST ALBERTA SPORT EXCELLENCE AWARDS SPONSORSHIP

MOTION: 21.02.051. Moved by: COUNCILLOR WINSTON DELORME
That Council approve sponsorship in the amount of \$250.00 to Grande
Prairie Regional Sport Connection for the 2020 virtual Northwest Alberta
Sport Excellence Awards, March 12, 2021, with funds to come from the
Community Services Miscellaneous Grant.

DEFEATED

CLAY SHOOT

7.10 COUNCIL STAKEHOLDER EVENT 2021

MOTION: 21.02.052. Moved by: COUNCILLOR SHAWN ACTON
That Council proceed with the 2021 Sporting Clay Shoot Event on
Thursday, September 9, 2021, with the focus being both a networking and
fundraising event.

CARRIED

**COMPENSATION
REVIEW**

7.11 COMPENSATION REVIEW

MOTION: 21.02.053. Moved by: COUNCILLOR ROXIE CHAPMAN
That Council rescind Motion 19.06.445. Moved by: COUNCILLOR BILL
SMITH
That Council directs Administration to seek a panel to do a Council
Compensation review prior to October 2021.

DEFEATED

MD OF BONNYVILLE

7.12 COUNCIL CORRESPONDENCE – LETTER FROM MD OF BONNYVILLE

MOTION: 21.02.054. Moved by: COUNCILLOR DALE GERVAIS
That Council accepts the letter from the MD of Bonnyville as information.

CARRIED

7.13 MANAGERS REPORTS

MOTION: 21.02.055. Moved by: COUNCILLOR DUANE DIDOW
That Council accepts the Managers Reports as information.

CARRIED

**#8
NOTICE OF MOTION**

8.0 NOTICE OF MOTION

Councillor Burton on behalf of Reeve Dale Smith put forward a Notice of Motion to bring forward the criteria of the EOI.

**#9
CLOSED SESSION**

9.0 CLOSED SESSION

MOTION: 21.02.056 Moved by: COUNCILLOR TOM BURTON

That the meeting go to Closed Session, at 11:29 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 Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

CARRIED

9.1 ADVICE FROM OFFICIALS

(FOIP, Section 24)

9.2 DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY

(FOIP, Section 16)

OPEN SESSION

MOTION: 21.02.057. Moved by: COUNCILLOR SHAWN ACTON

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 11:42 a.m.

CARRIED

MOTION: 21.02.058. Moved by: COUNCILLOR TYLER OLSEN

That Council direct Administration to send a letter of support to Nauticol regarding the proposed methanol facility, located in the County of Grande Prairie.

CARRIED

**#10
MEMBER REPORTS &
EXPENSE CLAIMS**

10.0 MEMBERS BUSINESS

WARD 1

COUNCILLOR WINSTON DELORME updated Council on his recent activities, which include;

- Evergreen Foundation Board Meeting
- January 26, 2021 Regular Council Meeting

- WARD 2** **COUNCILLOR DALE GERVAIS** updated Council on his recent activities, which include;
- Alberta No. 1 Geothermal Board Meeting
 - January 26, 2021 Regular Council Meeting
- WARD 3** **COUNCILLOR LES URNESS** submitted his update to Council on his recent activities, which include;
- January 26, 2021 Regular Council Meeting
- WARD 4** **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;
- January 26, 2021 Regular Council Meeting
 - Water North Coalition Meeting
 - Valleyview Library Board Meeting
 - Golden Triangle Committee Meeting
 - Northern Alberta Elected Leaders Virtual Meeting
- WARD 5** **REEVE DALE SMITH** submitted his update to Council on his recent activities, which include;
- January 26, 2021 Regular Council Meeting
 - Little Smoky Ski Area Meeting
 - Northern Alberta Elected Leaders Virtual Meeting
- WARD 6** **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;
- January 26, 2021 Regular Council Meeting
 - GP Regional Recreation Committee Meeting
- WARD 7** **COUNCILLOR ROXIE CHAPMAN** submitted her update to Council on her recent activities, which include;
- January 26, 2021 Regular Council Meeting
 - P.A.C.E Board of Directors
- WARD 8** **DEPUTY REEVE BILL SMITH** submitted his update to Council on his recent activities, which include;
- January 26, 2021 Regular Council Meeting
- WARD 9** **COUNCILLOR DUANE DIDOW** submitted his update to Council on his recent activities, which include;
- January 26, 2021 Regular Council Meeting
 - Community Futures West Yellowhead Board Meeting
 - Minister Toews and Karen Rosvold (FCSS) Meeting
 - FCSSAA Policy Review Committee Meeting

WARD 9

COUNCILLOR TYLER OLSEN submitted his update to Council on his recent activities, which include;

- January 26, 2021 Regular Council Meeting
- Grande Prairie Regional Tourism Meeting
- Community Futures West Yellowhead Board Meeting

MEMBERS BUSINESS

MOTION: 21.02.059. Moved by: COUNCILLOR ROXIE CHAPMAN
That Council accept the Members Business Reports as presented.

CARRIED

**#11
ADJOURNMENT**

11.0 ADJOURNMENT

MOTION: 21.02.060. Moved by: COUNCILLOR ROXIE CHAPMAN
That Council adjourn this Regular Council Meeting at 12:02 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT:	Bylaw 20-865 Sturgeon Lake Area Structure Plan		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 24, 2021	CAO: DT	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: LD
STRATEGIC PLAN:	Development	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 2000

Council Bylaw/Policy (cite) – Sturgeon Lake Area Structure Plan Bylaw No. 20-865

RECOMMENDED ACTION:

MOTION: That Council rescind Motion 20.12.625 “MOTION: 20.12.625. That Council 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, 2021 in the Council Chambers at 9:15 a.m.”

BACKGROUND/PROPOSAL:

The draft Sturgeon Lake Area Structure Plan (SLASP) was presented to Council on December 14, 2020, and first reading was given to the SLASP by way of motion 20.12.624.

Motion 20.12.625 establishing the February 9th, 2021 as the date for the Public Hearing was carried at the same meeting. Unfortunately, the changes required to the draft plan were not completed and received from the consultant, ISL Engineering, until February 10, 2021. Referral agencies and affected landowners require thirty (30) days’ notice in accordance with legislation. Administration is proceeding to reschedule the Public Hearing to be held on March 23, 2021 at 9:15 a.m. The draft SLASP will be published on Greenview’s website for public review.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Council minutes and motion tracker accurately reflects the change that occurred.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no disadvantages.
-

ALTERNATIVES CONSIDERED:

Alternative #1: There are no alternatives.

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):

N/A



REQUEST FOR DECISION

SUBJECT:	Greenview Industrial Gateway (GIG)		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 9, 2021	DCAO SW	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: SAR
STRATEGIC PLAN:	Development		

RELEVANT LEGISLATION:

Provincial – Municipal Government Act, RSA 2000; Section 63.

Council Bylaw/Policy – Bylaw 19-815 Tri-Municipal Industrial Partnership Area Structure Plan.

RECOMMENDED ACTION:

MOTION: That Council give Third reading to Bylaw No. 21-867, to adopt the revised Greenview Industrial Gateway (GIG) Area Structure Plan.

BACKGROUND/PROPOSAL:

On February 9, 2021, Council passed First and Second Readings.

On November 23, 2020, Council adopted the name change from Tri-Municipal Industrial Partnership Area Structure Plan to Greenview Industrial Gateway (GIG) Area Structure Plan.

The Greenview Industrial Gateway (GIG) will better represent a direct connotation between the M.D. of Greenview, the picturesque landscapes, and the “Gateway” to the Montney.

This further incorporates the linking infrastructure including the CANAMEX Corridor, CN Rail to the West Coast, and pipeline corridor linking the area to the future LNG Canada development.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to provide a clear identity and strategic direction in which to be able to assist in development and marketing of the project.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended action.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request that a different name for the proposed industrial area. However, Administration is recommending to proceed with the name in the recommended motion because there were no alternatives that incorporated the location, land use, and competitive advantage like the “Greenview Industrial Gateway (GIG)”.

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.

Public engagement occurred with the marketing and branding of the area was conducted.

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 initiate the name change on all future documents related to the industrial area, news and media release, website, mapping, imaging, and video will be released to the public. Link and media from the main Greenview website will promote and link to the GIG website.

ATTACHMENT(S):

- Schedule 'A' – GIG Area Structure Plan
- Schedule 'B' – Bylaw No. 21-867



REVISED BYLAW NO. 21-867 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, authorizing the revision of Bylaw 19-815 “Tri-Municipal Industrial Partnership Area Structure Plan” to reflect the newly adopted name of “Greenview Industrial Gateway” (GIG)."

Whereas, Section 63 of the *Municipal Government Act*, R.S.A 2000, Chapter M-26, authorizes a Council to revise municipal bylaws and make changes without materially affecting the bylaw in principle or substance; and

Whereas, Section 63(4) of the *Municipal Government Act* requires the Chief Administrative Officer to certify in writing that the proposed revisions were prepared in accordance with Section 63 prior to First Reading.

Whereas, the Council of the Municipal District of Greenview has changed the name of the “Tri-Municipal Industrial Partnership (TMIP)” to “Greenview Industrial Gateway (GIG)” and deems it expedient that the new name be reflected in the Area Structure Plan;

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

1. That Bylaw 19-815 be revised as follows:
 - 1.1 That the title of Bylaw 19-815 be revised to “Greenview Industrial Gateway (GIG) Area Structure Plan”.
 - 1.2 That all references to the “Tri-Municipal Industrial Partnership (TMIP) in Schedule A - Area Structure Plan be replaced with “Greenview Industrial Gateway (GIG)”.
2. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this ____ day of ____, 2021.

Read a second time this ____ day of ____, 2021.

Read a third time and passed this ____ day of ____, 2021.

REEVE

CHIEF ADMINISTRATIVE OFFICER

I, Denise Thompson, Chief Administrative Officer of the Municipal District of Greenview No. 16, hereby certify that the proposed revisions to Bylaw 19-815 "Tri-Municipal Industrial Partnership Area Structure Plan" were prepared in accordance with Section 63 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, now forming Revised Bylaw 21-867 "Greenview Industrial Gateway (GIG) Area Structure Plan.

Denise Thompson
Chief Administrative Officer



Greenview Industrial Gateway

AREA STRUCTURE PLAN

March 2021

Acknowledgments

Municipal Partner Greenview Industrial Gateway:
Municipal District of Greenview

Provincial Partners Alberta Environment and Parks

Working Groups Technical Advisory Committee
Stakeholder Working Group

Project Consultants PTAG Inc.
O2 Planning + Design Inc.
Helix Engineering Ltd.

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5.2	Wastewater Management	15	10.3	Monitoring and Communications Strategy	26
5.3	Stormwater Management	15	10.4	Transportation Master Plan	27
5.4	Power Transmission	15	10.5	Easement Management Plan	27
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1 INTRODUCTION

The Greenview Industrial Gateway (GIG) is created by the Municipal District of Greenview (Greenview), the County of Grande Prairie, and the City of Grande Prairie to develop a world-class, heavy eco-industrial district (the District). The District is entirely located within Greenview and will focus on attracting specific heavy industrial uses such as those associated with methane gas, urea fertilizer, amine gas, and other gas processing facilities.

This Area Structure Plan (the Plan) is a collaborative attempt by GIG and the Alberta Ministry of Environment and Parks (AEP) to coordinate the orderly development of industrial services in a manner that supports Provincial and Municipal economic, social, and environmental priorities.

- Support the creation of long-term employment growth and opportunities for residents, communities, First Nations, and Métis Settlements; and
- Create an ordered pattern of development that integrates industry, nature, and people.

1.1 Purpose and Intent of the Plan

The Plan provides a land use, infrastructure, and policy framework to attract future industrial activities to the plan area and allow for more effective coordination of industrial activities and management of impacts.

The Plan presents a vision for the development of a world-class heavy eco-industrial district in Greenview. The Plan provides a framework and supporting policies that:

- Chart a course for the development of a world-class heavy eco-industrial district;
- Showcase the region's untapped potential, paving the way for services and infrastructure where heavy industry is interested in investing;

Figure 01: Regional Context

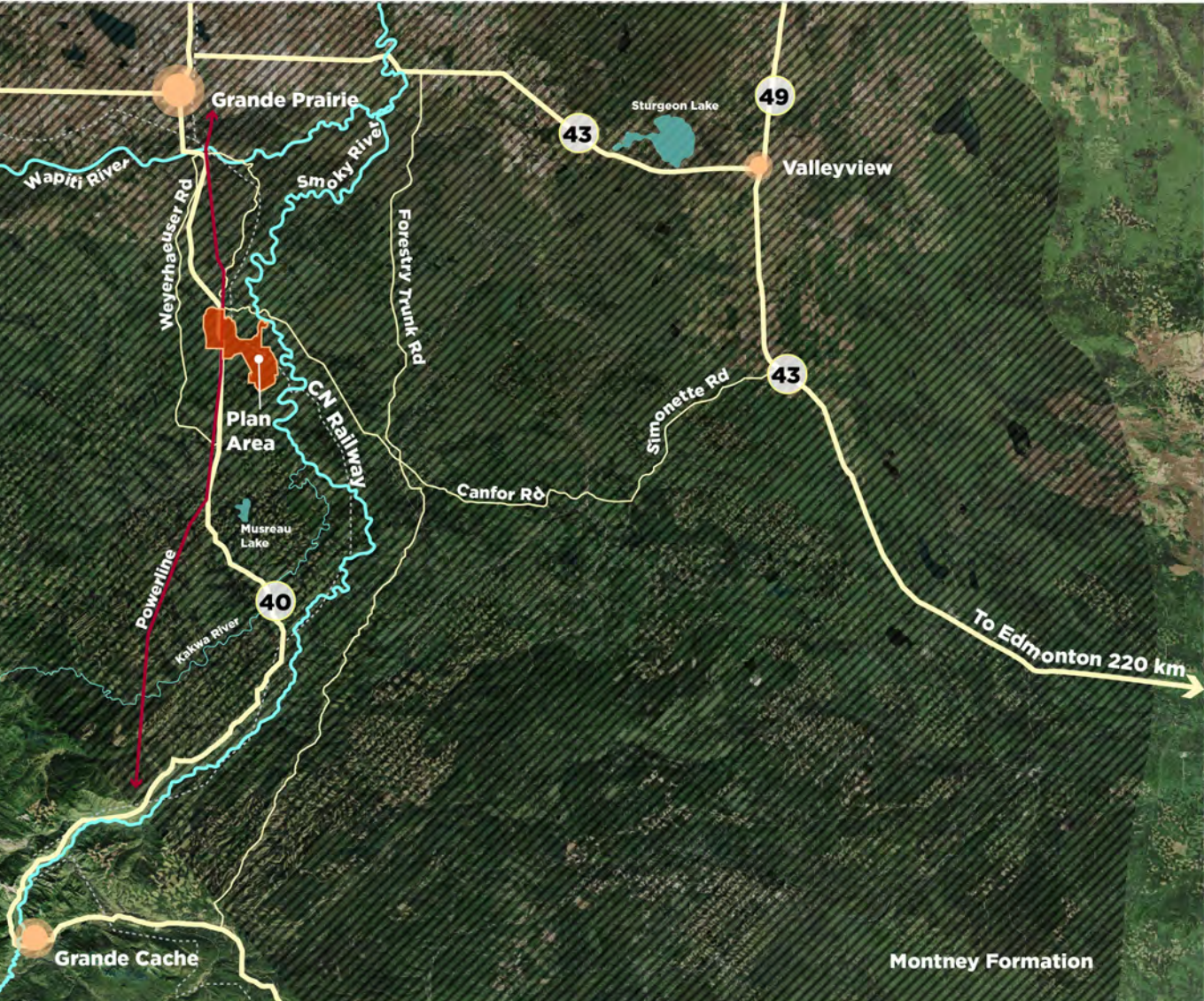


Figure 02: Plan Area Context



1.2 Plan Area Context

The plan area is entirely situated on Crown land within Greenview, approximately 40km south of the City of Grande Prairie ([Figure 1 – Regional Context](#)). An area of 325 square kilometres was identified as the preliminary study area. Through an opportunities and constraints analysis and with feedback from the public and other stakeholders ([see Background Report](#)), the plan area was reduced to approximately 75 square kilometres ([Figure 2 – Plan Area Context](#)).

The plan area is well connected by road and rail to the region and beyond. Alberta Provincial Highway 40 passes through the plan area, connecting the City of Grande Prairie with the hamlet of Grande Cache, and CN owns and operates a rail line that passes through the plan area that connects the City of Grande Prairie to the CN Mainline. Additionally, Alberta Provincial Highway 43 connects the City of Grande Prairie to the City of Edmonton, accounting for part of the CANAMEX trade corridor, a transportation network that runs through Greenview and connects local businesses to international markets.

The Plan takes advantage of the Montney formation, one of the largest natural gas plays in North America. Furthermore, the area is served by pipeline infrastructure. The Smoky River is located to the east of the plan area and represents a future water source for industrial activities. A power transmission corridor partially bisects the plan area north-south, facilitating the provision of power. For a full description of plan area attributes, see the [Background Report](#).

1.3 Community Consultation

Community consultation played a vital role in the development of the Plan from project start up to final adoption. Developing the Plan involved three phases of stakeholder engagement and two phases of public consultation.

The stakeholder engagement process involved two separate groups, each playing a pivotal role in shaping the Plan. The Stakeholder Working Group (SWG) comprised representatives from GIG industry, First Nations, Métis Settlements, financial institutions, and utility providers. At each meeting, the SWG was presented with updates on project progress and given the opportunity to provide feedback.

The Technical Advisory Committee (TAC) provided a forum for feedback, guidance, and advice to the project team at crucial points throughout the planning process. The TAC was comprised of members representing the Government of Alberta (the Province) and Municipal proponents of the GIG including:

- Alberta Environment and Parks
- Alberta Economic Development and Trade
- Alberta Aboriginal Consultation Office
- Alberta Agriculture and Forestry
- Alberta Energy
- Alberta Energy Regulator
- Alberta Culture and Tourism
- Municipal District of Greenview

Public engagement phases were scheduled around project milestones. The first phase, comprising one session in the hamlet of Grovedale and one in the County of Grande Prairie, provided attendees with an overview of the purpose and intent of the plan, the opportunities and constraints analysis, and the preliminary developable areas concept. The second phase occurred after completing the Plan. This afforded participants with an opportunity to offer feedback on the Plan and influence final revisions. For a complete engagement summary, refer to the [Engagement Summary](#).

A First Nations and Métis Settlements consultation process was initiated in accordance with Government of Alberta's Policy and Guidelines on Consultation with First Nations and Métis Settlements on Land and Natural Resource Management.

2 VISION + PRINCIPLES

2.1 Vision Statement

Built on a framework of regional partnerships, further expanding the District's efficient use of the region's potential as a global energy hub and heavy eco-industrial district that attracts international investment and showcases innovation, value-added processing, and supporting infrastructure.

By incorporating the principles of industrial ecology, the District balances environmental, economic, and social considerations to become a world-class heavy eco-industrial district.

2.2 Planning and Development Principles

Seven principles were developed in response to feedback received from project partners, stakeholders, and the public. These principles guide the Plan towards the achievement of a world-class heavy eco-industrial vision.

SUSTAINABILITY: Provide an ordered pattern of development that is compact, well connected, and flexible to accommodate the needs of industry while managing environmental, economic, and social impacts in the region.

EFFICIENCY: Plan, design, and build with ease of business operations, inter-business cooperation, sharing of resources, and reduction of waste disposal in mind.

CONNECTIVITY: Strive for the efficient and safe movement of people, goods, and information between businesses, communities, the region, and beyond while mitigating potential traffic impacts.

COMPATIBILITY: Locate land uses and facilities to maximize opportunities for exchanging material wastes, energy, water, and information.

INNOVATION: Promote, attract, and retain industrial investors that are leaders in eco-industrial activities, gas processing, and product innovation.

CONSERVATION: Identify opportunities and implement innovative practices for managing impacts, including water and habitat conservation, energy generation and distribution, and stormwater management.

COLLABORATION: Collaborate with First Nations, Métis Settlements, the Province, surrounding communities, and industrial partners in the planning, development, and operation of the District.

3 LAND USE

The Plan ([Figure 3 – Land Use Plan](#)) is structured to take advantage of the area’s location within the Montney formation as well as existing road, rail, water, utilities, and pipeline infrastructure. Importantly, maximizing railway service is critical to enabling a world-class eco-industrial district. Accordingly, two primary land use designations are used: **Heavy Industrial – General**; and **Heavy Industrial – Rail-Oriented**. Additionally, the area designated as Utility Area will accommodate water infrastructure requiring direct access to the river, while areas designated as **Natural Features** strive to ensure that the District maintains an ecological network. [Appendix B](#) provides a summary of proposed land uses.

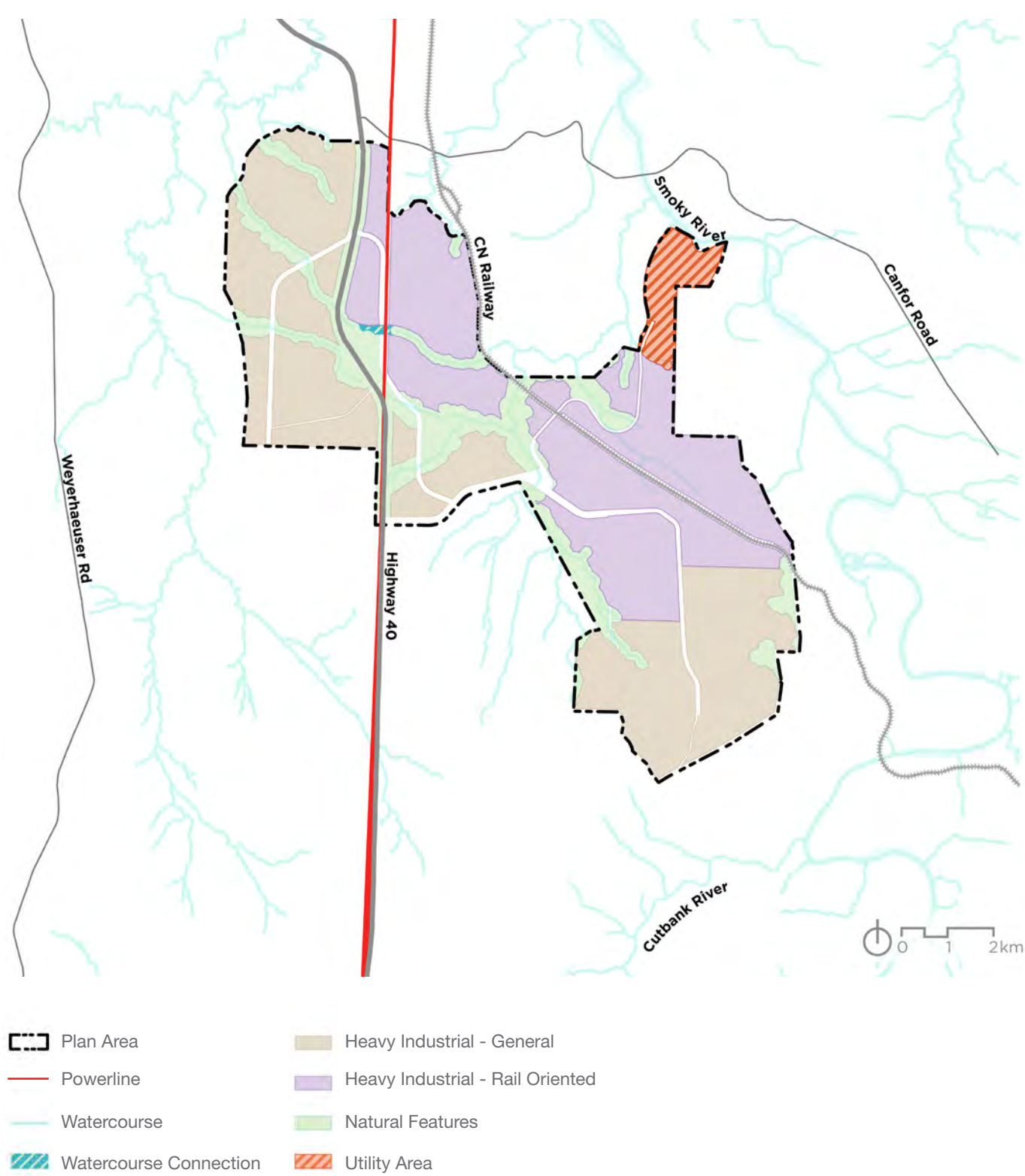
The Plan was developed with careful consideration of the plan area context, the opportunities and constraints identified for the plan area, and the Vision and Planning and Development Principles developed with input from Public consultation, the Technical Advisory Committee, and the Stakeholder Working Group ([see Background Report](#)).

The objectives and policies on the following pages apply to the entire plan area.

3.1 Objectives

- 3.1.1** To direct future heavy industrial development to the plan area.
- 3.1.2** To create an ordered pattern of development that integrates environmental sustainability, economic efficiency, and social well-being.
- 3.1.3** To provide clarity for industrial proponents and showcase the value of co-locating near the existing feedstock.
- 3.1.4** To attract heavy industrial activities that benefit from co-location and are interested in pursuing eco-industrial initiatives.

Figure 03: Land Use Plan



3.2 Compliance Policies

3.2.1 The Plan is intended to align with Greenview's Municipal Development Plan (MDP).

3.2.2 Where policies in the Plan conflict with those found in the Land Use Bylaw (LUB), the Plan shall be used as the basis for LUB updates.

3.2.3 Requirements within the Plan shall apply to new development or development expansions only. The Plan is not intended to impede existing operations and takes into consideration development that existed before the adoption of this Bylaw. Properties to be developed shall be titled and rezoned.

3.2.4 Future development must conform to the objectives and policies of the applicable land use area.

3.2.5 Additional Minor Area Structure Plans may be required in accordance with Greenview policy 6001.

3.3 General Policies

3.3.1 Industry will ensure quality development through the siting and design of buildings, landscape treatment, location and screening of storage and parking areas, and the appropriate scale and design of signage that recognizes the surrounding natural and/or industrial setting of the area.

3.3.2 Greenview will work in partnership with the Province, First Nations, Métis Settlements, and other key stakeholders towards the effective and efficient development of lands by following the policies of this Plan.

3.3.3 Greenview will support the identification, compilation, and maintenance of information with respect to cultural and environmental values located within the District.

3.3.4 Greenview will consider the impacts development applications may have on traditional resource uses, for instance, hunting, fishing, and trapping and will refer to Alberta Culture and Tourism and the Aboriginal Consultation Office as needed.

3.3.5 Through the subdivision process, Greenview will collect cash-in-lieu of Municipal Reserve entitlement.

3.4 Heavy Industrial – General

The Heavy Industrial – General lands refer to the areas not located adjacent to existing rail or proposed rail network extensions (**Figure 3 – Land Use Plan**).

Anticipated uses within **Heavy Industrial – General** include petrochemical facilities; value-added processing facilities; and associated uses such as local power generation and water treatment facilities.

3.4.1 Objectives

3.4.1.1 To accommodate heavy industry that does not require direct access to rail.

3.4.1.2 To accommodate heavy industry in an environmentally sound, economically efficient, and socially responsible manner.

3.4.1.3 To ensure the trustworthy stewardship of sensitive environmental and culturally significant features.

3.4.2 Policies

3.4.2.1 Individual projects will require approvals, subject to the applicable regulatory processes and in compliance with Federal, Provincial, and Municipal requirements.

3.4.2.2 Industrial activities will comply with all Alberta Environment and Parks, and Alberta Energy Regulator regulations, approval conditions, and codes of practice.

Standards and guidelines such as those pertaining to surface water quality guidelines, discharge to the Smoky River, and maintenance of airshed will also be followed.

3.4.2.3 Industrial services that accompany heavy industrial activities, such as co-generation power units, must comply with Alberta Environment and Parks in a manner similar to policy 3.4.2.2.

3.4.2.4 Land uses that conflict with heavy industrial operations are not permitted.

3.4.2.5 Operations camps are strongly discouraged.

3.4.2.6 Agricultural and forestry uses, including but not limited to harvesting, grazing, cropping, and feed lots are supported.

3.4.2.7 Encourage agricultural and forestry operations to work with adjacent industrial developments to define mutually beneficial operating procedures.

3.5 Heavy Industrial – Rail-Oriented

Maximizing rail access is vital to the marketability of industrial operators with shipping needs. Given the limited supply of land capable of accommodating rail, industrial development must prioritize the development of spurs from the existing CN rail line. Doing so ensures that the potential for rail access is maximized for as many future industrial proponents as possible.

The **Heavy Industrial – Rail-Oriented** lands are located on either side of the existing CN rail line. The opportunities and constraints analysis (see [Background Report](#)) revealed the lands that can accommodate potential rail spurs. The **Heavy Industrial Rail-Oriented** lands include these areas in addition to lands that are adjacent to proposed rail extensions. In doing so, the lands capable of accommodating rail are intended to prioritize industrial activities that require rail access.

3.5.1 Objective

3.5.1.1 To accommodate heavy industry that requires direct access to rail.

3.5.2 Policies

3.5.2.1 Policies established for **Heavy Industrial – General** shall apply to **Heavy Industrial – Rail Oriented**.

3.5.2.2 Industry is required, through the approvals process, to demonstrate their requirements for rail access, to the satisfaction of the Development Authority.

3.5.2.3 Greenview will work with CN rail to identify additional rail extensions, beyond those identified in the proposed rail network.

3.5.2.4 The potential for rail spurs must be considered as part of the development of the area and the system of local roadways.

3.5.2.5 Subdivision patterns and roadway designs that restrict the extension of rail service are prohibited.

3.5.2.6 Greenview will encourage industry to collaborate in the development of a central storage and distribution facility, located adjacent to the existing CN rail line.

3.6 Utility Area

For heavy industrial activities to be viable, access to the Smoky River is required. As such, the Plan includes a **Utility Area** in the east of the plan area to provide for river access ([Figure 3 – Land Use Plan](#)). The expectation is for this area to accommodate water storage and related infrastructure. A precise water intake location will be identified upon the completion of the necessary Provincial studies. Given its central location in the plan area, a preliminary assessment suggests this as the ideal location for water intake, pumphouse, and storage.

3.6.1 Objectives

3.6.1.1 To allow access to the Smoky River to provide future industrial activities with water.

3.6.1.2 To accommodate low impact accessory uses that require direct access to the river.

3.6.2 Policies

3.6.2.1 Allow for activities licensed for direct access to the river (intakes, pump stations, outfalls, water storage, treatment, groundwater return pumps, and pipelines).

3.6.2.2 Maintain a minimum 200 metre development setback from the top-of-bank of the Smoky River to maintain the integrity of the river's edge and to accommodate wildlife movement and public access.

3.7 Natural Features

Achieving the eco-industrial vision for the plan area involves respecting sensitive natural features, maintaining an ecological network, and providing opportunities for wildlife movement. The Plan will accomplish this by minimizing potential impacts to the Smoky River and its tributaries, other water courses, wetlands, prospective wet areas, potential connections, and other natural assets.

The **Natural Features** areas identified in **Figure 3 – Land Use Plan** constitute the majority of the plan area's watercourses with 100 metre development setbacks applied from top-of-bank. Additionally, 130 metre setbacks have been applied from the centre line of the existing Highway 40 right-of-way in accordance with policy 4.2.1. This is to accommodate future twinning of the highway and to provide a visual buffer for travelers on the highway.

Further, the opportunity and constraints analysis (see **Background Report**) revealed the potential for areas of historical and cultural significance within the plan area. As

these areas tend to follow major watercourses, maintaining a 100 metre development setback from the top-of-bank significantly reduces the potential for impact.

3.7.1 Objectives

3.7.1.1 To ensure that sensitive environmental features are identified and preserved throughout the plan area.

3.7.1.2 To identify opportunities for wildlife movement and maintain an ecological network.

3.7.1.3 To identify and conserve environmental, traditional resource, and historic areas.

3.7.1.4 To maintain opportunities for recreational and traditional uses such as hunting, fishing, and trapping.

3.7.2 Policies

3.7.2.1 Natural Features shall, to the greatest extent possible, remain undisturbed.

3.7.2.2 The **Watercourse Connection**, indicated in **Figure 3 – Land Use Plan**, shall provide additional connectivity within the system of Natural Features for wildlife movement and permeability.

3.7.2.3 Maintain a 100 metre development setback from the top-of-bank of all watercourses designated as **Natural Features**, to maintain the integrity of the river's edge and to accommodate wildlife movement and public access.

4 TRANSPORTATION

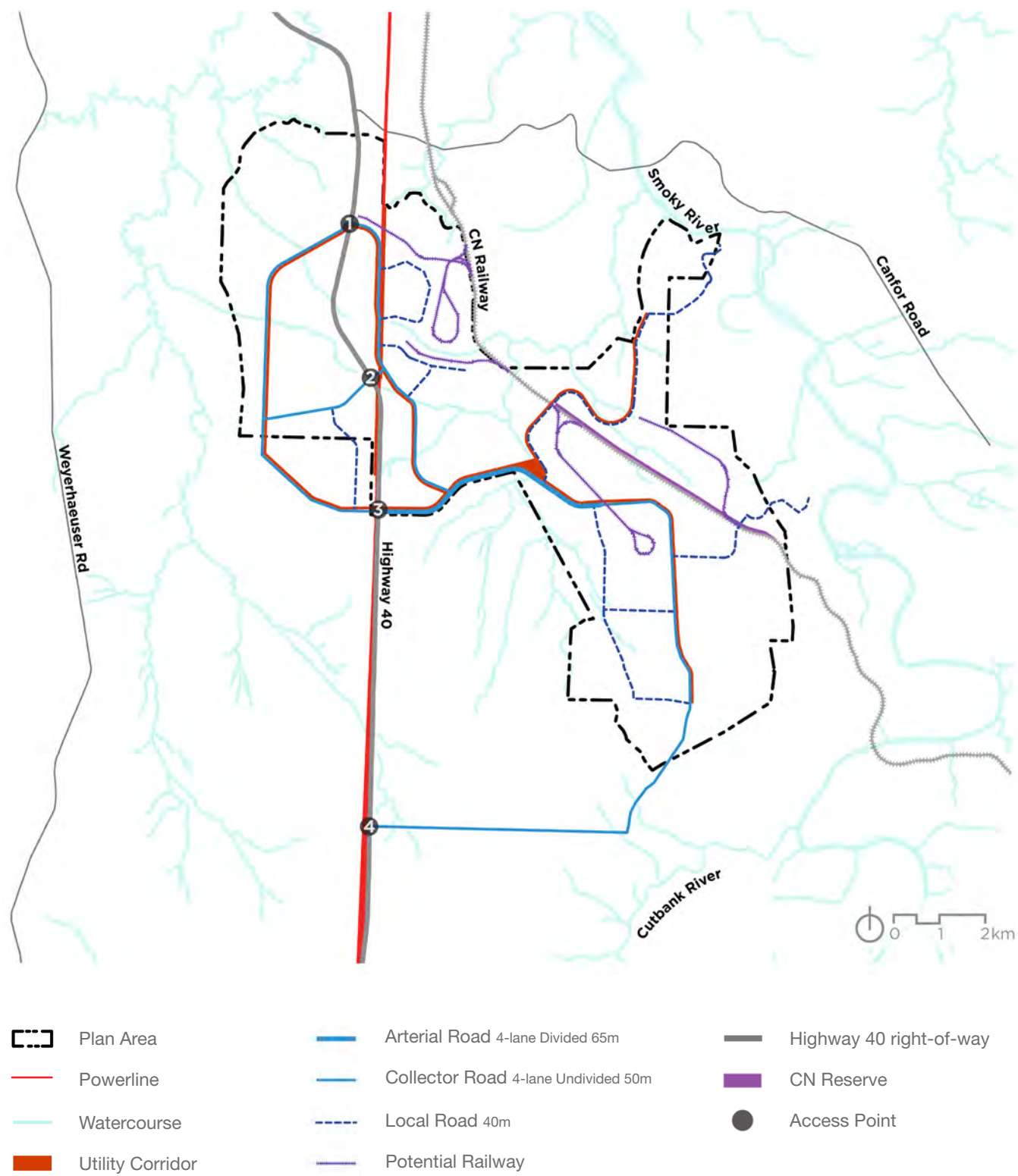
A long-term transportation network for the District is illustrated in **Figure 4 – Transportation and Infrastructure Plan**. The internal road network consists of arterial and collector roads with access to and from Highway 40. Alberta Provincial Highway 40 travels between Grande Prairie and Grande Cache, partially bisecting the study area from the north to the south. Highway 40 has current traffic volumes in the order of 5,000 vehicles per day. Currently, 37% of that traffic is trucking (for comparison, the provincial average is 15%). The District will increase traffic volumes and trigger the need for improvements. Because of this, prioritizing safety and efficiency on Highway 40 is vital to the success of the District. Additionally, a conceptual network of local roads represents one potential scenario for how access may be provided to individual industrial parcels.

The transportation network includes rail with both the existing CN rail line and potential rail extensions providing access to the plan area. Approximately 27 hectares have been identified on the north side of the CN rail line for **CN Reserve**. As the District develops, there will be a need for CN to expand its services in the area. The **CN Reserve** land is intended to help CN meet this requirement by enabling CN to construct siding and associated infrastructure as needed. This may allow for trains to bypass the Grande Prairie rail yard altogether, opting instead to operate within the District before turning around and heading south to Edmonton and beyond.

4.1 Objectives

- 4.1.1** To provide a safe and efficient transportation network to, from, and within the plan area.
- 4.1.2** To prioritize the safety of all travelers on Highway 40.
- 4.1.3** To mitigate traffic impacts to Highway 40.
- 4.1.4** To minimize creek crossings and other environmental impacts.
- 4.1.5** To maximize the potential for rail service to, from, and within the plan area, thereby reducing the effect on the highway.
- 4.1.6** To provide space for CN expansion.
- 4.1.7** To work with industry to identify opportunities for Transportation Demand Management. Shuttle services, car-sharing, and carpooling may be explored as options.
- 4.1.8** To manage public access to the plan area.

Figure 04: Transportation and Infrastructure Plan



4.2 Policies

4.2.1 Maintain a setback of 130 metres from the centre line of the existing Highway 40 right-of-way, as indicated in [Figure 4 – Transportation and Infrastructure Plan](#). This is to accommodate future twinning of Highway 40 and to provide a visual buffer.

4.2.2 Access to the plan area will be provided by four **Access Points** from Highway 40, as indicated in [Figure 4 – Transportation and Infrastructure Plan](#).

- a) Greenview will work with Alberta Transportation on any required improvements to **Access Points** from Highway 40.
- b) Additional **Access Points** to and from Highway 40, beyond those indicated in [Figure 4 – Transportation and Infrastructure Plan](#) are not permitted.

4.2.3 Regional emergency access will be facilitated by Highway 40, the Forestry Trunk Road, the Weyerhaeuser Road, and the Canfor Road ([Figure 1 – Regional Context](#)).

4.2.4 Existing internal roads may be used on an interim basis until the pace of development triggers the need for upgrades.

- a) Upgrades to internal roads will be phased in alignment with the requirements of new development.
- b) Greenview will manage the phasing and funding of the road network on a cost-sharing basis. A transportation levy may be used to fund the road network.

4.2.5 The road network, identified in [Figure 4 – Transportation and Infrastructure Plan](#) shall be designed to accommodate ultimate traffic loads in accordance with Greenview standards.

- a) Construction of the road network shall be in accordance with the road classifications and standards established by Greenview's Development Guidelines and Municipal Servicing Standards, and Alberta Transportation.

b) The Subdivision and Development Permit process will determine future road alignment, in accordance with policy 4.2.3.

c) Wherever possible, roads shall be designed to respect the existing topography and landscape, thus minimizing the need for site alteration.

d) The design process shall ensure safe and easy access to individual industrial parcels.

4.2.6 Lands identified as **CN Reserve** in [Figure 4 – Transportation and Infrastructure Plan](#) shall be reserved for the future expansion of CN rail infrastructure.

4.2.7 Greenview will require industry to incorporate Transportation Demand Management measures into development applications.

4.2.8 Greenview will work with the City of Grande Prairie and the County of Grande Prairie to identify locations for park and ride facilities.

5 UTILITIES AND SERVICING

Given the nature of anticipated uses, there will be a need for reliable utilities, including power, water, telecommunications, feedstock, and gas. Additionally, to achieve the eco-industrial objectives of the Plan, these utilities must be provided in a highly efficient, cost-effective, and sustainable manner. To this end, select lands have been dedicated for the purpose of utility corridors, the intention of which is to co-locate utility infrastructure within rights-of-way that are shared with roads ([Figure 4 – Transportation and Infrastructure Plan](#)). Doing so maximizes the plan area’s developable area, protects the most sensitive areas, and ensures efficient delivery.

5.1 Water Quality and Distribution

Future heavy industrial proponents will require water for operations. Process water requirements are likely to vary significantly among users and therefore emphasis is to be placed on treating water on-site and re-using water to the greatest extent possible. Doing so will limit the amount of water drawn from the Smoky River and reduce the overall environmental impact of the District.

5.1.1 Objectives

5.1.1.1 To limit the amount of water drawn from the Smoky River.

5.1.1.2 To ensure efficient distribution of water throughout the plan area.

5.1.2 Policies

5.1.2.1 Source all water supply from the Smoky River.

5.1.2.2 Greenview will manage all water infrastructure.

5.1.2.3 Protect utility corridors for the provision of water distribution pipelines.

5.1.2.4 Ensure that applications for subdivision and development include measures that minimize or mitigate any negative impacts on water quality, flow, supply deterioration, soil erosion, and groundwater quality and availability.

5.2 Wastewater Management

In the Plan area's proposed industrial setting wastewater can be either domestic sewage or process waste. In both cases, the responsibility for treating wastewater will rest with individual industrial proponents. Whenever possible, wastewater will be treated to a quality that is sufficient for use either by the original proponent or for other activities within the District. In circumstances where this is not possible, wastewater will be treated to meet all of Alberta Environment and Parks quality parameters prior to being discharged into the natural drainage system.

5.2.1 Objectives

5.2.1.1 To promote efficient treatment and re-use of water.

5.2.2 Policies

5.2.2.1 Industry is required to manage and treat their own wastewater.

5.2.2.2 Industry is encouraged to treat and to the greatest extent possible, re-use wastewater.

5.2.2.3 Greenview may maintain a central return and discharge point for any industrial process wastewater returned to the natural drainage system.

5.3 Stormwater Management

The collection and management of stormwater will be the responsibility of individual industrial developments and will be required to achieve the highest standards.

5.3.1 Objectives

5.3.1.1 To ensure best practices in stormwater management in support of the eco-industrial vision.

5.3.2 Policies

5.3.2.1 Industry is required to prepare individual stormwater management plans.

5.3.2.2 Stormwater will be collected in ponds providing the storage necessary to attenuate run off leaving the water system to the 100-year predevelopment flow rate.

5.3.2.3 Industry will be encouraged to integrate stormwater management facilities with natural wetlands to aid in protecting the long-term health of wetlands.

5.3.2.4 Low impact development and other innovative means to manage stormwater runoff and ultimate discharge into the Smoky River and other water bodies are encouraged.

5.4 Power Transmission

There is an existing power transmission line that runs north-south through the plan area yet, this line is not capable of meeting all the needs of future heavy industrial activities. Supplying power to the plan area therefore requires upgrades to the existing system as well as local sub-stations. Utility corridors will facilitate the distribution of power infrastructure to industrial parcel boundaries.

5.4.1 Objectives

5.4.1.1 To ensure efficient distribution of power throughout the plan area.

5.4.2 Policies

5.4.2.1 Industry is strongly encouraged to develop co-generation power facilities to reduce the load on the existing system, with excess power being sold back to the grid.

5.4.2.2 Utility corridors shall be prioritized for the distribution of power.

5.5 Pipelines and Wells

A complex network of pipelines and wells is already located within the plan area. As heavy industrial activity concentrates within the plan area new pipelines and well infrastructure will need to be built. Additionally, the abandoned wells in the plan area are subject to Provincial regulations.

5.5.1 Objectives

5.5.1.1 To ensure future development enables pipeline and well infrastructure expansion.

5.5.2 Policies

5.5.2.1 Future developments within the plan area may be required to dedicate rights-of-way for future key pipeline routes through mechanisms such as easements or rights-of-way.

5.5.2.2 Future developments within the plan area must conform to AER's Directive 079 – Surface Development in Proximity to Abandoned Wells.

6 SUSTAINABILITY

The plan area will become home to a heavy eco-industrial district that achieves sustainable development by encouraging cooperation between industrial operators. Shared information, materials, water, energy, infrastructure, and resources will increase economic gains and improve the environment. This co-operation will reduce both waste and pollution.

6.1 Objectives

6.1.1 To create a heavy eco-industrial district, where heavy industrial operators are encouraged to share resources, materials, infrastructure, information, and waste.

6.1.2 To attract environmentally conscious heavy industrial development.

6.1.3 To limit the District's impact on the environment.

6.1.4 To build and maintain positive relationships with the local communities.

6.2 Policies

6.2.1 Industrial proponents will explore shared utilities and infrastructures such as pipelines, transmission lines, substations, telecommunication, and waste management initiatives.

6.2.2 At the development permit stage, industrial projects will ensure sufficient setbacks and open space to provide for wildlife movement and to accommodate on-site stormwater management facilities, in accordance with 5.3.2.2 and 5.3.2.3.

6.2.3 Industry is encouraged to incentivize their employees to choose alternatives to single-occupancy vehicles. This may include parking rebates for car-pooling or car-sharing. The Plan also encourages paid shuttle commutes.

6.2.4 Industry is encouraged to conserve, treat, and re-use process water.

- a)** Industry should work with other industrial proponents in the area when developing their stormwater management plans, with a view towards operating shared stormwater management systems.
- b)** Industry is required to retain as much stormwater on-site as possible to use as process or general operations water. This will reduce the amount of water drawn from the Smoky River.
- c)** Industry should work with other industrial proponents in the area when developing wastewater management plans, with a view towards operating shared wastewater management systems.

6.2.5 Industry is encouraged to build relationships with communities in the region through, but not limited to, consultation and engagement efforts, impact and benefit agreements, and community-based monitoring.

7 ENVIRONMENTAL PROTECTION

The plan area is rich with natural assets and forms an important part of the Upper Peace Region's ecological network. The Plan strives to maintain and enhance sensitive environmental features wherever possible. The preliminary study area boundary (see [Background Report](#)) captured 32,500 hectares of land, including wildlife sensitivity areas such as a Secondary Grizzly Bear Zone, a potential Trumpeter Swan Waterbody and a Key Wildlife and Biodiversity Zone. In addition, a complex network of watercourses and wetlands exists in the area, including the Smoky River and its tributaries. A robust constraints analysis (see [Background Report](#)) took the environmental considerations and refined the plan area to capture only those lands best suited for development.

7.1 Objective

7.1.1 To maintain the plan area's sensitive environmental features such as wetlands, watercourses, the Smoky River Valley, steep slopes, and key wildlife and biodiversity areas, to the greatest extent possible.

7.2 Policies

7.2.1 Greenview may require a range of studies to help identify and where feasible maintain the plan area's many and varied natural assets. These studies may include Environmental Site Assessments and Biophysical Impact Assessments. The development application process will identify these studies.

- a)** Ensure, to the greatest extent possible, that impacts to sensitive natural assets (vegetation and wetlands) are minimized or, if possible, avoided altogether. If negative impacts cannot be avoided or minimized, then off-sets or compensation for the natural asset shall be provided.
- b)** At the discretion of the Development Authority, a Wetland Assessment shall be prepared by a qualified professional for any development or subdivision proposal that is deemed to affect and/or potentially affect a wetland in accordance with the Alberta Wetland Policy.

7.2.2 Maintain a minimum 200 metre development setback from the top-of-bank of the Smoky River and a 100 metre development setback from the top-of-bank of all other watercourses, to maintain the integrity of the river's/watercourses' edge and to accommodate wildlife movement and public access.

7.2.3 Ensure that applications for subdivision and development include measures that minimize and/or mitigate any negative impacts on water quality, flow, supply deteriorations, soil erosion, and groundwater quality and availability.

- a) Mimic pre-development hydrologic conditions so far as possible in terms of ground infiltration and stormwater discharges.

7.2.4 Reduce the spread of invasive species in accordance with the Alberta Invasive Species Management Framework.

8 HISTORICAL RESOURCE PROTECTION

There are areas of potential historical significance within the plan area, concentrated near the Smoky River valley and nearby watercourses. The application of development setbacks from top-of-bank will reduce interference with these areas. Given the intensity of use anticipated in the plan area, the Provincial government is in charge of issuing Historical Resource Act approval for Heavy Industrial development applications. This approval will be required whether or not historical resources have been previously identified.

8.1 Objectives

8.1.1 To ensure that any resources of historical significance are identified, evaluated, properly preserved, and potentially protected by qualified individuals.

8.2 Policies

8.2.1 Applications for development shall be referred to Alberta Culture and Tourism to assess potential impacts on historic resources.

8.2.2 A Historic Resources Impact Assessment (HRIA) may be required by the Province prior to permit approval.

8.2.3 Where required, the applicant shall, to the satisfaction of Alberta Culture and Tourism, undertake protective or mitigative measures identified in an HRIA report.

9 IMPLEMENTATION

9.1 Authority of the ASP

The Plan is in conformance with Section 633 of the Municipal Government Act (MGA). The Plan guides and directs the specific land use, subdivision and development decisions that collectively determine the form that the District will take. Additionally, the Plan charts the initial course for an orderly, sustainable and compatible pattern of eco-industrial development.

9.2 Plan Interpretation

Unless otherwise specified within the Plan, the boundaries or locations of any symbols or areas shown on a figure or map are approximate only, not absolute, and will be interpreted as such. They are not intended to define exact locations except where they coincide with clearly recognizable physical features or fixed boundaries, for example property lines or road and utility rights-of-way.

9.3 Policy Interpretation

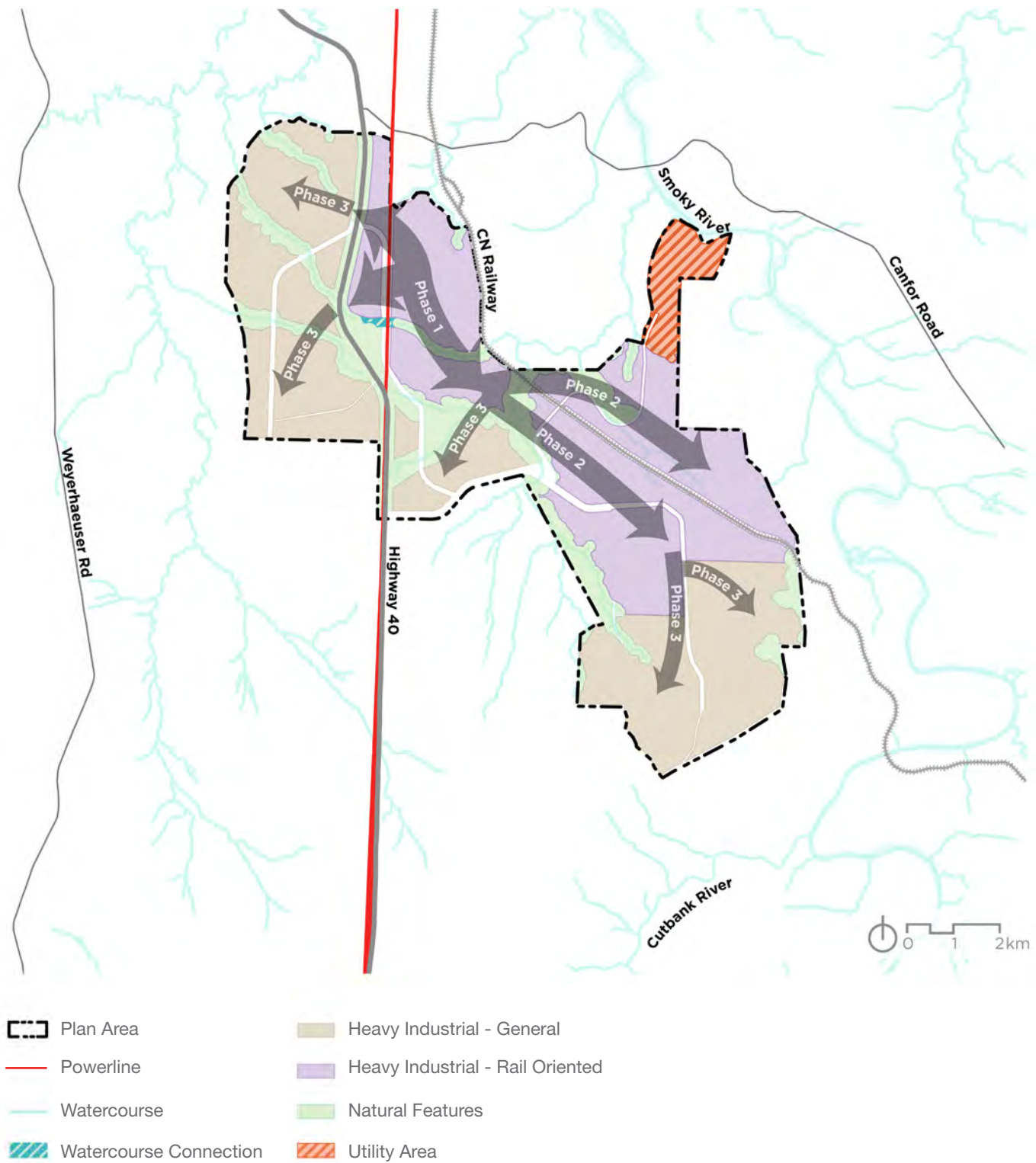
Where “shall” or “will” is used in a policy, the policy is considered mandatory. Where “should” or “may” is used in a policy, the intent is that the policy is to be complied with. However, the policy may be deviated from in a specific situation where the deviation is necessary to address unique circumstances that will otherwise render compliance impractical or impossible, or to allow an acceptable alternate means to achieve the general intent of the policy to be introduced.

9.4 Plan Limitations

An ASP is a high-level planning document that promotes a vision for an area and puts in place policies and guidelines that work towards achieving that vision. The policies and guidelines in the Plan are not to be interpreted as an approval for a use on a specific site. This Plan makes no representation that any particular site is suitable for a particular purpose as detailed site conditions or constraints must be assessed on a case-by-case basis as part of an application for Subdivision or Development Permit.

Additionally, while the Plan charts a course for the development of an eco-industrial district, the responsibility of achieving the principles of industrial ecology ultimately rests on industrial proponents.

Figure 05: Development Staging



9.5 Development Staging

Anticipated development patterns should be based on market conditions and the locational and infrastructure requirements of industry. Development is expected to start in the **Heavy Industrial – Rail-Oriented** area located in the north of the plan area between Highway 40 and the CN rail line. Road and rail serve this area well and it represents a logical first phase for the provision of power. Then development is expected to trend to the southeast following the existing CN rail line (**Figure 5 – Development Staging**).

Stage 1: Development of the **Heavy Industrial – Rail-Oriented** area located in the north of the plan area between Highway 40 and the CN rail line.

Stage 2: Development of the **Heavy-Industrial – Rail-Oriented** lands that straddle the CN rail line in the south of the plan area.

Stage 3: Development of all remaining areas.

9.5.1 Policies

9.5.1.1 Greenview will work with industry and Alberta Environment and Parks (AEP) to establish a Development Staging Plan.

9.5.1.2 Greenview will align service levels with the Development Staging Plan.

9.5.1.3 Greenview will consult with forestry disposition holders and Registered Fur Management Area licensees when establishing a Development Staging Plan.

9.6 Provincial Approval Processes and Review of Applications

The primary authority for approval of new industrial development in the plan area rests with Alberta Environment and Parks (AEP) and Alberta Energy Regulator (AER). The Alberta Aboriginal Consultation

Office (ACO) assesses the adequacy of First Nations and Métis Settlements consultation efforts and therefore also contributes to the approvals process.

All industrial development applications are reviewed subject to provincial processes and applicable legislation and policy. Applications must provide reliable information on the potential cumulative environmental effects within the activity's proposed area, as well as proposed environmental risk avoidance and mitigation strategies.

9.6.1 Policies

9.6.1.1 At its discretion, Greenview may work with industry to meet Provincial requirements.

9.7 Allocation of Public Land

The *Public Lands Act* and *Public Lands Administration Regulation* regulate the disposition of Crown land. This is administered by Alberta Environment and Parks (AEP) and the Alberta Energy Regulator (AER).

9.7.1 Policies

9.7.1.1 Greenview will work with provincial authorities to ensure that if a public land sale occurs, the process adheres to the *Public Lands Act*, *Public Lands Administration Regulation*, and associated land sale policies.

9.7.1.2 The Plan will inform public land sale considerations.

9.7.1.3 Greenview will engage with existing disposition holders including, but not limited to, forestry disposition holders, Registered Fur Management Area (RFMA) licensees, Mineral Exploration licensees, and Aggregate Extraction licensees. Engagement will address issues including, but not limited to, developing an Easement Management Plan, a Staging Plan, and a Disposition strategy.

- a) Greenview recognizes existing forestry disposition holders and will work with existing holders to remove timber according to future development staging.
- b) Greenview will engage with existing forestry disposition holders towards the sequencing of removal and liquidation of timber affected by the Plan area.
- c) Greenview will allow continued access to RFMA license holders.

9.8 Consultation

Before development approval, industrial proponents have to meet consultation requirements in accordance with the Municipal Government Act and Greenview. Additionally, First Nations and Métis Settlements whose treaty rights, traditional uses, or harvesting may be impacted must be consulted in accordance with the Government of Alberta’s Policy and Guidelines on Consultation with First Nations and Métis Settlements on Land and Natural Resource Management.

9.8.1 Policies

9.8.1.1 Greenview will meet Duty to Consult requirements for any Plan amendments, approvals, or land dispositions from the Crown, in accordance with the Municipal Government Act.

9.9 Water Diversion License

A water license is required to divert and use water from the Smoky River, as per legislation established in the Water Act. The plan area will be serviced by one water intake, with Greenview being the applicant and eventual licensee. Prior to obtaining a water diversion license, Greenview must provide information, to the satisfaction of AEP, related to:

- Proposed intake location;
- Proposed storage location;
- Proposed end use location;
- Anticipated volume; and
- Purpose of use.

Applications for licenses and approvals under the Water Act may be coordinated with the Environmental Protection and Enhancement Act application but should be submitted separately.

10 RECOMMENDED FUTURE PLANS AND STUDIES

Implementation of the Plan will be supported by future reports and studies. These will provide scope and context for the servicing strategies for the plan area.

10.1 Capital Plan

On-site and off-site costs of servicing and access improvements will be linked to the Development Staging Plan. Improvements will be financed through development and servicing agreements.

10.1.1 Policies

10.1.1.1 Greenview will develop a Capital Plan that identifies service levels and creates a strategy for cost-sharing and/or cost recovery for shared utilities and transportation infrastructure improvements related to the Plan.

10.1.1.2 Greenview will align service levels in the Capital Plan with the Staging Plan.

10.1.1.3 The cost of all infrastructure upgrades identified in the Capital Plan will be considered during the development application process.

10.2 Economic Impact Study

An Economic Impact Study will determine the effect of the District on the region and to what extent the region is market ready.

10.2.1 Policies

10.2.1.1 Greenview shall endeavor to work with the County of Grande Prairie, the City of Grande Prairie, and the Province of Alberta to develop an Economic Impact Study with consideration to the Staging Plan and the Capital Plan.

10.3 Monitoring and Communications Strategy

The Plan is a living document that guides development in the plan area with the best interests of the public and key stakeholders in mind. To this end, Greenview will establish a monitoring and communications strategy to ensure that the Plan remains relevant and effective.

10.3.1 Policies

10.3.1.1 Greenview shall monitor the implementation and effectiveness of the Plan annually. This monitoring could include the application of eco-industrial principles and any , emerging environmental issues and cumulative effects of industrial development.

10.3.1.2 The Plan will be responsive to any information that results from existing provincial monitoring provisions.

10.3.1.3 Greenview will support the coordination of both community-based baseline monitoring and community-based ongoing monitoring.

10.3.1.4 Greenview will distribute and encourage feedback on the findings of the monitoring process. Monitoring documents should be distributed to the public and all key stakeholders.

10.3.1.5 A review of the Plan will occur every five years to determine its relevance and effectiveness. If the Plan is no longer relevant or effective, a new plan must be implemented.

10.4 Transportation Master Plan

Greenview will prepare a Transportation Master Plan (TMP) in support of the Plan. The TMP will estimate phased traffic volumes on the internal road network and intersections with Highway 40.

10.4.1 Policies

10.4.1.1 The TMP will address road requirements based on development staging and service levels.

10.4.1.2 The TMP will provide the basis for estimating the cost of transportation related infrastructure for the Capital Plan.

10.4.1.3 The TMP will identify required adjustments to intersection improvements.

10.4.1.4 Industry is required to prepare Traffic Impact Assessments.

10.5 Easement Management Plan

Greenview will prepare an Easement Management Plan in support of this Plan.

10.5.1 Policies

10.5.1.1 The Easement Management Plan will address existing and anticipated future easement and right-of-way requirements.

10.6 Emergency Services

10.6.1 Policies

10.6.1.1 As a condition of a development permit, Greenview shall require proponents of heavy industrial applications to provide a Risk Assessment undertaken by a qualified professional.

10.6.1.2 Greenview shall require Emergency Response Plans of each industrial proponent as a condition of the development permit, as per the Land Use Bylaw.

10.6.1.3 Greenview will develop and maintain an Emergency Response Plan for the District once site-specific industry plans have been reviewed. The plan will identify and explore synergies in delivery of required emergency services.

10.6.1.4 Greenview will develop an Emergency Services Building whose primary function is to support emergency incidents expected from increased industrial growth. Through the development of the Emergency Services Plan timing and location of the Emergency Service will be examined.

10.7 Upper Peace Regional Plan (UPRP)

10.7.1 Policies

10.7.1.1 Greenview will encourage the Province to develop the Upper Peace Regional Plan to support appropriate analysis and policy regarding regional transportation and regional extension of utility infrastructure in support of this Plan.

10.7.1.2 The Plan will inform the development of the Upper Peace Regional Plan.

APPENDIX A

DEFINED TERMS

DEFINED TERMS

Access Points: Locations for providing access to and from the plan area.

Baseline Monitoring: Establishing a base against which ongoing monitoring will be evaluated.

Co-generation: The use of a heat engine or power station to generate electricity and useful heat at the same time.

Community-based Monitoring: A framework for members of the community to track environmental changes and local impacts associated with the District and to generate demands, suggestions, critiques, and data to be provided to Greenview.

The District: The proposed heavy eco-industrial district.

Low Impact Accessory Uses: Uses that are supplementary to heavy industrial activity and have comparatively low environmental impacts. These include water storage, treatment facilities, pumphouses, and water intakes.

Low Impact Development: An approach to stormwater management that emphasizes conservation and use of on-site natural features to protect water quality.

Market Ready: The degree to which the region is ready to accommodate industrial activity of the scale envisioned for the District.

Natural Features: A municipal land use designation that captures environmentally sensitive areas, visual buffers, and other areas that are to remain undisturbed.

Petrochemical Facilities: Convert natural resources such as crude oil, natural gas, and minerals into products for a wide range of applications.

The Plan: The Greenview Industrial Gateway Industrial Area Structure Plan.

Plan Area: The Greenview Industrial Gateway Industrial Area Structure Plan boundary.

Stormwater Management Plan: A plan that indicates the pre- and post-development drainage systems including any required stormwater management features.

Transportation Demand Management (TDM): The application of strategies and policies to reduce travel demand.

Traditional Resource Use: Refers to places, animals and vegetation on the landscape that are of cultural importance to First Nations and Métis Settlements. This includes, but is not limited to:

- Hunting
- Trapping
- Fishing
- Harvesting plant materials for food, medicines, and cultural and traditional crafts
- Areas of cultural importance

The traditional use of resources has a cultural, spiritual, and economic value to the users, including First Nations and Métis Settlements.

Value-added Processing: Increases the profit derived from natural resources, creates more permanent jobs than straight extraction, and provides some cushioning for the fluctuations in world prices.

APPENDIX B

LAND USE SUMMARY

LAND USE SUMMARY

Land Use Area	Area in hectares
Total Plan Area	7,551.7
Heavy Industrial – General	2,895.5
Heavy Industrial – Rail-Oriented	2,625.8
Natural Features	1,307.9
Utility Area	258.9
Utility Corridors	234.5
Transportation rights-of-way	199.8
CN Reserve	27.4



REVISED BYLAW NO. 21-867 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 19-815 “TMIP Area Structure Plan” to reflect the newly adopted name of “Greenview Industrial Gateway” (GIG)."

Whereas, Section 191(1) of the Municipal Government Act, R.S.A. 2000, Chapter M-26, grants Council the authority to amend and repeal bylaws;

Whereas, the Council of the Municipal District of Greenview has changed the name of the “Tri-Municipal Industrial Partnership (TMIP)” to “Greenview Industrial Gateway (GIG)” and deems it expedient that the new name be reflected in the Area Structure Plan;

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

1. That the title of Bylaw 19-815 be amended to “Greenview Industrial Gateway (GIG) Area Structure Plan”.
2. Greenview Industrial Gateway (GIG) shall hereby replace all references to “Tri-Municipal Partnership (TMIP)” in the Area Structure Plan.
3. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 9th day of February 2021.

Read a second time this 9th day of February 2021.

Read a third time and passed this ____ day of ____, 2021.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: **Policy 4013 Road Inspection and Maintenance**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 23, 2021 CAO: DT MANAGER:
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: RA PRESENTER: RA
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 4013 “Road Inspections and Maintenance” as presented.

BACKGROUND/PROPOSAL:

Most of the policy has been determined to be effective as it was. Administration updated the policy to the current format and updated position and department references.

Policy Review Committee Recommended the following changes:

- That the Development Guidelines & Municipal Servicing Standards be referenced by the proper title.
- Provision 4.1 reflect two separate departments.

BENEFITS OF THE RECOMMENDED ACTION:

1. The policy will be up to date with the current format.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

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 update the policy listing.

ATTACHMENT(S):

- Current Policy 4013
- Revised Policy 4013

Title: ROAD INSPECTIONS & MAINTENANCE

Policy No: 4013

Effective Date: December 13, 2016

Motion Number: 16.12.560

Supersedes Policy No: OP 20 & 25



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish guidelines to ensure the operation of a consistent maintenance program.

POLICY

1. Road Inspections are to be performed on a continuous basis.
2. Road maintenance work will adhere to guidelines as defined in the Greenview Engineering Design & Construction Standards and is to be performed as needed in the following priority sequence:
 - 2.1 Arterial Roads
 - 2.2 Bus Routes, Collector and Market Roads
 - 2.3 Residential Access
 - 2.4 Farmland Access
 - 2.5 Utility Right-of-Ways/Alleyways

GRAVEL SURFACE

1. The roadway should be bladed to remove all potholes, washboards and ruts. Shoulders should be kept free of grass and sod. The proper crown and super elevation rates are to be maintained as per procedure manual.
2. Roads Supervisors will coordinate mowing and brushing operations with regular maintenance operations to ensure efficient delivery of all programs and will inform the Manager of Agricultural Services for specific weed control locations.

COLD MIX & ASPHALT CEMENT PAVEMENT (ACP) SURFACE

1. Crack sealing on ACP projects will be done on a yearly basis, or as otherwise deemed necessary by the Manager of Operations or their designate.
2. General patching will be undertaken on a yearly basis. The areas to be patched will be prioritized based on safety concerns. Minor patching will be done as the budget allows.
3. Emergency patching will be undertaken on a case-by-case basis with an emphasis on preserving safety. A stockpile of patching material is to be kept available at all times.

4. Line painting will be evaluated on a yearly basis and repainting will be done as deemed necessary by the Manager of Operations or their designate. When possible, painting will be done after crack sealing and patching.

Title: Road Inspections & Maintenance

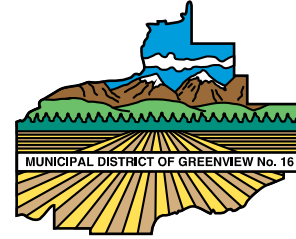
Policy No: 4013

Effective Date:

Motion Number:

Supersedes Policy No: None

Review Date:



Purpose: To establish guidelines to ensure the operations of a consistent maintenance program.

1. DEFINITIONS

- 1.1. **Greenview** means the Municipal District of Greenview No. 16.

2. POLICY STATEMENT

- 2.1. Road Inspections are to be performed on a continuous basis by the Operations and Construction departments.
- 2.2. Road Maintenance work will adhere to guidelines as defined in the Greenview Development Guidelines & Municipal Servicing Standards and is to be performed as needed in the following priority sequence:
- A) Arterial Roads
 - B) Bus Routes, Collector and Market Roads
 - C) Residential Access
 - D) Farmland Access
 - E) Utility Right-of-Ways/Alleyways

3. GRAVEL SURFACES

- 3.1. The roadway should be bladed to remove all potholes, washboards and ruts. Shoulders should be kept free of grass and sod. The proper crown and super elevation rates are to be maintained as per procedure manual.
- 3.2. Roads Supervisors will coordinate mowing and brushing operations with regular maintenance operations to ensure efficient delivery of all programs and will inform the Manager of Agriculture Services for specific weed control locations.

4. COLD MIX & ASPHALT CEMENT PAVEMENT (ACP) SURFACE

- 4.1. Crack Sealing on ACP projects will be done on a yearly basis, or as otherwise deemed necessary by the Manager of Operations or **Manager of Construction**.

- 4.2. General patching will be undertaken on a yearly basis. The areas to be patched will be prioritized based on safety concerns. Minor patching will be done as the budget allows.
- 4.3. Emergency patching will be undertaken on a case-by-case basis with an emphasis on preserving safety. A stockpile of patching material is to be kept available at all times.
- 4.4. Line painting will be evaluated on a yearly basis and repainting will be done as deemed necessary by the Manager of Operations or their designate. When possible, painting will be done after crack sealing and patching.

UNAPPROVED



REQUEST FOR DECISION

SUBJECT: **Policy 4024 Miscellaneous Road Requests**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 23, 2021 CAO: DT MANAGER:
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: RA PRESENTER: RA
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –Municipal Government Act, R.S.A 2000, Chapter M-26, Section 18.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 4024 “Miscellaneous Road Requests” as presented.

MOTION: That Council repeal Policy OP 13 “Miscellaneous Road Requests”.

BACKGROUND/PROPOSAL:

Administration believes this policy is still effective and made few revisions. The language in the policy has been updated and the policy was converted to the current policy template.

Policy OP 13 is recommended for repeal.

PRC made no recommended changes.

BENEFITS OF THE RECOMMENDED ACTION:

1. The miscellaneous road requests policy will be current.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

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 update the policy register.

ATTACHMENT(S):

- OP 13
- Policy 4024



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

Section:

**OPERATIONS
SERVICES**

POLICY NUMBER: OP 13

POLICY TITLE: MISCELLANEOUS ROAD REQUESTS

Page 1 of 1

Date Adopted by Council / Motion Number:

11.04.206

PURPOSE:

To establish procedures to deal with miscellaneous requests for work on the M.D.'s road network infrastructure.

POLICY:

Council acknowledges that part of the operation and maintenance of the road infrastructure includes receipt of miscellaneous requests from ratepayers to identify problems and concerns.

1. When the Director of Operation Services or his/her designate receives miscellaneous road requests for, but not limited to, the following: a) culvert repairs, upgrades, extensions; b) gravelling; c) ditch cleaning; d) road repairs; e) signage; f) approaches; and g) brushing; the Director of Operation Services will expediently undertake those projects/requests that are considered to be routine maintenance concerns, within the limits of the established budget.
2. Applications that have been approved but not completed will be kept on file for consideration on a future year's budget. In the event that an application is not approved, the applicant will be notified in writing.
3. The Director of Operations will inform Council annually of all miscellaneous requests that were undertaken and all expenditures that occurred.

REEVE

C.A.O.

Title: Miscellaneous Road Requests

Policy No: 4024

Effective Date:

Motion Number:

Supersedes Policy No: OP13

Review Date:



Purpose: To establish a process whereby miscellaneous requests for operations and maintenance on Greenview's road network.

1. DEFINITIONS

1.1. **Greenview** means the Municipal District of Greenview No. 16.

2. POLICY

2.1. When the Director of Infrastructure and Planning Services or their designate receives miscellaneous road requests for, but not limited to the following:

- A) Culvert repairs, upgrades, extensions
- B) Gravelling
- C) Ditch cleaning
- D) Road repairs
- E) Signage
- F) Approaches
- G) Brushing

The Managers of the appropriate department will expediently undertake those projects/requests that are considered to be routine maintenance.

2.2. Miscellaneous road requests that have been approved but not completed will be kept on file for consideration on a future year's budget. In the event that an application is not approved, the applicant will be notified in writing.

2.3. The Director of Infrastructure and Planning will inform Council annually of all miscellaneous requests that were undertaken and all expenditures that occurred.



REQUEST FOR DECISION

SUBJECT: Policy 4025 Dust Control

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: February 23, 2021

DEPARTMENT: INFRASTRUCTURE & PLANNING

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM: RA

MANAGER:

PRESENTER: RA

RELEVANT LEGISLATION:

Provincial (cite) –Municipal Government Act R.S.A 2000, Chapter M-26, Section 18.

Council Bylaw/Policy (cite) –Bylaw 20-854 Schedules of Fees.

RECOMMENDED ACTION:

MOTION: That Council approve Policy 4025 “Dust Control” as presented.

MOTION: That Council repeal Policy OP 05 “Dust Control”.

BACKGROUND/PROPOSAL:

Administration has made a few updates to the policy. The language has been updated and the policy converted to the current template. The majority of the policy is the same, though a number of provisions were re-organized in the new template.

Reference to the schedules of fees was added and Waste Sites was changed to Greenview landfill and transfer stations.

Policy OP 05 is recommended for repeal.

The Policy Review Committee recommended minor formatting amendments.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a current and up to date dust control policy.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

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 update the policy register.

ATTACHMENT(S):

- OP 05
- Revised policy 4025



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

Section:
**OPERATIONS
SERVICES**

POLICY NUMBER: OP 05

POLICY TITLE: DUST CONTROL

Page 1 of 2

Date Adopted by Council / Motion Number:

11.04.2006

PURPOSE:

To improve the quality of life in the Municipal District, dust control agents may be applied on rural roads.

POLICY:

The Municipal District may provide the opportunity to secure dust control to residents and commercial sites on all roads maintained by the Municipal District, subject to available funds and as indicated annually in the Municipal budget.

1. The Municipal District will, at no charge to the property owner, apply dust control as necessary to Municipal roads adjacent to the following areas:
 - a) School Sites;
 - b) Hamlets;
 - c) Parks;
 - d) Waste Sites;
 - e) Cemeteries;
 - f) Community Centers;
 - g) Playgrounds;
 - h) Public Sports Facilities (includes Golf Courses);
 - i) Designated gravel haul routes from municipal gravel pits; and
 - j) Any other site owned or controlled by the public sector.

Individual requests not included in the above list, but deemed to be in the public interest, will be assessed on a case-by-case basis by Administration. Criteria for inclusion in the “no-charge” program will be:

- k) Safety;
 - l) Traffic volume;
 - m) Proximity to and location on the traveled roadway (must normally be within 100 meters of the road and on the south or east side of a road); and
 - n) Roadway geometry as determined by Administration.
2. The Municipal District will supply dust control to residents, subject to payment of fee as follows:
 - a) The established fee will cover the first 200 meters. Any additional length over 200 meters will be paid in full by the applicant at the full cost for the dust control agent as established by Council annually.

POLICY TITLE: DUST CONTROL

Page 2 of 2

Date Adopted by Council / Motion Number:

11.04.206

- b) Multi-Parcel Country Residential Subdivisions – applicants with multi-parcel subdivisions have the option of applying for 100 meters of dust control at the established fee.
- 3. Multi-parcel country residential subdivisions will be eligible under this policy for dust control agents. Where a single application will serve adjoining residences, it is the responsibility of the landowners to work out the distribution of costs.
- 4. Council will establish a fee for residential and commercial dust control.
- 5. Administration will advertise the dust control program each year in January (if possible), February, March and the first week of April.
- 6. All residents who wish to be considered for this program must apply each year.
- 7. Applications must be made in writing on the prescribed form and will be accompanied by the fee for dust control.
- 8. Applications will be received up to and including April 15th of each year or if April 15th falls on a weekend it will be the next business day.
- 9. Late applications will not be accepted.
- 10. The Municipal District will apply a dust control agent according to the following guidelines:
 - a) Locations will be staked as per the applicant's request.
 - b) The dust control agent will be applied once annually as conditions permit.
 - c) The Municipal District does not guarantee in any way the effectiveness of the dust control agent or application. Once the agent has been applied no refunds will be made.
 - d) The Municipal District reserves the right to maintain or grade the treated sections(s) of roadway as necessary to maintain a safe driving surface and/or to optimize performance of the dust control product.

REEVE

C.A.O.

Title: Dust Control

Policy No: 4025

Effective Date:

Motion Number:

Supersedes Policy No: OP 05

Review Date:



Purpose: To provide dust control to residents on all roads maintained by Greenview, subject to available funds and as indicated annually.

1. DEFINITIONS

1.1. **Greenview** means the Municipal District of Greenview No. 16.

2. POLICY STATEMENT

2.1. Greenview recognizes that dust from gravel roads may create health, safety or general nuisance concerns for residents and therefore offers a dust control program to mitigate the impact of dust in front of residents. Greenview will, at no charge to the property owner, apply dust control as **deemed** necessary **by Administration** to municipal roads adjacent to the following areas:

- A) School Sites
- B) Hamlets
- C) Parks
- D) ~~Waste Sites~~ **Greenview Landfills and Transfer Stations**
- E) Cemeteries
- F) Community Centers
- G) Playgrounds
- H) Public Sports Facilities (including Golf Courses)
- I) Designated gravel haul routes from municipal gravel pits and
- J) Any other site owned or controlled by the public sector.

2.2 Individual requests not included in the above list, but deemed to be in the public interest, will be assessed on a case-by-case basis by Administration. Criteria for inclusion in the “no-charge” program will be:

- A) Safety
- B) Traffic volume
- C) Proximity to and location on the traveled roadway (must normally be within 100 meters of the road and on the south or east side of a road)
- D) Roadway geometry as determined by Administration and
- E) Be approved by the Chief Administrative Officer

3. PROCEDURE

- 3.1. Greenview will supply dust control to residents, subject to payment of fee as follows;
 - A) The established fee will cover the first 200 meters. Any additional length over 200 meters will be paid in full by the applicant at the full cost for the dust control agent as established by Council annually.
 - B) Multi-Parcel Country Residential Subdivisions – applicants with multi-parcel subdivisions have the option of applying for 100 meters of dust control at the established fee.
- 3.2. Multi-Parcel country residential subdivisions will be eligible under this policy for dust control agents. Where a single application will serve adjoining residences, it is the responsibility of the landowners to work out the distribution of costs.

4. APPLICATION

- 4.1. All residents who wish to be considered for the program must apply each year.
- 4.2. Applications must be in writing on the prescribed form and will be accompanied by the fee for dust control.
- 4.3. Applications will be received up to and including April 15th of each year or if April 15th falls on a weekend it will be the next business day.
- 4.4. Late applications will not be accepted.

5. COUNCIL RESPONSIBILITIES

- 5.1. Council will establish a fee for residential and commercial dust control in the Schedules of Fees.

6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Administration will advertise the dust control program each year in January (if possible), February, March and the first week of April.
- 6.2. Greenview will apply a dust control agent according to the following guidelines:
 - A) Locations will be staked as per the applicant's request.
 - B) The dust control agent will be applied once annually as conditions permit.
 - C) Greenview does not guarantee in any way the effectiveness of the dust control agent or application. Once the agent has been applied no refunds will be made.
 - D) Greenview reserves the right to maintain or grade the treated section(s) of roadway as necessary to maintain a safe driving surface and/or to optimize performance of the dust control product.



REQUEST FOR DECISION

SUBJECT: **Policy 4026 Fencing and Borrow Pit**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 23, 2021
DEPARTMENT: INFRASTRUCTURE & PLANNING
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –Bylaw 20-854 Schedules of Fees.

RECOMMENDED ACTION:

MOTION: That Council approve Policy 4026 “Fencing and Borrow Pit” as presented.

MOTION: That Council repeal Policy EES 08 “Fencing and Borrow Pit”.

BACKGROUND/PROPOSAL:

This policy was converted to the new policy format. General fencing location requirements were added to provision 3.1.

Clarification was also added that if Greenview replaces the fence, no compensation would be provided. Compensation would only be provided if the landowner installs the fence.

The schedules of fees was also referenced in the policy instead of specific amounts.

Policy EES 08 is recommended for repeal.

PRC made no recommended changes.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have an updated and current fencing and borrow pit policy.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

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 update the policy register.

ATTACHMENT(S):

- EES 08
- Policy 4026

	<i>M. D. OF GREENVIEW NO. 16</i> <i>POLICY & PROCEDURES MANUAL</i>	Section: ENGINEERING & ENVIRONMENTAL SERVICES
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POLICY NUMBER: EES 08

POLICY TITLE: FENCING & BORROW PIT POLICY	Page 1 of 2
Date Adopted by Council / Motion Number:	10.02.750

PURPOSE:

To establish compensation prices for the removal and replacement of fence and for the removal of earth material.

POLICY:

The Municipal District will compensate landowners for fence replacement and/or earth removal when undertaking a project that directly affects their land.

FENCING:

- 1.0 The Municipal District will compensate a landowner for the replacement of a fence if an existing fence is to be relocated for a construction project. The fencing agreement will be included with land negotiations.
- 2.0 Fences shall be compatible with existing fences. Standards are defined in the M.D.'s current Engineering standards manual.
- 3.0 Administration will obtain an agreement with the landowner to replace the fence at the rates established in the Schedule of Fees Bylaw.
- 4.0 Administration may:
 - 4.1 Negotiate with the landowner for additional compensation if special circumstances warrant (i.e. game farming).
 - 4.2 Negotiate with the landowner for less compensation if special circumstances warrant (i.e. sub-standard fence).
- 5.0 Release of payment will not occur until the work has been completed.

POLICY TITLE: FENCING & BORROW PIT POLICY

Page 2 of 2

Date Adopted by Council / Motion Number:

03.04.168

BORROW PITS:

- 1.0 The Director of Engineering & Environmental Services or his/her designate will obtain an agreement with the landowner to purchase borrow earth material at a compensation rate as shown on the land acquisition chart and \$500.00 per acre of area disturbed, including back sloping and/or access.
- 2.0 Administration may negotiate with the landowner for additional or less compensation if special circumstances warrant.

REEVE

C.A.O.

Title: Fencing & Borrow Pit

Policy No: 4026

Effective Date:

Motion Number:

Supersedes Policy No: EES 08

Review Date:



Purpose: To establish compensation prices for the removal and replacement of fence and for the removal of earth material.

1. DEFINITIONS

- 1.1. **Greenview** means Municipal District of Greenview No. 16.

2. POLICY STATEMENT

- 2.1. Greenview will compensate landowners for fence replacement and/or earth removal when undertaking a project that directly affects their land.

3. FENCING

- 3.1. Greenview will compensate a landowner for the replacement of a fence if an existing fence is to be relocated for a construction project. The fencing agreement will be included with land negotiations **and installed one (1) foot inside the new Right-of-Way boundary.**
- 3.2. Fences shall be compatible with existing fences. Standards are defined in Greenview's current Development Guidelines & Municipal Services Standards and Land Use Bylaws.
- 3.3. Administration will obtain an agreement with the landowner to replace the fence at the rates established in the Schedules of Fees. **If Greenview replaces the fence, there will be no compensation fee. If the landowner installs the fence, the established rate will be used.**

4. BORROW PIT

- 4.1. The Director of Infrastructure & Planning or his/her designate will obtain an agreement with the landowner to purchase borrow earth material at a compensation rate established in the Schedules of Fees.

5. ADMINISTRATION RESPONSIBILITIES

- 5.1. Administration may negotiate with the landowner for additional compensation if special circumstances warrant (ie. Game farming).
- 5.2. Administration may negotiate with the landowner for less compensation if special circumstances warrant. (i.e. sub-standard fence).
- 5.3. Release of payment will not occur until the work has been complete.

UNAPPROVED



REQUEST FOR DECISION

SUBJECT: **Rescind Council Evaluation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 23, 2021
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy 1007 Council-CAO Covenant

RECOMMENDED ACTION:

MOTION: That Council rescind Motion: 18.12.719. Moved by REEVE DALE GERVAIS

That Council as a whole engage a third party to conduct the annual Council Self-Appraisal to occur in early 2019.

BACKGROUND/PROPOSAL:

As this motion was made in 2018 and no action has been taken, it is recommended that this motion be rescinded unless Council wants to pursue this item.

The Motion was initially made under the Council-CAO Covenant of the former CAO of the M.D. of Greenview, where a Council self-appraisal was a part of the covenant. No formal covenant was entered into with the current CAO where a Council self-appraisal was a requirement.

BENEFITS OF THE RECOMMENDED ACTION:

1. The record of Council decisions and direction will accurately reflect the desires of Council.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose not to rescind the motion and have an independent third party come in to conduct the annual self appraisal.

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):

- Policy 1007 Council – CAO Covenant.

Title: Council-Chief Administrative Officer Covenant

Policy No: 1007

Effective Date: July 9, 2013

Motion Number: 18.05.287

Supersedes Policy No: (None)

Review Date: May 28, 2018



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Purpose: The purpose of this Council-CAO covenant is to formalize relational protocols to support respect for each other's functions. A Council-CAO Covenant commits both parties to seek clarity in the relationship, as well as emphasize the sincerity of undertaking their respective roles appropriately.

DEFINITIONS

Council means the Reeve and Councillors of the M.D of Greenview No. 16 for the time being elected pursuant to the provisions of the Local Authorities Election Act whose term is unexpired, who have not resigned, and who continue to be eligible to hold office as such under the terms of the Municipal Government Act.

Chief Administrative Officer (CAO) means the person appointed by Council pursuant to Sections 207-210 of the Municipal Government Act.

Senior Leadership Team (SLT) means the CAO, the General Manager of Infrastructure and Planning, the General Manager of CAO and Corporate Services, and the General Manager of Community Services.

The Covenant means the Council-CAO Covenant outlined herein.

POLICY

1. An effective organization demonstrates clarity and trust in the relationship between Council and its Chief Administrative Officer.
2. Establishing a Council-CAO Covenant commits both parties to seeking clarity in the relationship and to seriously undertake conduct within their respective roles appropriately.
3. The Covenant, as described, is authorised for the Reeve, Council Members and Chief Administrative Officer to sign for added authority.

4. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.

PROCEDURE

1. The Covenant shall be executed by all parties at the beginning of each political term at the organizational meeting following the General Election.
2. The Covenant shall be provided annually and whenever a new member of council begins their term. At these times this Covenant shall be reaffirmed by Council Motion.

APPENDIX

The Covenant is attached to this Policy as Schedule A.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Council - Chief Administrative Officer Covenant

PURPOSE:

The purpose of this Council-CAO covenant is to formalize relational protocols to support respect for each other's functions. A Council-CAO Covenant commits both parties to seek clarity in the relationship, as well as emphasize the sincerity of undertaking their respective roles appropriately.

PRINCIPLES:

- 1.1. An effective organization demonstrates clarity and trust in the relationship between Council and its Chief Administrative Officer.
- 1.2. Establishing a Council-CAO Covenant commits both parties to seeking clarity in the relationship and to seriously undertake conduct within their respective roles appropriately.
- 1.3. The Covenant, as described, is authorised for the Reeve, Council Members and Chief Administrative Officer to sign for added authority.
- 1.4. The Covenant shall be executed by all parties at the beginning of each political term at the organizational meeting following the General Election.
- 1.5. The Covenant shall be provided annually and whenever a new member of council begins their term. At these times this Covenant shall be reaffirmed by Council Motion.
- 1.6. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.

COVENANT

1. The Members of Council will:

- 1.1 Carry out the responsibilities set out in the Municipal Government Act, and other applicable legislation; and follow the Bylaws and Policies of Greenview, to the best of their abilities;
- 1.2 Make decisions which are believed to be in the best interests of Greenview;

- 1.3 Review the background information and advice provided by Administration prior to rendering a decision;
- 1.4 Seek further input from the Senior Leadership Team (SLT) when there is uncertainty regarding the issues or the preferred course of action;
- 1.5 Refer any complaints, either written or verbal; about the decisions of Council or the actions of the organization, to the Chief Administrative Officer for review, comment and follow-up as appropriate;
- 1.6 Refrain from making any commitments on behalf of Council to individual citizens or groups other than a commitment to take the request to Council or the Chief Administrative Officer for response;
- 1.7 Seek to participate actively in the decision making process;
- 1.8 Refrain from any public or private criticism of the organization, or individual employees;
- 1.9 Act as good stewards for Greenview;
- 1.10 Demonstrate ethical conduct as public servants;
- 1.11 Provide effective leadership through guiding the corporation and the municipality through the approved strategic directions and goals, and the priorities set in annual budgets, and by agreeing to reasonable policies which reflect the best interests of Greenview;
- 1.12 Respect the apolitical nature of the office of Chief Administrative Officer and to receive their advice as being in the perceived interest of the community and/or organization. Councillors will respectfully listen to comments in response to questions posed at Council Meetings and will ensure that the CAO is accorded a respectful audience;
- 1.13 Internal requests for information and questions relative to Administration will be directed through the offices of the CAO and SLT.
- 1.14 Respect the apolitical nature of senior staff and treat their advice and reports with respect. Councillors will not knowingly or willfully interfere with their work and will coordinate concerns through the CAO and SLT, and;
- 1.15 Ensure a thorough and detailed evaluation of the performance of the CAO is conducted at least once annually and involve the CAO in this process so as to ensure a full understanding of Council's candid assessment.
 - a. Provide two (2) weeks' notice to the CAO and all members of Council that a formal evaluation will be occurring to allow parties time to prepare;
 - b. Provide the CAO with a written assessment from Council;

- c. Allow the CAO the opportunity to respond to the performance evaluation by providing a written response letter that will be shared with all members of Council;

- 1.16 Council will annually conduct a self-assessment on Council and how they are functioning;
- 1.17 Council acknowledges that Administration will introduce counterpoints and alternate viewpoints as part of their advisory role, and that information should be treated with respect; and
- 1.18 When possible, make information requests in advance of Council Meetings so as to allow Administration time to research answers.

2. The Chief Administrative Officer will:

- 2.1 Abide by the Municipal Government Act, and other applicable legislation, as well as the Bylaws and Policies of the M.D of Greenview to the best of their abilities;
- 2.2 Conduct them self as the chief policy advisor in an honest and ethical manner;
- 2.3 Ensure that the Reeve and Councillors are accorded respect in all personal and public comments;
- 2.4 Provide advice on all issues which is professionally sound, ethical, legal, and in accordance to the policies and resolutions of Council;
- 2.5 Guide the actions of the organization so that they are in accordance with the policies and resolutions of Council;
- 2.6 Act only on the will of Council as a whole as established by the resolutions, policies and bylaws of Greenview Council;
- 2.7 Forward any complaints or concerns of Council to the appropriate department and individual, so that reasonable and prompt follow-up is assured;
- 2.8 Ensure that Council is made aware of the full picture with regard to each issue, at least to the extent that the organization is aware of such information and ensure that Council has access to the reasonable decision options, as well as a recommendation as your Chief Administrative Officer;
- 2.9 Seek to ensure that Council is aware of any key issues as they arise and therefore mitigate the problems associated with surprises;
- 2.10 Maintain a current understanding of the applicable legislation as well as relevant programs, policies, and initiatives, of the Provincial and Federal governments;
- 2.11 Admit to any mistakes of substance made individually and on behalf of staff, and take corrective action;

- 2.12 Listen carefully to the concerns of Council vis-a-vis performance and seek to improve any deficiencies on an ongoing basis;
- 2.13 Ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems, or decision points.

3. Relationship Building

In recognition that the relationship between Council and the CAO is paramount in the effective governance and operations of the M.D of Greenview, Council and the CAO, jointly agree to the following:

- 3.1 Hold a minimum of two (2) informal meetings between Council, the CAO and the SLT to discuss the status of the organization and the Council/Administration relationship.
 - a. Council, the CAO and the SLT agree that discussions will generally focus on the following:
 - i. Overall health and future dynamics impacting the organization;
 - ii. General concerns regarding the organization;
 - iii. Current relationship between Council and Administration;
 - iv. General inquiries relating to the operation of departments; and,
 - v. Concerns related to policies and programs of the municipality.
 - b. Council, the CAO and the SLT shall generally refrain from discussing:
 - i. Hiring and firing of staff;
 - ii. Individual staff performance; and,
 - iii. Formal matters more appropriate for discussion at Council Meetings.
- 3.2 It is understood that the informal meeting is to foster a positive relationship and not to conduct Council Business, give direction, or overstep the roles of the respective parties.

Signed this 11 day of June, 2018.

Dale Stevens
Reeve

B. Smith
Councillor

Roxie Kutt
Councillor

L. Hume
Councillor

Tom R. Burton
Councillor

Dale R. Smith
Councillor

[Signature]
Councillor

[Signature]
Councillor

Signed this 12 day of June, 2018.

[Signature]
Chief Administrative Officer



REQUEST FOR DECISION

SUBJECT: **Alberta Parks Leases**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 23, 2021
DEPARTMENT: RECREATION
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: DM
LEG: DL
MANAGER: KG
PRESENTER: DW

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 Alberta Parks for the Sheep Creek Provincial Recreation Area (NW – 32 – 58 – 7 – W6M).

MOTION: That Council authorize Administration to enter into a lease agreement with Alberta Parks for the Smoky River South Provincial Recreation Area (N 1/2 – 32 – 56 – 8 – W6M, S 1/2 – 5 – 57 – 8 – W6M).

BACKGROUND/PROPOSAL:

Administration presented information to the Committee of the Whole regarding the 'Optimizing Alberta Parks' document at both the September and November Committee of the Whole Meetings in 2020. This document outlined the proposed removal of sites from the Alberta Parks system and identified that the Province would be looking for partners to continue operating the sites.

Following the presentations to the Committee of the Whole, Administration sought out drafted leases for Sheep Creek Provincial Recreation Area and Smoky River South Recreation Area from Alberta Parks. Currently, Alberta Parks does not have a clear direction on the possibility/logistics of divesting sites from the Alberta Parks system. As such, the proposed leases are very similar to those currently in place for Shuttler Flats Provincial Recreation Area, Kakwa River Recreation Area, and Southview Provincial Recreation Area. While these leases are more restrictive than the leases in place for sites outside of the Alberta Parks system, they allow Greenview to operate the sites and ensure they remain open for public use. Administration has received copies of the leases from the Province and is looking for Council approval to move forward.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion(s) is that the long-term operation of the recreation area(s) will be ensured.
2. The benefit of Council accepting the recommended motion(s) is that Administration can move forward with the lease(s) and be ready to operate the site(s) by the May long weekend of 2021.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion(s).

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion(s) and table Administration pursuing leases for the sites. This alternative is not recommended as it does not ensure that the recreation areas will remain open for public use.

Alternative #2: Council has the alternative to direct Administration to propose changes to the lease(s) to Alberta Parks. Administration does not recommend this, but does anticipate that the Province is following standards that leave little leeway for adjustments.

FINANCIAL IMPLICATION:

Ongoing / Future Costs:

Annual operating costs of \$25,000.00 for Smoky River South Provincial Recreation Area and \$15,000.00 for Sheep Creek Provincial Recreation Area approved in the 2021 Interim Budget.

Large capital investments are not recommended while under a lease through Alberta Parks.

STAFFING IMPLICATION:

Recreation Services management will need to oversee the operation of the sites. Additionally, ongoing maintenance will be conducted by recreation staff. Should staff not be able to keep up with the additional sites, some services will be contracted out with associated costs to come from allocated operating budgets.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will have the leases for Sheep Creek Provincial Recreation Area and Smoky River South Recreation Area signed by the Chief Administrative Officer. All required paperwork will be finalized with Alberta Parks, and plans will be created for the opening of sites before the May long weekend.

ATTACHMENT(S):

- PML 200016 – Sheep Creek Provincial Recreation Area
- PML 210002 – Smoky River South Provincial Recreation Area

THE HOLDER

**Municipal District of
Greenview 16**

THE DISPOSITION

Disposition No.: PML 200016

**Provincial Park: Sheep Creek Provincial Recreation
Area**

Start Date: April 1, 2021

Expiry Date: March 31, 2031

Purpose: Recreation Facility Area

Previous Disposition No.: N/A

Previous Disposition Expiry: N/A

BACKGROUND

The Lands are owned by the Crown and administered and controlled by the Province, and

The Holder acknowledges this Disposition is granted and administered under the *Provincial Parks Act* and the Provincial Parks (Dispositions) Regulation.

THEREFORE

The Province grants this Disposition to the Holder on the following terms:

1. Definitions and Interpretation

1.1. **Definition in the Parks Act.** Unless otherwise defined in this Disposition, a word or phrase defined in the Parks Act has the same meaning in this Disposition.

1.2. **Disposition Definitions.** In this Disposition

- (a) **“Activities”** means the activities specified in the Activities Schedule,
- (b) **“Activities Schedule”** means the schedule attached as Schedule C,
- (c) **“Additional Fees”** means any amount to be paid by the Holder to the Province pursuant to this Disposition or the Parks Act, other than the Disposition Fee, including those set out in the Fees Schedule,
- (d) **“Additional Terms”** means the schedule attached as Schedule A,
- (e) **“Approval”** includes any permission or any other permit, authorization or approval required by any governmental or regulatory body having jurisdiction over the Lands or the conduct of the Activities,

- (f) **“Claim”** means any claim of any nature for any costs or damages, including legal costs on a solicitor-client basis, resulting from a person’s act, including any breach of this Disposition,
- (g) **“Construction”** mean any construction, including reconstruction, renovation or addition to an Improvement, but does not include Maintenance,
- (h) **“Default”** means any act of the Holder that has or will result in
 - (i) a Disposition Change to which the Province has not consented,
 - (ii) a material breach of the Holder’s obligations in this Disposition,
 - (iii) a failure to pay a Fee when due, whether formally demanded or not,
 - (iv) an offence, or
 - (v) a contravention of the Parks Act or the Environmental Legislation,
- (i) **“Disposition”** means this Disposition, and includes all Schedules referenced in this Disposition,
- (j) **“Disposition Change”** includes any act by the Holder that has or is reasonably likely to result in a material change to
 - (i) the Lands, including any natural heritage,
 - (ii) an Improvement,
 - (iii) the Activities, including holding an Event not specifically listed in Part C of the Activities Schedule, or
 - (iv) the types or levels of Services,
- (k) **“Disposition Fee”** means the amount specified in the Fees Schedule,
- (l) **“Emergency”** means any situation in the Park or in the vicinity of the Lands that has resulted, or could reasonably be expected to result, in
 - (i) harm to human life or the public safety, including if a death has occurred,
 - (ii) the release of any deleterious or contaminated materials, or
 - (iii) material damage to personal or public property, including a wildfire,
- (m) **“Encumbrance”** means a caveat or encumbrance as defined in the *Land Titles Act*,
- (n) **“Environmental Legislation”** means all applicable provincial and federal Acts with a purpose of protecting the environment or environmental features, including the *Environmental Protection and Enhancement Act*, the *Water Act*, the *Wildlife Act* and the *Forest and Prairie Protection Act*,

- (o) **“Event”** means a special event or other notable event utilizing the Lands or the Improvements, or the renting or subletting of the Lands or an Improvement to Users, that are not listed in Part A of the Activities Schedule,
- (p) **“Expiry Date”** means the Expiry Date specified on page 1 of this Disposition,
- (q) **“Fee”** means the Disposition Fee and any Additional Fee,
- (r) **“Fee Schedule”** means the Schedule attached as Schedule D,
- (s) **“Holder”** means the Holder identified on page 1 of this Disposition,
- (t) **“Holder Parties”** includes the Holder’s principals, directors, officers, employees, agents, contractors and others for whom the Holder is responsible at law,
- (u) **“Improvement”** means any permanent or semi-permanent
 - (i) structure, works or other man-made feature or design made to or on the Lands that exist on the Start Date, and
 - (ii) alteration or disturbance to the surface of the Lands made by the Holder, including any Improvement listed in Schedule B,
- (v) **“Insurance Schedule”** means the schedule attached as Schedule E,
- (w) **“Lands”** means the lands described in Schedule B,
- (x) **“Maintenance”** means routine maintenance or repairs that are reasonably included in the normal operation of the Activities or an Improvement, including any Maintenance specifically required in the Additional Terms,
- (y) **“Operating Reports”** means any report to be prepared by the Holder required by Section 7.1;
- (z) **“Operating Year”** means the period specified in the Additional Terms,
- (aa) **“Park”** means the park or recreation area specified on page 1 of this Disposition,
- (bb) **“Parks Act”** means the *Provincial Parks Act*,
- (cc) **“Province”** means Her Majesty the Queen, as represented by the Minister responsible for the Parks Act pursuant to the *Government Organization Act*,
- (dd) **“Schedule”** means a schedule referenced in and attached to this Disposition,
- (ee) **“Services”** including any water, electricity, communication, waste removal, transportation or delivery services, and other similar utilities or services, required by the Holder at the Land or to conduct the Activities,
- (ff) **“Start Date”** means the Start Date specified on page 1 of this Disposition,

- (gg) “**Term**” has the meaning set out in Section 3.1,
- (hh) “**Users**” includes any person using the Lands or participating in the Activities, but does not include Holder Parties or employees of the Province acting in their official capacity,

1.3. **Interpretation.** When interpreting this Disposition

- (a) a reference to an Act, unless otherwise stated,
 - (i) is to an Act of Alberta, and
 - (ii) includes its regulations and enforceable policies, orders and codes made pursuant to the Act or its regulations,as any of these may be amended or replaced,
- (b) a reference in this Disposition generally to the Holder doing any act is to be construed as including
 - (i) an omission to act, and
 - (ii) the act (including omission) being done on behalf of the Holder,
- (c) words importing gender include all genders,
- (d) words in the singular include the plural and vice versa,
- (e) the word “include” and its inflected forms are not to be interpreted as limiting,
- (f) headings are for convenience only,
- (g) unless otherwise specified, a reference to a “Section” is to a section in the main body of the Disposition,
- (h) a requirement to receive the consent of the Province means the Province’s prior written consent,
- (i) a waiver of any obligation under this Disposition by the Province to the Holder is only effective if in writing, and only relates to the specific matter in the waiver,
- (j) unless otherwise stated, any discretion exercised by the Province, including where the Province “may” do something, is at the Province’s sole discretion, and
- (k) where a time or date for doing something occurs on a Saturday or a day that is a holiday as defined in the *Interpretation Act*, the time is deemed to be extended to the first following day that is not a Saturday or holiday.

- 1.4. **The Parks Act.** This Disposition is to be read together with the Parks Act and
- (a) the Holder shall comply with all provisions in the Parks Act, and
 - (b) any term in this Disposition related to a matter dealt with in the Parks Act is not to be construed as modifying the requirements set out in the provision of the Parks Act, but as being in addition to that provision.
- 1.5. **Order of Precedence.** If there is any conflict or uncertainty among this Disposition and any of the Schedules, the following order of precedence is to be used,
- (a) first, the main body of this Disposition, and
 - (b) then, the Schedules in the order they are attached.

2. The Lands

- 2.1. **Permitted Uses.** The Holder may only use the Lands for the purpose of conducting the Activities.
- 2.2. **Administration of the Lands.** Nothing in this Disposition is to be construed as the Province transferring the administration or control of the Lands to the Holder.
- 2.3. **Right to Enter.** The Province may enter the Lands and any Improvements to maintain or operate facilities or improvements owned or administered by the Province or to carry out any action or work needed to administer legislation under the Province's administration.
- 2.4. **Limitations on Entry.** Notwithstanding Section 2.3, the Province will not enter any part of an Improvement that is a residence authorized under this Disposition except
- (a) in an Emergency,
 - (b) as permitted by applicable law, or
 - (c) on notice to the Holder.
- 2.5. **Other Dispositions.** The Province may grant Encumbrances, other dispositions or permissions on or relating to the Lands, providing they do not unreasonably interfere with the Holder accessing or using the Lands or conducting the Activities.

3. The Term

- 3.1. **Term.** The term of this Disposition (the "**Term**") commences on the Start Date and ends on the earlier of
- (a) the Expiry Date, or
 - (b) the date it is terminated as permitted by this Disposition or the Parks Act.

- 3.2. **Notice of Extension.** The Holder may extend the Term for the period specified in the Additional Terms by providing notice to the Province no earlier than the first day of the last full Operating Year and no later than 6 months before the Expiry Date.
- 3.3. **Conditions for Extension.** If the Holder provides notice to extend this Disposition under Section 3.2, and provided that between the time notice was given and the Expiry Date
- (a) the Holder is not in Default, and
 - (b) the Province does not exercise any right it has to terminate this Disposition,
- this Disposition is extended for the period specified in the Additional Terms.
- 3.4. **Overholding.** If at the Expiry Date the Holder has not vacated the Lands and if the Province has not previously terminated this Disposition, the Holder may continue to access and use the Lands as an overholding disposition holder on a month-to-month basis for not more than 120 days from the Expiry Date on the same terms contained in this Disposition, but only for the purposes of
- (a) removing its Improvements, equipment and other personal property from the Lands, and
 - (b) performing its obligation to restore and reclaim the Lands as required by this Disposition or the Parks Act.
- 3.5. **Province's Rights.** If Section 3.4 applies, then the Province may during such overholding period
- (a) issue other dispositions or permissions to the Holder necessary to conduct other activities ancillary to its obligations in Section 3.4,
 - (b) take any applicable compliance or enforcement actions against the Holder regarding the Lands or any activities conducted on the Lands, or
 - (c) after 120 days from the Expiry Date, take any action permitted by Section 10.9.

4. The Fees

- 4.1. **The Disposition Fee.** The Holder shall pay the Disposition Fee to the Province as required by the Fee Schedule.
- 4.2. **Additional Fees.** The Holder shall pay any Additional Fees required by this Disposition or the Parks Act at the time specified or, if no time is specified, within 30 days of receiving an invoice from the Province.
- 4.3. **GST.** The Holder shall pay to the Province GST on any Fees as required by the *Excise Tax Act* (Canada).
- 4.4. **Prorated Fees.** During any period that is less than a full Operating Year, including any overholding period under Section 3.4, the Holder shall pay to the Province any Fee, as applicable, on a prorated basis when directed by the Province.

- 4.5. **Interest on Unpaid Fees.** The Holder shall pay to the Province, as an Additional Fee, interest on all amounts due and payable to the Province under this Disposition from the due date until the date payment is received by the Province at the rate of 1% per month compounded (12.68% per year).

5. Holder's Obligations and Duties

- 5.1. **Time is of the Essence.** Time is of the essence for the Holder's obligations in this Disposition, including where the Province permits an extension to the Holder to perform any obligation beyond what was initially required by this Disposition or under the Parks Act.

- 5.2. **Obligations of the Holder.** The Holder shall

- (a) subject to Section 1.4, comply with the Parks Act,
- (b) promptly on signing this Disposition provide to the Province
 - (i) security in an amount and form as set out in the Additional Terms or as otherwise acceptable to the Province, as security for the performance of Holder's obligations under this Disposition and the Parks Act,
 - (ii) the name and contact information of a representative having day-to-day authority over the Activities,
 - (iii) a safety plan for the Lands and the Activities, acceptable to the Province, and
 - (iv) an emergency contact list,
- (c) prior to commencing any Activities, comply with the requirements in the Insurance Schedule,
- (d) pay when due all operating costs in relation to the Lands, the Improvements and the Activities, including all amounts relating to any Services, Approvals, insurance, property taxes and other charges, unless the Holder is disputing a charge in good faith,
- (e) maintain the Lands and Improvements in a clean condition and perform all Maintenance necessary to keep the Improvements in a good and serviceable condition,
- (f) immediately notify the Province by contacting the Province's representative identified in Part C of the Additional Terms on becoming aware of any Emergency,
- (g) comply with all instructions given by the Province during any Emergency,

- (h) subject to Section 5.2(f), promptly notify the Province on becoming aware of any of the following in the Park or otherwise in the vicinity of the Lands:
 - (i) damage to lands, including the Lands, other than normal wear from regular use,
 - (ii) human-wildlife conflicts,
 - (iii) a situation that reasonably could result in danger to human life, health or safety,
 - (iv) any material damage to any personal or public property, including wildlife or forest growth,
 - (v) the contamination of any watershed or the bed and shore of any water body or any land, including the Lands, or
 - (vi) a potential offense or a potential breach of the Environmental Legislation by a third party,
- (i) comply with the Environmental Legislation and all other applicable provincial and federal laws, and municipal bylaws,
- (j) comply with the *Worker's Compensation Act*, and submit to the Province promptly upon request a certificate from the Worker's Compensation Board showing that the Holder is registered and is in good standing,
- (k) ensure that all Holder Parties inform themselves of and meet their respective responsibilities under the *Occupational Health and Safety Act*, Regulation and Code,
- (l) be responsible for meeting owner obligations under the *Occupational Health and Safety Act* in relation to the Lands and any Improvements,
- (m) employ or otherwise engage the necessary personnel to perform its obligations under this Disposition and to supervise and conduct the Activities,
- (n) ensure all sanitation equipment and sanitation procedures comply with the Environmental Legislation, including all applicable provincial and federal health standards, and submit proof of such compliance to the Province promptly upon request,
- (o) as directed by the Province, maintain and replace signs on the Lands relating to the Park and identifying facilities open to the public,
- (p) as reasonably requested by the Province, cooperate with the Province in implementing any promotional programs for the Park,
- (q) ensure that all equipment (other than Users' personal property, including vehicles) brought onto the Lands are free of weeds, fluid leaks and have been thoroughly cleaned of dirt, soil, weeds, seeds and propagules, and

- (r) comply with the terms contained in the Additional Terms.

5.3. **Restrictions.** The Holder shall not without the consent of the Province

- (a) allow any act or thing to be done on the Lands which is or may cause a nuisance,
- (b) place any new signs on the Lands,
- (c) implement any marketing activity that could reasonably imply the Province's participation or acceptance of such activity, including by referencing the Province or the Park, except to indicate the location of the Activities, or
- (d) allow any person to permanently reside on the Lands, unless otherwise permitted in the Activities Schedule.

5.4. **Holder Parties.** The Holder shall ensure all Holder Parties act in a manner satisfactory to the Province and consistent with the requirements of Sections 5.2 and 5.3.

6. **Changes to the Disposition**

6.1. **Restriction on Disposition Changes.** The Holder shall not commence or implement a Disposition Change without the consent of the Province.

6.2. **Consent Requirement.** The Holder may request the consent of the Province for a Disposition Change by submitting a request to the Province containing the following information, as applicable

- (a) a detailed description of the proposed Disposition Change,
- (b) all proposed changes to any permitted purpose or use for the Lands or an Improvement, as may be required to implement the Disposition Change,
- (c) a summary of the impacts, including temporary, the proposed Disposition Change is reasonably expected to have on
 - (i) the number of Users,
 - (ii) the types and level of Services required,
 - (iii) access to the Lands or other areas of the Park,
 - (iv) the number of visitors to the Park generally, and
 - (v) other activities conducted in the Park.

- 6.3. **No Obligation.** Without limiting Section 1.3(j), unless a Disposition Change is contemplated in the Activities Schedule, the Holder acknowledges the Province has no obligation to consider a request for a Disposition Change made by the Holder.
- 6.4. **Additional Information.** The Holder shall provide the Province with any additional information and materials requested by the Province while considering a Disposition Change.
- 6.5. **Changes to the Fees.** As a condition of granting its consent to a Disposition Change, the Province may require the Holder to agree to amendments to this Disposition, including any Fee, to reasonably reflect the Disposition Change.
- 6.6. **No Compensation.** Without limiting any other rights the Province has under the Parks Act, the Province may on notice to the Holder amend this Disposition to comply with
- (a) any amendments to, or replacement of, the Parks Act;
 - (b) changes to the Park's designation under the Parks Act,
 - (c) an applicable Regional Plan under the *Alberta Lands Stewardship Act*,
 - (d) changes to the Park's operations generally, including changes to the types of activities permitted in the Park or change to the times of day or periods in an Operating Year that the Park is open to the Public or in which activities similar to the Activities may be conducted, or
 - (e) the withdrawal of lands from the Park,

and the Holder is not entitled to compensation from the Province as a result of an amendment to this Disposition under this Section 6.6.

7. Reporting Requirements

- 7.1. **Operating Report.** The Holder shall deliver to the Province within 45 days of the end of each Operating Year an Operating Report containing the following information:
- (a) any changes to the Holder's key personnel or organizational structure;
 - (b) any updates to the Holder's safety plan or its emergency contact list;
 - (c) a summary of the Activities conducted on the Lands in the previous Operating Year;
 - (d) a reasonable estimate of the number of Users in the previous Operating Year;
 - (e) a summary of any Emergencies that occurred on the Lands in the previous Operating Year, their impact to the Lands, Improvements and Activities, and any actions taken by the Holder relating to the Emergencies;
 - (f) a summary of any investigation commenced in or continuing from the previous Operating Year by any governmental, regulatory, approving or sanctioning body

or agency relating to the Lands or the Activities (including where the Province was the investigating body);

- (g) a summary of all approved Disposition Changes commenced or implemented in the previous Operating Year;
- (h) a list of the Holder's plans relating to the Lands, Improvements and Activities for the current Operating Year, including
 - (i) any proposed Disposition Changes,
 - (ii) a list of any periods, other than regularly scheduled seasonal closures or fluctuations, during which it is anticipated that access to the Lands or any Improvements are to be impeded or closed, and the reasons why, and
 - (iii) a list of any periods, other than regularly scheduled seasonal closures or fluctuations, during which the Activities are to be reduced or not conducted, and the reasons why,
- (i) any other proposed or anticipated occasion or change from the previous Operating Years that would reasonably be expected to materially increase
 - (i) the number of Users, or
 - (ii) the Holder's requirements for Services,during any extended period during the current Operating Year, and
- (j) any additional information specified in the Additional Terms or as the Province reasonably requests in advance.

7.2. Obligations for Reports. Each Operating Report is intended to be a complete summary of the Holder's

- (a) use of the Lands and the Activities that occurred in the previous Operating Year, and
- (b) proposed plans for the Lands for the current Operating Year,

and the Holder is to include all information required by Section 7.1 regardless of whether the Province has already consented to or otherwise has knowledge of any of the required information.

7.3. Additional Information. Within 45 days of receiving an Operating Report, the Province may request the Holder to amend its Operating Report by

- (a) providing any additional information required by Section 7.1, or
- (b) requiring the Holder to submit a request for a Disposition Change under Section 6.2 if the Province determines that any proposed plan for the current Operating Year reasonably constitutes a Disposition Change that was not properly identified by the Holder.

7.4. **Amended Operating Report.** If the Holder receives a request from the Province under Section 7.3, it shall provide the amended Operating Report as requested by the Province within 15 days of receiving the Province's request.

7.5. **Additional Reports.** The Holder shall deliver the additional reports required by, and in accordance with, the Additional Terms.

8. Indemnity

8.1. **Third Party Claims.** The Holder shall indemnify the Province, its employees, contractors and agents against all third party Claims to the extent arising from

- (a) the Holder's breach of this Disposition,
- (b) anything done by the Holder or a Holder Party in exercise or purported exercise of any rights, powers and privileges granted under this Disposition, or
- (c) the negligence, other tortious acts or willful misconduct of the Holder or a Holder Party, in relation to the performance of any of the Holder's obligations under this Disposition.

8.2. The Holder shall indemnify the Province for any loss or damage to the Province's real or personal property, including to any wildlife, trees or timber, to the extent arising from the Holder's breach of this Disposition or from the negligence, other tortious act or willful misconduct of the Holder or a Holder Party.

9. Emergencies and Damage to the Lands

9.1. **Extended Meaning.** In this Section 9, Lands includes access to the Lands and any Improvements on the Lands.

9.2. **Emergencies and Damage.** If the Province, acting reasonably, determines that there is an Emergency on or in the vicinity of the Park, then the Province may direct, on notice to the Holder (which notice may be provided in any manner the Province determines appropriate in the situation), to evacuate the Lands.

9.3. **No Liability.** If the Lands are evacuated under Section 9.2,

- (a) the Province is not liable for any costs or losses that may be incurred by the Holder, and
- (b) subject to Section 10.2, this Disposition continues and applicable Fees are not to be reduced.

10. Termination and Default

10.1. **Termination for Public Purpose.** If the Province reasonably determines the Lands are required for another public purpose, the Province may terminate this Disposition

- (a) if the Holder has provided notice to extend the Term under Section 3.2 but the extension has not commenced, on the Expiry Date by providing notice to the Holder at least 30 days before the Expiry Date, or
 - (b) in all other situations, as permitted by the Parks Act.
- 10.2. **Termination for Extended Closure.** If the Lands are closed under the authority of any applicable legislation and remain closed for two years, then either the Province or the Holder may, on notice to the other, terminate this Disposition at any time.
- 10.3. **Notice of Default.** The Holder shall immediately notify the Province on becoming aware of a Default.
- 10.4. **Event of Default.** If the Holder notifies the Province of a Default, or if the Province reasonably determines the Holder has committed a Default, then the Province may on notice to the Holder require the Holder to remedy the Default within 30 days of the Holder's receipt of the notice.
- 10.5. **Remedying a Default.** Notwithstanding Section 10.4, if a Default is not reasonably capable of being remedied within 30 days, the Holder shall provide to the Province within 30 days an explanation for why more time is required and a plan for remedying the Default within a reasonable time, and the Holder shall diligently work to remedy the Default in accordance with that plan.
- 10.6. **Termination for Default.** If the Holder fails to comply with the requirements in either Sections 10.4 or 10.5, as applicable, then the Province may by notice to the Holder immediately terminate this Disposition without liability.
- 10.7. **Bankruptcy and Insolvency.** Notwithstanding any other provision in this Disposition:
 - (a) If the Province is aware that the Holder has (including where the Province reasonably believes any of the following is about to occur)
 - (i) been petitioned into bankruptcy or made an assignment for the benefit of creditors,
 - (ii) been adjudicated bankrupt or insolvent,
 - (iii) filed a petition or instituted any proceedings under any bankruptcy or insolvency legislation,
 - (iv) had its chattels, equipment or supplies seized under process of law for non-payment of debts, or
 - (v) been the subject of an appointment of a receiver or trustee in bankruptcy,
 then the Province may, without liability, immediately terminate this Disposition

and the Holder on receiving notice from the Province shall immediately

- (vi) pay all amounts that have accrued under this Disposition in favour of the Province, up to the date of termination, to the Province regardless of when such amounts may otherwise be due and payable,
 - (vii) vacate the Lands and comply with all obligations in this Disposition regarding removal of property and repair or restoration of the Lands at the end of the Term, and
 - (viii) comply with all other reasonable directions from the Province to effect the immediate termination of this Disposition.
- (b) The Holder shall immediately advise the Province if it has reason to believe any of the events in Sections 10.7(a)(i) to 10.7(a)(v) are about to occur, in which case the Province is deemed to reasonably believe such event is about to occur.

10.8. **Additional Rights.** The end of the Term by termination before the Expiry Date does not prejudice the Province's right to

- (a) commence any compliance or enforcement action against the Holder,
- (b) prosecute the Holder for an offence, or
- (c) recover any other amount payable by the Holder under the Parks Act.

10.9. **Failure to Remove and Restore.** If within 120 days from the end of the Term the Holder fails to remove its Improvements, equipment or other personal property from the Lands, or to restore or reclaim the Lands as required under this Disposition or the Parks Act, then the Province may

- (a) take possession and ownership or remove of any remaining Improvements, equipment or other personal property, or
- (b) have any remaining Improvements or property removed and disposed of and restore any other man-made disturbances to the Land as required,

and the Holder shall on demand pay to the Province the Province's associated costs, and such amount constitutes a debt due and owing to the Crown.

10.10. **No Compensation.** The Province shall not pay the Holder for any Improvements or other property remaining on the Land after the end of the Term or for any Construction, maintenance or repairs conducted by the Holder during the Term.

11. General Provisions

11.1. General. This Disposition

- (a) enures to the benefit of and is binding on the Holder and its respective representatives, successors and permitted assigns,
- (b) is not to be interpreted or construed as creating a relationship of principal and agent, partnership or joint venture between the Holder and the Province,
- (c) is to be construed and interpreted in accordance with the laws applicable in the Province of Alberta and the applicable federal laws of Canada, and
- (d) may only be amended in writing or as permitted by the Parks Act.

11.2. Survival. Sections 1, 3.4, 3.5, 4.4, 4.5, 8, 10.8, 10.9, 10.10, 11.1, 11.6 and 11.7 survive the end of the Term.

11.3. FOIP. The Holder acknowledges that the *Freedom of Information and Protection of Privacy Act* applies to the Holder and to all information and records provided by the Holder to the Province and to any information and records which are in the custody or under the control of the Province.

11.4. No Assignment. The Holder may not assign this Disposition to any other person without the consent of the Province, and the Holder acknowledges that for the purposes of this Section “assign” includes

- (a) a change of Control of the Holder,
- (b) subcontracting of a substantial part of the Activities,
- (c) a sublicense, rental, or sublet of the Lands or an Improvement, and
- (d) any charge, mortgage, security interest or other interest in or to this Disposition, the Holder’s rights under this Disposition or any Improvement, regardless of whether such interest is an Encumbrance or otherwise registerable.

11.5. No Encumbrances. The Holder shall not file or register, or permit or cause to be filed or registered, this Disposition or any Encumbrance against the title to the Lands without the consent of the Province.

11.6. Province’s Representative. The Province may delegate any of its obligations, duties, powers or functions in this Disposition to any employee, agent, contractor or other appointee of the Province, and may designate an employee as its representative and contact person for the Holder.

11.7. Notices. Unless otherwise stated, all notices, consents and other communications to be given by the Province or the Holder to the other under this Disposition are to be in writing and delivered as set out in Additional Terms.

The Province grants this Disposition to the Holder effective the Start Date.

Calvin McLeod
Northwest Regional Director, Alberta Environment and Parks, Park Operations Division

The Holder accepts the terms contained in this Disposition.

HOLDER: Municipal District of Greenview #16

Name:
Title:

SCHEDULE A
THE ADDITIONAL TERMS

A. Additional Information

The following information is incorporated into the main body of the Disposition:

1. For the purposes of Section 1.2(z), an Operating Year commences on April 1st and end on March 31st in the following calendar year during the Term.
2. For the purposes of Section 3.1, the Term may be extended for one additional period of ten (10) years and, if extended, immediately on the Expiry Date, Page 1 is deemed to be amended by substituting March 31, 2041 as the new Expiry Date.
3. For the purposes of Section 5.2(b)(i), the security required from the Holder is the amount of \$ 0.00.
4. For the purposes of Section 5.2(f), in the event of the following occurrences, the Holder is to contact the following:
 - a. for wildfires: Dial 310-FIRE (310-3473) immediately, and Alberta Environment and Parks Conservation Officers at 780-833-4369 as soon as reasonably possible;
 - b. for the release of any deleterious or contaminated materials: Dial 1-800-222-6514 immediately (24hr environmental emergency hotline) , and Alberta Environment and Parks Conservation Officers at 780-833-4369 as soon as reasonably possible;
 - c. for a death occurring on the Lands: 1-866-415-8690 Alberta Labour, Occupational Health and Safety, if it is the result of a workplace incident, or for any other deaths, 911, and for either situation, the Province's representative identified in Part C of these Additional Terms; and
 - d. for other Emergencies: the Province's representative identified in Part C of these Additional Terms and, as necessary, 911.
5. For the purposes of Section 7.1(j), the additional information to be included in an Operating Report is
 - a. Not applicable
6. For the purposes of Section 7.5, the additional reports to be provided are
 - a. Not applicable
7. For the purposes of Section 11.7,
 - a. the Province's address for deliveries is:

Park Operations Division, Northwest Region
Room 1301, Provincial Building
10320 99 Street, Grande Prairie, Alberta, T8V 6J4
Phone Number: 780-512-3235
Fax: 780-538-5617

- b. the Province's representative for this Disposition is:

Margot Hervieux
Email: Margot.Hervieux@gov.ab.ca

- c. the Holder address for deliveries is:

Municipal District of Greenview #16
Box 1079
Valleyview, AB
T0H 3N0

- d. the Holder's representative for this Disposition is:

Chief Administrative Officer

B. Reclamation Requirements

The Holder shall comply with the following reclamation requirements:

8. The Holder will submit a reclamation plan acceptable to the Province six months prior to the end of the Term, unless otherwise authorized in writing by the Province. If the Holder fails to provide the reclamation plan prior to the end of the Term, the Holder shall restore the Lands in the manner directed by the Province.
9. The Holder will complete the reclamation plan as set out in the approved reclamation plan or as directed by the Province.
10. The Holder acknowledges and agrees that the obligations for which the security specified in paragraph 3 of this Schedule is being held includes its reclamation obligations as required by paragraphs 8 and 9 of this this Schedule.
11. Notwithstanding the amount of reclamation security provided by the Holder, the Holder acknowledges it is responsible for the total costs for reclamation.

C. Operating Conditions

The Holder shall comply with each of the following additional conditions:

12. Unless otherwise specified, for the matters set out in this Part C of these Additional Terms, the following individual is authorized to represent the Province (the "**Province's Representative**"):

Regional Operations Manager
Room 1301, Provincial Building
10320 99 Street, Grande Prairie, Alberta, T8V 6J4
Phone Number: 780-538-5603
Fax: 780-538-5617

13. Notwithstanding Section 11.7, for the matters specified in these Additional Terms, the Province's Representative may be contacted by telephone and may provide any consent or approval verbally.
14. The Province's Representative may delegate his authority to other employees of the Province, and the Holder may rely on such delegation if the Holder was notified in advance by the Province's Representative.
15. Notwithstanding Section 5.2(h), the Holder is to contact the Conservation Officer on duty at 780-833-4369 for human-wildlife conflicts.
16. In addition to any statutory or other obligations the Holder may have to report injuries, the Holder shall report injuries to the Province's Representative.

For the purposes of this paragraph 16, "**injury**" means, regardless of cause, any of the following:

- a. a significant injury to any person, but does not include a death,
 - b. a threat, assault or other criminal activity by any person, or
 - c. any occurrence in which emergency service personnel were called to the Lands.
17. The Holder shall only use suitable animal-proof garbage and recyclable containers and storage facilities that have been approved by the Province's Representative.
 18. The Holder shall control or eradicate noxious weeds and prohibited noxious weeds (as defined by the *Weed Control Act*) as required by the Environmental Code of Practice for Pesticides using herbicides approved by the Province's Representative.
 19. The Holder shall mark the boundary of the Lands as directed by the Province's Representative.
 20. The Holder shall ensure all chemical control measures, including which chemicals may be used, chemical application requirements, and, the amount of chemicals that may be used, have been pre-approved by the Province's Representative.
 21. The Holder shall promptly report all paleontological or archaeological material discovered on the Lands to the Province's Representative.
 22. Public use of the Lands by off highway vehicles (OHV's) to access surrounding crown lands requires the written authorization of the Province's Representative.

**SCHEDULE B
THE LANDS AND IMPROVEMENTS**

A. The Lands

The Lands are the lands within the Sheep Creek Provincial Recreation Area described as follows:

In unsurveyed Township 58, Range 7, West of the 6th Meridian:

All that portion of the northwest quarter of Section 32 which lies to the south and east of the southeasterly limits of a railway and a power line right-of-way, as shown on plans of record in the Land Titles Office at Edmonton for the North Alberta Land Registration District as No's. 5516 and 2810 TR respectively, to the south and west of the southwesterly bank of Sheep Creek and to the north and west of the northwesterly bank of the Smoky River, as shown in the Map below.

B. Improvements

The permitted Improvements are:

Existing improvements on the lands are as follows:

- a) campsites (6);
- b) picnic tables (6);
- c) fire pits (6);
- d) site posts (6);
- e) water pump (water not potable) (1);
- f) pit toilet (double) (1);
- g) bear proof garbage bin (1);
- h) bear proof recycle bin (1);
- i) double gate (locked) (1);
- j) self-registration vault (1);
- k) firewood bin without roof (1); and
- l) signs (18).

C. MAP



If there are any discrepancies between the legal description of the Lands and the map, the legal description prevails.

SCHEDULE C THE ACTIVITIES

A. The Activities

The Activities permitted on the Lands are:

1. Operation of overnight camping and day-use facilities at the site for public use and enjoyment.
2. Additional activities that occur on the land include biking, angling, hiking, bird watching and wildlife viewing.
3. Maintenance and upkeep of improvements, and

B. Additional Activities: Construction

The Holder may not perform any Construction unless it has received:

1. The written authorization of the Province's Representative, or
2. The consent of the Province for a Disposition Change

C. Additional Activities: Events

The Holder may not hold any Events unless it has received the consent of the Province for a Disposition Change.

**SCHEDULE D
THE FEES**

A. The Disposition Fee

The Disposition Fee is \$0.00

Additional Fees

Except as specified in the General Conditions, there are no Additional Fees.

B. Payment

Unless otherwise directed, the Holder shall pay all Fees in cheque, money order or bank draft to the Province, payable to the:

Government of Alberta

The payment attached with the top portion of the invoice can be delivered to the regional office or mailed to:

Alberta Environment and Parks – Parks Operations Division
2nd Floor, Oxbridge Place
9820 106th Street
Edmonton, Alberta
T5K 2J6

Attn: Revenue Management

SCHEDULE E INSURANCE

For the purposes of Section 5.2(a), the Holder shall maintain the following insurance:

1. The Holder shall
 - a. maintain general liability insurance in an amount not less than \$2,000,000 inclusive per occurrence, against bodily injury and property damage, including loss of use, products and completed operations, and non-owned automobile liability, and such insurance is not to exclude injury to participants and is not to add the Province as an additional insured,
 - b. maintain automobile liability insurance on all vehicles owned, or licensed in the name of the Holder and used on the Lands or in the performance of the Activities or its obligations relating to this Disposition, in an amount not less than \$2,000,000,
 - c. maintain “all risks” property insurance on all property owned by the Holder, and such insurance is to extend to the Holder’s legal liability for the equipment of the Province in its care, custody or control, and such insurance is to be in forms and amount sufficient to cover the value of the destroyed property or the cost of its repairs,
 - d. ensure that each policy of insurance, except automobile liability insurance, required under this Schedule is endorsed to provide the Province 30 days’ advance written notice of cancellation, and
 - e. provide the Province
 - i. certificates of insurance on signing this Disposition and then annually at the beginning of each Operating Year, and
 - ii. certified copies of the policies promptly upon request.
2. The insurance requirements in this Schedule are not to be construed as limiting the Holder’s liability and the Holder acknowledges that these requirements are the Province’s minimum requirements only.
3. The Province may, on notice to the Holder, increase the minimum insurance coverages and amounts in this Schedule, in which case the Holder shall promptly comply with such changes.
4. The Holder shall ensure any contractors it engages as part of the Activities maintains, while performing any of the Activities on behalf of the Holder, the insurance coverages consistent with the requirements in this Schedule.

THE HOLDER

**Municipal District of
Greenview 16**

THE DISPOSITION

Disposition No.: PML 210002

**Provincial Park: Smoky River South Provincial
Recreation Area**

Start Date: April 1, 2021

Expiry Date: March 31, 2031

Purpose: Recreation Facility Area

Previous Disposition No.: N/A

Previous Disposition Expiry: N/A

BACKGROUND

The Lands are owned by the Crown and administered and controlled by the Province, and

The Holder acknowledges this Disposition is granted and administered under the *Provincial Parks Act* and the Provincial Parks (Dispositions) Regulation.

THEREFORE

The Province grants this Disposition to the Holder on the following terms:

1. Definitions and Interpretation

1.1. **Definition in the Parks Act.** Unless otherwise defined in this Disposition, a word or phrase defined in the Parks Act has the same meaning in this Disposition.

1.2. **Disposition Definitions.** In this Disposition

- (a) **“Activities”** means the activities specified in the Activities Schedule,
- (b) **“Activities Schedule”** means the schedule attached as Schedule C,
- (c) **“Additional Fees”** means any amount to be paid by the Holder to the Province pursuant to this Disposition or the Parks Act, other than the Disposition Fee, including those set out in the Fees Schedule,
- (d) **“Additional Terms”** means the schedule attached as Schedule A,
- (e) **“Approval”** includes any permission or any other permit, authorization or approval required by any governmental or regulatory body having jurisdiction over the Lands or the conduct of the Activities,

- (f) **“Claim”** means any claim of any nature for any costs or damages, including legal costs on a solicitor-client basis, resulting from a person’s act, including any breach of this Disposition,
- (g) **“Construction”** mean any construction, including reconstruction, renovation or addition to an Improvement, but does not include Maintenance,
- (h) **“Default”** means any act of the Holder that has or will result in
 - (i) a Disposition Change to which the Province has not consented,
 - (ii) a material breach of the Holder’s obligations in this Disposition,
 - (iii) a failure to pay a Fee when due, whether formally demanded or not,
 - (iv) an offence, or
 - (v) a contravention of the Parks Act or the Environmental Legislation,
- (i) **“Disposition”** means this Disposition, and includes all Schedules referenced in this Disposition,
- (j) **“Disposition Change”** includes any act by the Holder that has or is reasonably likely to result in a material change to
 - (i) the Lands, including any natural heritage,
 - (ii) an Improvement,
 - (iii) the Activities, including holding an Event not specifically listed in Part C of the Activities Schedule, or
 - (iv) the types or levels of Services,
- (k) **“Disposition Fee”** means the amount specified in the Fees Schedule,
- (l) **“Emergency”** means any situation in the Park or in the vicinity of the Lands that has resulted, or could reasonably be expected to result, in
 - (i) harm to human life or the public safety, including if a death has occurred,
 - (ii) the release of any deleterious or contaminated materials, or
 - (iii) material damage to personal or public property, including a wildfire,
- (m) **“Encumbrance”** means a caveat or encumbrance as defined in the *Land Titles Act*,
- (n) **“Environmental Legislation”** means all applicable provincial and federal Acts with a purpose of protecting the environment or environmental features, including the *Environmental Protection and Enhancement Act*, the *Water Act*, the *Wildlife Act* and the *Forest and Prairie Protection Act*,

- (o) **“Event”** means a special event or other notable event utilizing the Lands or the Improvements, or the renting or subletting of the Lands or an Improvement to Users, that are not listed in Part A of the Activities Schedule,
- (p) **“Expiry Date”** means the Expiry Date specified on page 1 of this Disposition,
- (q) **“Fee”** means the Disposition Fee and any Additional Fee,
- (r) **“Fee Schedule”** means the Schedule attached as Schedule D,
- (s) **“Holder”** means the Holder identified on page 1 of this Disposition,
- (t) **“Holder Parties”** includes the Holder’s principals, directors, officers, employees, agents, contractors and others for whom the Holder is responsible at law,
- (u) **“Improvement”** means any permanent or semi-permanent
 - (i) structure, works or other man-made feature or design made to or on the Lands that exist on the Start Date, and
 - (ii) alteration or disturbance to the surface of the Lands made by the Holder, including any Improvement listed in Schedule B,
- (v) **“Insurance Schedule”** means the schedule attached as Schedule E,
- (w) **“Lands”** means the lands described in Schedule B,
- (x) **“Maintenance”** means routine maintenance or repairs that are reasonably included in the normal operation of the Activities or an Improvement, including any Maintenance specifically required in the Additional Terms,
- (y) **“Operating Reports”** means any report to be prepared by the Holder required by Section 7.1;
- (z) **“Operating Year”** means the period specified in the Additional Terms,
- (aa) **“Park”** means the park or recreation area specified on page 1 of this Disposition,
- (bb) **“Parks Act”** means the *Provincial Parks Act*,
- (cc) **“Province”** means Her Majesty the Queen, as represented by the Minister responsible for the Parks Act pursuant to the *Government Organization Act*,
- (dd) **“Schedule”** means a schedule referenced in and attached to this Disposition,
- (ee) **“Services”** including any water, electricity, communication, waste removal, transportation or delivery services, and other similar utilities or services, required by the Holder at the Land or to conduct the Activities,
- (ff) **“Start Date”** means the Start Date specified on page 1 of this Disposition,

- (gg) “**Term**” has the meaning set out in Section 3.1,
- (hh) “**Users**” includes any person using the Lands or participating in the Activities, but does not include Holder Parties or employees of the Province acting in their official capacity,

1.3. **Interpretation.** When interpreting this Disposition

- (a) a reference to an Act, unless otherwise stated,
 - (i) is to an Act of Alberta, and
 - (ii) includes its regulations and enforceable policies, orders and codes made pursuant to the Act or its regulations,as any of these may be amended or replaced,
- (b) a reference in this Disposition generally to the Holder doing any act is to be construed as including
 - (i) an omission to act, and
 - (ii) the act (including omission) being done on behalf of the Holder,
- (c) words importing gender include all genders,
- (d) words in the singular include the plural and vice versa,
- (e) the word “include” and its inflected forms are not to be interpreted as limiting,
- (f) headings are for convenience only,
- (g) unless otherwise specified, a reference to a “Section” is to a section in the main body of the Disposition,
- (h) a requirement to receive the consent of the Province means the Province’s prior written consent,
- (i) a waiver of any obligation under this Disposition by the Province to the Holder is only effective if in writing, and only relates to the specific matter in the waiver,
- (j) unless otherwise stated, any discretion exercised by the Province, including where the Province “may” do something, is at the Province’s sole discretion, and
- (k) where a time or date for doing something occurs on a Saturday or a day that is a holiday as defined in the *Interpretation Act*, the time is deemed to be extended to the first following day that is not a Saturday or holiday.

- 1.4. **The Parks Act.** This Disposition is to be read together with the Parks Act and
- (a) the Holder shall comply with all provisions in the Parks Act, and
 - (b) any term in this Disposition related to a matter dealt with in the Parks Act is not to be construed as modifying the requirements set out in the provision of the Parks Act, but as being in addition to that provision.
- 1.5. **Order of Precedence.** If there is any conflict or uncertainty among this Disposition and any of the Schedules, the following order of precedence is to be used,
- (a) first, the main body of this Disposition, and
 - (b) then, the Schedules in the order they are attached.

2. The Lands

- 2.1. **Permitted Uses.** The Holder may only use the Lands for the purpose of conducting the Activities.
- 2.2. **Administration of the Lands.** Nothing in this Disposition is to be construed as the Province transferring the administration or control of the Lands to the Holder.
- 2.3. **Right to Enter.** The Province may enter the Lands and any Improvements to maintain or operate facilities or improvements owned or administered by the Province or to carry out any action or work needed to administer legislation under the Province's administration.
- 2.4. **Limitations on Entry.** Notwithstanding Section 2.3, the Province will not enter any part of an Improvement that is a residence authorized under this Disposition except
- (a) in an Emergency,
 - (b) as permitted by applicable law, or
 - (c) on notice to the Holder.
- 2.5. **Other Dispositions.** The Province may grant Encumbrances, other dispositions or permissions on or relating to the Lands, providing they do not unreasonably interfere with the Holder accessing or using the Lands or conducting the Activities.

3. The Term

- 3.1. **Term.** The term of this Disposition (the "**Term**") commences on the Start Date and ends on the earlier of
- (a) the Expiry Date, or
 - (b) the date it is terminated as permitted by this Disposition or the Parks Act.

- 3.2. **Notice of Extension.** The Holder may extend the Term for the period specified in the Additional Terms by providing notice to the Province no earlier than the first day of the last full Operating Year and no later than 6 months before the Expiry Date.
- 3.3. **Conditions for Extension.** If the Holder provides notice to extend this Disposition under Section 3.2, and provided that between the time notice was given and the Expiry Date
- (a) the Holder is not in Default, and
 - (b) the Province does not exercise any right it has to terminate this Disposition,
- this Disposition is extended for the period specified in the Additional Terms.
- 3.4. **Overholding.** If at the Expiry Date the Holder has not vacated the Lands and if the Province has not previously terminated this Disposition, the Holder may continue to access and use the Lands as an overholding disposition holder on a month-to-month basis for not more than 120 days from the Expiry Date on the same terms contained in this Disposition, but only for the purposes of
- (a) removing its Improvements, equipment and other personal property from the Lands, and
 - (b) performing its obligation to restore and reclaim the Lands as required by this Disposition or the Parks Act.
- 3.5. **Province's Rights.** If Section 3.4 applies, then the Province may during such overholding period
- (a) issue other dispositions or permissions to the Holder necessary to conduct other activities ancillary to its obligations in Section 3.4,
 - (b) take any applicable compliance or enforcement actions against the Holder regarding the Lands or any activities conducted on the Lands, or
 - (c) after 120 days from the Expiry Date, take any action permitted by Section 10.9.

4. The Fees

- 4.1. **The Disposition Fee.** The Holder shall pay the Disposition Fee to the Province as required by the Fee Schedule.
- 4.2. **Additional Fees.** The Holder shall pay any Additional Fees required by this Disposition or the Parks Act at the time specified or, if no time is specified, within 30 days of receiving an invoice from the Province.
- 4.3. **GST.** The Holder shall pay to the Province GST on any Fees as required by the *Excise Tax Act* (Canada).
- 4.4. **Prorated Fees.** During any period that is less than a full Operating Year, including any overholding period under Section 3.4, the Holder shall pay to the Province any Fee, as applicable, on a prorated basis when directed by the Province.

- 4.5. **Interest on Unpaid Fees.** The Holder shall pay to the Province, as an Additional Fee, interest on all amounts due and payable to the Province under this Disposition from the due date until the date payment is received by the Province at the rate of 1% per month compounded (12.68% per year).

5. Holder's Obligations and Duties

- 5.1. **Time is of the Essence.** Time is of the essence for the Holder's obligations in this Disposition, including where the Province permits an extension to the Holder to perform any obligation beyond what was initially required by this Disposition or under the Parks Act.

- 5.2. **Obligations of the Holder.** The Holder shall

- (a) subject to Section 1.4, comply with the Parks Act,
- (b) promptly on signing this Disposition provide to the Province
 - (i) security in an amount and form as set out in the Additional Terms or as otherwise acceptable to the Province, as security for the performance of Holder's obligations under this Disposition and the Parks Act,
 - (ii) the name and contact information of a representative having day-to-day authority over the Activities,
 - (iii) a safety plan for the Lands and the Activities, acceptable to the Province, and
 - (iv) an emergency contact list,
- (c) prior to commencing any Activities, comply with the requirements in the Insurance Schedule,
- (d) pay when due all operating costs in relation to the Lands, the Improvements and the Activities, including all amounts relating to any Services, Approvals, insurance, property taxes and other charges, unless the Holder is disputing a charge in good faith,
- (e) maintain the Lands and Improvements in a clean condition and perform all Maintenance necessary to keep the Improvements in a good and serviceable condition,
- (f) immediately notify the Province by contacting the Province's representative identified in Part C of the Additional Terms on becoming aware of any Emergency,
- (g) comply with all instructions given by the Province during any Emergency,

- (h) subject to Section 5.2(f), promptly notify the Province on becoming aware of any of the following in the Park or otherwise in the vicinity of the Lands:
 - (i) damage to lands, including the Lands, other than normal wear from regular use,
 - (ii) human-wildlife conflicts,
 - (iii) a situation that reasonably could result in danger to human life, health or safety,
 - (iv) any material damage to any personal or public property, including wildlife or forest growth,
 - (v) the contamination of any watershed or the bed and shore of any water body or any land, including the Lands, or
 - (vi) a potential offense or a potential breach of the Environmental Legislation by a third party,
- (i) comply with the Environmental Legislation and all other applicable provincial and federal laws, and municipal bylaws,
- (j) comply with the *Worker's Compensation Act*, and submit to the Province promptly upon request a certificate from the Worker's Compensation Board showing that the Holder is registered and is in good standing,
- (k) ensure that all Holder Parties inform themselves of and meet their respective responsibilities under the *Occupational Health and Safety Act*, Regulation and Code,
- (l) be responsible for meeting owner obligations under the *Occupational Health and Safety Act* in relation to the Lands and any Improvements,
- (m) employ or otherwise engage the necessary personnel to perform its obligations under this Disposition and to supervise and conduct the Activities,
- (n) ensure all sanitation equipment and sanitation procedures comply with the Environmental Legislation, including all applicable provincial and federal health standards, and submit proof of such compliance to the Province promptly upon request,
- (o) as directed by the Province, maintain and replace signs on the Lands relating to the Park and identifying facilities open to the public,
- (p) as reasonably requested by the Province, cooperate with the Province in implementing any promotional programs for the Park,
- (q) ensure that all equipment (other than Users' personal property, including vehicles) brought onto the Lands are free of weeds, fluid leaks and have been thoroughly cleaned of dirt, soil, weeds, seeds and propagules, and

- (r) comply with the terms contained in the Additional Terms.

5.3. **Restrictions.** The Holder shall not without the consent of the Province

- (a) allow any act or thing to be done on the Lands which is or may cause a nuisance,
- (b) place any new signs on the Lands,
- (c) implement any marketing activity that could reasonably imply the Province's participation or acceptance of such activity, including by referencing the Province or the Park, except to indicate the location of the Activities, or
- (d) allow any person to permanently reside on the Lands, unless otherwise permitted in the Activities Schedule.

5.4. **Holder Parties.** The Holder shall ensure all Holder Parties act in a manner satisfactory to the Province and consistent with the requirements of Sections 5.2 and 5.3.

6. **Changes to the Disposition**

6.1. **Restriction on Disposition Changes.** The Holder shall not commence or implement a Disposition Change without the consent of the Province.

6.2. **Consent Requirement.** The Holder may request the consent of the Province for a Disposition Change by submitting a request to the Province containing the following information, as applicable

- (a) a detailed description of the proposed Disposition Change,
- (b) all proposed changes to any permitted purpose or use for the Lands or an Improvement, as may be required to implement the Disposition Change,
- (c) a summary of the impacts, including temporary, the proposed Disposition Change is reasonably expected to have on
 - (i) the number of Users,
 - (ii) the types and level of Services required,
 - (iii) access to the Lands or other areas of the Park,
 - (iv) the number of visitors to the Park generally, and
 - (v) other activities conducted in the Park.

- 6.3. **No Obligation.** Without limiting Section 1.3(j), unless a Disposition Change is contemplated in the Activities Schedule, the Holder acknowledges the Province has no obligation to consider a request for a Disposition Change made by the Holder.
- 6.4. **Additional Information.** The Holder shall provide the Province with any additional information and materials requested by the Province while considering a Disposition Change.
- 6.5. **Changes to the Fees.** As a condition of granting its consent to a Disposition Change, the Province may require the Holder to agree to amendments to this Disposition, including any Fee, to reasonably reflect the Disposition Change.
- 6.6. **No Compensation.** Without limiting any other rights the Province has under the Parks Act, the Province may on notice to the Holder amend this Disposition to comply with
- (a) any amendments to, or replacement of, the Parks Act;
 - (b) changes to the Park's designation under the Parks Act,
 - (c) an applicable Regional Plan under the *Alberta Lands Stewardship Act*,
 - (d) changes to the Park's operations generally, including changes to the types of activities permitted in the Park or change to the times of day or periods in an Operating Year that the Park is open to the Public or in which activities similar to the Activities may be conducted, or
 - (e) the withdrawal of lands from the Park,

and the Holder is not entitled to compensation from the Province as a result of an amendment to this Disposition under this Section 6.6.

7. Reporting Requirements

- 7.1. **Operating Report.** The Holder shall deliver to the Province within 45 days of the end of each Operating Year an Operating Report containing the following information:
- (a) any changes to the Holder's key personnel or organizational structure;
 - (b) any updates to the Holder's safety plan or its emergency contact list;
 - (c) a summary of the Activities conducted on the Lands in the previous Operating Year;
 - (d) a reasonable estimate of the number of Users in the previous Operating Year;
 - (e) a summary of any Emergencies that occurred on the Lands in the previous Operating Year, their impact to the Lands, Improvements and Activities, and any actions taken by the Holder relating to the Emergencies;
 - (f) a summary of any investigation commenced in or continuing from the previous Operating Year by any governmental, regulatory, approving or sanctioning body

or agency relating to the Lands or the Activities (including where the Province was the investigating body);

- (g) a summary of all approved Disposition Changes commenced or implemented in the previous Operating Year;
- (h) a list of the Holder's plans relating to the Lands, Improvements and Activities for the current Operating Year, including
 - (i) any proposed Disposition Changes,
 - (ii) a list of any periods, other than regularly scheduled seasonal closures or fluctuations, during which it is anticipated that access to the Lands or any Improvements are to be impeded or closed, and the reasons why, and
 - (iii) a list of any periods, other than regularly scheduled seasonal closures or fluctuations, during which the Activities are to be reduced or not conducted, and the reasons why,
- (i) any other proposed or anticipated occasion or change from the previous Operating Years that would reasonably be expected to materially increase
 - (i) the number of Users, or
 - (ii) the Holder's requirements for Services,during any extended period during the current Operating Year, and
- (j) any additional information specified in the Additional Terms or as the Province reasonably requests in advance.

7.2. Obligations for Reports. Each Operating Report is intended to be a complete summary of the Holder's

- (a) use of the Lands and the Activities that occurred in the previous Operating Year, and
- (b) proposed plans for the Lands for the current Operating Year,

and the Holder is to include all information required by Section 7.1 regardless of whether the Province has already consented to or otherwise has knowledge of any of the required information.

7.3. Additional Information. Within 45 days of receiving an Operating Report, the Province may request the Holder to amend its Operating Report by

- (a) providing any additional information required by Section 7.1, or
- (b) requiring the Holder to submit a request for a Disposition Change under Section 6.2 if the Province determines that any proposed plan for the current Operating Year reasonably constitutes a Disposition Change that was not properly identified by the Holder.

7.4. **Amended Operating Report.** If the Holder receives a request from the Province under Section 7.3, it shall provide the amended Operating Report as requested by the Province within 15 days of receiving the Province's request.

7.5. **Additional Reports.** The Holder shall deliver the additional reports required by, and in accordance with, the Additional Terms.

8. Indemnity

8.1. **Third Party Claims.** The Holder shall indemnify the Province, its employees, contractors and agents against all third party Claims to the extent arising from

- (a) the Holder's breach of this Disposition,
- (b) anything done by the Holder or a Holder Party in exercise or purported exercise of any rights, powers and privileges granted under this Disposition, or
- (c) the negligence, other tortious acts or willful misconduct of the Holder or a Holder Party, in relation to the performance of any of the Holder's obligations under this Disposition.

8.2. The Holder shall indemnify the Province for any loss or damage to the Province's real or personal property, including to any wildlife, trees or timber, to the extent arising from the Holder's breach of this Disposition or from the negligence, other tortious act or willful misconduct of the Holder or a Holder Party.

9. Emergencies and Damage to the Lands

9.1. **Extended Meaning.** In this Section 9, Lands includes access to the Lands and any Improvements on the Lands.

9.2. **Emergencies and Damage.** If the Province, acting reasonably, determines that there is an Emergency on or in the vicinity of the Park, then the Province may direct, on notice to the Holder (which notice may be provided in any manner the Province determines appropriate in the situation), to evacuate the Lands.

9.3. **No Liability.** If the Lands are evacuated under Section 9.2,

- (a) the Province is not liable for any costs or losses that may be incurred by the Holder, and
- (b) subject to Section 10.2, this Disposition continues and applicable Fees are not to be reduced.

10. Termination and Default

10.1. **Termination for Public Purpose.** If the Province reasonably determines the Lands are required for another public purpose, the Province may terminate this Disposition

- (a) if the Holder has provided notice to extend the Term under Section 3.2 but the extension has not commenced, on the Expiry Date by providing notice to the Holder at least 30 days before the Expiry Date, or
 - (b) in all other situations, as permitted by the Parks Act.
- 10.2. **Termination for Extended Closure.** If the Lands are closed under the authority of any applicable legislation and remain closed for two years, then either the Province or the Holder may, on notice to the other, terminate this Disposition at any time.
- 10.3. **Notice of Default.** The Holder shall immediately notify the Province on becoming aware of a Default.
- 10.4. **Event of Default.** If the Holder notifies the Province of a Default, or if the Province reasonably determines the Holder has committed a Default, then the Province may on notice to the Holder require the Holder to remedy the Default within 30 days of the Holder's receipt of the notice.
- 10.5. **Remedying a Default.** Notwithstanding Section 10.4, if a Default is not reasonably capable of being remedied within 30 days, the Holder shall provide to the Province within 30 days an explanation for why more time is required and a plan for remedying the Default within a reasonable time, and the Holder shall diligently work to remedy the Default in accordance with that plan.
- 10.6. **Termination for Default.** If the Holder fails to comply with the requirements in either Sections 10.4 or 10.5, as applicable, then the Province may by notice to the Holder immediately terminate this Disposition without liability.
- 10.7. **Bankruptcy and Insolvency.** Notwithstanding any other provision in this Disposition:
 - (a) If the Province is aware that the Holder has (including where the Province reasonably believes any of the following is about to occur)
 - (i) been petitioned into bankruptcy or made an assignment for the benefit of creditors,
 - (ii) been adjudicated bankrupt or insolvent,
 - (iii) filed a petition or instituted any proceedings under any bankruptcy or insolvency legislation,
 - (iv) had its chattels, equipment or supplies seized under process of law for non-payment of debts, or
 - (v) been the subject of an appointment of a receiver or trustee in bankruptcy,then the Province may, without liability, immediately terminate this Disposition

and the Holder on receiving notice from the Province shall immediately

- (vi) pay all amounts that have accrued under this Disposition in favour of the Province, up to the date of termination, to the Province regardless of when such amounts may otherwise be due and payable,
 - (vii) vacate the Lands and comply with all obligations in this Disposition regarding removal of property and repair or restoration of the Lands at the end of the Term, and
 - (viii) comply with all other reasonable directions from the Province to effect the immediate termination of this Disposition.
- (b) The Holder shall immediately advise the Province if it has reason to believe any of the events in Sections 10.7(a)(i) to 10.7(a)(v) are about to occur, in which case the Province is deemed to reasonably believe such event is about to occur.
- 10.8. **Additional Rights.** The end of the Term by termination before the Expiry Date does not prejudice the Province's right to
- (a) commence any compliance or enforcement action against the Holder,
 - (b) prosecute the Holder for an offence, or
 - (c) recover any other amount payable by the Holder under the Parks Act.
- 10.9. **Failure to Remove and Restore.** If within 120 days from the end of the Term the Holder fails to remove its Improvements, equipment or other personal property from the Lands, or to restore or reclaim the Lands as required under this Disposition or the Parks Act, then the Province may
- (a) take possession and ownership or remove of any remaining Improvements, equipment or other personal property, or
 - (b) have any remaining Improvements or property removed and disposed of and restore any other man-made disturbances to the Land as required,
- and the Holder shall on demand pay to the Province the Province's associated costs, and such amount constitutes a debt due and owing to the Crown.
- 10.10. **No Compensation.** The Province shall not pay the Holder for any Improvements or other property remaining on the Land after the end of the Term or for any Construction, maintenance or repairs conducted by the Holder during the Term.

11. **General Provisions**

11.1. **General.** This Disposition

- (a) enures to the benefit of and is binding on the Holder and its respective representatives, successors and permitted assigns,
- (b) is not to be interpreted or construed as creating a relationship of principal and agent, partnership or joint venture between the Holder and the Province,
- (c) is to be construed and interpreted in accordance with the laws applicable in the Province of Alberta and the applicable federal laws of Canada, and
- (d) may only be amended in writing or as permitted by the Parks Act.

11.2. **Survival.** Sections 1, 3.4, 3.5, 4.4, 4.5, 8, 10.8, 10.9, 10.10, 11.1, 11.6 and 11.7 survive the end of the Term.

11.3. **FOIP.** The Holder acknowledges that the *Freedom of Information and Protection of Privacy Act* applies to the Holder and to all information and records provided by the Holder to the Province and to any information and records which are in the custody or under the control of the Province.

11.4. **No Assignment.** The Holder may not assign this Disposition to any other person without the consent of the Province, and the Holder acknowledges that for the purposes of this Section “assign” includes

- (a) a change of Control of the Holder,
- (b) subcontracting of a substantial part of the Activities,
- (c) a sublicense, rental, or sublet of the Lands or an Improvement, and
- (d) any charge, mortgage, security interest or other interest in or to this Disposition, the Holder’s rights under this Disposition or any Improvement, regardless of whether such interest is an Encumbrance or otherwise registerable.

11.5. **No Encumbrances.** The Holder shall not file or register, or permit or cause to be filed or registered, this Disposition or any Encumbrance against the title to the Lands without the consent of the Province.

11.6. **Province’s Representative.** The Province may delegate any of its obligations, duties, powers or functions in this Disposition to any employee, agent, contractor or other appointee of the Province, and may designate an employee as its representative and contact person for the Holder.

11.7. **Notices.** Unless otherwise stated, all notices, consents and other communications to be given by the Province or the Holder to the other under this Disposition are to be in writing and delivered as set out in Additional Terms.

The Province grants this Disposition to the Holder effective the Start Date.

Calvin McLeod
Northwest Regional Director, Alberta Environment and Parks, Park Operations Division

The Holder accepts the terms contained in this Disposition.

HOLDER: Municipal District of Greenview #16

Name:
Title:

SCHEDULE A
THE ADDITIONAL TERMS

A. Additional Information

The following information is incorporated into the main body of the Disposition:

1. For the purposes of Section 1.2(z), an Operating Year commences on April 1st and ends on March 31st in the following calendar year during the Term.
2. For the purposes of Section 3.1, the Term may be extended for one additional period of ten (10) years and, if extended, immediately on the Expiry Date, Page 1 is deemed to be amended by substituting March 31, 2041 as the new Expiry Date.
3. For the purposes of Section 5.2(b)(i), the security required from the Holder is the amount of \$0.00.
4. For the purposes of Section 5.2(f), in the event of the following occurrences, the Holder is to contact the following:
 - a. for wildfires: Dial 310-FIRE (310-3473) immediately, and Alberta Environment and Parks Conservation Officers at 780-833-4369 as soon as reasonably possible;
 - b. for the release of any deleterious or contaminated materials: Dial 1-800-222-6514 immediately (24hr environmental emergency hotline) , and Alberta Environment and Parks Conservation Officers at 780-833-4369 as soon as reasonably possible;
 - c. for a death occurring on the Lands: 1-866-415-8690 Alberta Labour, Occupational Health and Safety, if it is the result of a workplace incident, or for any other deaths, 911, and for either situation, the Province's representative identified in Part C of these Additional Terms; and
 - d. for other Emergencies: the Province's representative identified in Part C of these Additional Terms and, as necessary, 911.
5. For the purposes of Section 7.1(j), the additional information to be included in an Operating Report is
 - a. Not applicable
6. For the purposes of Section 7.5, the additional reports to be provided are
 - a. Not applicable
7. For the purposes of Section 11.7,
 - a. the Province's address for deliveries is:

Park Operations Division, Northwest Region
Room 1301, Provincial Building
10320 99 Street, Grande Prairie, Alberta, T8V 6J4
Phone Number: 780-512-3235
Fax: 780-538-5617

- b. the Province's representative for this Disposition is:

Margot Hervieux
Regional Operations Manager
Room 1301, Provincial Building
10320 99 Street, Grande Prairie, Alberta T8V 6J4
Phone Number: 780-538-5603
Fax: 780-538-5617
Email: Margot.Hervieux@gov.ab.ca

- c. the Holder address for deliveries is:

Municipal District of Greenview #16
Box 1079
Valleyview, AB
T0H 3N0

- d. the Holder's representative for this Disposition is:

Chief Administrative Officer

B. Reclamation Requirements

The Holder shall comply with the following reclamation requirements:

8. The Holder will submit a reclamation plan acceptable to the Province six months prior to the end of the Term, unless otherwise authorized in writing by the Province. If the Holder fails to provide the reclamation plan prior to the end of the Term, the Holder shall restore the Lands in the manner directed by the Province.
9. The Holder will complete the reclamation plan as set out in the approved reclamation plan or as directed by the Province.
10. The Holder acknowledges and agrees that the obligations for which the security specified in paragraph 3 of this Schedule is being held includes its reclamation obligations as required by paragraphs 8 and 9 of this this Schedule.
11. Notwithstanding the amount of reclamation security provided by the Holder, the Holder acknowledges it is responsible for the total costs for reclamation.

C. Operating Conditions

The Holder shall comply with each of the following additional conditions:

12. Unless otherwise specified, for the matters set out in this Part C of these Additional Terms, the following individual is authorized to represent the Province (the “**Province’s Representative**”):

Regional Operations Manager
Room 1301, Provincial Building
10320 99 Street, Grande Prairie, Alberta T8V 6J4
Phone Number: 780-538-5603
Fax: 780-538-5617
13. Notwithstanding Section 11.7, for the matters specified in these Additional Terms, the Province’s Representative may be contacted by telephone and may provide any consent or approval verbally.
14. The Province’s Representative may delegate his authority to other employees of the Province, and the Holder may rely on such delegation if the Holder was notified in advance by the Province’s Representative.
15. Notwithstanding Section 5.2(h), the Holder is to contact the Conservation Officer on duty at 780-833-4369 for human-wildlife conflicts.
16. In addition to any statutory or other obligations the Holder may have to report injuries, the Holder shall report injuries to the Province’s Representative.

For the purposes of this paragraph 16, “**injury**” means, regardless of cause, any of the following:
 - a. a significant injury to any person, but does not include a death,
 - b. a threat, assault or other criminal activity by any person, or
 - c. any occurrence in which emergency service personnel were called to the Lands.
17. The Holder shall only use suitable animal-proof garbage and recyclable containers and storage facilities that have been approved by the Province’s Representative.
18. The Holder shall control or eradicate noxious weeds and prohibited noxious weeds (as defined by the *Weed Control Act*) as required by the Environmental Code of Practice for Pesticides using herbicides approved by the Province’s Representative.
19. The Holder shall mark the boundary of the Lands as directed by the Province’s Representative.
20. The Holder shall ensure all chemical control measures, including which chemicals may be used, chemical application requirements, and, the amount of chemicals that may be used, have been pre-approved by the Province’s Representative.

21. The Holder shall promptly report all paleontological or archaeological material discovered on the Lands to the Province's Representative.
22. Public use of the Lands by off highway vehicles (OHV's) to access surrounding crown land requires the written authorization of the Province's Representative.

**SCHEDULE B
THE LANDS AND IMPROVEMENTS**

A. The Lands

The Lands are the lands within Smoky River South Provincial Recreation Area described as follows:

All those portions of the unsurveyed north half of section 32 within Township 56, range 8, west of the 6th meridian and in the unsurveyed south half of section 5 within township 57, range 8, west of the 6th meridian, more particularly described as follows;

Commencing at that intersection of the north west boundary of LTO road plan 752 1756 and the north east boundary of EZE 780027 for a power line as shown on plan 2254T (LTO plan 792 1183),

then following the north east boundary of the said EZE780027 in a northwesterly direction to the intersection with the east boundary of LTO road plan 192 3419,

then follow the generally east boundary of LTO road plan 192 3419 in a northerly direction to the intersection with the right bank of the Smoky River,

then following the right bank in a generally northeasterly direction to its intersection with the south west boundary of PLA 4099 for a pipeline as shown on plan 4553 P (LTO plan 4830 RS),

then following the southwesterly boundary of the said PLA 4099 in a southeasterly direction to its intersection with the east boundary of the south west quarter of section 5,

then following the said quarter section line in a southerly direction to its intersection with the 15th baseline,

then following the 15th baseline in a easterly direction to the intersection with the north west boundary of LTO road plan 752 1756,

then following the northwesterly boundary of LTO road plan 752 1756 in a southwesterly direction back to the point of commencement, as outlined on the Map below.

B. Improvements

The permitted Improvements are:

Existing improvements on the lands are as follows:

1. Smoky River South Day Use

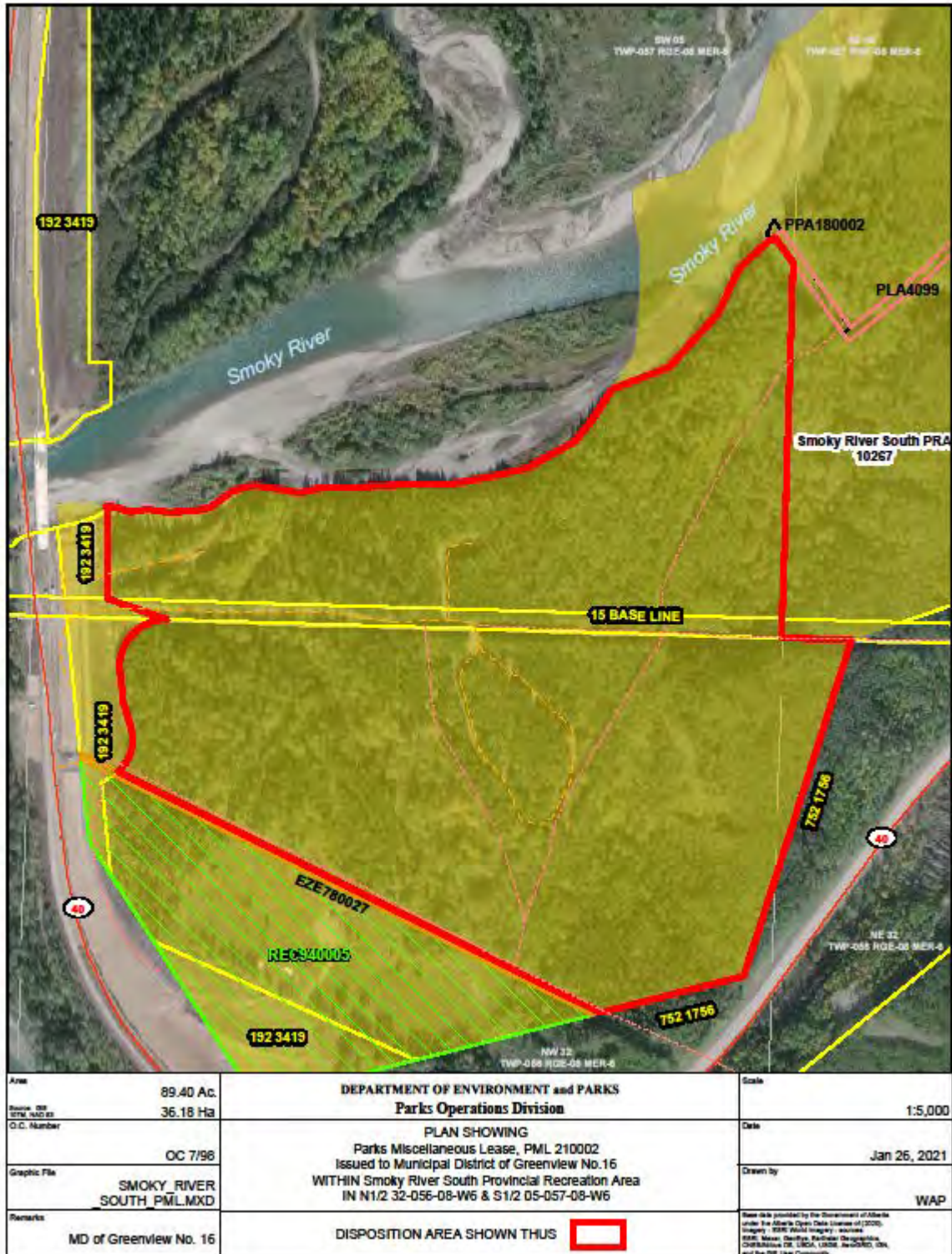
- a) picnic tables (3)
- b) fire pits (2)

- c) bear proof garbage bin (1)
- d) signs (7)

2. Smoky River South Campground

- a) campsites (22)
- b) picnic tables (22)
- c) site posts (22)
- d) fire pits (22)
- e) water pump (water not potable) (1)
- f) bear proof garbage bins (2)
- g) bear proof recycle bin (1)
- h) pit toilet (double) (1)
- i) double gate (locked) (1)
- j) self-registration vault (1)
- k) firewood bin without roof (1)
- l) signs (32)

C. MAP



If there are any discrepancies between the legal description of the Lands and the map, the legal description prevails.

SCHEDULE C THE ACTIVITIES

A. The Activities

The Activities permitted on the Lands are:

1. Operation of overnight camping and day-use facilities at the site for public use and enjoyment.
2. Additional activities that occur on the land include biking, angling, hiking, bird watching and wildlife viewing.
3. Maintenance and upkeep of improvements.

B. Additional Activities: Construction

The Holder may not perform any Construction unless it has received:

1. The written authorization of the Province's Representative, or
2. The consent of the Province for a Disposition Change.

C. Additional Activities: Events

The Holder may not hold any Events unless it has received the consent of the Province for a Disposition Change.

**SCHEDULE D
THE FEES**

A. The Disposition Fee

The Disposition Fee is \$0.00.

Additional Fees

Except as specified in the General Conditions, there are no Additional Fees.

B. Payment

Unless otherwise directed, the Holder shall pay all Fees in cheque, money order or bank draft to the Province, payable to the:

Government of Alberta

The payment attached with the top portion of the invoice can be delivered to the regional office or mailed to:

Alberta Environment and Parks – Parks Operations Division
2nd Floor, Oxbridge Place
9820 106th Street
Edmonton, Alberta
T5K 2J6

Attn: Revenue Management

SCHEDULE E INSURANCE

For the purposes of Section 5.2(a), the Holder shall maintain the following insurance:

1. The Holder shall
 - a. maintain general liability insurance in an amount not less than \$2,000,000 inclusive per occurrence, against bodily injury and property damage, including loss of use, products and completed operations, and non-owned automobile liability, and such insurance is not to exclude injury to participants and is not to add the Province as an additional insured,
 - b. maintain automobile liability insurance on all vehicles owned, or licensed in the name of the Holder and used on the Lands or in the performance of the Activities or its obligations relating to this Disposition, in an amount not less than \$2,000,000,
 - c. maintain “all risks” property insurance on all property owned by the Holder, and such insurance is to extend to the Holder’s legal liability for the equipment of the Province in its care, custody or control, and such insurance is to be in forms and amount sufficient to cover the value of the destroyed property or the cost of its repairs,
 - d. ensure that each policy of insurance, except automobile liability insurance, required under this Schedule is endorsed to provide the Province 30 days’ advance written notice of cancellation, and
 - e. provide the Province
 - i. certificates of insurance on signing this Disposition and then annually at the beginning of each Operating Year, and
 - ii. certified copies of the policies promptly upon request.
2. The insurance requirements in this Schedule are not to be construed as limiting the Holder’s liability and the Holder acknowledges that these requirements are the Province’s minimum requirements only.
3. The Province may, on notice to the Holder, increase the minimum insurance coverages and amounts in this Schedule, in which case the Holder shall promptly comply with such changes.
4. The Holder shall ensure any contractors it engages as part of the Activities maintains, while performing any of the Activities on behalf of the Holder, the insurance coverages consistent with the requirements in this Schedule.



REQUEST FOR DECISION

SUBJECT: **Grande Cache Recreation Partnership Agreement**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: February 23, 2021 DCAO SW MANAGER: KG
DEPARTMENT: RECREATION GM: DM PRESENTER: DW
STRATEGIC PLAN: Intergovernmental Relations

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to enter into an agreement with the Province of Alberta to receive grant funding in the amount of \$300,000.00, to be allocated for the improvement of recreational trails in the Grande Cache area.

BACKGROUND/PROPOSAL:

In the late fall of 2020, Administration was approached by Alberta Environment and Parks to co-chair a proposed working group in Grande Cache that was to be focused on trail use and outdoor recreation opportunities on vacant crown land.

An inaugural meeting has been held for the group, and the following stakeholders currently have representation:

- Alberta Environment and Parks
- Municipal District of Greenview No. 16
- Aseniwuche Winewake Nation of Canada
- Mountain Metis
- Sinister Sports (Death Race)
- Wild Blue Yonder
- Grande Cache Mountain Biking
- Passport to Peaks
- Grande Cache Saddle Club
- Rocky Mountain Saddle Club
- OHV Users
- Trappers

The Province of Alberta has grant funding available for the region that has been allocated for the Grande Cache Trails Network and is proposing to enter into an agreement with Greenview. This proposed agreement would consist of Greenview receiving a sum of \$300,000.00 in the 2021/2022 fiscal year and dispersing the

money as deemed appropriate based on the agreement, direction from the province, and input from the Grande Cache Trails Working Group. As described in the agreement, “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, staging areas, and other related infrastructure, use patterns, areas of conflict (current and anticipated), areas of opportunity, and ensure that adequate and appropriate recreational experiences are maintained while providing for ecological and biodiversity values. This will include where trails and related are in proximity to or enter/connect to protected areas.

The following scope of work has been identified in the agreement:

1. Retain a consultant for trail assessment and plan development.
2. Improvements to the following areas:
 - a. Cowlick Staging Area, Cowlick Creek Bridge, Cowlick Trail, and Mount Louie Trail
 - b. Grande Mountain Trail and Staging Area
 - c. Flood Mountain Trail and Staging Area
 - d. Mount Hamel and Ambler Trails (including staging areas off of the Beaverdam Road)
 - e. Twin Falls Trail and Staging Area
 - f. Grande Cache and Rocky Mountain Saddle Club’s equine trails
 - g. Muskeg Falls Trail and Staging Area
3. The financial, contractor, and/or crew management.
4. Invoicing and reporting.

Greenview will not have any ongoing operating/maintenance responsibilities nor liability related to the trail systems identified/worked on as they are to remain the property of the Province.

The proposed work of this group will line up with priorities identified within the Grande Cache Recreation and Trails Master Plan, just with an emphasis on more remote locations. It is recommended that Council authorizes Administration to enter into an agreement with the Government of Alberta to receive the grant funding allocated for this project.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that funding dedicated to outdoor recreation enhancements within the Grande Cache Area will be secured.
2. The benefit of Council accepting the recommended motion is Greenview will be a large component in major outdoor recreation improvements in the Grande Cache area without the requirement of capital investment.
3. The benefit of Council accepting the recommended motion is it will continue to foster a positive working relationship with Alberta Environment and Parks.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion.

Alternative #2: Council has the alternative to request amendments to the proposed agreement prior to it being signed.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

1. Additional financial tracking/processing for Finance and Recreation Services.
2. Administrative work from Recreation Services related to hiring contractors, overseeing work, etc.
3. Administrative work from Recreation Services in terms of reporting to the Province.

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 have the proposed agreement with the Province of Alberta signed by the Chief Administrative Officer.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT:	Grande Prairie Regional Recreation Committee – High Performance Centre		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 23, 2021	DCAO SW	MANAGER: KG
DEPARTMENT:	RECREATION	GM: DM	PRESENTER: KG
STRATEGIC PLAN:	Regional Cooperation	LEG: DL	

RELEVANT LEGISLATION:

Provincial - N/A

Council Bylaw/Policy - N/A

RECOMMENDED ACTION:

MOTION: That Council take no action on the request to provide an expression of interest to the Grande Prairie Regional Recreation Committee regarding the willingness to endorse the concept of a high performance sports centre and associated financial contribution agreement for capital and operating expenses in the Grande Prairie Region.

BACKGROUND/PROPOSAL:

A presentation was made to the Grande Prairie Regional Recreation Committee (GPRRC) on February 1, 2021 by proponents of a new high performance sports center in the region. The sports centre would be a premier training facility that would cater to all of the regions aspiring athletes regardless of the discipline. The facility will add more capacity to Grande Prairie's recreational programming, giving children and young adults more access to recreational programming that fosters a healthy and balanced mindset for the youth. The GPRC has requested that Administration take the proposed project back to their respective Councils for discussion. The GPRRC is seeking a response from each of the seven partner Councils to determine if there is:

- (a) municipal **willingness** to endorse the concept of a High-Performance Centre in the Grande Prairie region to allow for further research and development in the future;
- AND**
- (b) municipal **willingness** to enter into an agreement to contribute to both capital and operating expenses for a high-performance centre in the Grande Prairie region pending a more detailed business case.

The GPRC did not enter into any discussions about how capital or operating funding responsibilities could be shared amongst the seven regional partners, or whoever may come forward in support of the project. It was concluded that the first step was to determine an expression of interest (or

willingness) from each municipality before bringing the project back to the next scheduled GPRC meeting on March 18, 2021.

As established in the GPRRC Terms of Reference, if the Committee determined that there was municipal support to endorse the High Performance Centre, the next step would require the committed municipalities to enter into detailed discussions on what the agreement and financial contribution would be for each committed partner.

The GPRRC is seeking input from each municipality in a timely fashion due to a pending land and building acquisition in Q1/ early Q2 of 2021 with a goal to be operational in Q3 of 2022.

The GPRC has representation of one elected official from the following communities:

- City of Grande Prairie
- County of Grande Prairie
- Municipal District of Greenview
- Town of Beaverlodge
- Town of Sexsmith
- Town of Wembley
- Village of Hythe

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will not be giving the perception of becoming a partner before fully understanding the impact and benefits to Greenview residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended action.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to provide a formal expression of interest to GPRRC for the purpose of developing high performance sports center inclusive with a willingness to to explore a financial agreement for capital and operating.

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 follow up with the Grande Prairie Regional Recreation Committee as per Council's direction.

ATTACHMENT(S):

- Regional Proposal – Grande Prairie High Performance Training Centre Feb 1 2021 Presentation

PROPOSAL - GRANDE PRAIRIE HIGH PERFORMANCE SPORTS CENTRE

January 2021

EXECUTIVE SUMMARY

- Jordan Johnsen, former VP of Operations and Engineering for Seven Generations Energy, Murray Toews, President of the Grande Prairie Storm and CEO of Bonnetts Energy Corporation and Ryan Pomeroy, CEO of Pomeroy Lodging are proud residents of Grande Prairie. Both have given back significantly to the community in the past, have a passion for sport and are in the process of rounding up a group of private investors to develop the Grande Prairie High Performance Sports Centre.
- There is a void in Grande **Prairie's** recreation offerings, specifically for athletes seeking to pursue competition at the highest level, with many athletes choosing to move elsewhere once they have hit a certain level in order to continue to develop their skillset due to the absence of sufficient facilities, programming and coaching. The same can be said of families and parents who are seeking the best opportunities for their children.
- There is currently a shortage of recreational space in Grande Prairie. Existing recreational space is fully utilized by sports teams or other user groups essentially leaving little to no availability for these programs to expand capacity nor does it leave any capacity for programming opportunities for the general public during any desirable periods of time.
- Not only would the **Region** of Grande Prairie benefit from the ability to retain its best, brightest and most aspirational athletes, but the facility and high performance program would serve as an attraction for families interested in relocating. Through a public-private partnership, Grande Prairie will benefit from a new recreational facility in the **Region** at a cost to taxpayers much lower than what would be typical for a facility of this nature.
- There is currently a property for sale in West Grande Prairie that can be acquired well below replacement value and has the potential to be converted to a recreational facility at a cost much lower than facilities recently developed in the County. The sponsors have the skillset and the resources to manage the development of the Grande Prairie High Performance Sports Centre but need government funding to make it a reality.

THE VISION



The Grande Prairie High Performance Sports Centre (GHPSC) will be the premier training facility in North Western Alberta, catering to all of the region's aspiring athletes, regardless of discipline. By offering services targeting athletes' mental health, diet, cross training and physical wellbeing, the GHPSC will be about more than just "letting them play", it will be about teaching our athletes how to become their best.

Providing these athletes and their families with a place to grow in GP keeps them from looking to Calgary or Edmonton to further develop their skillsets. These markets and others are inheriting our top athletes and have an advantage over GP when recruiting professionals seeking the best for their children. The GHPSC will keep GP's best and brightest people in our region and foster and even greater culture of pride around our County's athletic community.

This facility will add more capacity to GP's recreational programming, giving children and young adults more access to recreational programming that fosters a healthy and balanced mindset for our youth.

THE FACILITY TODAY

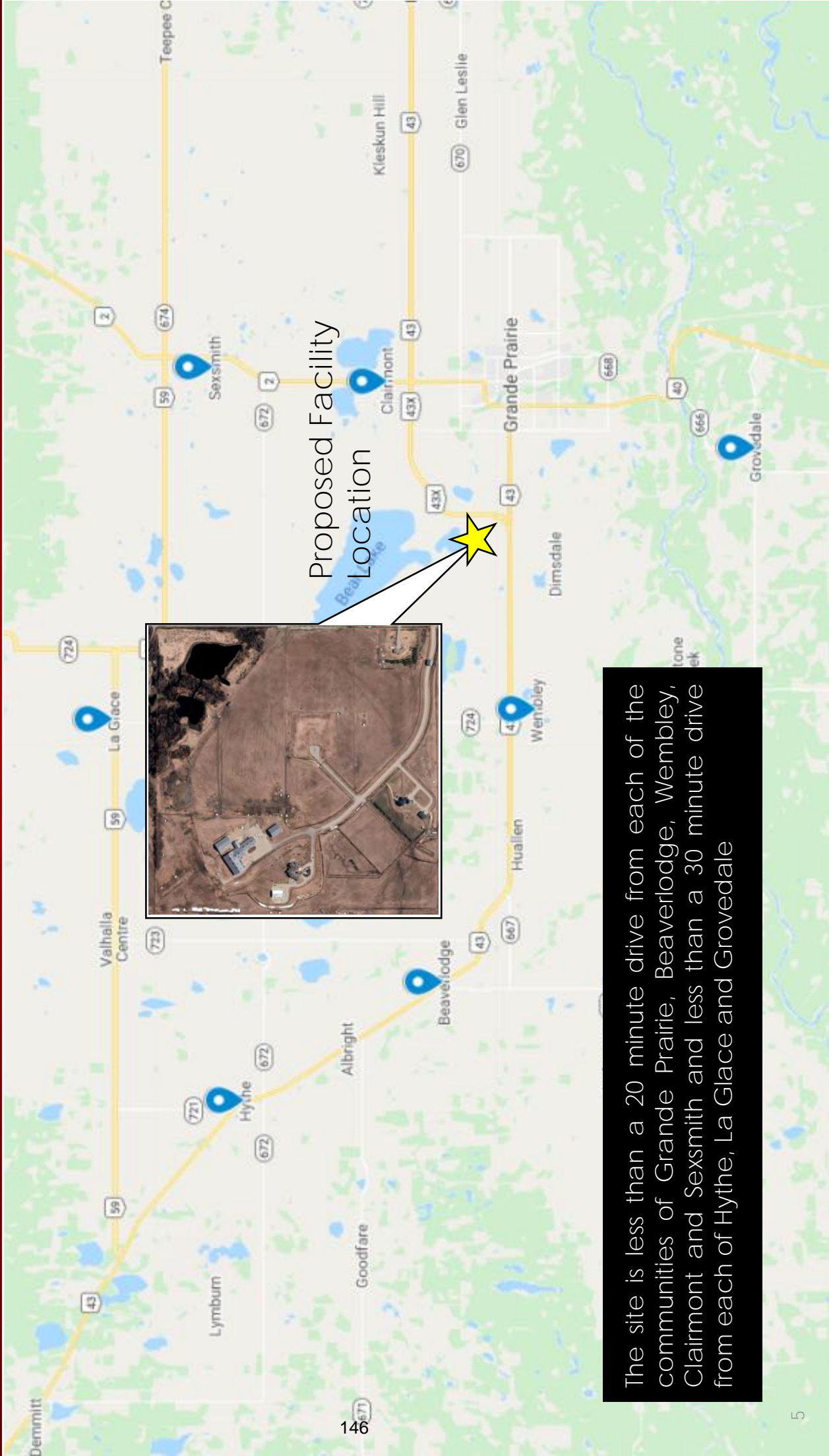
The proposed High Performance Training facility currently operates as a non-commercial equestrian center, with full barn, horse stables and riding arena. The first-class equestrian facility was developed by the late Bob Pomeroy in 2008 at a cost of approximately \$6M and is currently for sale, along with approximately 75 acres of land, with the expectation that the equestrian facility and the land could be acquired for \$3M.

The packages main building, hosting the riding arena and horse stables, features over 35,000 square feet of space, of which, 20,000 boasts 20 foot ceilings. There are an additional two buildings, currently operating as a barn and a shop, each encompassing approximately 8,000-10,000 square feet and ample parking space outdoors.

To be able to acquire a facility with this much in place infrastructure and quality of development presents a unique opportunity



CENTRALLY LOCATED TO A NUMBER OF NORTH WESTERN AB COMMUNITIES



The site is less than a 20 minute drive from each of the communities of Grande Prairie, Beaverlodge, Wembley, Clairmont and Sexsmith and less than a 30 minute drive from each of Hythe, La Grace and Grovedale

THE VISION

The Grande Prairie High Performance Sports Centre will provide the region and its people with additional recreational facilities while providing the region's most ambitious athletes with a space to train that has all of the tools that they need. The Facility could play host to many user groups including CNG Sports, the GPMHA, Junior Storm, GPAC Storm, GP Figure Skating, GPSD, Elevate, Warriors Hockey, Power Plus, Swan City Basketball, SPVC and Velocity Volleyball.

With the expectation that with some retrofitting, the current site could accommodate one regulation-sized ice pad, one compact ice-pad, four change rooms, a full size gymnasium, a fitness center and a dry-land training area, subject package presents a great opportunity to build out just what Grande Prairie needs. Much of the in-place infrastructure will allow for the conversion of the facility at a relatively inexpensive price tag.



For Conceptual
Purposes Only –
Subject to Change

ENABLING OUR ATHLETES



Grande Prairie has a number of athletes performing at high levels with needs beyond what is offered at current region facilities. It is undoubtedly time consuming for athletes and families to have to perform a circuit of the region to get from the rink, to the gym, to the physiotherapist, to treat injuries through rehabilitation – time that many people do not have.

The GPHPS will give our athletes everything they need under one roof, making it easier for them to access everything they need to pursue greatness and continue to develop their skills. It will also bring all of the county's athletes together under one roof creating a culture of performance, wellbeing, inclusivity.

The GPHPS will provide the county more recreational capacity allowing existing programs the opportunity to expand and enabling existing athletes the opportunity to develop their skills more often and offering new opportunities for athletes-to-be.



THE PROJECTED COST

With all of the value already in place at the site today – buildings, foundation, paving, landscaping, electrical, mechanical, etc. – the combined cost of acquiring and retrofitting the facility is expected to be much less than would be building the same facility from the ground up.

It is expected that the total cost of getting the facility to a turnkey stage will be approximately \$7.7M inclusive of a \$3M purchase price, \$4.5M for construction costs and \$200,000 to cover transactional costs and pre-opening operating costs.

Assuming that a new build recreation center would cost approximately \$200 psf. to build, at 60,000 square feet, the new facility is expected to come in much lower than replacement cost.

Further detailed herein, a public-private partnership for the facility would see private investors cover the cost of acquiring the site, with the city and region covering the costs of conversion - \$4.5M to be spend over 18-24 months

<u>Cost</u>	<u>\$</u>	<u>%</u>
Acquisition of Property	3,000,000	39.0%
Rink Infrastructure	2,000,000	26.0%
Gymnasium Infrastructure	500,000	6.5%
Fitness Infrastructure	750,000	9.7%
Public Space Infrastructure	250,000	3.2%
Contingency	1,000,000	13.0%
Subtotal: Acquisition & Construction	7,500,000	97.4%
Transaction & Pre-Opening Costs	200,000	2.6%
Total Costs	\$ 7,700,000	100.0%

Total Cost to the Region	\$ 4,500,000	58.4%
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Cost to the **Region** for a New Build Facility

Total Square Feet 60,000 sf.

New Build Cost Per Square Foot	\$ 200.00
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New Build Cost	\$ 12,000,000
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Savings	\$ 7,500,000
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REQUEST FOR SUPPORT

The GHPSC will operate as a not-for-profit and while it is expected to generate facility rental, membership and sponsorship revenues, no one understands better than the **region** the costs of operating these types of facilities - which is why fiscal support is being sought from the **region**.

If the **region** were to provide the \$4.5M necessary to convert the site from its current use, while also providing an operating subsidy to cover 50% of the **facility's** annual operating costs (estimated at \$400,000 for 50%). it is expected that the GHPSC would at least be able to sustain itself. Private ownership would cover the cost of acquiring the property and also bare the risk and onus that comes with operating and investing ongoing capital into the property. Further, private ownership would also develop out the adjacent 75 acres for residential use – an endeavour that the investors would also be seeking support of the county for.

The end result for the **region** is a brand new recreation facility at a fraction of what it would typically cost the taxpayers to build.



Ongoing Operating Costs for
the **region**
\$400,000 Annually

THE PATH FORWARD

The property has been listed for just over one month. Time is of the essence as there is a chance the property will sell quickly as it is listed well below replacement value.

The sponsors can not move forward on the opportunity without the support of the Government and is requesting that the region provide formal support as soon as possible.

Should the region support the sponsors' request, the sponsors are prepared to move forward with a closing of the acquisition in late Q1 or early Q2 2021. Construction work could commence as soon as Q3 2021, with an anticipated opening date in mid-2022.

The GHPSC will make Grande Prairie a destination for high performance athletes and keep those pursuing greatness in the region, but government assistance is needed in order to make it a reality.



THANK YOU

RYAN POMEROY
ryanp@pomeroylodging.com
+1 780 814 5295

9820 – 100th Ave
Grande Prairie, Alberta
T8V 0T8



REQUEST FOR DECISION

SUBJECT:	Teen Challenge Snow Rush Event Sponsorship		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 23, 2021	DCAO SW	MANAGER:
DEPARTMENT:	ECONOMIC DEVELOPMENT	GM: DM	PRESENTER: LL
STRATEGIC PLAN:	Quality of Life	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –Policy 8004 Greenview Sponsorships and Donations.

RECOMMENDED ACTION:

MOTION: That Council provide a sponsorship in the amount of \$750.00 to the 2021 Teen Challenge Snow Rush Event, with funds to come from the Community Services Miscellaneous Grant Budget.

BACKGROUND/PROPOSAL:

Teen Challenge Canada operates 12-month in-residence alcohol and drug addiction rehabilitation programs for men and women ages 18 and over in centres in Alberta, Saskatchewan, Ontario, and Atlantic Canada, with the centre for Alberta currently located in Calgary.

The Teen Challenge Alberta Men's Centre is partnering with the Golden Triangle to host the Teen Challenge Snow Rush Event from February 15th to March 30th, 2021. This live two-day event as been altered this year and will be a virtual event. The intent is for people to register and ride on the Golden Triangle when it is convenient for them, however that is not possible for all participants due to COVID restrictions as there are many out of province and out of town riders who have participated in the past, these riders are invited to ride where they can. There will be a virtual windup with students speaking and will include presentations from Teen Challenge and the Golden Triangle group.

The 350 km Golden Triangle Trail connects the communities of Whitecourt, Fox Creek and Swan Hills and the goal is to have over 40 riders and raise up to \$50,000.00 for this year's event. Funds raised will be used to support men in Alberta communities overcome substance abuse and to lead full and productive lives.

Levels of corporate sponsorship for the event range from \$500.00 to \$7,500.00 and details can be viewed in the attachment.

Greenview has been a member of the Golden Triangle since 2015 and has provided an annual contribution of \$15,000.00 for a total of \$105,000.00 to date. The funds are dedicated to trail maintenance, improvements, and some administrative tasks.

Greenview provided a \$750.00 sponsorship to this event in 2019. In 2020 Council took no action on a donation request letter from Teen Challenge Canada.

The Community Service Miscellaneous Grant Budget has a balance of \$361,799.38 as of February 22, 2021.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that funds will assist with providing alcohol and drug rehabilitation programs to people in need.
2. The benefit of Council accepting the recommended motion is that Greenview is supporting an event that is taking place on a recreation trail system in which Greenview has an invested interest in.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. A potential perceived disadvantage of the recommended motion is that it is unclear if the funds provided will directly benefit Greenview ratepayers.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to take no action or alter the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$750.00

Ongoing/Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motions.

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 the Art Gallery of Grande prairie of Council's decisions.

ATTACHMENT(S):

- Teen Challenge Snow Rush Sponsorship Event Request

TEEN CHALLENGE SNOW RUSH



BECOME A CORPORATE SPONSOR

**ADDICTION IS GROWING IN
ALBERTA. DRUGS AND ALCOHOL
DESTROY FAMILIES AND PUT
COMMUNITIES AT RISK.**



Teen Challenge Canada operates 12-month in-residence alcohol and drug addiction rehabilitation programs for men and women ages 18 and older with centres in Alberta, Saskatchewan, Ontario & Atlantic Canada.

The Teen Challenge Alberta Men's Centre is partnering with '***The Golden Triangle***' in our ***3rd Annual Teen Challenge SnowRush***. Our goal is to see 200+ snowmobilers, across the Prairie Provinces, register, ride and fundraise to support Teen Challenge's mission of helping men in Alberta communities, overcome substance abuse and lead full and productive lives. To support this amazing event, we are looking for Corporate Sponsors to help cover the cost of our ***Teen Challenge SnowRush*** event, so more funds raised by our riders, can go directly to supporting the men in our Alberta Men's Centre program.

Becoming a Corporate Sponsor means that you will receive many perks, including having your company logo displayed and social media exposure as you help raise funds and awareness for ***Teen Challenge***.

With your help we can provide help and hope to those struggling with alcoholism and/or addiction to other drugs across the Prairie provinces.
On behalf of the families we serve – thank you very much!



TURN OVER FOR OPTIONS >>



TITLE SPONSOR - \$7,500

Benefits Include:

- ▶ Prominent placement of company name/logo on registration page with links to your business's website
- ▶ 8 mentions on social media
- ▶ For more information regarding 'Title Sponsor' opportunities & benefits, call David Tait @ (403) 870-8157

PLATINUM - \$5,000 +

Benefits Include:

- ▶ Company logo & URL with special write up on registration page
- ▶ Recognition on local Teen Challenge website under 'Event Information'
- ▶ Five (5) Facebook mentions with link to company site
- ▶ Two (2) SnowRush Crewneck Sweaters

GOLD - \$2,500 +

Benefits Include:

- ▶ Company logo & URL on registration page
- ▶ Recognition on local Teen Challenge website under 'Event Information'
- ▶ Three (3) Facebook mentions with link to company site
- ▶ One (1) SnowRush Crewneck Sweater

SILVER - \$1,000 +

Benefits Include:

- ▶ Company logo on registration page
- ▶ Two (2) Facebook mentions

BRONZE - \$500 +

Benefits Include:

- ▶ Company logo on registration page
- ▶ One (1) Facebook mention



YES, I WILL BECOME A CORPORATE SPONSOR ...
 Have questions, please contact David @ (403) 870-8157



Company Name: _____

Company Contact: _____

Title: _____ Phone Number: _____ Email: _____

SPONSORSHIP LEVELS

☐ Title Sponsor ☐ Platinum ☐ Gold ☐ Silver ☐ Bronze

Signature: _____

Date: _____



REQUEST FOR DECISION

SUBJECT:	Art Gallery of Grande Prairie- Access to Art Collection		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 23, 2021	CAO: DT	MANAGER:
DEPARTMENT:	ECONOMIC DEVELOPMENT	GM: DM	PRESENTER: LL
STRATEGIC PLAN:	Quality of Life	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to select the art piece to be on loan temporarily to Greenview from the Art Gallery of Grande Prairie and determine a public location to display the selected art piece.

MOTION: That Council direct Administration to select the COVID commemorative art piece gifted from the Art Gallery of Grande Prairie and arrange the presentation to Council.

BACKGROUND/PROPOSAL:

Greenview is a major funder of the Art Gallery of Grande Prairie donating \$35,000.00 in 2021. The Art Gallery would like to recognize Greenview and has provided the following opportunities:

1. Temporary Art Loan

Greenview has been given the opportunity to select an art piece from a Greenview artist or a work of a Greenview location and to select the display location for the art piece. Once the display location and the art piece have been chosen the art gallery will install a label describing the piece and will install the art piece. The selected art piece will be displayed for 1 to 5 years depending on the type of art piece selected and can then be exchanged for a different art piece. The art gallery staff will follow Museum guidelines and monitor the art piece throughout the display time. Greenview will not be liable for the art piece as insurance will be covered through the Art Gallery of Grande Prairie in a signed agreement with Greenview.

2. COVID Commemorative Art

Local artist Chris Beauchamp was commissioned to create a photographic series of the pandemic in 2020. The art gallery would like to gift a framed image from this series to Greenview on the 1st year anniversary of their first closure due to the pandemic, March 19th.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motions is that Greenview will be showcasing local heritage and commemorative art in the community.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to appoint a Council Member to select the temporary art piece and determine a public location to display the art piece.

Alternative #2: Council has the alternative to appoint a Council Member to select the COVID commemorative art piece and to direct Administration to arrange the presentation to Council.

Alternative #3: Council has the alternative to take no action to the recommended motions.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motions.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motions.

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 the Art Gallery of Grande prairie of Council's decisions.

ATTACHMENT(S):

- Correspondence from the Art Gallery of Grande Prairie

From: Jeff Erbach <jeff@aggp.ca>

Sent: February 2, 2021 11:08 AM

Subject: access to art collection for MD Greenview

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.

hi MD Greenview folks,

We have two exciting items for you as a major funder of the Gallery! Each one animates our valuable collection, and celebrates our collective heritage.

1. Temporary Art Loan from our collection

This project will see you select from some options on an art piece from an MD Greenview artist, or a work of an MD location which is in our permanent collection. Once you select the work and the public location, we install it with a label describing the piece. Sponsors who have supported the gallery have had access to this program last year and say their clients and public respond really strongly to the display of the work.

What can you do on this? - find a public area which you feel will highlight the art. Decide whether you wish for administration to select which piece, or your Reeve. We know in the City that Mayor Clayton actually likes to participate in the program, by example.

What will the gallery do? - we'll take all measurements of the area as we must be careful and considerate of our collection. We will then get you options to pick from and we'll install the work!

2. COVID commemorative art

The gallery commissioned local artist Chris Beauchamp to create a photographic series last year on the pandemic. On our 1 year anniversary of our first closure, March 19, we'll gift a framed image from that series to the MD Greenview Council.

What can you do on this? - engage with the Reeve and Council on how we'd like the opportunity to deliver the gift in mid March. Also, they may wish to be involved in choosing which image from the series they would like!

What will the gallery do? - once it's selected, we'll print and frame the photo along with a label describing it. We can help install it if you wish.

We would love to deliver all of these works in the next few months, coinciding with the March anniversary, as a way of commemorating, through art, this extraordinary time. If you have any questions at all, please let us know and we hope you'd like to partner with us this way.

--

Jeff Erbach

Executive Director
Art Gallery of Grande Prairie
www.aggp.ca
(p) 780-357-7489





REQUEST FOR DECISION

SUBJECT: **EOI Equipment Criteria**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 23, 2021
DEPARTMENT: INFRASTRUCTURE & PLANNING
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: RA
LEG: DL
PRESENTER: RA

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4004

RECOMMENDED ACTION:

MOTION: That Council accept the discussion on the Expression of Interest (EOI) Equipment Criteria, for information, as presented.

BACKGROUND/PROPOSAL:

Administration created Policy 4004 (see attached) for clarification and set procedures during the hiring process for the EOI book, as approved by Council.

The EOI book was created by Administration by the direction of Council in 2017 to ensure fair working hours for Equipment Contractors within Greenview and continues to be a work in progress.

Equipment Contractors submit their packages to administration, this determines on where they lie in the call list. When a job comes up, the Day Labour Supervisor, managers or supervisors will contact Administration with a list of what equipment they will require for that job, which must include the minimum and maximum model size or the group category range within the ARHCA 2020 equipment book. It is Administrations job to contact each contractor as they appear on the list, by equipment requested.

During a normal gravel stockpiling job, a few contractors end up having multiple trucks working on the same job at the same time (This is acceptable because we run through the registered equipment list and then start over). During the construction season a contractor can have multiple different pieces of equipment on the same job with the possibility of ONLY having his equipment on that job (This is acceptable because we run through the registered equipment list and then start over).

The day labour supervisors are NOT part of the EOI list nor are their parameters set by Council.

The EOI System was designed to not show favoritism nor to penalize any contractor based upon preference or connections, only upon documented performance or safety issues or locations of business.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council is reminded of the criteria set out on the EOIP.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to tender out projects as per the New West Trade Partnership Agreement.

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):

- Policy 4004
- Instruction to Expression of Interest Candidates
- EOIP Guidelines

Title: EQUIPMENT CONTRACTORS REGISTRY

Policy No: 4004

Effective Date: January 27, 2020

Motion Number: 20.01.49

Supersedes Policy No: None



Purpose: The purpose is for the Municipal District of Greenview (Greenview) to compile a Registry of interested Equipment Contractors, Gravel Haulers, Operators and Labourers (Equipment Contractors) available for casual work with Greenview at the rate and hiring process specified by Greenview.

DEFINITIONS

ARHCA means Alberta Road Builders and Heavy Construction Association's Equipment Rental Rates Guide & Membership Roster.

Current means a model which was or is available as a new machine in the current or previous three (3) year(s), as per ARHCA.

EOIP means Expression of Interest package

Long Job means five (5) day minimum up to a twenty (20) day maximum per job.

Non-Current means a model which is no longer current, but is commonly found on sites in Alberta doing production work, as per ARHCA.

Previous means older equipment that is generally no longer used for high production work, as per ARHCA.

Short Job means two (2) day minimum up to a five (5) day maximum per job.

POLICY

1. All equipment/attachments related definitions and rates can be found in the previous year's ARHCA Rate Guide.
2. Greenview will compile an annual Registry of Equipment Contractors with Current and Non-Current equipment who are interested in performing work for and within Greenview.
3. Only Equipment Contractors based within Greenview will be accepted on the Registry.
4. Equipment/attachments will be paid, only when in use, at the rates specified in the previous year's ARHCA Rate Guide.

5. Greenview will only accept fully completed EOIPs, agreeing to the financial and working terms and conditions set forth by Greenview.
6. All contractors must be in good standing with Greenview prior to the approval of their EOIP and/or prior to being hired after their EOIP has been accepted.
7. Greenview Administration may increase and adjust all Gravel Haul rates, when required with CAO approval.
8. Greenview Administration will be permitted to adjust rates, as needed for high-demand equipment up to the full ARCHA rate, with CAO approval.

PROCEDURE

1. Greenview reserves the right to terminate Equipment Contractors from projects for poor performance as well as non-compliance with any policies and/or legislation set forth in the EOIP.
2. The following considerations may apply when hiring Equipment Contractors: past performance, operator experience/quality work, reliability of equipment, safety record.
3. Greenview reserves the right to remove a contractor from the registry based on past performance or conduct of the Equipment Contractor
4. Greenview reserves the right to release any operator and/or equipment due to abuse, harassment and/or belligerent behaviour.
5. All Safety-related Incidents must be reported to the project supervisor appointed by Greenview.
6. Equipment Contractors are required to complete a Mandatory Greenview Safety Orientation as well as a Site Hazard Assessment prior to starting a project.
7. Interested Equipment Contractors are encouraged to contact Greenview regarding when, where and how they can pick up and submit their EOIP which will specify the aforementioned rates as well as outline the financial and working terms and conditions set forth by Greenview.
8. Submissions must be sealed and post marked prior to the advertised EOIP closing date, any submissions received after that date and time will not be accepted. EOIP's will be available on the last Friday of January of every year. The EOIPs are to be received at any Greenview office by the first Monday in March. On April 1st the Contractors days will reset and the new Registry will take effect.
9. Greenview reserves the right to disqualify any incomplete EOIP.
10. The Registry will entail the contractor owner's residential address and the business address with in the Municipal District of Greenview No. 16.
11. Upon opening of the EOIP, Greenview will ensure that all Equipment Contractors have:
 - a) Supplied proof of a minimum \$2,000,000.00 in liability insurance;
 - b) Supplied proof of Workers Compensation Number; and
 - c) Signed Greenview's Contractor Handbook.

12. Base equipment must be owned and not rented, attachments can be rented if necessary with the approval of the Greenview Representative.
13. Greenview Administration will review and adjust all Current and Non-Current equipment and truck rates, when required with CAO approval, to reflect a percentage of the previous year's ARHCA Rate Guide.
14. As per the previous years, ARHCA Rate Guide definitions and rates, Greenview will advertise in a variety of local media for all "Current" and "Non-Current" equipment and maintenance motor graders.
15. Equipment Contractors who provide skid steers, motor scrapers, rock trucks, vacuum trucks, low beds to haul equipment or miscellaneous items will work on a Short job rotation. All other equipment will work on a Long job rotation. Greenview representatives have the right to release any contractor at any day in the best interest of Greenview operations.
16. Greenview representative will determine when the 20 day cap can and will be used in Greenview's best interest. Contractors who are on the EOI Registry are not guaranteed 20 day of work at a time.
17. Travel time of one (1) hour per day will be paid (on trucking only) this is not at the Greenview's representative's discretion.
18. Equipment Contractors are expected to prioritize the scheduling of their workloads in the best interest of Greenview. Once a Contractor has committed to a job, if work is refused for any other reasons then breakdown or emergency the EOI person will reiterate that Greenview is requesting your equipment for our job now and we will not accommodate the Contractors schedule. The Contractor will be given one verbal warning and if a second time occurs the contractor will be given a written warning and removed from the EOI list for 1 year.
19. Contractors will submit their invoices with WCB and proof of insurance on the 15th and the 30th of the month to which Greenview has 30 days to make payment.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Instructions to Expression of Interest Candidates

All equipment related definitions and rates can be found in the 2020 *Alberta Road Builders and Heavy Construction Association's Equipment Rental Rates Guide & Membership Roster* (ARHCA).

1. Expressions of Interest will only be accepted when submitted on the attached "EXPRESSION OF INTEREST FOR SUPPLY OF HOURLY RENTAL EQUIPMENT" form(s). All requested information MUST be provided. Any changes or corrections to the information provided must be initialed by the Equipment Contractor prior to submission.

Additional forms, if required, may be obtained at the following Greenview Facilities: Operations Building (Valleyview), Public Service Building (Grovedale), Grande Cache Operations Building, DeBolt Public Service Building and Municipal District of Greenview website.

Original photocopied form will be acceptable. Information submitted that is not on Greenview forms **WILL NOT BE ACCEPTED.**

2. Company or owner/operator equipment must provide proof of insurance for each piece of equipment submitted. Equipment identifications such as make, model, year for and ARHCA guide group number for each unit must be listed. Serial numbers are required for gravel trucks and heavy equipment.

Base equipment must be owned and not rented, attachments can be rented if necessary with the approval of the Greenview Representative.

3. **List all attachments (dozer, scraper, etc.) available for use with each power unit. Attachments will be added as required at the discretion of the Manager or their designate. Attachments will be paid according to the 2020 ARHCA guide. Please note Expressions of Interest are for standard machines only, all non-standard attachments will be paid as specified in the 2020 ARHCA guide.**

Equipment attachments will **only** be paid when in use, for hours approved on daily time tickets, at the rates specified in the 2020 ARCHA based on the equipment percentage rates set in Policy 4004.

4. The 2021/2022 Basic Loading Factor (BLF) value has been established at \$1.00 per tonne.

5. The **Expression of Interest List form** must be signed by the owner of the company only.
6. In the case of a partnership all parties must sign the Expression of Interest form. In the case of a corporation the Expression of Interest form must be signed off by an officer of the company and an official company seal affixed.
7. The "EXPRESSION OF INTEREST FOR SUPPLY OF HOURLY RENTAL EQUIPMENT or GRAVEL TRUCKS" forms must be returned in the sealed envelope marked "EXPRESSION OF INTEREST FOR SUPPLY OF HOURLY EQUIPMENT/GRAVEL TRUCKS", addressed to the **Manager of Operations** at one of the following Greenview offices by **March 16, 2021**:
 - **Administration Office**, 4806-36 Avenue, PO Box 1079, Valleyview, T0H 3N0
 - **Grovedale Public Service Building**, 6375 TWP RD 695A, Box 404 Grovedale, T0H 1X0
 - **Grande Cache Operations Building**, 9706 Shand Avenue, Box 300, Grande Cache, T0E 0Y0
 - **DeBolt Public Service Building** (Open Wed&Thurs only), 1115 Township Road 721A, PO Box 1079, Valleyview, T0H 3N0

CLOSING DATE FOR SUBMISSIONS is March 16, 2021 AT OFFICE CLOSING TIME.

8. Sufficient proof of the company's base of operation (physical address) may be requested – eg: corporate documents of company ownership and title or lease agreement. **All equipment listed must operate from this location.** Site inspections of company operations may be requested to verify compliance.
9. Greenview does not assume responsibility for any errors or misunderstandings which may result from the Bidder requesting rental rate information from the "The Alberta Roadbuilders Heavy Construction Association, 2020 Equipment Rental Rates and Membership Roster".
10. Mailed Expression of Interest submissions must be sealed and post marked prior to the advertised Expression of Interest closing date. All other submissions of the Expression of Interest package will be required to be received prior to the closing date as advertised.
11. Greenview reserves the right to disqualify any incomplete Expression of Interest packages.
12. **HIRING PROCEDURES**

The following considerations may apply when hiring Equipment Contractors: past performance, operator experience/quality of work, reliability of equipment, safety record.

Greenview reserves the right to release any operator and/or equipment due to abuse, harassment and/or belligerent behaviour.

13. 20 DAY CAP

The **20 day cap** on equipment hired by Greenview applies to Long Job rotation.

- If the 20 day cap expires on a piece of equipment from EOI list and there is no other equipment available, then this piece of equipment can stay on that project up to an additional 20 days if required.
- Greenview representatives will determine when the 20 day cap can and will be used in Greenview's best interest.
- Greenview does not guarantee 20 days of work. Equipment may be released at any time, at the discretion of the supervisor.

Equipment Contractors who provide skid steers, motor scrapers, rock trucks, vacuum trucks, low beds to haul equipment or miscellaneous items will work on a Short job rotation (5 day max). All other equipment will work on a Long job rotation (20 day max). Greenview representatives have the right to release any contractor at any day in the best interest of Greenview operations.

14. ACCEPTANCE OF THE EOI PACKAGE

The acceptance of the EOI package submitted by the Equipment Contractor will be reviewed and approved by Greenview. Acceptance of the Expression of Interest package does not guarantee that equipment submitted will be hired.

15. The Equipment Contractor shall:

Ensure that all materials and equipment are cleaned and disinfected to be free of weeds, weed seeds and pests prior to entry and departure of the project site

- (i) provide any or all units and attachments quoted, when requested by Greenview if available
- (ii) maintain the equipment in good condition for the duration of the project
- (iii) supply competent operators
- (iv) no equipment shall be removed from the project site without prior notification and approval from Greenview
- (v) ensure that all equipment remain on Greenview road right-of-way or property when loading/unloading equipment or gravel truck turnarounds. **Trespassing on private property is not permitted.**

Failure to comply with the above may result in termination of hire by Greenview. If the contractors EOI submission is terminated, the Equipment Contractor shall arrange and be responsible for the cost of removing hired equipment from the job site.

16. EQUIPMENT BREAKDOWN AND REPLACEMENT

In the event of equipment breakdown, the Equipment Contractor may replace the unit with a similar unit with prior approval by Greenview. The replacement unit will be paid at the same percentage quoted for the original unit.

The Equipment Contractor shall arrange and be responsible for the cost of all equipment mobilization and demobilization related to equipment breakdown and replacement.

17. EQUIPMENT UPGRADING AND REPLACEMENT

If the Equipment Contractor chooses to upgrade their equipment with a newer, similar unit, they may do so with prior approval by Greenview. The replacement unit will be paid at the same percentage quoted for the original unit.

The Equipment Contractor shall arrange and be responsible for the cost of all equipment mobilization and demobilization related to equipment upgrading and replacement.

18. INSURANCE

The Equipment Contractor shall, at their own expense and without limiting their liabilities herein, insure their operations under a contract of either Comprehensive or Commercial General Liability, with an insurer licensed in Alberta, in an amount not less than **\$2,000,000.00** inclusive per occurrence, (annual general aggregate, if any, not less than **\$2,000,000.00**) insuring against bodily injury, personal injury and property damage including loss of use thereof. Such insurance shall include blanket contractual liability, products and complete operations liability, operation of attached equipment and towing/on hook coverage and employees as additional insureds.

Where applicable, the Equipment Contractor shall maintain Cargo Legal Liability Insurance Coverage in an amount not less than **\$50,000** per occurrence.

The Equipment Contractor shall maintain automobile liability on all vehicles owned, operated or licensed in the name of the Equipment Contractor in an amount not less than **\$2,000,000.00**.

A certificate of insurance, in a form satisfactory to Greenview, shall be provided prior to commencement of the work. The policy shall be endorsed to provide Greenview with not less than 30 days advance notice of cancellation or material change restricting coverage.

19. WORKERS' COMPENSATION

The Equipment Contractor shall, at their own expense provide and maintain Workers' Compensation Coverage for themselves and all their employees during the term of employment with Greenview.

The Equipment Contractor must provide Greenview with proof of an active Workers' Compensation Number prior to commencement of hire for the duration of the project.

20. GREENVIEW'S AUTHORITY

Greenview has the authority to regulate and direct hours, locations and nature of the work.

Greenview has the authority to suspend the work.

Upon receiving notice to suspend work, the Equipment Contractor shall immediately stop working and shall not remove any equipment from the job site without permission by Greenview.

The Equipment Contractor shall not have any claim for compensation or damages against Greenview for any suspension, stoppage, hindrance or delay of the work from any cause whatsoever.

21. EQUIPMENT CONTRACTOR'S DUTY AND INDEMNIFICATION

The Equipment Contractor and all persons under their direction, management, and has a duty to use due care to ensure that no person is injured or property damaged throughout the duration of work and will at their own expense make such provisions as may be necessary to avoid any such injury or damage.

The Equipment Contractor will indemnify and hold harmless Greenview, its employees and agents from any and all claims, demands, actions and costs whatsoever that may rise directly or indirectly out of any action or omission of the Equipment Contractor, their employees or agents in the performance of the work.

22. OCCUPATIONAL HEALTH AND SAFETY ACT

The Equipment Contractor will familiarize themselves, their employees and agents with the safety-related terms of the Expression of Interest. Equipment Contractors are required to complete a Mandatory Greenview Safety Orientation as well as a Site Hazard Assessment prior to starting the project. All Safety-related Incidents must be reported to Greenview.

23. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP)

The Equipment Contractor acknowledges and agrees that the Freedom of Information and Privacy (FOIP) Act applies to all Records and Personal Information relating to, or obtained, generated, compiled, collected or provided under or pursuant to this EOIP.

The Equipment Contractor recognizes the responsibility of Greenview in relation to the FOIP Act and will not handle any Records or Personal Information except in accordance with Greenview's duty under the FOIP Act.

The Equipment Contractor is responsible for ensuring complete compliance of any of those persons for whom the Equipment Contractor is responsible at law (including, without limitation, any of its employees, subcontractors or agents) with all terms and conditions related to the FOIP Act, including, without limiting the generality of the foregoing, protection of privacy. In the event that the Equipment Contractor becomes aware of a breach of any of these terms or conditions, it shall notify Greenview immediately in writing.

The Equipment Contractor must ensure that each party for whom it is responsible at law is aware of the requirements of the FOIP Act in discharge of the EOIP.

No personal information may be collected by the Equipment Contractor, its employees or agents unless the collection is authorized under this EOIP or the collection is expressly authorized by Greenview in writing in advance of any collection taking place. No personal information shall be collected unless s32 of the FOIP Act is satisfied.

The Equipment Contractor must collect personal information in accordance with the FOIP Act and Regulations.

The Equipment Contractor shall not use, either directly or indirectly, Records or Personal Information except for the express purpose of performing its obligations in the EOIP. After the termination or expiry of the EOIP, the Equipment Contractor, its employees, subcontractors and agents shall not use any Records and Personal Information in relation to this EOIP for any purpose.

24. SAFETY POLICY & PROCEDURES

Greenview enforces its own Safety Policy and Procedures. Equipment Contractors must adhere to “Greenview’s Contractors Hand Book”. Please complete the questionnaire in the back of the above booklet, date and sign the acknowledgment and return with your Expression of Interest package. **Expression of Interest received without this acknowledgment will be considered incomplete.** Equipment Contractors with more than one piece of equipment are only required to submit one Safety Acknowledgment.

Greenview and Alberta Occupational Health and Safety encourages Equipment Contractors to have a written safety policy and safety procedures manual. For more information on establishing this type of program contact:

**Workplace Health & Safety
1.866.415.8690**

25. POLLUTION AND ENVIRONMENTAL CONTROL

It is the Equipment Contractor’s responsibility to familiarize themselves with the applicable legislation and regulations concerning pollution and environmental control, obtain all necessary permits and approvals and to conduct their operations according to the legislation and regulations.

The Equipment Contractor will be responsible for any pollution or environmental damages, and if they fail to do so, Greenview may, without further notice, arrange the clean-up at the sole expense of the Equipment Contractor.

26. PAYMENT

The Equipment Contractor will submit their invoices with WCB on the 15th and the 30th of the month to which Greenview has 30 days to make payment. The hired company/operator will submit to the supervisor LEGIBLE daily time tickets/haul cards for approval and signature. **Supervisors may terminate Equipment Contractors that do not adhere to this requirement or refuse to provide the legible documentation as requested by the supervisor.**

The Equipment Contractor must include the following information on each invoice for the period invoiced:

- **Submit invoices with a copy of legible daily tickets to the accounts payable department via email at Accounts.Payable@mdgreenview.ab.ca.**

- ***Name of onsite supervisor must be printed on all invoices and tickets***
- Job ID/Location of work and type of work completed
- Dates worked including daily hours and time worked (eg: 8:00am – 6:00pm)
- ***Description of unit and attachments with approved rates (model #, make, attachment)***
- Daily time tickets signed and approved by an authorized Greenview staff/representative
- All applicable invoices must include daily time tickets
- GST account number

27. **2021-2022 EQUIPMENT MOVES - HAULING RATES**

For work within Greenview, all equipment moves will be paid as per the 2020 ARHCA.

Greenview will compensate the Equipment Contractor for the cost of all required permits for approved equipment moves. ***Please note that copies of these permits must be submitted with your invoice prior to payment.***

28. **TERMINATION OF AGREEMENT**

Greenview reserves the right to terminate an Equipment Contractor from projects for poor performance as well as non-compliance with any policies and/or legislation set forth in the Expression of Interest package.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Equipment Contractors' Checklist

- ☐ Have read and signed the *Instructions to Expression of Interest Package, Hiring Conditions, Greenview's Contractors Hand Book, Contractors Guide to the Freedom of Information and Protection of Privacy Act* included with Expression of Interest package.
 - ☐ Equipment Contractor Information completed on Greenview Expression of Interest Form ONLY. All information must be submitted on Greenview Forms **ONLY**
 - ☐ Equipment Contractor contact information must include the physical address of the company's base of operations
 - ☐ Description of equipment including attachments, Unit Number, Serial Number, Year, Make & Model, ARHCA guide group number, capacity
 - ☐ Proof of insurance
- ☐ *Contractor Safety Orientation Questionnaire and Acknowledgement* – (See Appendix II, III & IV in Greenview's Contractor Hand Book) completed and signed. SECOR & COR is optional.
 - ☐ *Pages 24-28 completed & signed*
 - ☐ *Quiz & Acknowledgement (Pages 29-32 completed & signed)*
 - ☐ Must *return pages 9, 12, 16, & 22 signed and initialled as required*
 - ☐ *Current WCB clearance letter, WCB Premium Rate Statement for current and prior two years*
 - ☐ *Sign and Return **one** copy of the Hiring Conditions & Instructions*
- ☐ Return sealed and COMPLETED Expression of Interest package addressed to **Operations** at one of the following Greenview offices by **March 16, 2021** before office closing time at 4:30 pm:
 - **Administration Office**, 4806-36 Avenue, P.O. Box 1079, Valleyview, T0H 3N0
 - **Grovedale Public Service Building**, 6375 TWP RD 695A, Box 404 Grovedale, AB T0H 1X0
 - **Grande Cache Public Service Building**, 10002 Shand Avenue, Box 300, Grande Cache T0E 0Y0
 - **DeBolt Public Service Building**, 1115 Township Road 721A, Box 1079, Valleyview, T0H 3N0
- ☐ Contractor's name must be printed on the top left-hand corner of the return envelope
- ☐ Please do not staple any documents

SUBMISSIONS MUST BE COMPLETE AS INDICATED ABOVE



REQUEST FOR DECISION

SUBJECT:	Grande Cache Capped Wells Update		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 23, 2021	DCAO SW	MANAGER: DB
DEPARTMENT:	INFRASTRUCTURE & PLANNING	GM: RA	PRESENTER: RA
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Co-ops' and Enterprise's Capped Well update for information, as presented.

BACKGROUND/PROPOSAL:

In 2013 Greenview contracted HCL Consultants Ltd to conduct a tabletop study that identified 14 registered water wells within the Grande Cache area. Administration found additional data within Greenview's files indicating there were 33 additional unregistered wells within the Grande Cache area for a total of 47 wells. There is no record of direction from Council for Administration to pursue capped wells, however this item was approved in the 2017 Capital Budget.

In 2014 HCL Consultants Ltd completed a field study confirming ownership, status and location of water wells identified in the preliminary tabletop study of the Grande Cache area.

In 2017 Council approved in the Capital Budget to include the plugging of the wells from the above stated study. The list below is the wells that were plugged in 2018.

- Grande Cache Lake (Kamisak Development) 4
 - 10-07-057-07 W6M Hand Pump Water Well Painted Green
 - 10-07-057-07 W6M Hand Pump Water Well Empty Lot
 - 16-07-057-07 W6M Former Camp Water Supply Well West
 - 13-08-057-07 W6M Former Camp Water Supply Well East
- Victor Lake 3
 - SE 34-056-08 W6M 1973 Not in Use Water Well
 - NE 27-056-08 W6M 1975 Not in Use Water Well
 - 13-27-056-08 W6M 1971 Not in Use Water Well

- Muskeg Seepee 8
 - 10-11-057-05 W6M Hand Pump Water Well
 - NW 11-057-05 W6M Water Well
 - NE 10-057-05 W6M Not in Use Water Well
 - NE 10-057-05 W6M Water Well
 - 14-11-057-05 W6M Muskeg Cooperative Flowing Water Well
 - SE 11-057-05 W6M Camp Water Supply Well
 - 11-11-057-05 W6M Hand Pump Water Well
 - NW 11-057-05 W6M Not in Use Water Well
- Susa Creek 3
 - 08-16-057-07 W6M Hand Pump Water Well
 - 08-16-057-07 W6M Water Well
 - 08-16-057-07 W6M Not in Use Water Well

Administration sent letters to the Co-ops' and Enterprise's stating which wells will be reclaimed and which wells are recommended for servicing to reduce risk of groundwater contamination.

Administration received a letter addressed to Councillor Delorme regarding a well that was capped/plugged by Greenview in 2018/19. The letter states that the Co-operative paid to have the well installed in 2005.

Administration did find record of funding for the Grande Cache Cooperatives and Enterprise Water Wells Program and to build driveways under the Road Request Program, in the amount of \$180,000.00 between 2005 and 2009 under the Remote Housing Program.

- **Motion 09.05.273** "That Council agrees to provide \$20,000.00 towards the 8 AWN Sustainable Remote Housing Program units based upon anticipated infrastructure costs, payable from Contingency.
- **Motion 07.07.388** "That Council agrees to provide \$50,000.00 for the 20 Aseniwuche Winewak Nation (AWN) Sustainable Remote Housing Program units based upon anticipated costs, to be payable from contingency."
- **Motion 06.10.558** "That Council agrees to contribute \$40,000.00 to AWN Remote Housing Program, payable from contingency."
- **Motion 05.06.256** "That the M.D. of Greenview award a one-time grant of \$80,000.00 to the Aseniwuche Winewak Nation toward their Remote Housing Program, payable from the contingency fund.

Administration found no record of direction from Council for Administration to pursue plugging the above mentioned wells at the Co-ops' and Enterprises, however this item was approved in the 2017 Capital Budget.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be up to date on the wells within the Co-ops and Enterprises.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request further information on the reclaimed wells in the Co-ops and Enterprises.

Alternative #2: Council has the alternative to direct administration to further investigate the ownership on the well mention in the letter from Mr. Alvin Findlay.

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):

- Record of Well Plugging
- Water Well Decommissioning Reports
- Letters sent to various Co-ops' and Enterprise's
- Letter sent to Well Owner recommending well servicing
- Letter from Muskeg Seepee Co-operative

Muskeg Seepee Co-operative

PO Box 2276

Grande Cache, AB, T0E 0Y0,

780-827-2002

October 14, 2020

Winston Delorme, Councillor
M.D. of Greenview

Re: Water Well Removal

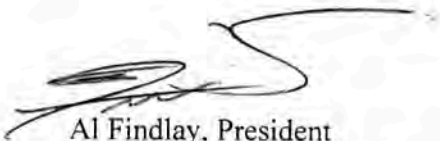
In 2005 Muskeg Seepee Cooperative had a water well put in, at our cost, to service a camp that we rented some land to.

Last year the well was removed by the M.D. of Greenview even though we had expressed concern for them not to remove the well. Mrs. Leavitt, a board member tried to get them to stop but was treated very rudely by the M.D. of Greenview staff.

In order for our cooperative to pay our taxes and make revenue we rely on these types of business ventures.

We are requesting that the M.D. of Greenview replace our well at it's original location.

Thank you for your consideration,



Al Findlay, President
Muskeg Seepee Cooperative

AWWID Well ID Number: _____
(call 780-427-2770 to obtain)

Worksheet



Record of Well Plugging

Original landowner's name: HUSKES, SEEPEE COOP / GRANDE CACHE AREA Date of plugging: OCTOBER 04, 2017

Legal land description of well: Qtr SE Sec 11 Twp 57 Rge 05 W of 6 Meridian
Lot _____ Blk _____ Plan _____

GPS Location: _____ Latitude: 53.91092 Longitude: 118.62375

Location reference points on the farm (i.e., distance from buildings): _____

Current well depth: 50' 9" Original well depth: _____ Well diameter: 5"

Was well casing removed before plugging? STEEL CASING REMOVED 5' 9 1/4" = 244 53' 2"
DIAPHRAGM WALL LENGTH

Water characteristics: (attach any analysis done) _____

Reason for plugging the well: COMPLIANCE - NOT IN USE

Type and quantity of plugging material used: 200 GALLONS OF 90% GROUT & 200 LBS OF 3/8 BENONITE CHIPS

How was material placed into the well? GROUT WAS PUMPED THROUGH A PREMIX LINE & BENONITE WAS POURED THROUGH FUNNEL

Who completed the procedure? DARRELL SAVILLE - SAVILLE DRILLING SERVICES ON BEHALF OF MD of GREENVIEW C/O GARRY COUCH
MANAGER OF ENVIRONMENTAL SERVICES

Mail a copy of this worksheet to the Groundwater Information Centre. Include a photocopy of the original drilling report if possible.

Alberta Environment and Sustainable Resource Development
Groundwater Information Centre
11th Floor, Oxbridge Place
9820 - 106 Street
Edmonton, Alberta T5K 2J6

* Working copies are included in the pocket on the back cover.

Module 9 — Plugging Abandoned Wells

AWWID Well ID Number: _____
(call 780-427-3770 to obtain)

Worksheet

Alberta
Government

Record of Well Plugging

Original landowner's name: KAMISAK DEVELOPMENT (GOLF LTD) / GRANDE CACHE AREA
HAND PUMP WATER WELL (EMPTY LOT)

Date of plugging: OCTOBER 09, 2014

Legal land description of well: Qtr 10 Sec 04 Twp 54 Rge 04 W of 6 Meridian
Lot _____ Blk _____ Plan _____

GPS Location: _____ Latitude: 53.91304 Longitude: 119.02671

Location reference points on the farm (i.e., distance from buildings): _____

Current well depth: 76' 10" Original well depth: _____ Well diameter: 5

Was well casing removed before plugging? STEEL CASING REMOVED 59 1/2" = 188 75' 1"

Water characteristics: (attach any analysis done) DANGER WALL LEAKY

Reason for plugging the well: COMPLIANCE - NOT IN USE

Type and quantity of plugging material used: 250 GALLONS OF 40% GROUT

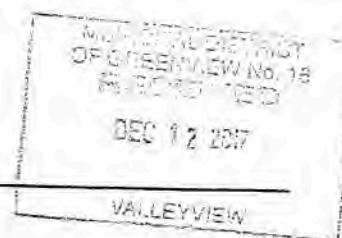
How was material placed into the well? GROUT WAS PUMPED THROUGH A TREMIE LINE

Who completed the procedure? DARRELL SAVILLE SAVILLE DRILLING SERVICES ON BEHALF OF MD of GREENVIEW 90 GARY COUNCIL
MANAGER OF ENVIRONMENTAL SERVICES

Mail a copy of this worksheet to the Groundwater Information Centre. Include a photocopy of the original drilling report if possible.

Alberta Environment and Sustainable Resource Development
Groundwater Information Centre
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Edmonton, Alberta T5K 2J6

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Module 9 — Plugging Abandoned Wells

AWWID Well ID Number: _____
(call 780-427-2770 to obtain)

Worksheet

Alberta
Government

Record of Well Plugging

Original landowner's name: KANISAK DEVELOPMENT COOP/GRANDE CACHE AREA Date of plugging: OCTOBER 06, 2014
FORMER CAMP WATER SUPPLY (WEST)

Legal land description of well: Qtr 16 Sec 07 Twp 51 Rge 01 W of 6 Meridian
Lot _____ Blk _____ Plan _____

GPS Location: _____ Latitude: 53.91846 Longitude: 119.01861

Location reference points on the farm (i.e., distance from buildings): _____

Current well depth: 86' 10" Original well depth: _____ Well diameter: 5"

Was well casing removed before plugging? STEEL CASING REMOVED - 5' 9 1/2" o.d. 9' 1 1/2"
Diameter Wall Length

Water characteristics: (attach any analysis done)

Reason for plugging the well: COMPLIANCE - NOT IN USE

Type and quantity of plugging material used: 160 GALLONS OF 20% GRAV & 50 LBS of 3/6 BENTONITE CHIPS

How was material placed into the well? GRAV WAS PUMPED THROUGH A TREMIE LINE & BENTONITE WAS Poured THROUGH FUNNEL.

Who completed the procedure? DARRELL SAVILLE SAVILLE DRILLING SERVICES ON BEHALF of MD of GREENVIEW Co GARY COUCH
MANAGER OF ENVIRONMENTAL SERVICES

Mail a copy of this worksheet to the Groundwater Information Centre. Include a photocopy of the original drilling report if possible.

Alberta Environment and Sustainable Resource Development
Groundwater Information Centre
11th Floor, Oxbridge Place
9820 - 106 Street
Edmonton, Alberta T5K 2J6

* Working copies are included in the pocket on the back cover.

AWWID Well ID Number: _____
(call 780-427-2770 to obtain)

Worksheet

Alberta
Government

Record of Well Plugging

Original landowner's name: KAMISAK DEVELOPMENT CO. LTD. (BRANDS CREEK AREA)
FORMER CAMP WATER SUPPLY WELL (EAST) Date of plugging: DECEMBER 05, 2014

Legal land description of well: Qtr 13 Sec 08 Twp 59 Rge 01 W of 6 Meridian
Lot _____ Blk _____ Plan _____

GPS Location): _____ Latitude: 53.91868 Longitude: 119.01495

Location reference points on the farm (i.e., distance from buildings): _____

Current well depth: 134' 2" Original well depth: _____ Well diameter: 6

Was well casing removed before plugging? STEEL CASING REMOVED 6 3/4" x 264' 131' 8"
DIAMETER WALL LENGTH

Water characteristics: (attach any analysis done)

Reason for plugging the well: CONTAMINATED - NOT IN USE

Type and quantity of plugging material used: 312 GALLONS OF 20% GROUT & 100 LBS OF 3/16 BENTONITE CHIPS

How was material placed into the well? GROUT WAS PUMPED THROUGH A TAPLINE LINE & BENTONITE WAS FLOWED THROUGH FUNNEL.

Who completed the procedure? DARRYL SAVILE - SAVILE DRILLING SERVICES ON BEHALF OF MA of GREENVIEW AL GARY COUCH
MANAGER OF ENVIRONMENTAL SERVICES

Mail a copy of this worksheet to the Groundwater Information Centre. Include a photocopy of the original drilling report if possible.

Alberta Environment and Sustainable Resource Development
Groundwater Information Centre
11th Floor, Oxbridge Place
9820 - 106 Street
Edmonton, Alberta T5K 2J6

* Working copies are included in the pocket on the back cover.

Alberta <small>Environment and Parks</small>						SUBMIT ONE REPORT PER WELL										
Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>												Date Report Received: YYYY MM DD				
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name: <u>SUSA CREEK COOP</u>						Address:				Town:				Postal Code:		
Location: X or LSO: <u>8</u>		SEC: <u>76</u>		TWP: <u>051</u>		RGE: <u>7</u>		W of MER: <u>6</u>		Lot:		Block:		Plan:		
Latitude: <u>53.925133</u>				Longitude: <u>-118.912566</u>				In Decimal Degrees				Additional Descriptor: <u>CAPPED ROADSIDE WELL UNKNOWN</u>				
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input type="checkbox"/> YES GIC WELL ID: _____ <input checked="" type="checkbox"/> NO GoA Well Tag attached to casing? <input type="checkbox"/> YES GOA WELL TAG NO.: _____ <input checked="" type="checkbox"/> NO								DATE WORK COMPLETED: <u>2018 06 26</u> YYYY MM DD				REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)				
								CURRENT WELL DEPTH (BGL): <u>10.5</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> FT								
								CURRENT STATIC WATER LEVEL (BGL): _____ <input type="checkbox"/> M <input type="checkbox"/> FT								
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
<u>0</u>	<u>56.5</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> FT	<u>5 9/16</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> FT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> FT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation):						Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> FT <input checked="" type="checkbox"/> NO (provide explanation): <u>CASING REMOVED.</u>										
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)						Placement Method (CHOOSE ONE)		Unit Options: (CHOOSE ONE)						
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
<u>0</u>	<u>30</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> FT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>		<u>400</u>				<input checked="" type="checkbox"/>		
<u>30</u>	<u>56.5</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> FT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>	<u>260</u>		<input checked="" type="checkbox"/>				
Additional Comments on Decommissioning: <u>WELL FILLED TO 10.5M BGL - REMOVE PLUGGED CASING</u>																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning: <u>DARRELL SAVILLE</u>										Certification No. (if applicable): <u>91232</u>						
Company Name: (if applicable): <u>SAVILLE DRILLING SERVICES LTD.</u>																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

		SUBMIT ONE REPORT PER WELL														
Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>		Date Report Received: YYYY MM DD														
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name: MUSKEG SEE RE COOP		Address:														
Town:		Postal Code:														
Location:	X or ISO NN	SEC: 11	TWP: 05N													
RGE: 05	W of MER: 6	Lot:	Block:													
Plan:																
Latitude: 53.915600°		Longitude: -118.637633° (GPS unit must be +/- 5-10m accuracy)														
in Decimal Degrees		Additional Descriptor: BRUCE & TERRY JOACHIM NOT IN USE														
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input checked="" type="checkbox"/> YES GIC WELL ID: 441870 <input type="checkbox"/> NO		DATE WORK COMPLETED: 2018 06 27 YYYY MM DD														
GoA Well Tag attached to casing? <input type="checkbox"/> YES GOA WELL TAG NO.: <input checked="" type="checkbox"/> NO		REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)														
CURRENT WELL DEPTH (BGL): 2 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft		CURRENT STATIC WATER LEVEL (BGL): _____ <input type="checkbox"/> M <input type="checkbox"/> Ft														
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
+0.8	57.2 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	59 1/8	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning						Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> Ft <input checked="" type="checkbox"/> NO (provide explanation): CASING REMOVED										
Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation):																
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)					Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)								
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
0	8 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft		<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>		175				<input checked="" type="checkbox"/>		
8	58 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>								230	<input checked="" type="checkbox"/>					
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
Additional Comments on Decommissioning: WELL FILLED TO 3FT BGL ~ REMOVE PLUMBED CASING																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning: DARRELL SAVILLE										Certification No. (if applicable): 91836						
Company Name: (if applicable): SAVILLE DRILLING SERVICES LTD.																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

Alberta Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>						SUBMIT ONE REPORT PER WELL Date Report Received: YYYY MM DD										
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name: MUSKEG SEEPER COOP				Address:		Town:										
Postal Code:				Location: X or LSP: 14 SEC: 11 TWP: 05 RGE: 06 W of MER: 6 Lot:		Block:										
Latitude: 53.918133° Longitude: -118.633933° In Decimal Degrees				Additional Descriptor: MUSKEG COOP FLOWING WATER WELL												
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input type="checkbox"/> YES GIC WELL ID: _____ <input checked="" type="checkbox"/> NO				DATE WORK COMPLETED: 2015 06 28 YYYY MM DD		REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)										
GoA Well Tag attached to casing? <input type="checkbox"/> YES GOA WELL TAG NO.: _____ <input checked="" type="checkbox"/> NO				CURRENT WELL DEPTH (BGL): 3.4 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft												
				CURRENT STATIC WATER LEVEL (BGL): Flowing <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft												
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
10.3	93.8 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	4.5	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation):						Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> Ft <input checked="" type="checkbox"/> NO (provide explanation): CASING REMOVED										
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)					Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)								
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
20	93.8 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>	415		<input checked="" type="checkbox"/>				
0	20 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft		<input checked="" type="checkbox"/>							600				<input checked="" type="checkbox"/>		
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
Additional Comments on Decommissioning: WELL FILLED TO 3.4 FT BGL CLEANOUT 1" DILL TO 93.8 FT																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning: DARRELL SAVILLE										Certification No. (if applicable): 99932						
Company Name: (if applicable): SAVILLE DRILLING SERVICES LTD.																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

Alberta Environment and Parks		WATER		SUBMIT ONE REPORT PER WELL												
Water Well Decommissioning (Reclamation) Report				Date Report Received: YYYY MM DD												
The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.																
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name:		Address:		Town:	Postal Code:											
MUSKEG SECTEE COOP																
Location:	X or LSD	SEC:	TWP:	RGE:	W of MER:											
	11	11	051	05	6											
Latitude:		Longitude:		Additional Descriptor:												
53.913250°		115.633461°		Percy Platte Well												
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO GIC WELL ID: _____ GoA Well Tag attached to casing? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO GOA WELL TAG NO.: _____			DATE WORK COMPLETED: 2018 06 27 YYYY MM DD CURRENT WELL DEPTH (BGL): 16.3 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft CURRENT STATIC WATER LEVEL (BGL): 14.9 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft		REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)											
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
0	12.5 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	5 9/16	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
12.5	18 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation):			Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> Ft <input checked="" type="checkbox"/> NO (provide explanation): CASING REMOVED													
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)				Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)									
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
0	18 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>	180		<input checked="" type="checkbox"/>				
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
Additional Comments on Decommissioning:																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning:										Certification No. (if applicable):						
DARRELL SAVILLE										9723Q						
Company Name: (if applicable): SAVILLE DRILLING SERVICES LTD.																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

JAN 10 2019

Alberta Province of Alberta

SUBMIT ONE REPORT PER WELL

Water Well Decommissioning (Reclamation) Report
The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.

Date Report Received: **YYYY MM DD**

WELL IDENTIFICATION AND LOCATION

Current Landowner Name: **MUSKEG SKEPKE COOP** Address: _____ Town: _____ Postal Code: _____

Location: **N 10 SEC 11 TWP 51 RGE 05 W of MER 6** Lot: _____ Block: _____ Plan: _____

Latitude: **53.914983°** Longitude: **-118.627233°** in Decimal Degrees (GPS units must be +/- 5-10m accuracy) Additional Descriptor: **MUSKEG SKEPKE #1 HANDPUMP**

WELL DECOMMISSIONING DETAILS

Drilling report available?
☐ YES
☒ NO
 GIC WELL ID: _____

GoA Well Tag attached to casing?
☐ YES
☒ NO
 GOA WELL TAG NO.: _____

DATE WORK COMPLETED: **2018 06 21**
 YYYY MM DD

CURRENT WELL DEPTH (BGL): **64.7** ☐ M ☒ Ft

CURRENT STATIC WATER LEVEL (BGL): **26.3** ☐ M ☒ Ft

REASON FOR WELL DECOMMISSIONING:
☐ Structural failure
☐ Abandoned/Not being maintained
☐ Inadequate water quality
☐ Inadequate water quantity
☐ Municipal supply available
☒ No longer needed
☐ OTHER: (Describe) _____

CASING REMOVAL LOG: (to the best of your knowledge)

From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)
10.5	61.6 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	59/16	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place
61.6	66.6 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	3"	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place

☒ Well disinfected prior to decommissioning

Pump removed:
☒ YES ☐ NO (provide explanation): _____

Casing cut off below ground level:
☐ YES ☐ M ☐ Ft
☒ NO (provide explanation): **CASING REMOVED**

FILL MATERIAL LOG:

Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)						Placement Method (CHOOSE ONE)		Unit Options: (CHOOSE ONE)						
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
0	25 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft		<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>		300				<input checked="" type="checkbox"/>		
25	66.6 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>	150		<input checked="" type="checkbox"/>				
	<input type="checkbox"/> M <input type="checkbox"/> Ft															

Additional Comments on Decommissioning: _____

VALIDATION OF INFORMATION

☒ I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.

Decommissioned by Landowner ☐ YES ☒ NO

Name of Person Responsible for Decommissioning: **DARRELL SAVILLE** Certification No. (if applicable): **91232**

Company Name: (if applicable): **SAVILLE DRILLING SERVICES LTD.**

☒ Copy of Water Well Decommissioning Report given to owner

		SUBMIT ONE REPORT PER WELL														
Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>		Date Report Received: YYYY MM DD														
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name: MUSKEG SEEPER COOP		Address:														
Town:		Postal Code:														
Location:	X or YD NE	SEC: 10	TWP: 057													
RGE: 05	W of MER: 6	Lot:	Block:													
Latitude: 53.919200°		Longitude: -118.646167°														
In Decimal Degrees (GPS unit must be +/- 5-10m accuracy)		Additional Descriptor: MARY DESJARLAIS														
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO GIC WELL ID: _____ GoA Well Tag attached to casing? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO GOA WELL TAG NO.: _____		DATE WORK COMPLETED: 2018 06 27 YYYY MM DD CURRENT WELL DEPTH (BGL): 31.6 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft CURRENT STATIC WATER LEVEL (BGL): 20.0 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft														
REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)																
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
0	54 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	59 1/4	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
54	59 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	3"	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation):						Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> Ft <input checked="" type="checkbox"/> NO (provide explanation): CASING REMOVED										
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)				Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)									
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
0	59 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>		105		<input checked="" type="checkbox"/>				
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
Additional Comments on Decommissioning:																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning:										Certification No. (if applicable):						
DARRELL SAVILLE										97230						
Company Name: (if applicable): SAVILLE DRILLING SERVICES LTD.																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

Alberta Environment and Parks **Water Well Decommissioning (Reclamation) Report** The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database. **Water Well Decommissioning (Reclamation) Report**

SUBMIT ONE REPORT PER WELL

Date Report Received: **YYY MM DD**

WELL IDENTIFICATION AND LOCATION

Current Landowner Name: **MUSKEG SEE PRE COOP** Address: Town: Postal Code:

Location: **NE 10 051 05 6** **Block: Plan:**

Latitude: **53.919100** Longitude: **-118.646967** In Decimal Degrees **KIRK DESTARLAIS NOT IN USE**

WELL DECOMMISSIONING DETAILS

Drilling report available? ☐ YES ☒ NO
G12 WELL ID:

GoA Well Tag attached to casing? ☐ YES ☒ NO
GOA WELL TAG NO.:

DATE WORK COMPLETED: **2018 06 26**
CURRENT WELL DEPTH (BGL): **36.9** ☐ M ☒ FT
CURRENT STATIC WATER LEVEL (BGL): **31.4** ☐ M ☒ FT

REASON FOR WELL DECOMMISSIONING:
☐ Structural failure
☐ Abandoned/Not being maintained
☐ Inadequate water quality
☐ Inadequate water quantity
☐ Municipal supply available
☒ No longer needed
☐ OTHER: (Describe)

CASING REMOVAL LOG: (to the best of your knowledge)

From	To	Diameter <input type="checkbox"/> cm <input type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)
10.5	38 <input type="checkbox"/> M <input checked="" type="checkbox"/> FT	59/16	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place
	<input type="checkbox"/> M <input type="checkbox"/> FT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place
	<input type="checkbox"/> M <input type="checkbox"/> FT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place

☒ Well disinfected prior to decommissioning

Pump removed: ☒ YES ☐ NO (provide explanation):

Casing cut off below ground level: ☐ YES ☐ M ☐ FT ☒ NO (provide explanation): **CASING REMOVED**

FILL MATERIAL LOG:

Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)						Placement Method (CHOOSE ONE)		Unit Options: (CHOOSE ONE)						
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
0	10 <input type="checkbox"/> M <input checked="" type="checkbox"/> FT		<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	100				<input checked="" type="checkbox"/>		
10	38 <input type="checkbox"/> M <input checked="" type="checkbox"/> FT	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	78		<input checked="" type="checkbox"/>				
	<input type="checkbox"/> M <input type="checkbox"/> FT															

Additional Comments on Decommissioning:

VALIDATION OF INFORMATION

☒ I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.

Decommissioned by Landowner ☐ YES ☒ NO

Name of Person Responsible for Decommissioning: **DARRELL SAVILLE** Certification No. (if applicable): **9113 Q**

Company Name: (if applicable): **SAVILLE DRILLING SERVICES LTD.**

☒ Copy of Water Well Decommissioning Report given to owner

(June 2018)

		SUBMIT ONE REPORT PER WELL														
Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>		Date Report Received: YYYY MM DD														
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name:		Address:														
SUSA CREEK COOP																
Location:	X or 1SD	SEC:	TWP:													
8	16	57	RGE: 07													
W of MER:		Lot:														
6		Block:														
Plan:																
Latitude:		Longitude:														
53.926061°		-118.971167°														
<small>(GPS unit must be +/- 5-10m accuracy)</small>		Additional Descriptor:														
		DEAN WANYANDIE WATER WELL														
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO GIC WELL ID: _____ GoA Well Tag attached to casing? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO GOA WELL TAG NO.: _____		DATE WORK COMPLETED: 2018 06 25 YYYY MM DD CURRENT WELL DEPTH (BGL): +1.0 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft CURRENT STATIC WATER LEVEL (BGL): \ <input type="checkbox"/> M <input type="checkbox"/> Ft														
REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)																
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
+1.5	62.5 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	4 1/2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
62.5	66.5 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning						Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> Ft <input checked="" type="checkbox"/> NO (provide explanation):										
Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation):																
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)					Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)								
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
0	15 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft		<input checked="" type="checkbox"/>							150				<input checked="" type="checkbox"/>		
15	66.5 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>								100	<input checked="" type="checkbox"/>					
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
Additional Comments on Decommissioning: REMOVE CASING WELL FILLED TO 1.0 FT AGL ~ CLEAN OUT ~ DRILL TO 66.5 FT BGL																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning:										Certification No. (if applicable):						
DARRELL SAVILLE										9723 Q						
Company Name: (if applicable): SAVILLE DRILLING SERVICES LTD.																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

Alberta Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>		SUBMIT ONE REPORT PER WELL Date Report Received: _____ YYYY MM DD														
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name: <u>SUSA CREEK COOP</u>		Address: _____														
Town: _____		Postal Code: _____														
Location: _____	X or ISO: <u>8</u>	SEC: <u>16</u>	TWP: <u>57</u>													
RGE: <u>07</u>	W of MER: <u>6</u>	Lot: _____	Block: _____													
Plan: _____	Latitude: <u>53.936000</u> Longitude: <u>-118.971467</u> In Decimal Degrees															
			Additional Descriptor: <u>SUSA CREEK #1 HAND PUMP WATER WELL</u>													
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input checked="" type="checkbox"/> YES GIC WELL ID: <u>441964</u> <input type="checkbox"/> NO		DATE WORK COMPLETED: <u>2018 06 22</u> YYYY MM DD														
GoA Well Tag attached to casing? <input type="checkbox"/> YES GOA WELL TAG NO.: _____ <input checked="" type="checkbox"/> NO		REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe) _____														
		CURRENT WELL DEPTH (BGL): <u>68.1</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft CURRENT STATIC WATER LEVEL (BGL): <u>44.0</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft														
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
<u>+0.5</u>	<u>61.5</u>	<input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
		<input type="checkbox"/> M <input type="checkbox"/> Ft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
		<input type="checkbox"/> M <input type="checkbox"/> Ft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning						Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> Ft <input checked="" type="checkbox"/> NO (provide explanation): <u>CASING REMOVED</u>										
Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation): _____																
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)				Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)									
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
<u>0</u>	<u>21</u>	<input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>							<u>250</u>	<input checked="" type="checkbox"/>					
<u>21</u>	<u>68.1</u>	<input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>							<u>120</u>		<input checked="" type="checkbox"/>				
		<input type="checkbox"/> M <input type="checkbox"/> Ft														
Additional Comments on Decommissioning: _____																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning: <u>DARRELL SAVILLE</u>										Certification No. (if applicable): <u>9123 G</u>						
Company Name: (if applicable): <u>SAVILLE DRILLING SERVICES LTD.</u>																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

		SUBMIT ONE REPORT PER WELL														
Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>		Date Report Received: YYYY MM DD														
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name: <u>VICTOR LAKE COOP</u>		Address:														
Town:		Postal Code:														
Location: <u>SW</u>	SEC: <u>35</u>	TWP: <u>56</u>	RGE: <u>08</u>													
W of MER: <u>6</u>	Lot:	Block:	Plan:													
Latitude: <u>53.875461°</u>		Longitude: <u>-119.093633°</u>														
<small>In Decimal Degrees (GPS unit must be +/- 5-10m accuracy)</small>		Additional Description: <u>MARY DELORME WATER WELL</u>														
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input checked="" type="checkbox"/> YES GIC WELL ID: <u>0441821</u> <input type="checkbox"/> NO		DATE WORK COMPLETED: <u>2018 06 20</u> YYYY MM DD														
GoA Well Tag attached to casing? <input type="checkbox"/> YES GOA WELL TAG NO.: _____ <input checked="" type="checkbox"/> NO		REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)														
		CURRENT WELL DEPTH (BGL): <u>59.0</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft														
		CURRENT STATIC WATER LEVEL (BGL): <u>34.4</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft														
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
<u>41</u>	<u>83</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<u>59/16</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<u>83</u>	<u>89</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<u>3</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning						Casing cut off below ground level: <input type="checkbox"/> YES <input type="checkbox"/> M <input type="checkbox"/> Ft <input checked="" type="checkbox"/> NO (provide explanation): <u>CASING REMOVED</u>										
Pump removed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (provide explanation):																
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)				Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)									
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
<u>0</u>	<u>60</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft		<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>		<u>950</u>				<input checked="" type="checkbox"/>		
<u>60</u>	<u>89</u> <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>	<u>150</u>	<input checked="" type="checkbox"/>					
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
Additional Comments on Decommissioning:																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																
Name of Person Responsible for Decommissioning: <u>DARRELL SAVILLE</u>										Certification No. (if applicable): <u>911936</u>						
Company Name: (if applicable): <u>SAVILLE DRILLING SERVICES LTD.</u>																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

		SUBMIT ONE REPORT PER WELL														
Water Well Decommissioning (Reclamation) Report <small>The Province disclaims responsibility for the accuracy of information provided in this report. The information on this report will be retained in a public database.</small>		Date Report Received: YYYY MM DD														
WELL IDENTIFICATION AND LOCATION																
Current Landowner Name: VICTOR LAKE COOP		Address:														
Town:		Postal Code:														
Location:	X or LSD: 13	SEC: 21	TWP: 56													
RGE: 8	W of MER: 6	Lot:	Block:													
Plan:																
Latitude: 53.872883°		Longitude: -119.112133°														
<small>(GPS unit must be +/- 5-10m accuracy)</small>		Additional Descriptor: EMIL MOBERLY WATER WELL														
WELL DECOMMISSIONING DETAILS																
Drilling report available? <input checked="" type="checkbox"/> YES GIC WELL ID: 0441813 <input type="checkbox"/> NO		DATE WORK COMPLETED: 2015 06 19 YYYY MM DD														
GoA Well Tag attached to casing? <input type="checkbox"/> YES GOA WELL TAG NO.: <input checked="" type="checkbox"/> NO		REASON FOR WELL DECOMMISSIONING: <input type="checkbox"/> Structural failure <input type="checkbox"/> Abandoned/Not being maintained <input type="checkbox"/> Inadequate water quality <input type="checkbox"/> Inadequate water quantity <input type="checkbox"/> Municipal supply available <input checked="" type="checkbox"/> No longer needed <input type="checkbox"/> OTHER: (Describe)														
CURRENT WELL DEPTH (BGL): 16.3 <input checked="" type="checkbox"/> M <input type="checkbox"/> Ft		CURRENT STATIC WATER LEVEL (BGL): _____ <input type="checkbox"/> M <input type="checkbox"/> Ft														
CASING REMOVAL LOG: (to the best of your knowledge)																
From	To	Diameter <input type="checkbox"/> cm <input checked="" type="checkbox"/> in	Screen	Liner Casing	Surface Casing	STATUS (Check one per line)										
+1	41.9 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	4 1/2 OD	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input checked="" type="checkbox"/> Left in place										
41.9	53.1 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	3 ID	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input checked="" type="checkbox"/> Left in place										
	<input type="checkbox"/> M <input type="checkbox"/> Ft		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Removed <input type="checkbox"/> Perforated <input type="checkbox"/> Left in place										
<input checked="" type="checkbox"/> Well disinfected prior to decommissioning				Casing cut off below ground level: <input checked="" type="checkbox"/> YES 3 <input type="checkbox"/> M <input type="checkbox"/> Ft <input type="checkbox"/> NO (provide explanation):												
Pump removed: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (provide explanation): NO PUMP IN WELL OR PREVIOUSLY REMOVED																
FILL MATERIAL LOG:																
Report depths as below ground level (BGL)		Material Options: (CHOOSE ONE)				Placement Method (CHOOSE ONE)	Unit Options: (CHOOSE ONE)									
Depth From:	To:	Bentonite Grout	Bentonite Chips	Bentonite Pellets	Cement/Bentonite Mix	Cement	Clean Clay	Poured	Pumped	Amount:	Bags	Gallons	Kilograms	Pounds	Tonnes	Yards
0	53.1 <input type="checkbox"/> M <input checked="" type="checkbox"/> Ft	<input checked="" type="checkbox"/>								90	<input checked="" type="checkbox"/>					
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
	<input type="checkbox"/> M <input type="checkbox"/> Ft															
Additional Comments on Decommissioning: WELL FILLED TO 16.3 FT BGL - CLEANOUT DRILLED TO 53.1 FT - ATTEMPT TO REMOVE CASING PARTS / SEPARATED AT GROUND LEVEL - EXCAVATED AROUND CASING & CUT OFF 3 FT BELOW GROUND LEVEL.																
VALIDATION OF INFORMATION																
<input checked="" type="checkbox"/> I certify that the well described herein has been decommissioned (reclaimed) in accordance with the Water (Ministerial) Regulation of the Water Act.																
Decommissioned by Landowner <input type="checkbox"/> YES <input type="checkbox"/> NO																
Name of Person Responsible for Decommissioning:										Certification No. (if applicable):						
DARRELL SAVILLE										9123 Q						
Company Name: (if applicable): SAVILLE DRILLING SERVICES LTD.																
<input checked="" type="checkbox"/> Copy of Water Well Decommissioning Report given to owner																

(June 2018)

From: Tara Zeller
To: [Billy McDonald](#)
Cc: "[Rachelle McDonald](#)"
Subject: Water Wells to be Reclaimed and Serviced at Susa Creek
Date: Friday, June 09, 2017 11:26:00 AM
Attachments: [SusaCreek_Wells to be Reclaimed.pdf](#)
[SusaCreek_Wells to be Serviced.pdf](#)

Hi Billy.

Sometime over this summer, **Greenview will be coming to reclaim 3 water wells at Susa Creek.**

The wells that will be reclaimed include:

1. Hand Pump Water Well
2. Dean Wanyandie Water Well
3. Blair & Elaine McDonald Not in Use Water Well

I have attached a map and details of each well that will be reclaimed. If you have any questions or concerns about the wells listed above, please call Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email him at gary.couch@mdgreenview.ab.ca.

When Greenview had the well study done a few years ago, they also made a list of **wells that need to be serviced in order to reduce the risk of groundwater contamination.**

The wells recommended for servicing at Susa Creek include:

1. Susa Creek New Church Water Well Install water well cap, install protector around casing
2. 2006 Mabel Wanyandie Water Well Install protector around casing
3. Kenny McDonald Water Well Install protector around casing
4. Carol McDonald Water Well Install new water well cap
5. Alfred McDonald Water Well Move abandoned vehicles away from water well
6. 2006 Darryl Wanyandie Water Well Install pitless adaptor and install water line below ground
7. 2005 Bertha Moberly Water Well Fix bent casing, install protector around casing

I have also attached details on these wells, including a letter for the well owners.

If you would like paper copies of the attachments, please let me know and I will print them and have them available for you at the office. If you have any questions, let me know.

Thank you!

Tara

From: Tara Zeller
To: [Landon Delorme](#)
Subject: Water Wells to be Reclaimed and Serviced at Victor Lake
Date: Friday, June 09, 2017 11:52:00 AM
Attachments: [Victor Lake Wells to be Reclaimed.pdf](#)
[Victor Lake Wells to be Serviced.pdf](#)

Hi Landon.

Sometime over this summer, **Greenview will be coming to reclaim 3 water wells at Victor Lake.**

The wells that will be reclaimed include:

1. 1973 Alisha Bendal Not in Use Water Well
2. 1975 Mary Delorme Not in Use Water Well
3. 1971 Emil Moberly Not in Use Water Well

I have attached a map and details of each well that will be reclaimed. If you have any questions or concerns about the wells listed above, please call Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email him at gary.couch@mdgreenview.ab.ca.

When Greenview had the well study done a few years ago, they also made a list of **wells that need to be serviced in order to reduce the risk of groundwater contamination.**

The wells recommended for servicing at Victor Lake include:

1. 2000 Mary Delorme Water Well Install casing protector around wellhead
2. 11 Victor lake Water Well Install casing protector around wellhead
3. Emil Moberly Water Well Install casing protector around wellhead

I have also attached details on these wells, including a letter for the well owners.

If you would like paper copies of the attachments, please let me know and I will print them and have them available for you at the office. If you have any questions, let me know.

Thank you!

Tara

From: Tara Zeller
To: [Alvin Findlay; teepeeelady@hotmail.com](mailto:Alvin.Findlay;teepeeelady@hotmail.com)
Subject: Water Wells to be Reclaimed and Serviced
Date: Friday, June 09, 2017 2:23:00 PM
Attachments: [Muskeg Wells to be Reclaimed.pdf](#)
[Muskeg Wells to be Serviced.pdf](#)

Hi Alvin and Jo:

Sometime over this summer, **Greenview will be coming to reclaim 8 water wells at Muskeg.**

The wells that will be reclaimed include:

1. Hand Pump Water Well
2. Felix Wanyandie Water Well
3. Kirk Desjarlais Water Well
4. Mary Desjarlais Not in Use Water Well
5. Muskeg Cooperative Flowing Water Well
6. Camp Water Supply Well
7. Percy Plante Water Well
8. Bruce & Terry Joachim Not in Use Water Well

I have attached a map and details of each well that will be reclaimed. If you have any questions or concerns about the wells listed above, please call Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email him at gary.couch@mdgreenview.ab.ca.

When Greenview had the well study done a few years ago, they also made a list of **wells that need to be serviced in order to reduce the risk of groundwater contamination.**

The wells recommended for servicing at Muskeg include:

1. Muskeg SeePee Camp Site Water Well Install water well cap
2. Desjarlais Bored Water Well Extend casing in water well pit to above ground level
3. Peter Beck Water Well Extend casing in water well pit to above ground level
4. Mary Desjarlais Water Well Remove concrete pad around casing and install water well cap
5. 1975 Louis Joachim Water Well Install pitless adaptor/well seal, install water line below ground

I have also attached details on these wells, including a letter for the well owners.

If you would like paper copies of the attachments, please let me know and I will print them and have them available for you at the office. If you have any questions, let me know.

Thank you!

Tara

From: Tara Zeller
To: [Tom McDonald](#)
Subject: Water Wells to be Reclaimed and Serviced at Grande Cache Lake
Date: Friday, June 09, 2017 10:34:00 AM
Attachments: [GCLake_Wells to be Reclaimed.pdf](#)
[GCLake_Wells to be Serviced.pdf](#)

Hi Tom,

Sometime over this summer, **Greenview will be coming to reclaim 4 water wells at Grande Cache Lake.**

The wells that will be reclaimed include:

1. Hand Pump Water Well (Painted Green)
2. Hand Pump Water Well (Empty Lot)
3. Former Camp Water Well (West)
4. Former Camp Water Well (East)

I have attached a map and details of each well that will be reclaimed. If you have any questions or concerns about the wells listed above, please call Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email him at gary.couch@mdgreenview.ab.ca.

When Greenview had the well study done a few years ago, they also made a list of **wells that need to be serviced in order to reduce the risk of groundwater contamination.**

The wells recommended for servicing at Grande Cache Lake include:

1. 1984 Jamie Snider Water Well Fill in excavation around casing to ground level, install well cap
2. 1984 Miles McDonald Water Well Extend casing to more than 0.6 metres above ground level

I have also attached details on these wells, including a letter for the well owners.

If you would like paper copies of the attachments, please let me know and I will print them and have them available for you at the office. If you have any questions, let me know.

Thank you!

Tara



MUNICIPAL DISTRICT OF GREENVIEW No. 16

June 9, 2017

Attention Well Owner:
11 Victor Lake Water Well, Victor Lake

RE: Water Well Service Recommendation

This is to inform you that a report from the MD of Greenview on your water well recommended that your well be serviced to reduce the risk of groundwater contamination. It is the responsibility of the well owner to service and maintain your well.

Recommendation:

- **Install casing protector around wellhead**

If you have questions about managing your water well, you can call Alberta Environment Information Centre toll free at 310-0000 or visit www.workingwell.alberta.ca.

If you have any questions about the Water Well Study conducted by Greenview, you can contact Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email gary.couch@mdgreenview.ab.ca.

Regards,

Tara Zeller,
Grande Cache Community Coordinator



MUNICIPAL DISTRICT OF GREENVIEW No. 16

June 9, 2017

Attention Well Owner:
Emil Moberly Water Well, Victor Lake

RE: Water Well Service Recommendation

This is to inform you that a report from the MD of Greenview on your water well recommended that your well be serviced to reduce the risk of groundwater contamination. It is the responsibility of the well owner to service and maintain your well.

Recommendation:

- **Install casing protector around wellhead**

If you have questions about managing your water well, you can call Alberta Environment Information Centre toll free at 310-0000 or visit www.workingwell.alberta.ca.

If you have any questions about the Water Well Study conducted by Greenview, you can contact Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email gary.couch@mdgreenview.ab.ca.

Regards,

Tara Zeller,
Grande Cache Community Coordinator



MUNICIPAL DISTRICT OF GREENVIEW No. 16

June 9, 2017

Attention Well Owner:
2000 Mary Delorme Water Well, Victor Lake

RE: Water Well Service Recommendation

This is to inform you that a report from the MD of Greenview on your water well recommended that your well be serviced to reduce the risk of groundwater contamination. It is the responsibility of the well owner to service and maintain your well.

Recommendation:

- **Install casing protector around wellhead**

If you have questions about managing your water well, you can call Alberta Environment Information Centre toll free at 310-0000 or visit www.workingwell.alberta.ca.

If you have any questions about the Water Well Study conducted by Greenview, you can contact Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email gary.couch@mdgreenview.ab.ca.

Regards,

Tara Zeller,
Grande Cache Community Coordinator

2000 Mary Delorme Water Well

(2000 Walter Delorme Water Well)

NE 27-056-08 W6M

(M37066.932610)



Well Spatial Location:

Easting: **-268,987**

Northing: **5,975,062**

::(spatial accuracy MT GPS — 10TM NAD83)

Ground Elevation AMSL (m): **1,123**

::(elevation accuracy MT DEM)

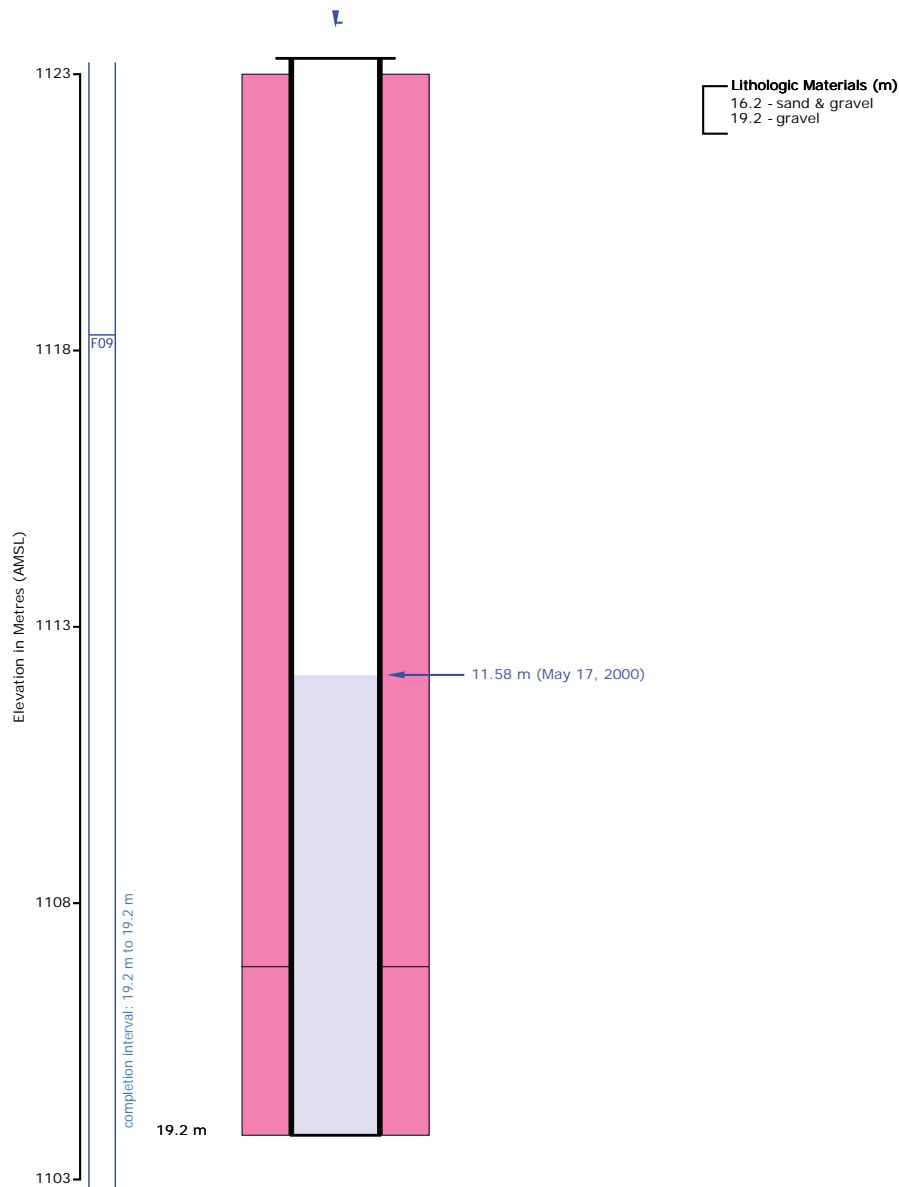
Date Completed: **May 17, 2000**








Depth Drilled (m): **19.2**

Completion Interval (m): **Not Available**

Most Recent Water Level (m): **11.58 — May 17, 2000**

2000 Mary Delorme Water Well Well Diagram



Lithology Legend			Geologic Unit Legend (Top) - Regional Analysis	
Surficial		Unsorted	Bedrock	 Other
		Fine Grained		
		Coarse Grained		
				Fine Grained
				
				Coarse Grained
F09 - Disturbed Belt				

Summary	
TGWC ID:	M37066.932610
Well Name:	2000 Mary Delorme Water Well
Legal Location:	NE 27-056-08 W6M
Casing (OD):	139.7 mm; Steel (5.5")
Casing Stick-Up:	0.71 m (not drawn to scale)
Water Level (recent):	11.58 m on May 17, 2000 @ 11:00

NOTE: Geologic Unit is a guide based on a regional groundwater assessment completed by
 Hydrogeological Consultants Ltd. (HCL). --- <http://www.hcl.ca>
 Drawn: September 23, 2014 15:54 --- <http://www.tgwc.ca>

Created on: September 23, 2014 — Data "AS IS"; no warranty either expressed or implied. [53.875615 -119.094081 (WGS 84)], INT

Owner: **Delorme, Walter**
Box 766, Grande Cache, AB T0E 0Y0 (House Number: 10 Victor Lake)
Contractor: **T-Car Water Wells**
Name: **2000 Mary Delorme Water Well (2000 Walter Delorme Water Well)**
Field Survey: **July 16, 2014 - Confirmed - Physically**
Work Type: **New Well** Date Started: **May 17, 2000**
Drilling Method: **Rotary** Date Completed: **May 17, 2000**
Proposed Use: **Domestic** Well Status: **Producing**
Completion Type: **Casing/Open Hole** Feature Class: **Water Well**

METRIC REPORT

Easting (m): **-268,987.00**** 75/80
Northing (m): **5,975,062.00****
Elevation (m): **1,123*****
Lot:
Block:
Plan:
Presence of Oil: **No**
Presence of Gas: **No**

NE 27-056-08 W6M

M37066.932610

000000 — 1 [Google](#)
Elog Taken: **No**
Gamma Taken: **No**
Flowing: **No**
Stick Up (m): **0.7**

General Details

Depth Completed (m): **19.2** Top of Bedrock: **Surficial Water Well ***
Depth Drilled (m): **19.2**
Sand & Gravel Thickness (m): **19.2 (total) — 19.2 (below 15 m) ***

Completion Details

Surface Casing: **Steel — 139.7 mm (O.D.) x 6.20 mm (thick) x 19.2 m (bottom)**

Intervals

Driven: **0.0 to 19.2 m**

Chemistry Summary Details (mg/L, except as noted)

(most recent first)

Lithology Details

Elevation (AMSL)	Depth (BGL)	Lithology Descriptions (rate Lpm)
1,107.1	16.2	Sand & Gravel
1,104.1	19.2	Gravel

General Comments / Observations

[10 Victor Lake Co-op] [Original legal was: NE 27-056-08 W6M] [Hydrogeological Consultants Ltd. (HCL) Field Survey July 2014, water well supplies water to the two houses at location, unable to get water level as the cap is not able to be removed from top of casing.]

Most Recent Water Level (m): **11.58 m — May 17, 2000**

Aquifer Tests

Date & Time	Testing Method	Depth of Test Interval (metres)	Duration (minutes)		Avg. Rate (Lpm)	NPWL (metres)	Drawdown (metres)	Pump (metres)	Q20 (m³/day)*		Transmissivity (m²/day)*			
			Pumping	Recovery					Apparent	Effective	Apparent	Aquifer	Effective	
1 2000-05-17 11:00	Air	[unknown]	120	20	90.9	11.6	5.8	16.8	84.3		29.2			R C

Alias IDs

ESRD - GIC (WELLID): **0496890**
ESRD - GIC (WellReportID): **496890**

* The Groundwater Centre (TGWC) calculated or determined value.
** 75 - MT GPS — 10TM NAD83
*** 80 - MT DEM — {Ground; AMSL}

11 Victor Lake Water Well

NE 27-056-08 W6M
(M41905.633198)



Well Spatial Location:

Easting: **-269,241**

Northing: **5,975,061**

:(spatial accuracy MT GPS — 10TM NAD83)

Ground Elevation AMSL (m): **1,124**

:(elevation accuracy MT DEM)

Date Completed: **Not Available**

Depth Drilled (m): **Not Available**

Completion Interval (m): **Not Available**

*11 Victor Lake Water Well
Well Diagram*

Drawing unsuccessful: An exception occurred while creating the well diagram.

Insufficient information available to draw a water well diagram

Owner: *Victor lake Cooperative*
Grande Cache, AB (House Number: 11 Victor Lake)

Contractor: *[unknown contractor]*

Name: *11 Victor Lake Water Well*

Field Survey: *July 16, 2014 - Confirmed - Physically*

Work Type: *Well Inventory*

Drilling Method: *Drilled*

Proposed Use: *Domestic*

Well Status: *Producing*
Feature Class: *Water Well*

METRIC REPORT

Easting (m): *-269,241.00*** 75/80
Northing (m): *5,975,061.00***
Elevation (m): *1,124****
Lot:
Block:
Plan:
Presence of Oil: *No*
Presence of Gas: *No*

NE 27-056-08 W6M

M41905.633198

[Google](#)

Elog Taken: *No*
Gamma Taken: *No*
Flowing: *No*

General Details

Completion Details

Surface Casing: *Steel — 141.2 mm (O.D.)*

Intervals

Chemistry Summary Details (mg/L, except as noted)

(most recent first)

Lithology Details

General Comments / Observations

[Hydrogeological Consultants Ltd. (HCL) Field Survey July 2014, water well located 10 metres southeast of house. Three tires protecting wellhead.]

Aquifer Tests

Alias IDs

* The Groundwater Centre (TGWC) calculated or determined value.

** 75 - MT GPS — 10TM NAD83

*** 80 - MT DEM — {Ground; AMSL}

Emil Moberly Water Well

NW 27-056-08 W6M

(M41905.641338)



Well Spatial Location:

Easting: **-270,125**

Northing: **5,974,846**

:(spatial accuracy MT GPS — 10TM NAD38)

Ground Elevation AMSL (m): **1,128**

:(elevation accuracy MT DEM)

Date Completed: **Not Available**

Depth Drilled (m): **Not Available**

Completion Interval (m): **Not Available**

Most Recent Water Level (m): **12.71 — July 16, 2014**

*Emil Moberly Water Well
Well Diagram*

Drawing unsuccessful: An exception occurred while creating the well diagram.

Insufficient information available to draw a water well diagram

Owner: **Moberly, Emil**
Grande Cache, AB (House Number: 17 Victor Lake)

Contractor: **[unknown contractor]**

Name: **Emil Moberly Water Well**

Field Survey: **July 16, 2014 - Confirmed - Physically**

Work Type: **Well Inventory**

Drilling Method: **Drilled**

Proposed Use: **Domestic**

Well Status: **Producing**
Feature Class: **Water Well**

METRIC REPORT

Easting (m): **-270,125.00**** 75/80
Northing (m): **5,974,846.00****
Elevation (m): **1,128*****
Lot:
Block:
Plan:
Presence of Oil: **No**
Presence of Gas: **No**

NW 27-056-08 W6M

M41905.641883

[Google](#)

Elog Taken: **No**
Gamma Taken: **No**
Flowing: **No**
Stick Up (m): **0.3**

General Details

Completion Details

Surface Casing: **Steel — 141.2 mm (O.D.)**

Intervals

Chemistry Summary Details (mg/L, except as noted)

(most recent first)

Lithology Details

General Comments / Observations

[Hydrogeological Consultants Ltd. (HCL) Field Survey July 2014, water well is located east of Emil Moberly house. Water well is located in treed area, water well supplies two households.]

Most Recent Water Level (m): **12.71 m — July 16, 2014**

Aquifer Tests

Alias IDs

* The Groundwater Centre (TGWC) calculated or determined value.

** 75 - MT GPS — 10TM NAD83

*** 80 - MT DEM — {Ground; AMSL}

Tara Zeller

From: Tara Zeller
Sent: Friday, June 09, 2017 11:53 AM
To: Landon Delorme
Subject: Water Wells to be Reclaimed and Serviced at Victor Lake
Attachments: Victor Lake_Wells to be Reclaimed.pdf; Victor Lake_Wells to be Serviced.pdf

Hi Landon.

Sometime over this summer, **Greenview will be coming to reclaim 3 water wells at Victor Lake.**

The wells that will be reclaimed include:

1. 1973 Alisha Bendal Not in Use Water Well
2. 1975 Mary Delorme Not in Use Water Well
3. 1971 Emil Moberly Not in Use Water Well

I have attached a map and details of each well that will be reclaimed. If you have any questions or concerns about the wells listed above, please call Gary Couch, Manager of Environmental Services at 1-888-524-7601 or email him at gary.couch@mdgreenview.ab.ca.

When Greenview had the well study done a few years ago, they also made a list of **wells that need to be serviced in order to reduce the risk of groundwater contamination.**

The wells recommended for servicing at Victor Lake include:

1. 2000 Mary Delorme Water Well Install casing protector around wellhead
2. 11 Victor lake Water Well Install casing protector around wellhead
3. Emil Moberly Water Well Install casing protector around wellhead

I have also attached details on these wells, including a letter for the well owners.

If you would like paper copies of the attachments, please let me know and I will print them and have them available for you at the office. If you have any questions, let me know.

Thank you!

Tara



REQUEST FOR DECISION

SUBJECT:	Range Road 260 Award		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 23, 2021	DCAO SW	MANAGER: LT
DEPARTMENT:	CONSTRUCTION & ENGINEERING	GM: RA	PRESENTER: LT
STRATEGIC PLAN:	Infrastructure	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy No. 1018; Expenditure and Disbursement Policy.

RECOMMENDED ACTION:

MOTION: That Council award the Construction Project on Range Road 260 to Wild West Dirtworks Ltd. for \$1,091,418.20, with funds to come from the 2021 Roads Capital Budget.

BACKGROUND/PROPOSAL:

The project is approx. 3.5 km in total length, which includes a mixture of new and old construction.

Administration posted the tender for Range Road 260 on January 28th to February 11th, a two-week timeframe on the Alberta Purchasing Connection website. The public online tender opening was held at 2pm on February 11th and was successful as contractors were provided the information to join the meeting online.

There were 10 tenders received with no disqualifications. The results are as follows.

Wild West Dirtworks Ltd.	\$896,756.00	Qualified
Cox Contractors Ltd.	\$1,107,066.00	Qualified
Klassen Brothers Northern Ltd.	\$1,121,285.00	Qualified
Hollingworth Construction Ltd.	\$1,214,745.94	Qualified
Mainline Construction Ltd.	\$1,265,014.17	Qualified
Northern Road Builders LP	\$1,372,632.50	Qualified
Dechant Construction Ltd.	\$1,388,917.29	Qualified
M.D.P. Oilfield Services	\$1,488,884.15	Qualified
Barsi Enterprises Ltd.	\$1,590,485.25	Qualified
Kitchton Contracting Ltd.	\$1,970,000.00	Qualified

The consultant (WSP) reviewed the tender quantities, calculations, and any anomalies along with reference checks as required.

The lowest bidder is Wild West Ltd. located from Bezanson, Alberta.

Contract Amount (less site occ. Days)	\$796,756.00
Contingency (10%)	\$79,675.60
Engineering Preliminary, Design, Tender	\$82,654.80
Engineering Construction and Post Const.	\$127,331.80
Overall Estimate	\$1,182,192.00
Current MD Overall Budget	\$2,000,000.00

- Site occupancy is a contracting strategy used to help ensure that the owner receives the lowest evaluated project cost (combination of price to construct plus the number of days to complete). The contractor estimates the number of calendar days that he requires to complete the work and includes this amount in the tender price (i.e. number of days multiplied by a predetermined daily rate). A site occupancy is made to contractors who complete the work in less calendar days bid. If a contractor completes the work in exactly the number of days bid, there is no change in payment. Assuming this is the case, the actual contract cost is the total tender amount less the site occupancy (i.e. 25 days @\$2,500per day = \$62,500.00).

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion will be the construction of Range Road 260 is completed in timeline that meets Greenview's overall project schedule.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to choose another contractor.

FINANCIAL IMPLICATION:

Direct Costs: \$2,000,000.00

Ongoing / Future Costs: Future costs include regular maintenance costs such as gravel.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

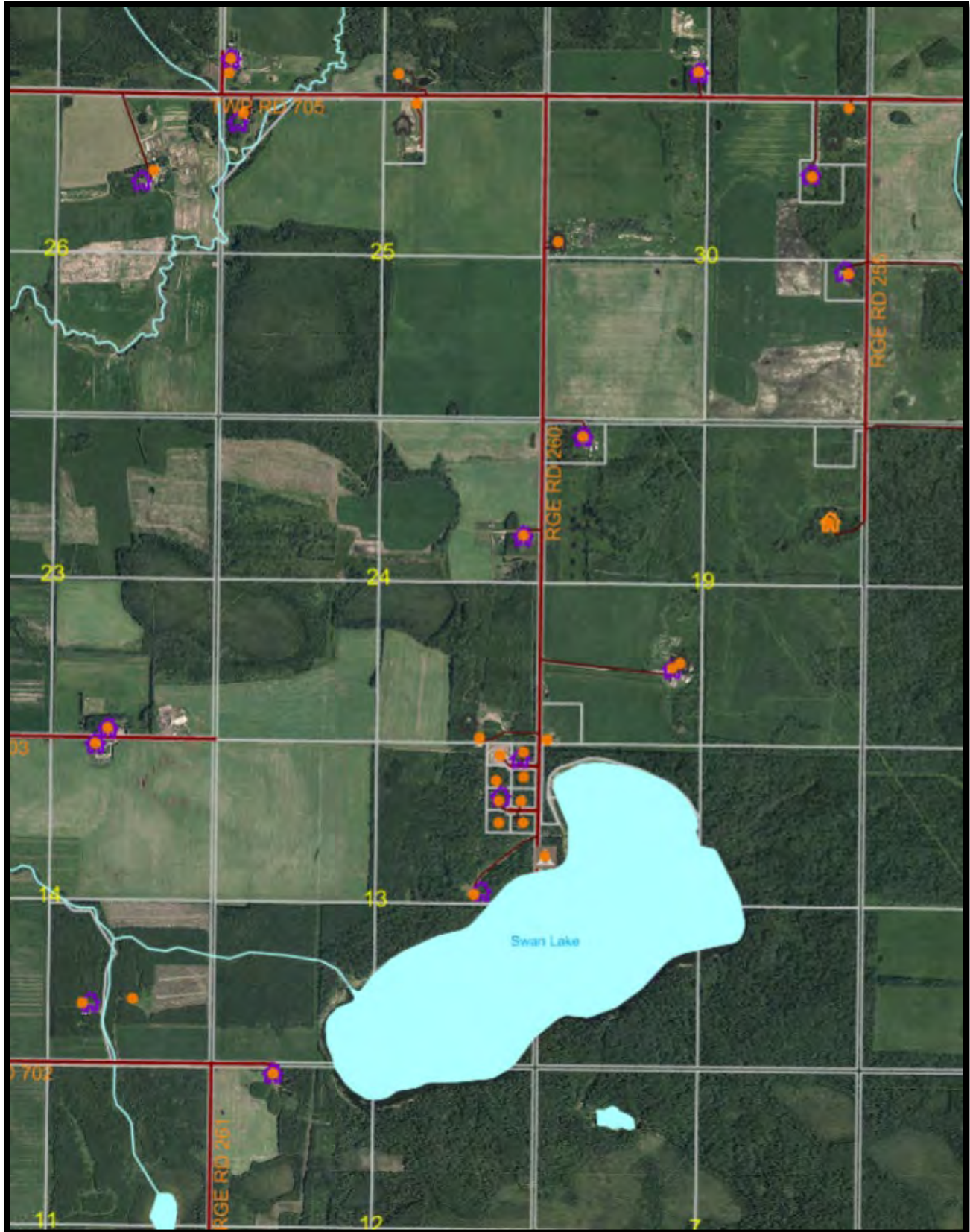
Once Council makes the decision Administration will advise the consultant to move forward with the award to the contractor.

ATTACHMENT(S):

- PDF of Range Road 260 Construction Location
- Expenditure and Disbursement Policy



MUNICIPAL DISTRICT OF GREENVIEW No. 16



Title: EXPENDITURE AND DISBURSEMENT POLICY

Policy No: 1018

Effective Date: June 8, 2020

Motion Number: 20.06.339

Supersedes Policy No: NONE

Review Date: June 8, 2023



Purpose: To establish expenditure control guidelines by identifying processes for the efficient procurement and payment of goods and services for Greenview in support of effective operations based on the following principles:

- Council recognizes the need for the prompt payment of accounts and delegates the authority to disperse funds for all budget-approved expenditures to the CAO and designates to the levels authorized under Procedure Section 2.
- Greenview is subject to two trade agreements, the New West Partnership Trade Agreement (NWPTA) and the Agreement on Canadian Free Trade Agreement (CFTA). These two agreements must be adhered to for all expenditures that occur within their respective limits.

Greenview will not consider purchasing or procuring goods or services from any contractor or supplier that is involved in litigation against Greenview. No consideration will be given for a period of five years from the conclusion of the litigation unless otherwise directed by Council.

DEFINITIONS

ACAO means the Assistant Chief Administrative Officer.

Administration means Greenview's Chief Administrative Officer and employees of Greenview

Associated Expenditure Officers means the individuals that are identified by the respective department's General Manager or Manager. These officers are delegated a limited amount of expenditure on behalf of the responsible Department Budget Manager. The Chief Administrative Officer or any General Manager or CFO, or Manager providing this delegation to their staff is responsible to provide, in writing, to the Finance and Administration Manager; the name of the employee, the expenditure limit, and a copy of the employees' signature.

Accounting Officer means an individual that is a member of the finance team, such as the Manager of Finance and Administration, Manager of Financial Reporting, Staff Accountant and CFO and any version of these titles.

Capital Budget means the annual Greenview capital budget as approved by Council.

Capital Expenditure means the purchase of an item identified in the Capital Budget.

CFTA means the Canadian Free Trade Agreement and any amendments thereto.

CAO means the person appointed as the Chief Administrative Officer of Greenview in accordance with the *Municipal Government Act*.

CFO means the Chief Financial Officer for Greenview.

Council means council for the Municipal District of Greenview No. 16.

Department Budget Manager means the manager who is ultimately responsible for the department's budget. The individual who creates and presents the department's proposed budget to Council.

Emergencies means when the lack of immediate action would jeopardize operations or equipment, disrupt critical public services or involve public or staff safety.

Expenditure Officer means the individual that has the authority to sign contracts, ~~purchase orders~~ and invoices for payment. Typically, an Expenditure Officer will be the Chief Administrative Officer, General Manager, Manager or Assistant Manager responsible for a department, who is accountable for the department's budget control and administration.

Generally Accepted Accounting Principles means a common set of accepted accounting principles, standards, and procedures that organizations (public and private) and their accountants follow when they compile their financial statements. GAAP improves the clarity of the communication of financial information.

Goods means a manufactured item.

Litigation means the filing of an action in a court of law.

Nepotism means the practice among those with power or influence of favouring relatives or friends.

NWPTA means the New West Partnership Trade Agreement and any amendments thereto.

Operating Budget means the annual Greenview operating budget as approved by Council.

Purchase Card means a Greenview issued gas or credit card.

Quote means the price bid obtained in writing from a supplier of goods or services, but does not include a tender.

Service means any work or duties performed, including any materials provided.

POLICY

1. Greenview Council hereby establishes a policy for consistent, fair, and transparent purchasing practices while ensuring efficient allocation of available resources in accordance with the *Municipal Government Act*, the NWPTA, and the CFTA. Council realizes that they have a responsibility to its ratepayers to maximize the value of the tax revenue when purchasing Greenview goods and services.
2. The overall responsibility for implementing and monitoring the annual budget rests with the CAO. The CFO has the overall responsibility for budget reporting and to ensure that all

expenditures are a legitimate claim against Greenview, are within established authorities, and have been either authorized in the annual budget or approved by resolution of Council.

PROCEDURE

1. Responsibilities

1.1. *Expenditure Officers responsibilities include:*

- 1.1.1. Authorizing a proposed expenditure or disbursement within the financial limits established in this policy.
- 1.1.2. Abiding by the NWPTA and CFTA when conducting tender calls, request for proposals or request for Quotes.
- 1.1.3. Certifying that the amount of a proposed expenditure or disbursement is fair and just; and within applicable policies.
- 1.1.4. Initiating a disbursement that is consistent with the purpose for which the money is available.
- 1.1.5. Managing program or service delivery within Council approved budget allocation.
- 1.1.6. Verifying that the goods and services have been received or the work has been performed satisfactorily.
- 1.1.7. Verifying that a request for cheque is supported by adequate documentation.
- 1.1.8. Verifying the accurate coding of invoices related to their financial budget responsibility.
- 1.1.9. Verifying that purchase card (credit and gas) procedures are followed.
- 1.1.10. Verifying all invoices and/or receipts are submitted to Accounts Payables.
- 1.1.11. Delegating limited expenditure approval to their department's staff, as the Department's Budget Manager sees fit, and ensuring that all related documentation is submitted to Finance.

1.2. *Associated Expenditure Officers responsibilities include:*

- 1.2.1. Authorizing expenditures or disbursements within the expenditure limit delegated by their manager.
- 1.2.2. Signing and receiving a copy of every invoice for the items they have purchased on behalf of Greenview.
- 1.2.3. Ensuring invoices are authorized, signed and goods or services are received.

1.3. *Accounting Officers responsibilities include:*

- 1.3.1. Creating and verifying that adequate processes and controls are in place to safeguard against any material accounting misstatement and following the guidelines outlined within this policy.
- 1.3.2. Verifying that a proposed expenditure or disbursement has been properly authorized by an Expenditure Officer.
- 1.3.3. Verifying that a proposed expenditure or disbursement is for the purpose authorized by the approved budget, and is consistent with the purpose for which the money is available.
- 1.3.4. Verifying that the expenditure is recorded in the appropriate fiscal and reporting period.
- 1.3.5. Verifying that the required supporting documentation is complete and readily available.

- 1.3.6. Verifying that the expenditure is charged to the appropriate general ledger account.
- 1.3.7. Verifying that the proposed expenditure or disbursement does not contravene any applicable policy or other legislative authority.
- 1.3.8. Arranging pre-authorized payments to be made directly from Greenview's bank account with authorization from the CFO.
- 1.3.9. Arranging direct deposits to be made to Greenview's bank account with the authorization from the CFO.
- 1.3.10. Ensuring that the CFO and any applicable staff are made aware of any budget to actual concerns that the accounting officer may become aware of during their daily duties.
- 1.3.11. Ensuring that the accounting practices are acceptable under the Generally Accepted Accounting Principles.
- 1.3.12. Preparing monthly department budget to actual reports.
- 1.3.13. Preparing and presenting to Council the organizational quarterly budget to actual report.

2. General Provisions

- 2.1. All expenditures shall be included in the current year's budget or be approved by a resolution of Council.
- 2.2. Greenview's Expenditure Officers may make an expenditure that is included in the approved operating and capital budgets up to the financial limits established in this policy or as otherwise approved by resolution of Council.
- 2.3. A resolution of Council is required for all unbudgeted expenses and all unbudgeted capital expenditures over \$200,000.
- 2.4. Expenditure Officers are authorized to commit Greenview for all purchases that have been approved in the annual budget as follows:
 - 2.4.1. CAO up to the maximum budget allocation for operational expenses;
 - 2.4.2. ACAO, General Managers, CFO, up to \$500,000;
 - 2.4.3. Department Managers up to \$50,000;
 - 2.4.4. Assistant Managers up to \$10,000;
 - 2.4.5. Executive Assistants-up to \$5,000;
 - 2.4.6. All other designated staff up to \$1,000.
 - 2.4.7. Other staff as delegated in writing by the Expenditure Officers.
- 2.5. Operating expenditures that exceed the Council approved operating budget by less than \$10,000.00 but still remain within the overall department budget may be approved by the CAO or designate. If the over expenditure does not remain within the total department budget, the expenditure shall be presented to Council for approval.
- 2.6. Capital expenditure for equipment or vehicles that exceeds Council's approved budget by less than \$10,000.00 or 10% and will remain within the department's overall capital budget, may be approved by the CAO provided that such capital expenditure does not exceed the financial approval limits in this policy.

- 2.7. Any operational expenditure approved by Council by resolution may be awarded and/or actioned by Administration, excepting Request for Proposals, which must be awarded by Council.
- 2.8. Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Requests for Proposals, which must be awarded by Council. Purchases greater than \$200,000 on a capital expenditure that is not part of a tendered project must be approved by resolution of Council.
- 2.9. Any capital expenditures awarded or actioned by Administration will be reported to Council via the monthly manager's reports and will include: Budgeted amount, Company name and values of compliant bids received, the name of the successful bidder, a list of bidders submitting non-compliant bids.
- 2.10. Staff will not engage in nepotism and will make any conflict of interest (actual or perceived) known to the CAO. If the staff person in question is the CAO, they will make any conflict of interest known to Council.
- 2.11. Expenditure Officers shall not authorize an expenditure or disbursement where they are directly involved in the transaction, except in the case of attending training, conferences, travel and accommodations associated with work. The expenditure claim or credit card receipt/invoice should clearly state the reason for the expenditure or claim.
- 2.12. Expenditure authority may be delegated in the absence of the responsible Expenditure Officer. The CFO and Manager of Finance and Administration must be notified in writing prior to the delegation of the Expenditure authority.
- 2.13. A current listing of approved Expenditure Officers or associated Expenditure Officers, with specimen signature and applicable expenditure authority shall be maintained by the Manager of Finance and Administration and copied to Accounts Payable.
- 2.14. Due to reasons of standardizations, economies of scale, vendor familiarity or required expertise, the following types of expenditures are coordinated by the manager or department as identified below:
 - 2.14.1. Stationery and office supplies by Administration Office Reception;
 - 2.14.2. Office furnishings by Facility Maintenance;
 - 2.14.3. Office equipment by Information Technology;
 - 2.14.4. All electronic equipment and software purchases for use in conjunction with Greenview's Network Infrastructure must first be reviewed by Information Systems Staff for compatibility and compliance with information Technology Standards employed throughout the organization;
 - 2.14.5. Vehicles (non-emergency) and heavy equipment by the Manager of Operations with input from the Fleet Coordinator and the receiving department's manager;
 - 2.14.6. Emergency vehicles by the Manager of Protective Services and Sergeant, Enforcement Services;
 - 2.14.7. All Greenview insurance by Corporate Services.
- 2.15. Reacquisitions, purchases, expenditures or contracts may not be divided in order to avoid the financial limits of this policy or the limits established in the NWPTA or the CFTA.

3. Marketing and Media Placement

- 3.1. Advertising, signage, print and marketing materials must be approved by the Communications Manager.

4. Emergency Expenditures

- 4.1. Unbudgeted expenditures may be undertaken in the event of an emergency situation where the Expenditure Officer must make purchase decisions efficiently to bring the emergency situation under control.
 - 4.1.1. Emergency expenditures may be authorized by the CAO or designates.
 - 4.1.2. All such expenditures shall be reported to Greenview Council at the next available opportunity.
 - 4.1.3. Proper documentation of all emergency expenditures is required.

5. Contracts

- 5.1. Written contracts should be used in situations where there is a need to specify in writing the requirements for supply or continuing supply of goods or services, and the need to identify each party's degree of responsibility and or liability in the case of damage, default or loss.
 - 5.1.1. The Expenditure Officer must ensure that the necessary holdback percentage is withheld from progress payments where there is a holdback charge to compensate for potential defective work or claims from third parties. Progress payment or invoices related to contracts should be approved only after the person responsible for the contract certifies performance of services or receipt of goods or confirmed the percentage of work completed. Generally, this performance certificate is supplied by an engineering firm or project contract manager.
 - 5.1.2. A statutory declaration and WCB declaration must be obtained from the contractor and the third parties where required to discharge all claims and obligations against Greenview before payment is made and before any holdback or deposit is released. All defects must be corrected before the final payment is approved and security deposits are returned.

6. Cheque Requisitions

- 6.1. Cheque requisitions are required for:
 - 6.1.1. All grant expenditures; and
 - 6.1.2. All expenditures where an invoice is not available such as the School Requisitions, etc., except for personal expense claims, these will be paid based on the personal expense claim and the manager's approval of the claim.

7. Expenditure Approval

- 7.1. The ACAO may approve expenditures up to the CAO limit while serving as the designated Acting CAO. When the Acting CAO signs in the absence of the CAO, they shall include ACAO after signature to indicate to the Accounts Payables department their authority to sign higher expenditure limits.

- 7.2. To avoid penalty charges the CAO, Manager of Finance and Administration or the CFO may approve an invoice related to ongoing operations, such as gas, electric or utility invoices, with a copy being shared with the responsible Expenditure Officer.

8. Purchasing Methods

- 8.1. Direct purchases from a supplier paid by credit card must comply with the provisions of this policy. Employees who occupy positions with delegated low dollar value purchasing authority in accordance with section 1.1.12 of this policy may be eligible for a purchase card upon approval by the CAO. Every card holder shall be informed of and must agree to the responsibilities and restrictions regarding the use of the purchase card.
- 8.2. Greenview's Expenditure Officers may sole source items that are equal to or less than \$10,000.00 if it is beneficial to the organization to do so.
- 8.3. Purchases between \$10,000.00 and \$74,999.99:
 - 8.3.1. Expenditure Officers must attempt to obtain a minimum of three Quotes. Quotes must be documented and include the date, name of the supplier and contact person, total cost of quote, and must be signed by the individual requesting the quote. Purchase must be initiated contract. In the event that the vendor provides a unique good, service, or software not readily available on the open market this must be noted in the contract.
 - 8.3.2. The use of Day Labour from service providers who have responded to Greenview's advertisement for Day Labour services and are included in Greenview's Day Labour Source Book, are considered to meet this requirement.
- 8.4. Purchases over \$75,000.00:
 - 8.4.1. Expenditure Officers must abide by the NWPTA for purchases over \$75,000.00 both the NWPTA and CFTA for purchases over \$100,000.00 (see table in Section 9.1). A written contract must be signed for all purchases over this limit. The written contract may be a sales agreement for vehicle and equipment purchases. All written contracts shall clearly indicate each party's responsibilities, date, duration of contract, and have the supplier's authorized agent's signature, and the appropriate Greenview signatures.

9. Tendering/ Requests for Proposals

- 9.1. Tenders or Request for Proposals must be issued in compliance with the NWT and CFTA in accordance with the financial thresholds established in those agreements, unless such purchase is an excluded procurement as defined by the agreements.

Type	NWPTA	CFTA
Goods	\$75,000.00	\$100,000.00
Services	\$75,000.00	\$100,000.00
Construction	\$200,000.00	\$250,000.00

- 9.2. All tender or request for proposal notices must be posted on the Alberta Purchasing Connection Website www.purchasingconnection.ca. Additional means of tendering notices may also be used.
- 9.3. Greenview will use a weighted criteria to evaluate tender submissions over the NWPTA thresholds. The lowest bid meeting the tender or request for proposal requirements and/or specifications will normally be accepted. Justification in writing along with recommendation must be submitted if the lowest bidder is not selected. Normally the only acceptable reasons for selecting bidder that is not the lowest bidder would be:
 - 9.3.1. Low bidder does not meet specifications;
 - 9.3.2. Low bidder cannot deliver within the required time;
 - 9.3.3. The quality of performance of previous contracts or services may be in question;
 - 9.3.4. The acceptance of the low bid would result in higher overall end costs (such as operating or life cycle costs);
 - 9.3.5. The ability, capacity, experience and efficiency of the bidder.
10. The opening of tenders or requests for proposal must be completed in the advertised public setting.



REQUEST FOR DECISION

SUBJECT: **2020 Audit Plan-Council Response**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 23, 2021
DEPARTMENT: FINANCE
STRATEGIC PLAN: Choose an item.

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

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Sec 276

Council Bylaw/Policy (cite) –

RECOMMENDED ACTION:

MOTION: That Council set a meeting with the auditors as a closed session agenda during the March 9, 2021 Regular Council Meeting.

MOTION: That Reeve Smith, prior to March 12, 2021, confirm by email to the auditors, whether Council has knowledge of any actual, suspected or alleged fraud affecting the MD in response to article I of the 2020 Audit Plan.

BACKGROUND/PROPOSAL:

On January 18, 2021 Council was sent a copy (attached) of the auditors 2020 Audit Plan. The audit plan lays out in broad terms how the audit will be conducted, services provided, responsibilities and other related areas. This is a standard letter that is sent annually as a part of the audit process.

Section I of the Audit Plan relates to Requests of Council in two areas:

1. A discussion with the auditors-Council can decide if a discussion with the auditors is required and this discussion can be included on the next Council meeting or Committee of the Whole meeting agenda.
2. Inform on knowledge of actual, suspected or alleged fraud affecting the MD - A member of Council needs to respond to the auditors on this issue.

BENEFITS OF THE RECOMMENDED ACTION:

1. Will comply with the request for response from the auditors.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council can choose not to respond to the auditors, however, this is not a recommendation as auditor inquiries should always be responded to as a part of open and transparent governance.

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 arrange a time for the auditors to meet with Council.

The Reeve will respond to the auditors on behalf of Council on the knowledge of fraud issue.

ATTACHMENT(S):

- Metrix Group letter dated January 11, 2021-2020 Audit Plan
- Municipal Government Act Sec. 276

Annual financial statements

276(1) Each municipality must prepare annual financial statements of the municipality for the immediately preceding year in accordance with

- (a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting Handbook published by the Chartered Professional Accountants of Canada, as amended from time to time, and
- (b) any modification of the principles or any supplementary accounting standards or principles established by the Minister by regulation.

(2) The municipality's financial statements must include

- (a) the municipality's debt limit, and
 - (b) the amount of the municipality's debt as defined in the regulations under section 271.
- (3) Each municipality must make its financial statements, or a summary of them, and the auditor's report of the financial statements available to the public in the manner the council considers appropriate by May 1 of the year following the year for which the financial statements have been prepared.

January 11, 2021

Municipal District of Greenview No. 16
PO Box 1079
4806–36 Avenue
Valleyview, AB T0H 3N0

Sent via e-mail: Aleks.Nelson@MDGreenview.ab.ca

Attention: Council Members

Dear Council Members:

Re: 2020 AUDIT PLAN

A. INTRODUCTION

The objectives of this document are as follows:

- a) To communicate clearly with Council our responsibilities in relation to the financial statement audit, and provide an overview of the planned scope and timing of the audit;
- b) To obtain from Council information relevant to the audit;
- c) To provide Council with timely observations arising from the audit that are significant and relevant to Council's responsibility to oversee the financial reporting process; and
- d) To promote effective two-way communication between the auditor and Council.

Clear two-way communication between the auditor and those charged with governance is an integral part of every audit. After reviewing the audit plan, please advise us whether there are additional areas of concern to Council which we should consider.

This letter should not be distributed without the prior consent of Metrix Group LLP and Metrix Group LLP accepts no responsibility to a third party who uses this communication.

B. SERVICES TO BE PROVIDED

We have been engaged by the MD to perform the following services:

a) Audit services

- Audit of the MD's financial statements;
- Audit of the MD's municipal *Financial Information Return*; and
- Audit of the MD's compliance with the Local Authorities Pension Plan.

b) Non-audit services

- Review Engagement on the Greenview Library Board financial statements.
- Review Engagement on the Annual Family and Community Support Services Program Report.

C. AUDITOR INDEPENDENCE

At the core of the provision of external audit services is the concept of independence. Canadian Auditing Standards (CAS) recommends that we communicate to Council, at least annually, all relationships between our firm and the MD that, in our professional judgment, may reasonably be thought to bear on our independence.

We are currently not aware of any relationships between the MD and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence. We will provide our annual letter confirming our independence up to the date of our report at the conclusion of the audit.

D. AUDITOR RESPONSIBILITIES

It is important for Council to understand the responsibilities that rest with the MD and its management and those that belong to the auditor in relation to the financial statement audit.

Our audit of the MD's financial statements will be performed in accordance with CAS. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements as a whole present fairly, in all material respects, the financial position, results of operations and cash flows of the MD in accordance with Canadian public sector accounting standards. Accordingly, we will plan and perform our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.

CAS does not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate to Council.

E. MANAGEMENT RESPONSIBILITIES

Management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

F. PLANNED SCOPE AND TIMING OF THE AUDIT

In gathering our audit evidence, we will utilize an approach to the audit of the MD that allows us to issue an audit opinion on the financial statements in the most cost-effective manner, while still obtaining the assurance necessary to support our audit opinion. In performing our audit, our work will be focused on, but not limited to, areas that we believe have a higher risk of being materially misstated.

To assess risk correctly, we will require a clear understanding of the MD's business and the environment it operates in. We will gain this understanding primarily through discussions with management and staff. We welcome any insights Council would like to provide to us on what may perceive to be higher risk areas.

Audit Strategy

Based on our knowledge of the MD, we anticipate utilizing a combination of tests of relevant internal controls and substantive procedures (analysis of data and obtaining direct evidence as to the validity of the items such as third-party confirmation). This type of approach is more appropriate when an entity processes a high volume of transactions and has strong internal controls. By obtaining some of our assurance through tests of controls, we can reduce the substantive procedures that are required.

Significant Risks

Significant risks are identified and assessed risks of material misstatement that, in the auditors' judgment, require special audit consideration. We have identified the following significant risks.

Tax Receivables

The reduced price of oil has created financial difficulties for many oil companies in Alberta which has been further exacerbated by COVID-19. Due to this there is an increased risk of these types of receivables being impaired and / or uncollectible. Our audit work will include assessing the collectability of these amounts including examining subsequent payments where possible to determine / assess the adequacy of the allowance for doubtful accounts established by the County.

Gravel Inventory

The MD's assets include a significant estimate for gravel inventory. The risk of material misstatement is higher in this area due to the complexity of calculations and judgment involved in measuring quantities. However, the risk is mitigated due to the fact that the MD uses the services of a consultant to measure the gravel quantities utilizing Global Positioning System (GPS) technology. Our audit work will include assessing the reasonability of the various assumptions as well as testing the calculations for accuracy.

Closure / Post-Closure Liability

The MD's liabilities now include a significant estimate for the future closure and post-closure costs of the Grande Cache landfill. The risk of material misstatement is higher in this area due to the complexity of, and judgment involved in, these calculations. The risk is mitigated due to the fact that the MD has obtained the services of Associated Engineering to provide updated estimates and calculations. Our audit work will include assessing the reasonability of the various assumptions as well as testing the calculations for accuracy.

Revenue Recognition

Revenue recognition is presumed to be a significant risk in every financial statement audit. Our audit approach will include examining revenue recognition policies as well as reviewing various grant agreements to ensure revenue is being recognized appropriately.

Management Override of Controls

Canadian Auditing Standards stipulates that management override of controls is considered a significant risk in every financial statement audit. To reduce this risk to an acceptable level, our audit approach will include substantive procedures including testing of manual journal entries, reviews of irregular transactions, and assessing key estimates for potential bias.

Materiality

Materiality in an audit is used as a guide for planning the nature and extent of audit procedures and for assessing the sufficiency of audit evidence gathered. It is also used in evaluating the misstatements found (if any) and determining the appropriate audit opinion to express.

A misstatement, or the aggregate of all misstatements in financial statements, is considered to be material if, in the light of surrounding circumstances, it is probable that the decision of a person who is relying on the financial statements, and who has a reasonable knowledge of business and economic activities (the user), would be changed or influenced by such misstatement or the aggregate of all misstatements. The materiality decision ultimately is based on the auditors' professional judgment.

Canadian Auditing Standards requires the use of both quantitative and qualitative factors in determining materiality. In planning our audit, we have concluded that a materiality level of 2% of operating revenue is appropriate. We anticipate that management will record any adjustments that we propose that are of a non-trivial nature.

We may update our materiality if actual amounts differ significantly from the estimates or circumstances suggest particular balances, results or disclosures may impact users' decisions.

Audit Team

Our team includes the following skilled professionals who have experience working on local government audits.

Phil Dirks, CPA, CA	Engagement Partner
Curtis Friesen, CPA, CA	Concurring Partner
Chris Pan, CPA, CA	Manager
Andrew Lee (CPA student)	Senior
Dylen Starman (CPA student)	Junior

Timing of the Audit

Audit planning and interim audit work will be completed during January 2021.

The year-end audit fieldwork is currently scheduled to take place during the week of March 29, 2021.

We anticipate presenting the audited financial statements to Council at the April 27, 2021 Council meeting.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

G. NEW PUBLIC SECTOR ACCOUNTING BOARD STANDARDS

The following is a summary of recently issued *Public Sector Accounting Board* pronouncements. We encourage the MD's accounting staff to review these to determine the potential impact to the MD.

Effective Fiscal Years Beginning on or After April 1, 2022

PS 3280 – Asset Retirement Obligations

- Establishes standard that addresses the accounting and reporting of legal obligations associated with the retirement of tangible capital assets.
- Includes obligations associated with solid waste landfill sites covered under *PS 3270 – Solid Waste Landfill Closure & Post-Closure Liability*.
- Earlier adoption is permitted.
- Effective April 1, 2021, existing *PS 3270 Solid Waste Landfill Closure and Post-Closure Liability* will be withdrawn, as asset retirement obligations with respect to landfills will then be within the scope of Section PS 3280. The most significant impact of this change will be with respect to the timing of liability recognition - the accounting treatment of asset retirement costs associated with landfills will change from incremental recognition of the liability based on usage (airspace), to recognizing the full retirement obligation upon acquisition, construction, or development. The estimated assets retirement costs will also be capitalized and amortized. Upon transition to PS 3280, the MD will need to de-recognize its existing landfill liability and record a new obligation.

Effective Fiscal Years Beginning on or After April 1, 2023

PS 3400 – Revenue

- Establishes a standard that addresses the accounting and reporting of revenue not previously addressed in the CPA Canada Public Sector Accounting Handbook.
- Provides a framework for recognizing revenue by distinguishing between revenue that arises from transactions that include performance obligations from transactions that do not have performance obligations.
- Earlier adoption is permitted.

H. AUDIT FEES

We understand that the MD demands value and we strive to provide the highest quality services while working with the MD to control costs.

We previously (audit proposal dated August 29, 2018) provided the MD with an estimate of our audit fees for the 2020 fiscal year in the amount of \$34,000 for the financial statement audit, \$2,000 for the Local Authorities Pension Plan audit, \$2,000 - \$3,000 for the Review Engagement on the Greenview Library Board financial statements, and \$1,000 for the Review Engagement on the 2020 Annual Family and Community Support Services Program Report.

The above audit fee estimate, which does not include Goods and Services tax or out-of-pocket expenses, is based on the assumption our responsibilities will be limited to the expression of an opinion on the MD's financial statements. We will not be required to perform accounting work, prepare working papers, or provide any other non-audit responsibilities.

I. REQUESTS OF COUNCIL

During the course of your duties as Council, you may become aware of additional areas of concern from an audit perspective that you would like us to address. We welcome discussion on any areas of audit concern that you may have.

Additionally, we request that you inform us (prior to the commencement of our year-end work) whether Council has knowledge of any actual, suspected, or alleged fraud affecting the MD.

J. COMMUNICATION OF THE RESULTS

At the completion of our audit, we will communicate to Council matters arising from the financial statement audit. Our communication will include the following:

- Matters required to be communicated to Council under CAS including possible fraudulent activities, possible illegal acts, significant weaknesses in internal control and certain related party transactions;
- Our views about significant qualitative aspects of the MD's accounting practices, including accounting policies, accounting estimates, and financial statement disclosures;
- Other matters, if any, arising from the audit that, in our professional judgment, are significant to the oversight of the financial reporting process; and
- Any other matters previously agreed to with Council.

We trust this communication will provide you with an update on the current developments within the accounting profession, as well as clarify our responsibility and audit approach. Please do not hesitate to contact us about any of the above items or other matters of concern to the MD.

Yours truly,

METRIX GROUP LLP

A handwritten signature in black ink, appearing to read 'Philip J. Dirks', is positioned above the printed name.

Philip J. Dirks, CPA, CA
Partner

PJD/law

cc: Aleks Nelson CPA, CGA, Chief Financial Officer
Denise Thompson, Chief Administrative Officer



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
2/9/2021	Regular Council Meeting	
2/10/2021	Municipal Planning Commission	
2/12/2021	RMA Division 4 meeting	
2/16/2021	Growing the North Virtual Conf.	
2/16/2021	Committee of the Whole	
2/16/2021	Fox Creek Library Board Meeting	
2/17/2021	Growing the North	
2/18/2021	Growing the North	



Council

Claimant	_____
Date	_____
Approved	_____
Date	_____



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
2/10/2021	Municipal Planning Commission	
2/10/2021	Policy Review Committee	
2/11/2021	Discussion on Natural Gas	
2/12/2021	RMA Northern District 4 Meeting	
2/13/2021	MD of Greenview Library Board	
2/15/2021	East Smoky Recreation Board	
2/16/2021	Committee of the Whole	
2/16-18/2021	Growing the North Conference	



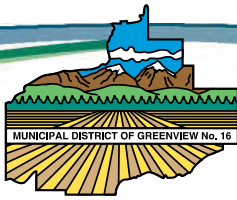
Employee #: 378
Department: Council

Claimant

Date

Approved

Date



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Chapman		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
2/9/2021	Regular Council Meeting	Minutes posted on MD Website
2/9/2021	Grande Prairie Public Library Board	
2/16-18/2021	Other	Growing The North Conference
2/17/2021	FCSS	
2/18/2021	Grande Spirit Foundation	Friends of Foundation Meeting
2/19/2021	Peace Region Economic Development Alliance	
2/22/2021	Crooked Creek Recreation Club	



Employee # : _____
Department: Council

Claimant	_____
Date	_____
Approved	_____
Date	_____



Council

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Claimant	Date	Approved	Date



Department: Council

Claimant	_____
Date	_____
Approved	_____
Date	_____



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Duane Didow		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
2/5/2021	FCSSAA	Meeting w/Minister Toews regarding Provincial FCSS program
2/8/2021	FCSSAA – Policy Committee meeting	Review of policies for organization (virtual)
2/9/2021	Regular Council Meeting	Highlights on website
2//10/2021	MPC and Policy Review Committee	Reviewed policies
2/12/2021	RMA District 4 Meeting	Virtual meeting
2/16/2021	Grow the North	Virtual conference
2/16/2021	Committee of the Whole	Highlights on website
2/17/2021	Grow the North	Virtual conference
2/17/2021	FCSS	Teleconference meeting Tech to Go program FCSS managers report



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Tyler Olsen		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
2/10/2021	Municipal Planning Commission	
2/10/2021	Policy Review Committee	
2/12/2021	RMA Division 4 meeting	
2/12/2021	Grande Prairie Regional Tourism	Special Closed Session
2/13/2021	MD of Greenview Library Board	
2/16/2021	Committee of the Whole	
2/16/2021	Growing the North	
2/17/2021	Growing the North	
2/18/2021	Community Futures West Yellowhead	
2/18/2021	The River of Death and Discovery Dinosaur Museum Society	
2/18/2021	Growing the North	



Employee # : _____
Department: Council

Duane Didow _____
Claimant



Council

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Claimant	Date	Approved	Date