



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

May 25, 2021

9:00 AM

Administration Building
Valleyview, AB

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
	3.1 Regular Council Meeting Minutes held May 11, 2021	3
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
#6	BYLAWS	
	6.1 Bylaw 21-877 Council Compensation Review Committee	10
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#9	CLOSED SESSION	
	9.1 Privileged Information (FOIP, Section 27)	
	9.2 Disclosure Harmful to Intergovernmental Relations (FOIP, Section 21)	
	9.3 Confidential Evaluations (FOIP, Section 19)	
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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, May 11, 2021

**#1
CALL TO ORDER**

Reeve Dale Smith called the meeting to order at 9:01 a.m.

Present

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

ATTENDING

Chief Administrative Officer	Denise Thompson
Chief Financial Officer	Aleks Nelson
Director Infrastructure & Planning	Roger Autio
Interim Director, Community Services	Dennis Mueller
Manager, Finance & Administration	Ed Kaemingh
Communications and Marketing Manager	Stacey Sevilla
Recording Secretary	Wendy Holscher

ABSENT

Ward 9	Councillor Tyler Olsen
Deputy Chief Administrative Officer	Stacey Wabick

**#2
AGENDA**

MOTION: 21.05.237 Moved by: COUNCILLOR ROXIE CHAPMAN
That Council adopt the May 11, 2021 Regular Council Meeting Agenda as amended:

- Addition of Agenda Item 7.11 Land Use Bylaw

CARRIED

**#3
MINUTES**

MOTION: 21.05.238 Moved by: COUNCILLOR TOM BURTON
That Council adopt the minutes of the Regular Council Meeting held on Tuesday, April 27, 2021 as presented

CARRIED

**#3.1
BUSINESS ARISING
FROM THE MINUTES**

3.1 BUSINESS ARISING FROM MINUTES

#4 PUBLIC HEARING

4.0 PUBLIC HEARING

#5 DELEGATIONS

5.0 DELEGATIONS

**#6
BYLAWS**

6.0 BYLAWS

2021 TAX RATE BYLAW

6.1 BYLAW 21-874 2021 TAX RATE BYLAW

MOTION: 21.05.239 Moved by: COUNCILLOR SHAWN ACTON
That Council give third reading to Bylaw 21-874, the 2021 Tax Rate Bylaw.
CARRIED

**SCHEDULE OF FEES
1ST READING**

6.2 BYLAW 21-873 SCHEDULES OF FEES

MOTION: 21.05.240 Moved by: COUNCILLOR ROXIE CHAPMAN
That Council give first reading to Bylaw 21-873 "Schedules of Fees" as amended.

- Animal Control Provisions be removed.
- Fire Services Fee for Services be reviewed.
- Minor technical corrections.
- Confirm Heavy Harrow Fees.

CARRIED

**PROCEDURAL BYLAW
1ST READING**

6.3 BYLAW 21-876 PROCEDURAL BYLAW

MOTION: 21.05.241 Moved by: COUNCILLOR WINSTON DELORME
That Council give first reading to Bylaw 21-876 "Procedural Bylaw".
CARRIED

Reeve Dale Smith recessed the meeting at 10:10 a.m.
Reeve Dale Smith reconvened the meeting at 10:22 a.m.

BYLAW 20-858

6.4 BYLAW 20-858 FIRE AND RESCUE SERVICES

MOTION: 21.05.242 Moved by: COUNCILLOR SHAWN ACTON
That Council give third Reading to Bylaw 20-858 "Fire and Rescue Services" as amended.

- Schedule C
- Maps

CARRIED

#7 NEW BUSINESS

7.0 NEW BUSINESS

**COUNCIL
COMPENSATION**

7.1 COUNCIL COMPENSATION REVIEW COMMITTEE APPOINTMENTS

MOTION: 21.05.243 Moved by: COUNCILLOR ROXIE CHAPMAN
That Council appoint Herb Castle, Roxanne Perron, and Lesley Vandemark to the Council Compensation Review Committee.

CARRIED

GROVEDALE DAYCARE

7.2 GROVEDALE DAYCARE FUNDING

MOTION: 21.05.244 Moved by: DEPUTY REEVE BILL SMITH
That Council approve grant funding in the amount of \$535,000.00 to the Grovedale Community Club and Agricultural Society for the construction of a daycare facility in the Hamlet of Grovedale, Alberta with \$95,000.00 to come from the 2021 Economic Development Budget and \$440,000.00 from the Greenview Daycare Funding Reserve.

CARRIED

**GROVEDALE DAYCARE
AGREEMENT**

MOTION: 21.05.245 Moved by: DEPUTY REEVE BILL SMITH
That Council authorize Administration to enter into an agreement with the Grovedale Community Club and Agricultural Society for the construction, maintenance, and operation of a daycare facility in Grovedale, Alberta.

CARRIED

KAKWA FALLS

7.3 KAKWA FALLS TRAIL FUNDING AGREEMENT

MOTION: 21.05.246 Moved by: COUNCILLOR DUANE DIDOW
That Council authorize Administration to enter into an agreement with the Province of Alberta to receive funding allocated for improvements to the Kakwa Falls Trail.

CARRIED

**FORESTRY TRUNK ROAD
PHASE 5**

7.4 FORESTRY TRUNK ROAD PHASE 5

MOTION: 21.05.247 Moved by: COUNCILLOR DALE GERVAIS
That Council direct Administration to proceed with the Forestry Trunk Road Phase 5 construction prior to receiving grant funding by Alberta Transportation with the funds to come from the 2021 roads capital budget.

CARRIED

SATHER ROAD REQUEST

7.5 ROAD REQUEST FOR RESIDENCE SE 12-72-26 W5

MOTION: 21.05.248 Moved by: COUNCILLOR TOM BURTON
That Council approve Option #4 on the requested Farmland access to SE 12-72-26 W5, with funds to come from the 2021 operational budget.

DEFEATED

TRAFFIC COUNTS

7.6 NORTH GOODWIN AND RANGE ROAD 230 TRAFFIC COUNTS

MOTION: 21.05.249 Moved by: COUNCILLOR DALE GERVAIS

That Council accept the traffic counts for Goodwin and Range Road 230 for information, as presented.

TABLED

MOTION: 21.05.250 Moved by: COUNCILLOR SHAWN ACTON

That Motion 21.05.249 North Goodwin and Range Road 230 Traffic Counts be tabled to later in the meeting.

CARRIED

MOUNTAIN METIS

7.7 MOUNTAIN METIS NATION ASSOCIATION – LETTER OF SUPPORT

MOTION: 21.05.251 Moved by: COUNCILLOR WINSTON DELORME

That Council direct Administration to provide the Mountain Metis Nation Association a letter of support for development of office space, a community hall and indigenous cultural centre; to be submitted with their application for the Community Facility Enhancement Program.

CARRIED

**DELINQUENT UTILITY
ACCOUNTS**

**7.8 TRANSFER DELINQUENT UTILITIES ACCOUNTS TO THE ASSOCIATED
TAX ROLL**

MOTION: 21.05.252 Moved by: REEVE DALE SMITH

That Council approve the transfer of delinquent utility accounts 90 days and over to the associated tax roll.

CARRIED

**GRANDE CACHE LED
SIGN**

7.9 HAMLET OF GRANDE CACHE LED SIGN

MOTION: 21.05.253 Moved by: COUNCILLOR DUANE DIDOW

That Council award the Grande Cache LED sign project to Libertelevision Inc. with an upset limit of \$132,310.00 with funds to come from the Communications Capital Projects Budget.

CARRIED

LED SIGN OPTION

MOTION: 21.05.254 Moved by: COUNCILLOR WINSTON DELORME

That Council authorizes Administration to construct Option #1 for the design of the Hamlet of Grande Cache LED sign.

CARRIED

MANAGERS REPORTS

7.10 MANAGERS REPORTS

MOTION: 21.05.255 Moved by: COUNCILLOR TOM BURTON

That Council accept the Managers Reports as presented.

CARRIED

Reeve Dale Smith recessed for lunch at 12:10 p.m.
Reeve Dale Smith reconvened the meeting at 12:50 p.m.

7.6 NORTH GOODWIN AND RANGE ROAD 230 TRAFFIC COUNTS

LIFT MOTION 21.05.256

MOTION: 21.05.256 Moved by: COUNCILLOR SHAWN ACTON
Motion to lift tabled Motion 21.05.249 North Goodwin and Range Road 230 Traffic Counts.

CARRIED

TRAFFIC COUNTS

MOTION: 21.05.249 Moved by: COUNCILLOR DALE GERVAIS
That Council accept the traffic counts for Goodwin and Range Road 230 for information, as presented.

CARRIED

GOODWIN PHASE 1

MOTION: 21.05.257 Moved by: COUNCILLOR DALE GERVAIS
For Council to direct administration to have the paving of the North Goodwin Phase 1 (HWY 43 North to TWP 734) removed from the 5-year capital plan.
FOR: Councillor Chapman, Reeve Dale Smith, Councillor Gervais, Councillor Urness, Councillor Didow
OPPOSED: Councillor Action, Councillor Delorme, Councillor Burton, Deputy Reeve Bill Smith

CARRIED

7.11 LAND USE BYLAW

LAND USE BYLAW DATE

MOTION: 21.05.258 Moved by: COUNCILLOR DUANE DIDOW
That Council direct Administration to hold the Land Use Bylaw review on June 15, 2021.

CARRIED

**#8
NOTICE OF MOTION**

8.0 NOTICE OF MOTION

#9 CLOSED SESSION

9.0 CLOSED SESSION

**#10
MEMBER REPORTS &
EXPENSE CLAIMS**

10.0 MEMBERS BUSINESS

WARD 1

COUNCILLOR WINSTON DELORME updated Council on his recent activities, which include;
- April 27, Regular Council Meeting

WARD 2

COUNCILLOR DALE GERVAIS updated Council on his recent activities, which include;
- April 27 Regular Council Meeting

WARD 3

COUNCILLOR LES URNESS submitted his update to Council on his recent activities, which include;

- April 27 Regular Council Meeting
- Greenview Regional Waste Audit Meeting

WARD 4

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

- April 27 Regular Council Meeting
- Greenview Regional Waste Management Commission Meeting
- South Peace Regional Archives Meeting
- Community Planning Association of Alberta Conference

WARD 5

REEVE DALE SMITH submitted his update to Council on his recent activities, which include;

- April 27 Regular Council Meeting
- Agricultural Services Board
- Webex with RCMP
- Townhall with MP Arnold Viersen and MP Dane Lloyd broadband meeting

WARD 6

COUNCILLOR TOM BURTON submitted his update to Council on his recent activities, which include;

- April 27 Regular Council Meeting
- Webex with RCMP
- Community Planning Association of Alberta Conference
- MD Greenview Library Board Meeting

WARD 7

COUNCILLOR ROXIE CHAPMAN submitted her update to Council on her recent activities, which include;

- April 27 Regular Council Meeting
- Community Education Committee Meeting

WARD 8

DEPUTY REEVE BILL SMITH submitted his update to Council on his recent activities, which include;

- April 27 Regular Council Meeting
- Agriculture Services Board Meeting

WARD 9

COUNCILLOR DUANE DIDOW submitted his update to Council on his recent activities, which include;

- April 27 Regular Council Meeting
- Community Futures West Yellowhead Meeting
- Family and Community Support Services Regional Spring Meeting
- Family and Community Support Services Association of Alberta Meeting

- Community Futures West Yellowhead Meeting
- Family and Community Support Services Association of Alberta Meeting Emergency Executive Meeting

WARD 9

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

- April 27 Regular Council Meeting
- Nitehawk Ski Recreation Board Meeting
- Grande Prairie Regional Tourism Meeting
- Community Futures West Yellowhead Meeting
- MD of Greenview Library Board Meeting

MEMBERS BUSINESS

MOTION: 21.05.259 Moved by: COUNCILLOR LES URNESS
That Council accept the Members Business Reports as presented.

CARRIED

**#11
ADJOURNMENT**

11.0 ADJOURNMENT

MOTION: 21.05.260 Moved by: COUNCILLOR WINSTON DELORME
That Council adjourn this Regular Council Meeting at 1:28 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT: **Bylaw 21-877 Council Compensation Review Committee**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 25, 2021 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Level of Service LEG: DL

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act R.S.A. 2000, Chapter M-26. Section 145.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 21-877 “Council Compensation Review Committee”.

MOTION: That Council give second reading to Bylaw 21-877 “Council Compensation Review Committee”.

BACKGROUND/PROPOSAL:

Council Committees are required to be established by bylaw. The Council Compensation Review Committee is a temporary committee whose mandate is to review the Council compensation package and related policies and compose a list of recommendations for Council consideration prior to the 2021 General Election.

The Council Compensation Review Committee is composed of 3 Members at Large who have served on Greenview or Grande Cache Council in the past. Council has already appointed members to this committee in a manner consistent with this bylaw. Administration is aiming to have this bylaw approved before the first meeting of the committee.

Council has the alternative to give unanimous consent for third reading of this bylaw if they feel no changes to the bylaw are needed.

BENEFITS OF THE RECOMMENDED ACTION:

1. The Council Compensation Committee will be established by bylaw in accordance with the MGA.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may propose changes to the bylaw.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion. The Council Compensation Committee will be compensated in accordance with Policy 1008 Council and Board Remuneration.

STAFFING IMPLICATION:

Administration will provide administrative support to the committee.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will bring forward the bylaw for third reading.

ATTACHMENT(S):

- Bylaw 21-877



BYLAW No. 21-877 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to establish a committee to provide recommendations on compensation for members of Council.

Whereas, Section 145 of the *Municipal Government Act*, RSA 2000, Chapter M-26, authorizes Council to pass a Bylaw for the purpose respecting (a) the establishment and functions of council committees and section 145(b) for the procedures to be followed by council, council committees and other bodies established by council, and

Whereas, Council deems it expedient to establish a Compensation Review Committee to review the compensation package of Council and related policies, and present recommendations to Council for future compensation;

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

1. TITLE

1.1. This bylaw shall be cited as the “Council Compensation Review Committee”

2. DEFINITIONS

2.1. **Council** means the Council of the M.D. of Greenview No. 16, duly assembled.

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

3. ESTABLISHMENT

3.1. The Council Compensation Review Committee is established by this bylaw as a temporary council committee.

4. MANDATE

4.1. The Council Compensation Review Committee will, no later than September 30, 2021, provide a written report to Council with recommendations on the:

- A) Appropriate compensation for members of Council, including salary, benefits, pensions, allowances, and any other form of compensation; and
- B) Frequency of future review of compensation.

5. COMPENSATION PRINCIPLES

5.1. The recommendations of the Council Compensation Review Committee will be based on the following principles:

- A) Compensation must be appropriate to attract a diverse range of candidates;
- B) Compensation must reflect the responsibilities, accountabilities, and time commitment required from members of Council;

- C) Compensation must be reasonable in light of economic circumstances and Greenview's objectives and financial constraints; and
- D) Compensation must be comparable to other jurisdictions.

6. **MEMBERSHIP**

- 6.1. The Council Compensation Review Committee will be comprised of three (3) Members-at-Large who have served on Greenview or Grande Cache Council in the past.
- 6.2. Members will be appointed by resolution of Council.

7. **REMUNERATION**

- 7.1. Members of the Council Compensation Review Committee will receive honorariums as set forth in Policy 1008 Council and Board Remuneration.

8. **REPEAL**

- 8.1. This bylaw will automatically be repealed on October 30, 2021, or on the date the Council Compensation Review Committee presents the written report under Section 4, whichever is earlier.

9. **COMING INTO FORCE**

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

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

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

Read a third time this ____ day of _____, 2021.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: **DeBolt Senior Housing Report**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 25, 2021
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Quality of Life

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the DeBolt Seniors Housing Report for information as presented.

BACKGROUND/PROPOSAL:

Councillor Burton put forth a Notice of Motion to direct Administration to research the feasibility of providing more residential units in DeBolt Seniors Home with the Grande Spirit Foundation.

In 2018, Greenview purchased 2.2 acres of land located on the NW 12-72-1 W6M for a purchase price of \$65,000.00 with the intention of the Grande Spirit Foundation establishing facilities for seniors housing. The Grande Spirit Foundation was awarded funding in 2019 in the amount of \$468,000.00 to develop the infrastructure required as to provide seniors housing. Greenview has entered into a land lease agreement in 2020 with Grande Spirit Foundation as to establish and operate their proposed facilities upon construction completion.

The Grande Spirit Foundation's plans in 2021 were to construct the infrastructure required as to develop four two-unit housing complexes. The 2021 initial plan included the construction of one two-unit housing complex with the possibility of constructing an additional one or two housing complexes pending the successful application of grant funding (the funding application was confirmed to not be successful). It should be noted that the present unoccupied facilities located within DeBolt were scheduled for demolition in 2021. The housing complex project one-unit has been tendered with the lowest bid price of approximately \$436,000.00 which has exceeded the original budget estimate of approximately \$285,000.00 per unit. The current status of the seniors housing development is under review with the possible options being retender the housing unit within a six-month timeframe as well as investigate the possibility of moving the unoccupied buildings offsite etc.

Greenview Administration has inquired with Grande Spirit Foundation about the possibility of funding an additional one or two of the housing complexes with Grande Spirit Foundation operating the units as per their present operational standards. The response received was that Grande Spirit Foundation would

welcome the opportunity to be provided funding as to assist in the housing development that is presently limited by available funding. There is presently a waiting list of 8 – 10 individuals that do require housing assistance that the development would provide.

If Greenview were to participate in providing funding for a housing unit, the cost would be approximately \$436,000.00 per unit based on the present tendered price received.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will be informed as to the costs of providing additional seniors housing within the DeBolt area.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED: N/A

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.

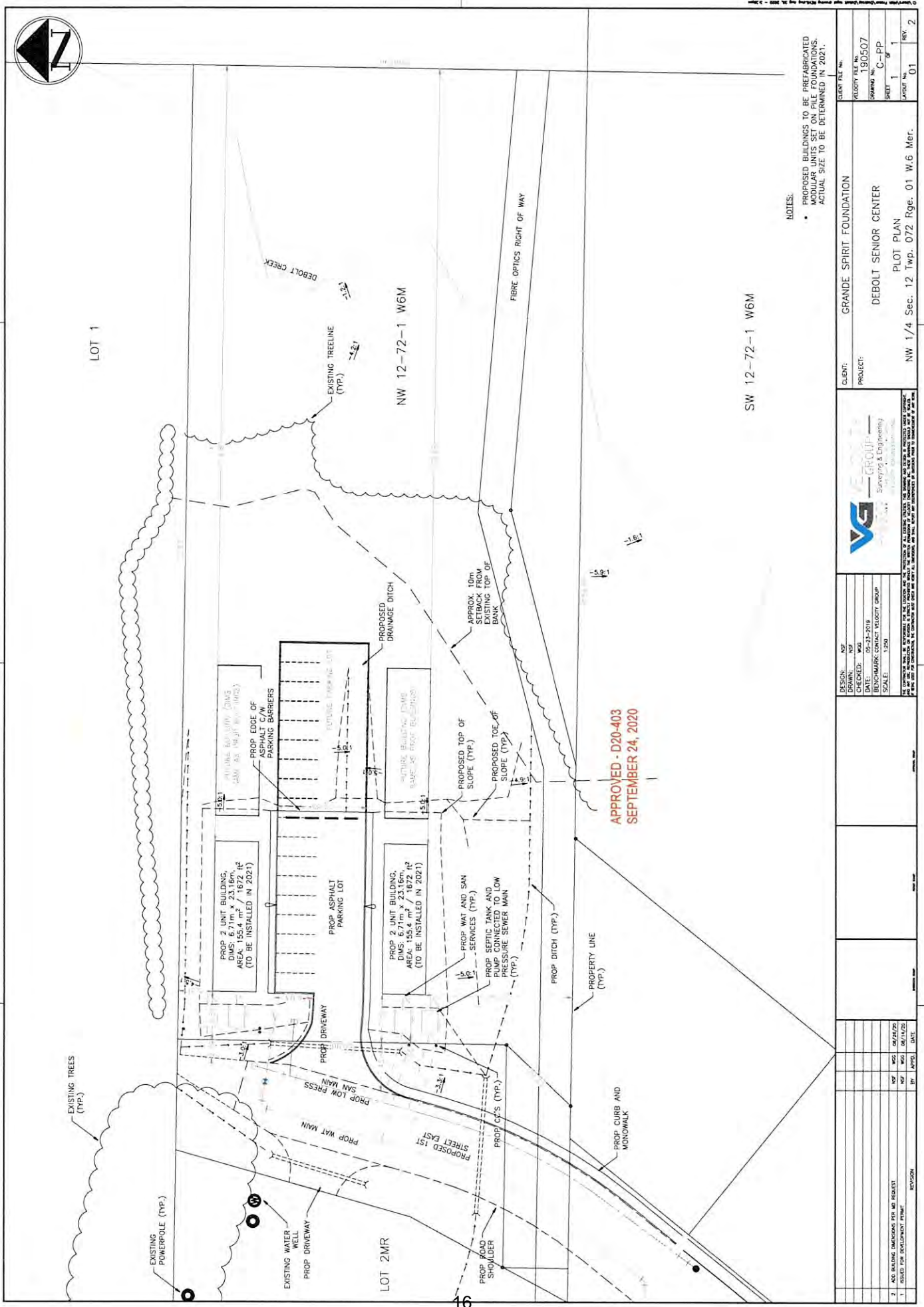
PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS: N/A

ATTACHMENT(S):

- Site Development Plan



- PROPOSED BUILDINGS TO BE PREFABRICATED MODULAR UNITS SET ON PILE FOUNDATIONS. ACTUAL SIZE TO BE DETERMINED IN 2021.

[illegible]



REQUEST FOR DECISION

SUBJECT: **Bridge Tender 77441-21 Culvert Replacement and Other Work**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 25, 2021 CAO: DT MANAGER: LT

DEPARTMENT: CONSTRUCTION & ENGINEERING GM: RA PRESENTER: LT

STRATEGIC PLAN: Infrastructure LEG: DL

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 1018 Expenditure and Disbursement.

RECOMMENDED ACTION:

MOTION: That Council direct Administration to award Bridge Tender 77441-21 Culvert Replacement and other works to In-line Contracting Partnership for \$204,650.00 to come from the 2021 Bridges Capital budget.

BACKGROUND/PROPOSAL:

Administration posted Bridge Tender 77441-21 on April 13th and closed on April 24th. This contract consists of removal and installation of a new 2000mm x 28m CSP under a local road over an unnamed tributary located 20 km North-west of DeBolt (map attached). Greenview received a total of 16 contractor bids.

Item	Contractor	Cost
1	In-Line Contracting Partnership	\$199,650.00
2	Glen Armstrong Construction Ltd.	\$228,680.00
3	MDP Oilfield Services Ltd.	\$247,900.96
4	AB Hollingworth & Son Construction Ltd.	\$254,697.00
5	Mainline Construction (204) Ltd.	\$266,457.10
6	Klassen Brothers Northern Ltd.	\$276,835.00
7	Northern Road Builders	\$299,285.00
8	Northsite Contractors Ltd.	\$300,612.00
9	Cox Contractors Ltd.	\$327,626.00
10	CTR Contracting Ltd.	\$327,626.00
11	1690082 AB Ltd.	\$328,488.00
12	New Gen Projects Ltd.	\$343,700.00
13	Whissell Enterprises Ltd.	\$348,850.00
14	Kichton Contracting Ltd.	\$400,000.00
15	Prairie Erectors Int'l Inc.	\$459,960.00
16	Unsurpassable Construction Ltd.	\$515,400.00

The lowest bid submitted was by In-Line Contracting Partnership in the amount of \$204,650.00. All contractors were compliant with their submissions, including signed addendum pages.

The following table is a breakdown of the budget to date for BF77441.

Description	Cost
Construction Bid (site occupancy, fish capture, traffic accommodations, all work required) minus \$5,000 if fish capture is not required	\$204,650.00
Engineering (Tender package, pre-construction, post inspection etc.)	\$81,610.00
Contingency Estimate (10% of construction and engineering)	\$20,465.00
Overall Estimate	\$310,000.00
Current MD overall budget	\$400,000.00

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the project will be completed within the 2021 construction year.

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 lowest bidder.

Alternative #2: Council has the alternative to direct administration to complete this project another way.

FINANCIAL IMPLICATION:

Direct Costs:

\$204,650.00 plus GST and contingency

Ongoing / Future Costs:

Ongoing maintenance costs

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 provides a decision, Administration will advise the engineering company and they will start the contract process.

ATTACHMENT(S):

- Location Map

7.3 LOCATION PLAN





REQUEST FOR DECISION

SUBJECT:	GREENVIEW ENTRANCE AND HAMLET SIGNS		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2021	CAO: DT	MANAGER: SS
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER: KM
STRATEGIC PLAN:	Quality of Life	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorizes Administration to construct Option #__ of the Entrance and Hamlet sign designs.

BACKGROUND/PROPOSAL:

On March 9, 2021, Council awarded Blanchett Neon the Greenview Entrance Signs project with an upset limit of \$495,000 that will include the replacement of existing Greenview entrance signs (7) and new Hamlet signs (5).

Administration has worked with Blanchett Neon to produce final conceptual drawings, and two option sets are attached for Council's consideration.

Design considerations included longevity, cost efficiency (keep both Entrance and Hamlet signs consistent looking but on a different scale), innovation and environmental factors. The design is also compatible with Greenview's branding guidelines and with the overall vision of the municipality.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview can proceed with the chosen design set to mobilize production and begin work for installation.

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 proceed with any of the proposed designs. However, Administration does not recommend this action, as it would delay the project.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Upon Council's decision, Administration will communicate the approved design to proceed with the fabrication and installation of the signs.

ATTACHMENT(S):

- Greenview Entrance Sign Designs 5.14.2102

MUNICIPAL DISTRICT OF GREENVIEW | SINGLE SIDED NON-ILLUMINATED SIGN DISPLAY

option 1

PROJECT NAME: MUNICIPAL DISTRICT OF GREENVIEW
PROJECT LOCATION: Various Locations
ACCOUNT EXECUTIVE: Daryl Blanchett
DRAWING DESIGN: J. Oppen
DRAWING SCALE: 3/8" = 1' - 0"
DESIGN NUMBER: 21-04-176 Rev. 6
DATE: April 19, 2021
AMENDED: April 21, 2021, April 26, May 6, May 14
NOTES:
APPROVAL & DATE:



Existing

3 LAYER ENTRANCE SIGN



Blanchett Neon

12850 St. Albert Trail, Edmonton, AB T5L4H6
T 780-453-2441 | TF 1-800-226-6366
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MUNICIPAL DISTRICT OF GREENVIEW | SINGLE SIDED NON-ILLUMINATED SIGN DISPLAY

option 2

PROJECT NAME: MUNICIPAL DISTRICT OF GREENVIEW
PROJECT LOCATION: Various Locations
ACCOUNT EXECUTIVE: Daryl Blanchett
DRAWING DESIGN: J. Oppen
DRAWING SCALE: 3/8" = 1'-0"
DESIGN NUMBER: 21-04-176 Rev. 6
DATE: April 19, 2021
AMENDED: April 21, 2021, April 26, May 6, May 14
NOTES:
APPROVAL & DATE:



2 LAYER ENTRANCE SIGN



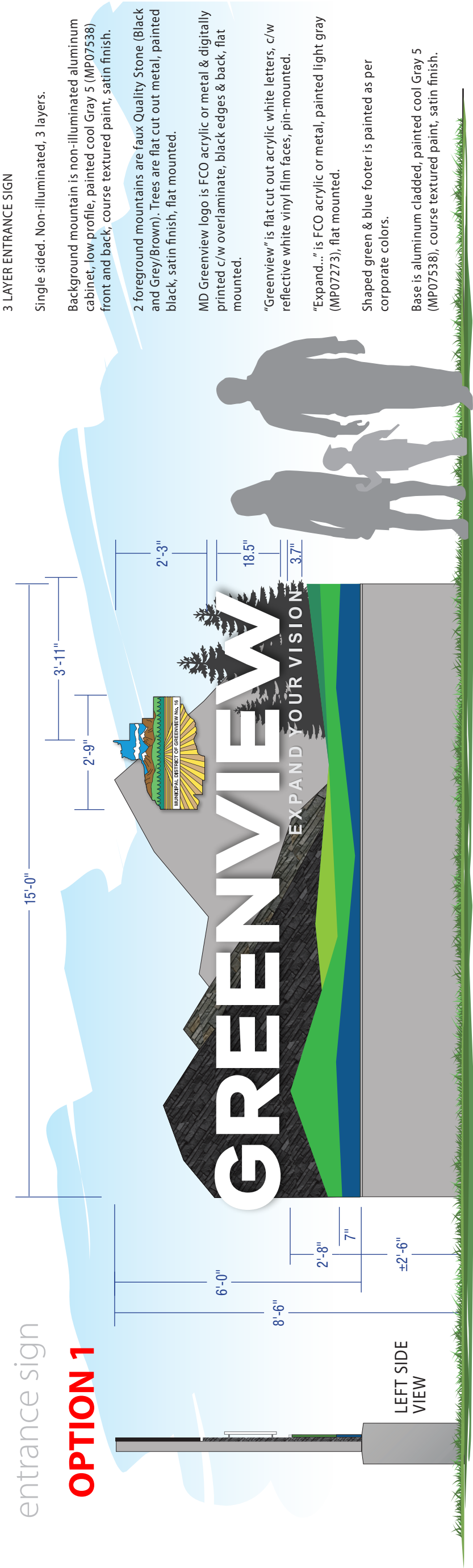
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MUNICIPAL DISTRICT OF GREENVIEW | SINGLE SIDED NON-ILLUMINATED SIGN DISPLAYS - OPTION 1

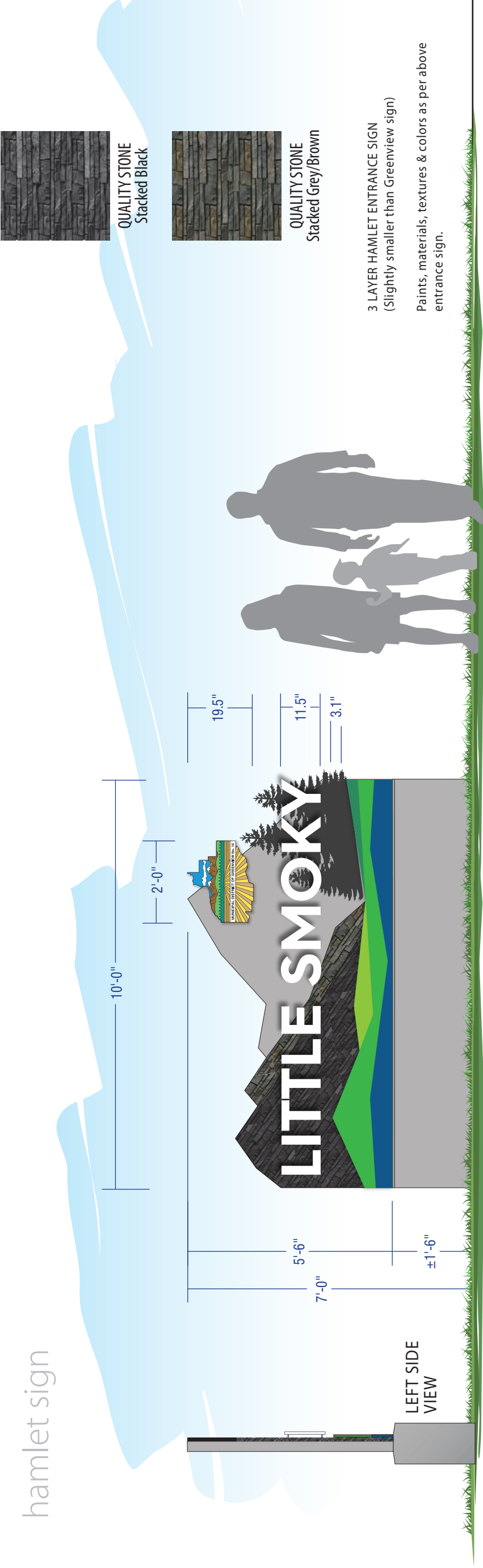
entrance sign

OPTION 1



TEXTURES, MATERIALS & COLORS MAY NOT BE EXACTLY AS ILLUSTRATED

hamlet sign



TEXTURES, MATERIALS & COLORS MAY NOT BE EXACTLY AS ILLUSTRATED

PROJECT NAME:
MUNICIPAL DISTRICT
OF GREENVIEW

PROJECT LOCATION:
Various Locations

ACCOUNT EXECUTIVE:
Daryl Blanchett

DRAWING DESIGN:
J. Oppen

DRAWING SCALE:
3/8" = 1'-0"

DESIGN NUMBER:
21-04-176 Rev. 6

DATE:
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Blanchett Neon

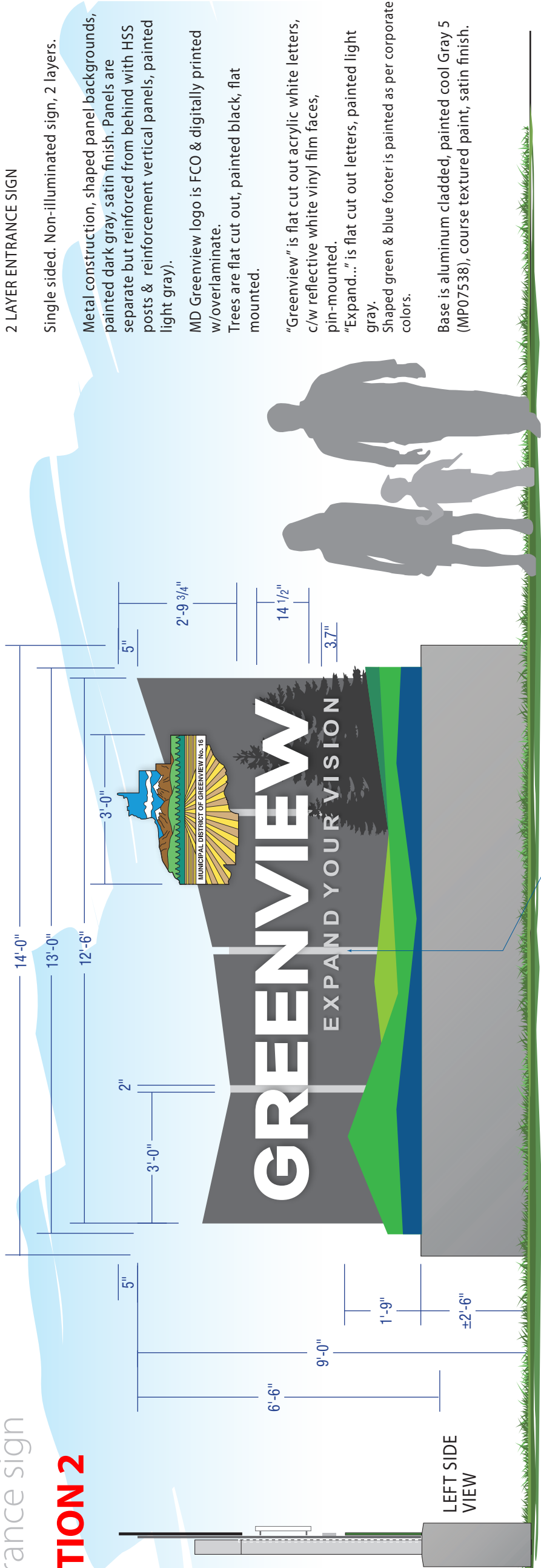
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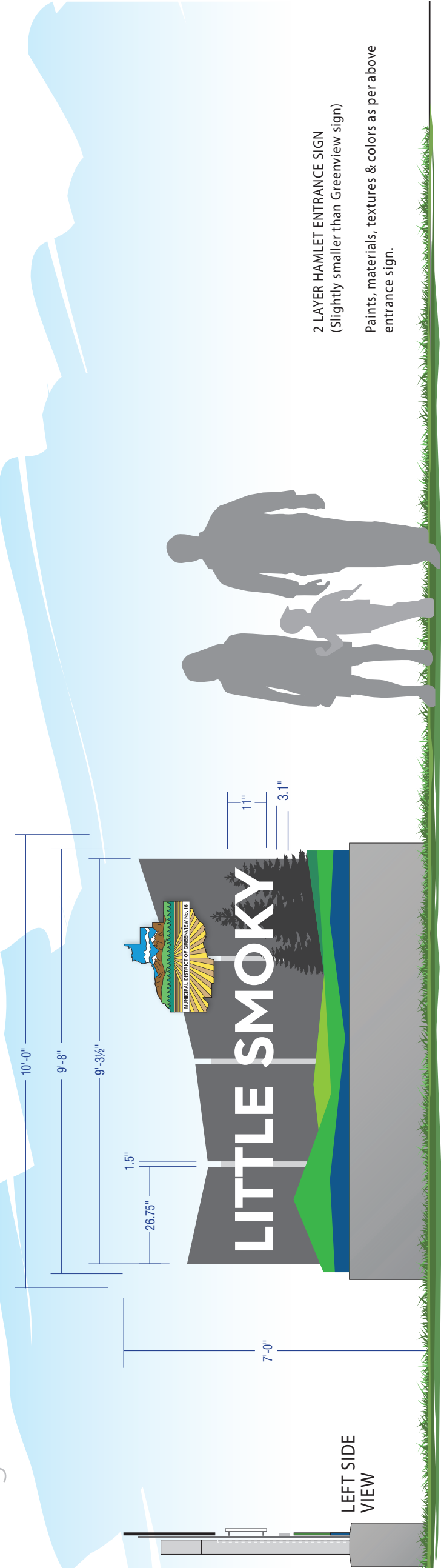
MUNICIPAL DISTRICT OF GREENVIEW | SINGLE SIDED NON-ILLUMINATED SIGN DISPLAYS - OPTION 2

entrance sign

OPTION 2



hamlet sign



PROJECT NAME:
MUNICIPAL DISTRICT
OF GREENVIEW

PROJECT LOCATION:
Various Locations

ACCOUNT EXECUTIVE:
Daryl Blanchett

DRAWING DESIGN:
J. Oppen

DRAWING SCALE:
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21-04-176 Rev. 6

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survey information.



REQUEST FOR DECISION

SUBJECT:	Greenview Fiber Optic - Expression of Interest		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2021	CAO: DT	MANAGER: KK
DEPARTMENT:	ECONOMIC DEVELOPMENT	GM: DM	PRESENTER: KK
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 prepare and release an Expression of Interest to engage third parties who may wish to develop Greenview's future Fibre optic network.

BACKGROUND/PROPOSAL:

May 18, 2021, Administration presented to Committee of the Whole on the options for delivery of a fiber optic infrastructure to provide high-speed internet services to Greenview residents. The Government of Canada recently established that access to broadband is an essential service for all Canadians, akin to telephone service. To ensure Greenview ratepayers are not waiting years for private enterprise to facilitate delivery of this service, Greenview, like many rural municipalities, is reviewing options for installing their own network to provide access. An Expression of Interest shall be developed, posted on the Alberta Purchasing Connection, to communicate to potential service providers the opportunity within Greenview.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion will allow Administration to gather and present information to Council a number of pre-qualified proponents with options and costs anticipated to create the future fiber-optic network.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to amend or take no action to the recommended motions.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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 develop an Expression of Interest for posting on the Alberta Purchasing Connection site.

ATTACHMENT(S): N/A



REQUEST FOR DECISION

SUBJECT:	Installation of Fibre Optics in Grovedale		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2021	CAO: DT	MANAGER: PS
DEPARTMENT:	CAO SERVICES	DCAO SW	PRESENTER: PS
STRATEGIC PLAN:	Development	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) – MGA, R. S. A. 2000, Chapter M-26, Section 180 (1) A council may act only by resolution or bylaw.

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the installation of Fibre Optics to the Municipal District of Greenview 16 facilities in the Hamlet of Grovedale with an upset limit of \$62,000 and the funds to come from the Information Services Budget.

BACKGROUND/PROPOSAL:

Grovedale Public Service Building has been on the same internet technology for several years. With limited occupancy in the Public Service Building no consideration was given to the usage of internet services as there was plenty of bandwidth for limited users.

Currently the Grovedale Public Service Building is receiving 40-50 MBPS. With the increase of staff occupying the building, video conferences and the transfer of data to the Valleyview server usage has degraded the quality of usage for staff.

Information Systems is proposing fibre connectivity to the Municipal District of Greenview16 facilities in the Hamlet of Grovedale. The facilities include Public Service Building, Operations, AG, and Water Treatment Plant.

BENEFITS OF THE RECOMMENDED ACTION:

1. Having fibre installed by the Municipal District of Greenview16 in the Hamlet of Grovedale will allow residents, business, and organizations to take advantage of infrastructure already place.
2. Increase bandwidth to the Municipal District of Greenview16 facilities. Currently the site receives at best 50 Mbps we are paying for 100 Mbps. Fibre is a dedicated 100 Mbps connection with that bandwidth bring reserved for the Municipal District of Greenview16.

3. Allow for changing and increasing technologies to perform without restrictions. Example: Video conferencing for COTW meetings will have a much more stable platform with increased bandwidth.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Continue with Hybrid Technologies current solution. The bandwidth is low with minor and major interruptions. This will not allow for changing and increasing technologies.

FINANCIAL IMPLICATION:

Direct Costs: \$62,000 (GST excluded) This includes a discount for us hosting their router in the Public Service Building Network Closet. There will not be an occupancy impact on the Public Service Building as this equipment is remotely maintained. Information Systems has the cost related to this in its budget for 2021 available.

Ongoing / Future Costs: \$3500/month for fibre connection to the facilities mentioned above. By hosting their router, the cost per month has been reduced and facilities with seasonal staff the monthly cost has been reduced.

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:

Continued monitoring of our contract to ensure the Municipal District of Greenview16 is receiving the bandwidth contracted for.



REQUEST FOR DECISION

SUBJECT:	Disposal of Surplus Digital Communication Tools		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 11, 2021	CAO: DT	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	GM:	PRESENTER: PS
STRATEGIC PLAN:	Level of Service	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) – MGA, R. S. A. 2000, Chapter M-26, Section 215.

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the donation of used digital communications tools to interested non-profit organizations for a period of two months, followed by an opportunity for Council Members and Greenview staff to purchase any remaining digital communications tools for a period of one month, followed by the disposal of digital communication tools that are left unclaimed.

BACKGROUND/PROPOSAL:

On July 8th, 2019, Council approved the disposal of digital communication tools as per motions;

19.07.522 - “That Council approve the donation of the used digital communications tools to non-profit organizations until August 26, 2019; followed by an opportunity for Council Members and Greenview staff to purchase any remaining digital communications tools until September 23, 2019; after which any remaining items may be disposed of by Administration.”

In 2021, Administration is recommending that Council continue offering used digital communications tools for disposal based on the approved motions from 2019.

The used digital communications tools will be offered as donation to non-profit organizations until July 9, 2021. They will then be offered for purchase by Council Members and Greenview staff at \$100.00 per item until July 31, 2021. Any remaining digital communications tools will be disposed of after August 13, 2021.

The disposal list comprises of 22 computers (laptops included) and 2 tablets all of which will have any concerns regarding data security removed prior to the disposal of any equipment.

The equipment will be disposed of on an “as is whereas basis”, there will be no IT support provided to the end user.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of approving the recommended motions is that Greenview continues to recycle the used IT equipment in a manner that benefits the community and disposes of the equipment in an environmentally safe manner.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct Administration to dispose of all used equipment by sending to the landfill site. This is not recommended by Administration as the equipment may still have a serviceable lifespan.

Alternative #2: Council has the alternative to provide the surplus communication tools to the general public, however Administration is not recommending this course of action because there is insufficient administrative resources to implement this procedure.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications based on the recommended action, the equipment disposal is part of the annual work plan.

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:

Following Council's decision, Administration will advertise the availability of the equipment on the Greenview's Website and will notify all staff if there is any equipment remaining after the non-profit groups' requests have been supplied.

ATTACHMENT(S):

- List of the used digital communication tools.

MGA Section 215 - Prohibition of certain agreements with employees

215(1) An agreement made on or after January 1, 1995 between a municipality and an employee of a municipality in which the municipality is to provide a service or commodity to the employee is void. (2) This section does not apply to an agreement (a) in which the municipality provides a service or commodity that the municipality supplies to the public generally, or (b) respecting the employee's employment.

List of Surplus Equipment for 2021

Type	Model	Qty	Notes
Desktop Computers	Lenovo Models	6	Hard Drives erased. Operating System available.
Laptop	Multiple Models	16	Hard Drives erased. Operating System available.
Tablet	Apple	2	Hard Drives erased. Operating System restored.
		.	



REQUEST FOR DECISION

SUBJECT: **Policy 1035 Advertising**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 25, 2021
DEPARTMENT: CORPORATE SERVICES
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1035 “Advertising” as presented.

BACKGROUND/PROPOSAL:

This policy was passed in Council during the March 9, 2021 regular meeting.

Some concerns were raised about the limits that the policy places on certain departments for some of their campaigns and initiatives. Administration added a provision to provide the opportunity to conduct certain initiatives and campaigns without contravening the policy. This allows departments to run campaigns and initiatives to highlight businesses as part of a broader campaign or initiative. Any individual highlights or advertisements of a business must be a part of a campaign that involves a group of businesses.

BENEFITS OF THE RECOMMENDED ACTION:

1. Departments will be able to advertise on behalf of for-profit businesses on a limited basis (as groups of businesses, advertising campaigns, etc).

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommended changes.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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):

- Current Policy 1035
- Revised Policy 1035

Title: Advertising

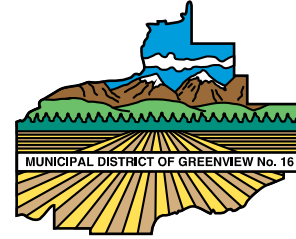
Policy No: 1035

Effective Date:

Motion Number:

Supersedes Policy No: NONE

Review Date:



Purpose: The purpose of this policy is to ensure that all third-party advertising on Greenview property, facilities, and media is consistent with Greenview's corporate values, image, and strategic goals.

Generally, Greenview will not advertise for for-profit organizations except through sponsorship at recreation facilities and events.

Greenview shall meet specific criteria, as outlined in this policy, without unreasonable interference with rights under the Canadian Charter of Rights and Freedoms.

1. DEFINITIONS

- 1.1. **Advertising** means any paid or in-kind communications that are utilized to influence, educate or inform the public. This includes all forms of advertising and sponsorship.
- 1.2. **CAO** means the Chief Administrative Officer of the M.D. of Greenview.
- 1.3. **Community** means the residents, landowners, business owners, organizations and agencies that make up Greenview.
- 1.4. **Employee** means those people employed full-time, part-time, casually. Seasonally, on contract, as a volunteer, or elected or appointed.
- 1.5. **For-Profit** means an organizations that provide products or services for profit; established, maintained, or conducted for the purpose of making a profit.
- 1.6. **Greenview** means the Municipal District of Greenview No. 16.
- 1.7. **Greenview Assets** means Greenview corporate website, social media, mobile app, and electronic sign boards.
- 1.8. **Greenview Media** means any outlet used by Greenview to carry and deliver advertisements, and includes but is not limited to, direct mail; print (e.g. newspaper, brochure, flyer, magazine); digital media (e.g. web, e-mail, social media, mobile media); television; radio; billboard or message board.

- 1.9. **Greenview Program** means any activity which is operated by Greenview and includes any Greenview events and scheduled activities for the public and communities.
- 1.10. **Non-Profit** means organizations that provide products or services to improve or benefit a community. Any money made by a Non-Profit is not for the personal gain of its directors, members or officers, but goes back into the organization to further its aims and projects.

2. POLICY STATEMENT

- 2.1. Greenview supports the placement of advertisements on Greenview assets and Greenview media to assist in the provision of programs and services.
- 2.2. Third party advertising requests by registered non-profit groups on Greenview assets, in Greenview media, on Greenview property or facilities, will be considered in accordance with the criteria outlined in section 4.2 of this policy.
- 2.3. Third party advertising requests by for-profit groups or organizations on Greenview assets or in Greenview media shall not be considered, except in the following circumstance. Third-party advertising requests from for-profit organizations as a result of a sponsorship or paid advertising of a Greenview event, or the hosting of an event in a recreation facility, including advertising in arenas or ball diamonds, will be considered in accordance with the criteria outlined in section 4.2.
- 2.4. All advertising shall be consistent with Greenview's vision, mission and values and will not compromise or contradict any laws of Canada or Alberta, by-laws or policies of Greenview, or reflect negatively on Greenview's public image.
- 2.5. All advertising agreements shall be established in a manner that ensures access and fairness, and results in the optimal balance of benefits to Greenview and its communities.
- 2.6. Administration will refrain from advertising on behalf of individuals and individual businesses, unless said advertisement is in relation to an advertising campaign or economic development campaign that involves a group or category of businesses.

3. SCOPE

- 3.1. This policy only applies to advertising from external advertisers:
 - on Greenview owned facilities;
 - on Greenview owned assets;
 - at Greenview programs; and
 - in Greenview media.

4. APPLICATION

- 4.1. The placement of any advertising on Greenview property, Greenview facilities, at Greenview programs, and/or in Greenview media does not represent or imply any partnership with Greenview; or Greenview's endorsement of any product, service, person(s), company, organization, beliefs, views, or any contents contained in the advertisement; and does not

constitute information or communication by or on behalf of Greenview.

4.2. Advertising on Greenview property, facilities, assets and media must meet all of the following criteria, including criteria 1 and 2 from the Canadian Code of Advertising Standards deemed appropriate by the Supreme Court of Canada:

- A. The advertising does not demean, denigrate or disparage any identifiable person, group of persons, firm, organization, industrial or commercial activity, profession, product or service or attempt to bring it or them into public contempt or ridicule;
- B. The advertising does not undermine human dignity; or display obvious indifference to, or encourage, gratuitously and without merit, conduct or attitudes that offend the standards of public decency prevailing among a significant segment of the population;
- C. The advertising adheres to the Canadian Code of Advertising Standards;
- D. The advertising is not in conflict with any applicable laws, Greenview bylaws or policies;
- E. The advertising does not breach or conflict with any existing Greenview advertising agreements and/or contracts;
- F. There are no adverse effects on public safety;
- G. The advertising does not incite violence and hatred;
- H. The advertising does not present demeaning or derogatory portrayals of individuals or groups;
- I. Alcohol, tobacco and cannabis advertising will not be permitted at events geared to children or youth;
- J. The proposed location of the advertising may have an impact when determining whether or not the criteria have been met.

4.3 In order for Greenview to ensure that all advertising complies with this policy, requests for placement of non-English language advertising must be accompanied by a certified English translation of the ad content.

5. COUNCIL RESPONSIBILITIES

- 5.1. Council must approve any advertising agreements that grant naming rights to a Greenview property or facility.
- 5.2. To approve and periodically review the Advertising Policy.

6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Administer, review, and recommend revisions to the Advertising Policy guidelines.
- 6.2. Has authority to enter into agreements with non-profit and for-profit organizations for the purposes of third-party advertising on Greenview property, at Greenview programs, and in Greenview media.
- 6.3. Communications:
 - A. The decision as to where advertising will be permitted (i.e. on which Greenview property or facility, at which Greenview programs and in which Greenview media) is the responsibility of the Communications department.

- B. Communications is also responsible for administering such requests or offers of advertising in accordance with this policy.
- C. Advertising agreements, which must be in a form satisfactory to the CAO, are managed by the Communications department.

UNAPPROVED

Title: Advertising

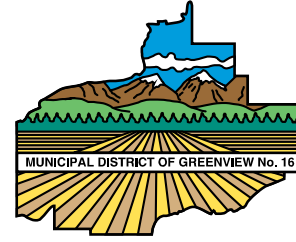
Policy No: 1035

Effective Date: March 9, 2021

Motion Number: 21.03.089

Supersedes Policy No: NONE

Review Date: March 9, 2024



Purpose: The purpose of this policy is to ensure that all third-party advertising on Greenview property, facilities, and media is consistent with Greenview's corporate values, image, and strategic goals.

Generally, Greenview will not advertise for for-profit organizations except through sponsorship at recreation facilities and events.

Greenview shall meet specific criteria, as outlined in this policy, without unreasonable interference with rights under the Canadian Charter of Rights and Freedoms.

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 - at Greenview programs; and
 - in Greenview media.

4. APPLICATION

- 4.1. The placement of any advertising on Greenview property, Greenview facilities, at Greenview programs, and/or in Greenview media does not represent or imply any partnership with Greenview; or Greenview's endorsement of any product, service, person(s), company, organization, beliefs, views, or any contents contained in the advertisement; and does not constitute information or communication by or on behalf of Greenview.
- 4.2. Advertising on Greenview property, facilities, assets and media must meet all of the

following criteria, including criteria 1 and 2 from the Canadian Code of Advertising Standards deemed appropriate by the Supreme Court of Canada:

- A. The advertising does not demean, denigrate or disparage any identifiable person, group of persons, firm, organization, industrial or commercial activity, profession, product or service or attempt to bring it or them into public contempt or ridicule;
- B. The advertising does not undermine human dignity; or display obvious indifference to, or encourage, gratuitously and without merit, conduct or attitudes that offend the standards of public decency prevailing among a significant segment of the population;
- C. The advertising adheres to the Canadian Code of Advertising Standards;
- D. The advertising is not in conflict with any applicable laws, Greenview bylaws or policies;
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- G. The advertising does not incite violence and hatred;
- H. The advertising does not present demeaning or derogatory portrayals of individuals or groups;
- I. Alcohol, tobacco and cannabis advertising will not be permitted at events geared to children or youth;
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 - B. Communications is also responsible for administering such requests or offers of advertising in accordance with this policy.

- C. Advertising agreements, which must be in a form satisfactory to the CAO, are managed by the Communications department.

Original



REQUEST FOR DECISION

SUBJECT:	Appointment of Clerk to the Subdivision and Development Appeal Board		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2021	CAO: DT	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	GM:	PRESENTER: SS
STRATEGIC PLAN:	Level of Service	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act RSA 2000 Chapter M-26 s627.1

Council Bylaw/Policy (cite) – Subdivision and Development Appeal Board Bylaw 95-157 and Subdivision and Development Appeal Board Amending Bylaw 13-710

RECOMMENDED ACTION:

MOTION: That Council appoint Sarah Sebo, as a Subdivision and Development Appeal Board Clerk.

BACKGROUND/PROPOSAL:

The role of the Subdivision and Development Appeal Board (SDAB) Clerk is necessary to meet the requirements as established under Section 7.3 of the SDAB Bylaw 95-157 and Bylaw 13-710. The Clerk has the functions, duties, and responsibility to ensure the SDAB proceedings meet all requirements in accordance with the Municipal Government Act Section. The Clerk ensures that proceedings take place in an orderly manner and ensures that any post-hearing requirements are met.

The SDAB hears matters as a quasi-judicial body when an appeal is received for a Development Permit application, Subdivision application, or Stop Order.

Administration recommends the appointment of Sarah Sebo. This will give Greenview two individuals (Sarah Sebo and Danie Leurebourg) capable of fulfilling the role. The appointment of a Clerk position to the SDAB must be someone that is not a part of the Subdivision or Development Authority.

The SDAB Clerk must meet the training requirements established by the Minister of Municipal Affairs.

BENEFITS OF THE RECOMMENDED ACTION:

1. The appointment would allow an alternate staff to perform the functions and duties of the Subdivision and Development Appeal Board Clerk.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the recommendation motion and appoint another individual as Subdivision and Development Appeal Board Clerk.

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):

- Bylaw 95-157 Subdivision and Development Appeal Board
- Bylaw 13-710 Subdivision and Development Appeal Board Amending Bylaw



BYLAW NO. 95-157

of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in
the Province of Alberta, to establish the
**SUBDIVISION AND DEVELOPMENT
APPEAL BOARD**
of the Municipal District of Greenview No. 16.

WHEREAS Section 627 of the Municipal Government Amendment Act, being Chapter 24 of the Revised Statutes of Alberta, 1995, requires that a Council must establish a Subdivision and Development Appeal Board by Bylaw.

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

1. NAME

- 1.1 This bylaw may be cited as the "Subdivision and Development Appeal Board Bylaw".

2. DEFINITIONS

- 2.1 "Act" means the Municipal Government Amendment Act S.A. 1995 as amended.
- 2.2 "Appellant" means a person who, pursuant to the Act, has served a notice of appeal on the Subdivision and Development Appeal Board.
- 2.3 "Council" means the Reeve and Councillors of the Municipal District of Greenview No. 16 for the time being elected pursuant to the provisions of the 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 Act.
- 2.4 "Development Application" means an application made to the Development Authority in accordance with the Land Use Bylaw for the purpose of obtaining a development permit.
- 2.5 "Development Authority" means the persons established under the Development Authority Bylaw to perform the functions of the development authority under the Act.
- 2.6 "Development Permit" means a document authorizing a development issued in accordance with the Land Use Bylaw of the M.D. of Greenview No. 16.
- 2.7 "Land Use Bylaw" means a bylaw adopted as a Land Use Bylaw pursuant to the Act or the former Act.
- 2.8 "Subdivision Authority" means the persons established under the Subdivision Authority Bylaw to perform the functions of a subdivision authority under the Act.
- 2.9 "Subdivision and Development Appeal Board" means the Board established to hear development and subdivision appeals pursuant to Section 3 herein.
- 2.10 "Subdivision and Development Appeal Board Secretary" means the person appointed to the position established under Section 7 herein.

3. ESTABLISHMENT AND MEMBERSHIP

- 3.1 The Subdivision and Development Appeal Board of the M.D. of Greenview No. 16 is hereby established.
- 3.2 The Subdivision and Development Appeal Board shall consist of five members appointed annually by resolution of Council. Three members shall be appointed from the public at large, and two members shall be appointed from Council.
- 3.3 No person who is an employee of the M.D. of Greenview No. 16, who is a member of the Development Authority or a Subdivision Authority for the M.D. of Greenview No. 16, or who is a member of the Municipal Planning Commission, shall be appointed to the Subdivision and Development Appeal Board.
- 3.4 Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of Council.
- 3.5 Council may remove a member from the Subdivision and Development Appeal Board by resolution at any time.

4. TERM OF OFFICE

- 4.1 Subject to Section 3.5 and 4.2. of this Bylaw, each member of the Subdivision and Development Appeal Board shall be appointed at the pleasure of the Council for a term of one year and may be re-appointed upon the expiry of the term at the pleasure of the Council.
- 4.1 Where a member of Council is appointed as a member of the Subdivision and Development Appeal Board, his appointment shall terminate upon his ceasing to be a member of Council.

5. CHAIRMAN

- 5.1 At the first meeting of the Subdivision and Development Appeal Board following Council's Organizational Meeting each year, a Chairman shall be elected by vote of the majority of the members.
- 5.2 A member may be re-elected to the position of Chairman.
- 5.3 The Chairman shall preside at the meetings of the Subdivision and Development Appeal Board.

6. VICE-CHAIRMAN

- 6.1 A Vice-Chairman shall be elected at the same time and under the same rules as the Chairman.
- 6.2 A member may be re-elected to the position of Vice-Chairman.
- 6.3 The Vice-Chairman shall preside at the meetings of the Subdivision and Development Appeal Board in place of the Chairman if the Chairman, for any reason, does not preside at the meeting.
- 6.4 In the absence of the Chairman and Vice-Chairman, one of the other members of the Subdivision and Development Appeal Board shall be elected to preside.

7. SECRETARY OF THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD

- 7.1 The position of designated officer for the limited purpose of carrying out the function of the Secretary to the Subdivision and Development Appeal Board is hereby established ("Subdivision and Development Appeal Board Secretary").

7.2 The Municipal Manager and/or designate is appointed the Subdivision and Development Appeal Board Secretary and shall not be a member of the Subdivision and Development Appeal Board.

7.3 The Subdivision and Development Appeal Board Secretary shall have responsibilities and functions including the following:

7.3.1 Makes and keeps a record of the Subdivision and Development Appeal Board proceedings which may be in the form of a summary of the evidence presented at a hearing.

7.3.2 Ensures statutory notices and decisions of the Subdivision and Development Appeal Board are provided to such persons as the Act requires.

7.3.3 Compiles and provides agenda and meeting packages to members and make available to the public.

7.3.4 Signs orders, decisions, approvals, notices, and other items given by the Subdivision and Development Appeal Board on its behalf.

8. QUORUM AND MEETINGS

8.1 A quorum of the Subdivision and Development Appeal Board shall be a majority of the members of the Subdivision and Development Appeal Board.

8.2 The Subdivision and Development Appeal Board shall meet at such intervals as are necessary to consider and decide appeals filed with it in accordance with the Act.

8.3 The Subdivision and Development Appeal Board may make rules as are necessary for the conduct of its meetings, its hearings and its business that are consistent with this bylaw, the M.D. of Greenview No. 16 Land Use Bylaw, and the Act.

9. FEES AND EXPENSES

9.1 The remuneration, traveling, living and other expenses of the members of the Subdivision and Development Appeal Board and the Subdivision and Development Appeal Board Secretary, shall be established by resolution of Council from time to time.

10. DEVELOPMENT APPEALS

10.1 Subject to Sections 641(4) and 685(3) of the Act, the Subdivision and Development Appeal Board shall hear appeals where the Development Authority of the M.D. of Greenview No. 16:

10.1.1 refuses or fails to issue a development permit to a person, or

10.1.2 issues a development permit subject to conditions, or

10.1.3 issues an order under Section 645 of the Act,

and appeals are launched within the time limitations and in the manner indicated in the Act.

10.2 Subject to Sections 641(4) and 685(3) of the Act, the Subdivision and Development Appeal Board shall hear appeals from any person affected by an order, decision or development permit issued by the Development Authority, who appeals within the time limitations and in the manner indicated in the Act.

- 10.3 The Subdivision and Development Appeal Board shall hold an appeal hearing respecting any Development Appeal within 30 days of receipt of the notice of appeal.
- 10.4 The Subdivision and Development Appeal Board shall give at least five days notice in writing of the appeal hearing to:
 - 10.4.1 the Appellant,
 - 10.4.2 the Development Authority for the M.D. of Greenview No. 16,
 - 10.4.3 The owners required to be notified under the Land Use Bylaw of the M.D. of Greenview No. 16,
 - 10.4.4 any other person that the Subdivision and Development Appeal Board considers to be affected by the appeal and should be notified.
- 10.5 In determining an appeal, the Subdivision and Development Appeal Board:
 - 10.5.1 shall comply with the Land Use Policies established pursuant to Section 622 of the Act.
 - 10.5.2 shall comply with any statutory plan and, subject to subsection 10.5.5 of this Bylaw, the Land Use Bylaw of the M.D. of Greenview No. 16.
 - 10.5.3 shall have regard to but not be bound to the Subdivision and Development Regulations established pursuant to Section 694 of the Act.
 - 10.5.4 may confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own.
 - 10.5.5 may make an order or decision or issue or confirm the issue of a development permit even though the proposed development does not comply with the Land Use Bylaw if, in its opinion,
 - (i) the proposed development would not
 - (a) unduly interfere with the amenities of the neighborhood, or
 - (b) materially interfere with or affect the use, enjoyment or value of neighboring parcels of land, and
 - (ii) the proposed development conforms with the use prescribed for that land or building in the Land Use Bylaw.
- 10.6 The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within 15 days of the conclusion of the public hearing.

11. SUBDIVISION APPEALS

- 11.1 Subject to Section 678 of the Act, the Subdivision and Development Appeal Board shall hear appeals of decisions of the Subdivision Authority for the M.D. of Greenview No. 16 provided an appeal is received within the time limitations and in the manner indicated in the Act.
- 11.2 The Subdivision and Development Appeal Board shall hold an appeal hearing respecting any appeal within 30 days of receipt of the notice of appeal.
- 11.3 The Subdivision and Development Appeal Board shall give at least five days notice in writing of the appeal hearing to:
 - 11.3.1 the applicant for subdivision approval,

- 11.3.2 the Subdivision Authority for the M.D. of Greenview No. 16,
 - 11.3.3 any school authority to whom the application for subdivision approval was referred,
 - 11.3.4 all adjacent land owners who were given notice of the application for subdivision approval pursuant to Section 653(4) of the Act,
 - 11.3.5 every Government department that was given a copy of the application for subdivision approval pursuant to the Act, and
 - 11.3.6 the adjacent municipality, if the land that is the subject of the application for subdivision approval is adjacent to the M.D. of Greenview No. 16 boundaries.
- 11.4 In determining an appeal, the Subdivision and Development Appeal Board:
- 11.4.1 shall be consistent with the Land Use Policies established pursuant to Section 622 of the Act,
 - 11.4.2 shall have regard to any statutory plan which is in effect,
 - 11.4.3 shall conform with the uses of land referred to in the Land Use Bylaw,
 - 11.4.4 shall have regard to but not be bound to the Subdivision and Development Regulations established pursuant to Section 694 of the Act,
 - 11.4.5 may confirm, revoke or vary the approval or decision or any condition imposed by the Subdivision Authority or make or substitute a decision or any condition of its own, and
 - 11.4.6 may exercise the same power as the Subdivision Authority is permitted to exercise pursuant to the Act or any Regulations or Bylaws adopted pursuant to the Act.
- 11.5 The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within 15 days of the conclusion of the public hearing.

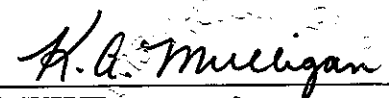
Bylaw 94-42 is hereby rescinded.

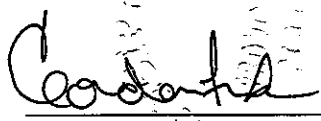
This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 11th day of October, A.D., 1995.

Read a second time this 11th day of October, A.D., 1995.

Read a third time and final time this day 26th of October, A.D., 1995.


REEVE


MUNICIPAL MANAGER

BYLAW NO. 13-710
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 95-157 (SDAB Bylaw) by changing the
membership to the Board.**

1. The second sentence of clause 3.2 of Bylaw 95-157 is hereby replaced with a sentence that reads: “Five members shall be appointed by Council from the public at large”.
2. This Bylaw shall come into effect upon final passing.

Read a first time this 10th day of, September AD, 2013.

Read a second time this 24th day of September, AD, 2013.

Read a third time and finally passed this 24th day of September AD, 2013.

(Original signed copy on file)
Reeve

(Original signed copy on file)
Interim Chief Administrative Officer



REQUEST FOR DECISION

SUBJECT:	Encroachment at 272 Mawdsley Crescent		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2021	DCAO SW	MANAGER:
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: PL
STRATEGIC PLAN:	Development	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Grande Cache Land Use Bylaw No. 799

RECOMMENDED ACTION:

MOTION: That Council direct Administration to pursue option _____ for the purpose of addressing multiple driveways encroachments onto municipal land located at 272 Mawdsley Crescent, Grande Cache Alberta, if landowner compliance is not achieved.

BACKGROUND/PROPOSAL:

272 Mawdsley Crescent has 3 driveways, 2 of which are on municipal reserve. The one legal and compliant driveway does not provide access to the front door nor the garage upon which the mobile home is placed. The property owners have been encroaching onto the municipal reserve for many years and have developed it as part of their property.

Administration is looking for Council direction on the desired outcome of the enforcement of encroachment on municipal reserve. Below are potential alternatives:

- A. Subdividing the MR and requiring the landowner to purchase and consolidate the parcel with the existing residential lot (options included as attachments);
- B. The issuance of a stop order to require the removal of all development on MR; and
- C. No action.

Administration recommends one of the options in alternative A as these allow the landowner to maintain access to both the front door and the garage.

Option 1:

- All three driveways are included; and
- The previously subdivided strip of MR is included.

Option 1a:

- All three driveways are included.

Option 2:

- Two driveways are included;
- Access is provided to both the front door and garage; and
- The previously subdivided strip of MR is included.

Option 2a:

- Two driveways are included; and
- Access is provided to both the front door and garage.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration will be able to continue working towards resolving encroachments matters in Grande Cache.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to subdivide the Municipal Reserve and require the landowner to purchase and consolidate the parcel with the existing residential lot.

Alternative #2: Council has the alternative to issue a stop order to require the removal of all development on the Municipal Reserve. This is not recommended as the landowner will no longer have access to the front entrance nor the garage.

FINANCIAL IMPLICATION:

Direct Costs:

Survey and legal fees for subdivision and sale of property.

Ongoing / Future Costs:

Costs associated with any enforcement measures required.

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

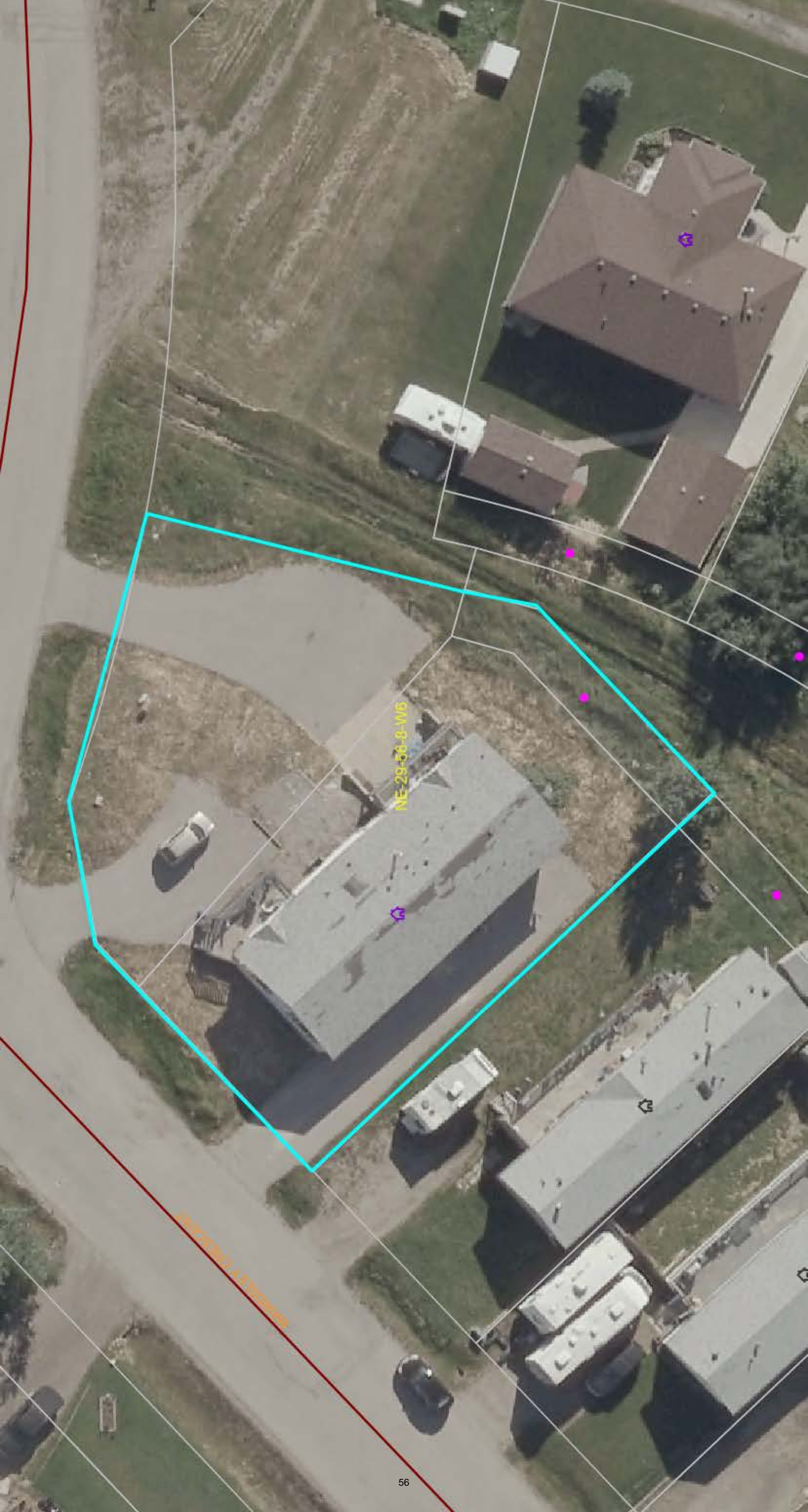
Inform - We will keep you informed.

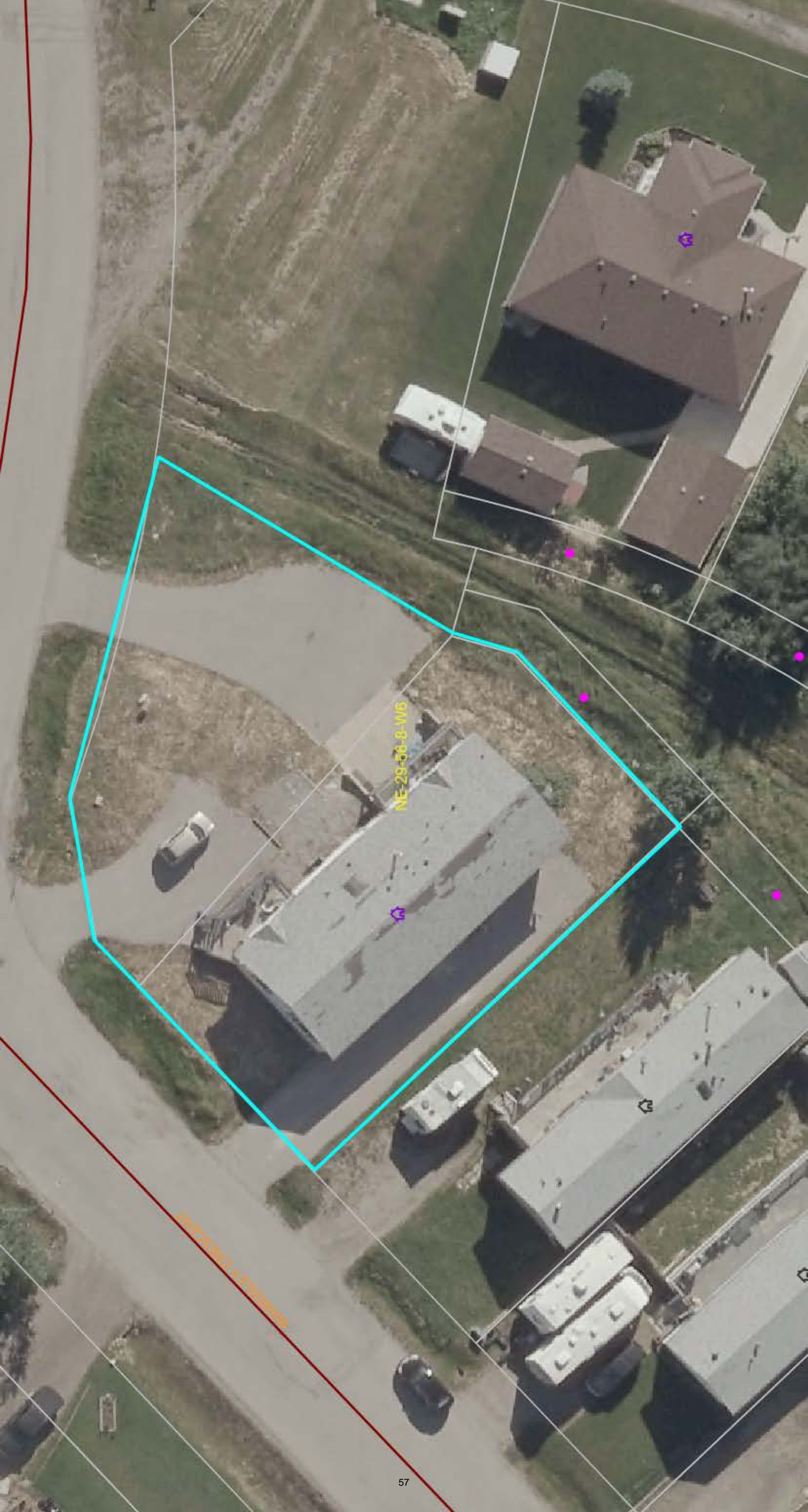
FOLLOW UP ACTIONS:

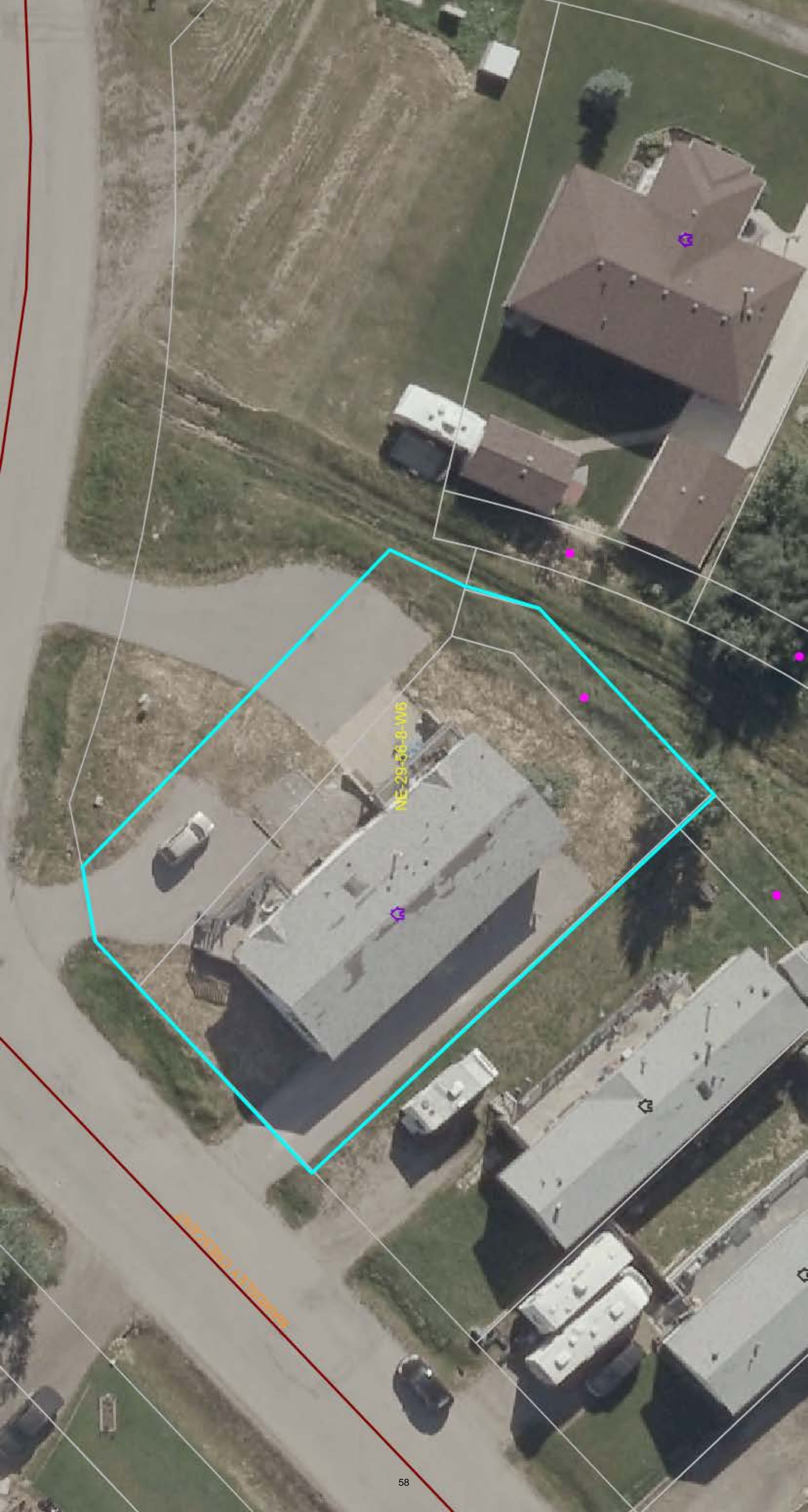
Letters will be sent to affected landowners to inform them of the next steps.

ATTACHMENT(S):

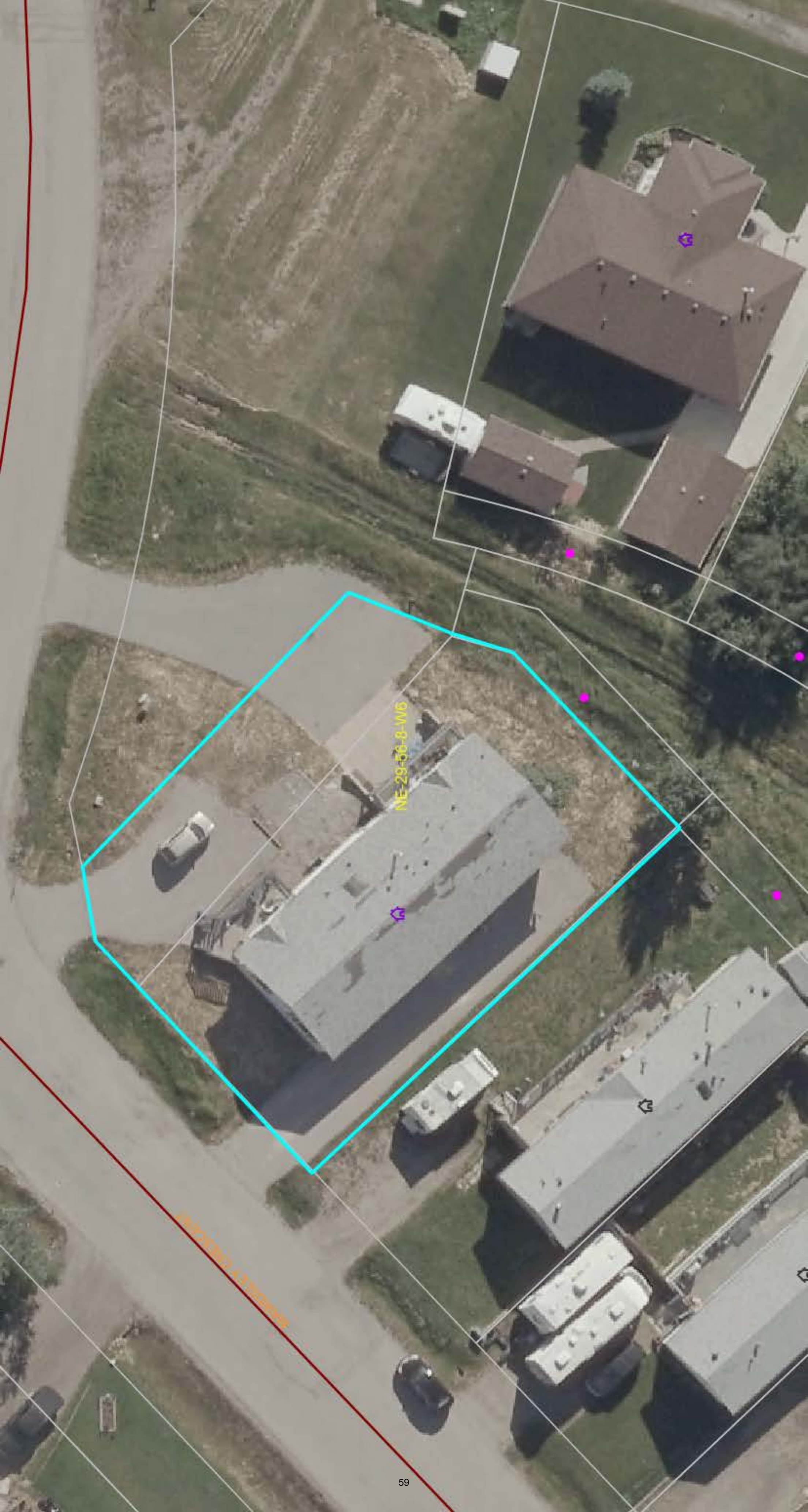
- Four options for alternative A







NE-29-56-8-W6



NE-29-56-8-W6



REQUEST FOR DECISION

SUBJECT:	Grande Cache Municipal Reserve Encroachments		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2021	DCAO SW	MANAGER:
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: PL
STRATEGIC PLAN:	Development	LEG: DL	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Grande Cache Land Use Bylaw No. 799

RECOMMENDED ACTION:

MOTION: That Council direct Administration to pursue Option A to rectify encroachment issues located on properties adjacent to Lot 41MR Grande Cache, Alberta.

BACKGROUND/PROPOSAL:

In 2008, the Town of Grande Cache Council passed Bylaw 677 to dispose of 3.5-metre-wide strips of municipal reserve land (Lot 41MR) abutting residential lots. These would be sold to landowners whose properties were adjacent to these strips of land. The purpose was to offload lands deemed to be in excess of what was necessary and to deal with encroachment issues by making the residential lots large enough to include the encroaching developments.

In 2009, the municipal reserve (Lot 41MR) was subdivided and offered to the residents. Since then, only 9 of 45 residential properties have taken advantage of the offer and added the subdivided parcels onto their lots. 5 of the 9 properties are municipally owned.

Administration is seeking Council direction on the desired outcome of the enforcement of encroachment on municipal reserve. Administration intends to have a survey prepared indicating the encroachment, both on the unsold municipal reserve strips and the balance of the municipal reserve. Below are options for the next steps:

- A. The consolidation of MR strips back into Lot 41MR and removal of all encroaching development;
- B. Offering the residents another opportunity to purchase the subdivided MR strips at market value, and consolidating the unsold lots; and
- C. No action.

Administration recommends option A as it provides for a uniform lot boundary and simplifies the development permitting and enforcement processes. Greenview cannot require a landowner to purchase the MR strip adjacent to their property, which leaves the possibility of some lots being sold and others remaining as unused lots.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration will be able to continue working towards resolving encroachments matters in Grande Cache.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to consolidate the subdivided MR lots and require the removal of all encroaching development.

Alternative #2: Council has the alternative to sell the affected lots to the adjacent property owners. It is important that all of the adjacent property owners must be willing purchase an equal portion of the public walkway or it will create a fragmented subdivision design. As well, a market value of the land will need to be determined.

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:

Letters will be sent to affected landowners to inform them of the next steps.

ATTACHMENT(S):

- Aerial of subject properties





REQUEST FOR DECISION

SUBJECT: **Leonard Street Encroachments**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 25, 2021
DEPARTMENT: PLANNING & DEVELOPMENT
STRATEGIC PLAN: Development

REVIEWED AND APPROVED FOR SUBMISSION
DCAO SW
GM: RA
LEG: DL
MANAGER:
PRESENTER: PL

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Grande Cache Land Use Bylaw No. 799

RECOMMENDED ACTION:

MOTION: That Council direct Administration to pursue option _____ to rectify the encroachment issues on Leonard Street, Grande Cache Alberta, if compliance is not achieved by landowner.

BACKGROUND/PROPOSAL:

Complaints have been received from landowners regarding developments that appeared to be encroaching onto public property. Encroachments were confirmed through a survey of the properties. The legal descriptions for the affected residential properties as shown on the Real Property Report (RPR), dated September 24, 2018 are as follows:

1. Plan 772 2953; Block 26; Lot 122
2. Plan 772 2953; Block 26; Lot 124
3. Plan 772 2953; Block 29; Lot 25
4. Plan 772 2953; Block 29; Lot 27
5. Plan 772 2953; Block 29; Lot 37
6. Plan 772 2953; Block 29; Lot 39

The legal descriptions for the affected public properties are as follows:

1. Plan 772 2953; Block 29; Lot 38W
2. Plan 772 2953; Block 29; Lot 26W
3. Plan 772 2953; Block 26 Lot 123W

The size of the public walkway is approximately 3.05m x 36.52m or 111.37m² (10 ft. x 119.8 ft. or 1198 ft²).

The design feature of this subdivision is to have a series of public walkways to connect homes, greenspaces, and schools. These walkways are identified on the registered subdivision. The RPR was completed on September 24, 2018 and the survey revealed the following:

- Plan 772 2953; Block 29; Lot 27 encroaches onto public walkway Lot 26W by a fence that completely blocks public access to the walkway. As well, the garage (see attachments 4 & 5) doesn't meet the required side yard setback of 1.2m (4.0 ft.) and the asphalt driveway encroaches onto the entire public walkway. However, this is considered a legally non-conforming building.

- Plan 772 2953; Block 26; Lot 124 encroaches onto public walkway Lot 123W by a fence that completely blocks the public access to the walkway. There is a development permit for the fence and a compliance certificate for the property, both dated 1998-06-04 (see attachments 6 & 7).
- Plan 7722953; Block 29; Lots 37 & 39 are compliant.

The property owners have been encroaching onto the public walkways for many years and have developed the public walkways as part of their property. Administration began enforcement actions by sending letters in September 2019, notifying landowners of encroachments.

Administration is looking for Council direction on the next steps for enforcement. Letters will be sent once more to inform landowners of encroachments and request that they remove the developments. Should they refuse, it is recommended that option a or b be pursued. They are:

a) Lots 26W and 123W be closed and sold to the encroaching landowners; or

b) that the encroachments be remedied by Greenview and charged back to the encroaching landowners.

Though both options solve the issue, the first may be seen as a less confrontational approach and allow landowners to keep their properties as they are. This issue, however, is that it requires the landowners to purchase the properties, and this is not something we can force them to do. Should they refuse to purchase the properties and fail to remove their developments, the only remedy remaining is to use the second option. This is within our power to enforce and complete, allowing administration to close the enforcement files.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration will be able to continue working towards resolving encroachments matters in Grande Cache.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to require the landowner to purchase and consolidate the parcel with the existing residential lot.

Alternative #2: Council has the alternative to issue a stop order to require the removal of all development on the Municipal Reserve.

FINANCIAL IMPLICATION:

Direct Costs:

Survey and legal fees for subdivision and sale of property.

Ongoing / Future Costs:

Costs associated with any enforcement measures required.

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

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FOLLOW UP ACTIONS:

Letters will be sent to affected landowners to inform them of the next steps.

ATTACHMENT(S):

- Real Property Report of Leonard Street Encroachments

LEGAL DESCRIPTION	Civic Address	Leeward Street & Manning Crescent Municipality, Town of Grande Cache
Lot 133W		
Block 26		
Plan 772 2563		
28W & 38W		
Block 25		
Plan 772 2563		

NOTES

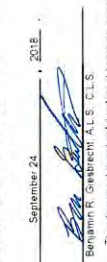
- Property boundary shown thick
- Standard non-poll's shown thin
- Standard non-poll's shown thick
- Non-poll's shown thin
- Survey points and bearings found in a good condition
- Unpoll's noted otherwise
- Power poles are shown thin
- Power pole anchors are shown thick
- Distances are shown in inches and decimals thereof
- Building location dimensions are from the property lines to the center of the building
- Building location dimensions of survey, unless from otherwise
- Building outline shown thin
- Excises are dimensioned to the line of the facade
- Excises are shown thin
- Concrete is shown thin
- Right-of-Way are shown thin
- Fences are shown thin
- Fences along property lines are within 0.05 m of the property line unless shown otherwise
- Bearings are NUDOS 31M grid bearings derived from Global Navigation Satellite System (GLONASS) observations and related to Central European 120° West longitude


TITLE INFORMATION	
Title Number: 772 245 525 DA Lot 123W Property is subject to: No instruments	Searched on the date of September 11 2018
Title Number: 772 245 525 EA Lot 25W Property is subject to: No instruments	Searched on the date of September 11 2018
Title Number: 772 245 525 EE Lot 39W Property is subject to: No instruments	Searched on the date of September 11 2018

CERTIFICATION

I hereby certify that this Report and related survey was prepared and performed under my personal supervision and in accordance with the standards and procedures of the American Society of Professional Appraisers (ASPA). Accordingly, under the standards and as of the date of this Report, I am of the opinion that:

1. The plan illustrates the boundaries of the Property, the improvements as defined in Part C, Section 8.6 of the Alberta Land Surveyors' Association's Manual of Standard Practice, and registered easements and rights-of-way.
2. The permanent improvements are entirely within the boundaries of the Property unless shown otherwise.
3. No visible encroachments exist on the Property from any improvements situated on an adjoining property.
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of the Property, unless shown otherwise.

[illegible]

This document is not valid unless it bears an original signature in blue ink and a permit stamp in red ink.			
Client	Town of Granite Capital	Date of Survey	September 15, 2016
Scale	1" = 500'	Drawn By	EDS/PS
Job #	332102659	Checked By	BG
 McElhanney		McElhanney Land Survey, PLLC Ltd. Unit 750 Commercial Park East, 777 M11 Fort Worth, Texas 76102 T 760-965-7200 F 760-855-1251 © Benjamin R. Giesbrecht, L.S. 2016	





MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
05/11/2021	Regular Council Meeting	
05/12/2021	Municipal Planning Commission	
05/12/2021	Policy Review Committee	
Click here to enter a date.	Fox Creek Library Board	
05/18/2021	Committee of the Whole	



Employee # : _____
Department: Council

Claimant	_____
Date	_____
Approved	_____
Date	_____



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
5/11/2021	Regular Council Meeting	
5/12/2021	Municipal Planning Commission	
5/12/2021	Policy Review Committee	
5/17/2021	East Smoky Recreation Board	
5/18/2021	Committee of the Whole	



Employee # : _____
Department: Council

Claimant	_____
Date _____	_____
Approved _____	Date _____



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 8 Councillor Bill Smith		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
Click here to enter a date.	Community Futures	
5/18/2021	Committee of the Whole	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Division 9 Councillor Tyler Olsen		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
5/18/2021	Committee of the Whole	



Council

Claimant	_____
Date	_____
Approved	_____
Date	_____



COUNCIL MEMBERS BUSINESS REPORT

[illegible]